

# IQAC Meeting Minutes

18-04-2019

IQAC meeting was held in BJVM staff room on 18-04-2019 at 03:00 p.m. convened by chair person Principal Dr. Ketaki Sheth. Following members were present. All the members were welcomed by Dr. Ketaki Sheth.

Sr. No.	Name of Person	Designation
1	Dr. Ketaki Sheth	Chair Person
2	Shri I. N. Tandel	Co-ordinator
3	Dr. J. P. Parmar	JCo- Coordinator
4	Dr. M. P. Trivedi	Member
5	Dr. S. R. Ajmeri	Member
6	Dr. R. N. Patel	Member
7	Smt. R. N. Vora	Member
8	Dr. S. M. Vohra	Member
9	Dr. S. K. Radadiya	Member
10	Shri K. D. Solanki	Administrative Staff
11	Shri H. B. Patel	Administrative Staff
12	Shri R. D. Patel	Technical Staff
13	Dr. S. G. Patel, Hon. Secretary, CVM	Management Representative
14	Shri. R. C. Talati, Hon. Joint Secretary, CVM	Management Representative
15	Shri N. L. Sanghavi	Alumni
16	Dr. Yogesh Joshi, Director , M.B.A. Dept. , SPU	Member
17	Shri H. S. Barad, CEO, Milcent	Industrialist
18	Shri Dhaval Patel	Representative of Community

Shri I. N. Tandel, Coordinator IQAC welcomed all the guests and members and briefed about the agenda of meeting.

- **Review of Past Meeting**

Review of past meeting was held at the meeting on 17.07.2018.

- **Curricular Aspects**

- It was suggested to motivate students to join certificate course and also add new skill based courses.
- As per suggestion given by Shri H.S. Barad, new courses which can generate more employability must be introduced.

- **Teaching – Learning Evaluation**

- It was strongly recommended to prepare and submit course completion report.
- Dr. S. G. Patel sir strongly recommended for student attendance, review and documentation to be maintained by the class counselors.
- It is also decided to provide soft copy material to the students.
- It was also recommended to sms the parents about students reports and attendance.

- **Research, Innovations & Extension**

- It was suggested at the meeting for student and faculty exchange programme.
- It was suggested to make liaison with UGC, ICSSR and other funding agencies for the funding of various major and minor research projects.
- It has also been decided to categorize various online journals and to involve students to use these journals and also motivate them to join MOOCs and Swayam courses.

- **Infrastructure and Learning Resources**

- College has started compulsory computer classes for all students from current year.
- As per the discussion, it has been decided to create and upload new digital learning resources within college campus.

- **Students support and Progression**

- It was recommended to organize BJVM Alumni Meet and to have strong bonding with the members.
- In this criterion, it has been decided to visit economically weaker students, meet their parents and do possible support.
- The report for the successful completion of first finishing school batch was presented by Shri I. N. Tandel.

- **Governance, Leadership and Management**

- It has been decided to develop an effective system for smooth functioning in the Institution.

- **Institutional values & Best Practices**

- It has been decided to implement few best practices from 'A' grade commerce colleges.
- Last year college has successfully started 'Eco-club'
- It was decided to preserve rain water in the campus.

## **General Suggestions**

- It has been decided to list out various courses from 'Mooc & Swayam' and to orient the students for it.
- To make it compulsory for all students to take any three activities and to give certificates for it.
- To acknowledge the students from various schemes, scholarships and activities so that they can take maximum benefits.
- A new practice has been decided to start during this year under the title 'Earn by Learn' through which students will get corporate exposure with the help of 'Alumni Association', in which students will learn and also get some remuneration for their contribution.
- It has been decided to give certificate to students for their participation in social environmental activities – that will motivate and show valuable participation of students.
- Offer is received from VNC that they will provide 'Digital Map' facilities within the campus for various trees and plants.