

IQAC MEETING

2020-21

(First Meeting)

NOTICE

The first meeting of the IQAC for the academic year 2020-21 will be held on Wednesday, 1 July, 2020 at 11.00 am in the Principal's office. You are requested to remain present in the meeting. The following agenda will be discussed in the meeting:

AGENDA

1. To confirm the minutes of the previous meeting of the IQAC
2. Chairperson's address
3. To give an informal training to the faculties for the online teaching
4. Commencement of the online classes
5. To hold various extension activities by the NSS Units of the college
6. To hold regular and special activities by the NCC wings of the College
7. To hold competitions and other activities by various committees of the Student Council and the departments of various subjects
8. To hold guest-lectures by NSS, Women's Cell, Udisha and other Departments of various subjects
9. To decide and implement the "Best Practices" for the current academic year
10. Any other item with the permission of the chair

29 June, 2020

Prin. Dr. H. C. Patel
Chairperson
IQAC

MINUTES OF THE MEETING OF THE IQAC

The first meeting of the IQAC for the academic year 2020-21 was held on Wednesday, 1 July, 2020 at 11.00 am in the Principal's Office.

The following members remained present:

1. Prin. Dr. H. C. Patel
2. Prof. P. N. Mistry
3. Prof. C. M. Gamit
4. Prof. N. K. Patel
5. Prof. D. V. Patel
6. Dr. G. D. Patel
7. Dr. F. G. Desai
8. Dr. M. N. Solanki
9. Shri V. C. Patel
10. Shri G. G. Patil

The IQAC members, after discussion, made the following resolutions:

- **Agenda 1**
The minutes of the previous meeting of the IQAC was read out and confirmed unanimously.
- **Agenda 2**
Prin. Dr. H. C. Patel asked the faculties to train themselves for the online teaching. She also asked to make the online teaching as effective and interesting as possible by learning various techniques of the online platforms for the same.
- **Agenda 3**
The faculties were asked to attend an online training program to install MS Teams app and to know how to effectively use it.
- **Agenda 4**
Prin. Dr. H. C. Patel asked the faculties to start online teaching as soon as they learn how to do it. She also insisted on timely completion of syllabus.
- **Agenda 5**
The NSS units of the college prepared the planning of the activities to be carried out throughout the year. Accordingly, they decided to celebrate the International Yoga Day, Van Mahotsava, Independence Day, Voter Awareness Programs, NSS Day, Gandhi Jayanti etc.
- **Agenda 6**
The NCC wings of the College prepared the planning of the activities to be carried out throughout the year. Accordingly, there will be rallies for different issues, drills, preparing the cadets for the "C" certificate examination and so on.
- **Agenda 7**
The chairpersons of different committees of the Student Council and the heads of the departments were asked to make a planning of the activities to be done under their auspices during the year.

- **Agenda 8**
The chairpersons of various committees and the heads of the departments of various subjects planned to hold online guest-lectures during the lockdown. They also planned to hold offline guest-lectures whenever feasible.
- **Agenda 9**
Unanimously it was resolved to follow the following as the Best Practices for the current academic year:
 - 1) To prepare and circulate online quizzes on the topics of syllabus for the Continuous Evaluation of the students
 - 2) To hold online guest-lectures or webinars on different topics
- **Agenda 10**
There being no other business, the meeting was adjourned with a vote of thanks to the chair.

4 July, 2020

Prof. P. N. Mistry
Coordinator
IQAC