



Estd. : 1991  
**Shri Surat Jilla Sahakari Spinning Mill Vidhyasankul**  
**Shri Surat Jilla Sahakari Bank Commerce College &**  
**Shri Sayan Sahakari Khand Udhog Arts College**  
Grant -in-Aid College, Affiliated to Veer Narmad South Gujarat University, Surat.  
Conducted by Shri Pramodbhai Kanaiyalal Desai Kelavani Mandal, Olpad  
At. & Po. Olpad, Dist. SURAT-394540 (Gujarat)  
Re-Accredited 'B' Grade (2.20 CGPA) By NAAC

## 2022-23 IQAC MEETING - (1)

Date: 07-09-2022

Institutional Quality Assurance Cell (IQAC) meeting is scheduled to be held on 13<sup>th</sup> September 2022, Friday, at 11: 30 a.m. in the principal's office. Member are requested to make it convenient to attend the meeting.

### Agenda:

- 1) To confirm the minutes of the previous meeting.
- 2) To welcome the newly joined faculties Dr. P. V. Chaudhary and Dr. Divyani Patel.
- 3) Letter of thanks and gratitude to L&T for donating solar system.
- 4) NCC Cadets and NSS volunteers service during CM's visit to Olpad .
- 5) Any other matter with the permission of the chairman.

### Minutes:

Proceeding of the meeting. The following members were present in the meeting.

Sr.No	Name	Position held	Signature
1	Prin. Dr. I. M. Patel	Chairperson	
2	Dr. Rita. B. patel	Coordinator	
3	Prof. D.S contractor	Member	
4	Dr. N.K. Rathod	Member	
5	Dr. S.I. Thakor	Member	
6	Dr. R. P. Patel	Member	
7	Shri Balwant bhai Patel	Member (Mngmt. Rep)	
8	Shri Y.N. Adajaniya	Member (Admin Rep.)	
9	Pinal Patel	Member (Student Rep.)	
10	Rakesh Patel	Member (Alumni Rep)	

### Minutes:

- 1) Minutes of the previous meeting held on 24 Feb, 2022 was presented by the coordinator and it was approved by the members.

2) IQAC member Dr. S.I. Thakor proposed that the fear of corona is almost removed though to check contamination of virus students also be made aware of the covid,SOP. College has to plan and strictly adhere to the academic calendar so that co-curricular and extension and out reach activities be conducted in their normal routine.

3). Member Dr. R. P. Patel proposed that two new faculties Dr. Pravin Chaudhary and Dr. Divyani Patel have joined the college. They are welcome in the college family and this same message should be passed on to both the faculties in a small informal staff function.

4). IQAC member Dr. N. K. Rathod proposed that L&T has donated solar system to the college which was inaugurated on 15 Aug. 2022 by the DGM (R & SC dept.) Thanks and gratitude letter should be sent to L&T for their noble gesture.

5). Coordinator proposed that during the visit of Gujarat C. M. to Olpad on 8<sup>th</sup> September 2022, College NCC boy and girl cadets and NSS volunteers performed excellent job as the support staff to the medical teams who have come for the medical camp.

6).As there was no other matter to discuss , meeting was adjourned till the next meeting.

- It was unanimously resolved that academic calendar be followed strictly. Staff and the students be informed accordingly and many group activities be resumed with corona sop. So that academic activities, exam and co-curricular, extension activities be conducted as per the Uni. Calendar and the college calendar.
- Academic, co-curricular and extension activities be carried out as per the affiliating Uni. calendar and college calendar be planned accordingly.
- Internal exam be conducted online and technical assistance be provided to the students.



Estd. : 1991  
**Shri Surat Jilla Sahakari Bank Commerce College &  
Shri Sayan Sahakari Khand Udhog Arts College**  
Grant -in-Aid College, Affiliated to Veer Narmad South Gujarat University, Surat.  
Conducted by Shri Pramodbhai Kanaiyalal Desai Kelavani Mandal, Olpad  
At. & Po. Olpad, Dist. SURAT-394540 (Gujarat)  
Re-Accredited 'B' Grade (2.20 CGPA) By NAAC

## 2022-23 IQAC MEETING - (2)

17/12/2022

IQAC meeting is scheduled to be held on 10-12-2022 Tuesday at 11:30 a. m. in the Principal's office to discuss the following issues. All the members of IQAC are requested to be present.

### Agenda:

- 1) To confirm the minutes of the previous meeting.
- 2) Congratulating the two faculties for successfully completing doctoral research.
- 3) To felicitate Dr. Surveersinh Thakor for electing as the senate member in V. N. S.G. Uni.
- 4) Any other matter with the permission of the Chairman.

### Minutes :

Proceedings of the meeting held on 24<sup>th</sup> Feb 2022 in the principal's office. The following members were present.

Sr.No	Name	Position held	Signature
1	Prin. Dr. I. M. Patel	Chairperson	
2	Dr. Rita. B. patel	Coordinator	
3	Prof. D.S contractor	Member	
4	Dr. N.K. Rathod	Member	
5	Dr. S.I. Thakor	Member	
6	Dr. R. P. Patel	Member	
7	Shri Balwant bhai Patel	Member (Mngmt. Rep)	
8	Shri Y.N. Adajaniya	Member (Admin Rep.)	
9	Pinal Patel	Member (Student Rep.)	
10	Rakesh Patel	Member (Alumni Rep)	

### Minutes:

- 1) Students Representative and Alumni Representative were absent in the meeting.

2) Minutes of the previous meeting held on 13 Sep. 2022 was presented by the coordinator and it was approved by the members.

3) Dr. S. I. Thakor proposed that two faculties Dr. N. K. Rathod in History subject and Dr. Rita Patel in English Subject have completed their doctoral research. He congratulated both the faculties on behalf of IQAC.

4) Dr .R. P. Patel proposed that Dr. S. I. Thakor has been elected as the Senate Member in the body of V. N. S. G. Uni. IQAC members congratulated him.

5). Management representative Shri Balwantbhai Patel also congratulated Dr.N.K. Rathod , Dr. R. B. Patel and Dr. S. I. Thakor.

6). As there was no other issue. The Meeting was adjourned till the next meeting.

- It was unanimously resolved that Dr. N. K. Rathod, Dr. Rita Patel and Dr. S. I. Thakor be felicitated organizing the formal function in the presence of management, staff members and the non teaching staff.



Estd. : 1991  
**Shri Surat Jilla Sahakari Bank Commerce College &  
Shri Sayan Sahakari Khand Udhog Arts College**  
Grant -in-Aid College, Affiliated to Veer Narmad South Gujarat University, Surat.  
Conducted by Shri Pramodbhai Kanaiyalal Desai Kelavani Mandal, Olpad  
At. & Po. Olpad, Dist. SURAT-394540 (Gujarat)  
Re-Accredited 'B' Grade (2.20 CGPA) By NAAC

## 2022-23 IQAC MEETING - (3)

Date: 13-04-2023

Institutional Quality Assurance Cell (IQAC) meeting is scheduled to be held on 17<sup>th</sup> April 2023, Friday, at 11: 30 a.m. in the principal's office. Member are requested to make it convenient to attend the meeting.

### Agenda:

- 1) To Confirm the minutes of the previous meeting.
- 2) Re-composition of IQAC.
- 3). Submission of IDP.
- 4). Submission of the reports by the HoDs and the committee in- charge.
- 5). Any other matter with the permission of the Chairman.

### Minutes:

The following members were present in the meeting.

Sr.No	Name	Position held	Signature
1	Prin. Dr. I. M. Patel	Chairperson	
2	Dr. Rita. B. patel	Coordinator	
3	Prof. D.S contractor	Member	
4	Dr. N.K. Rathod	Member	
5	Dr. S.I. Thakor	Member	
6	Dr. R. P. Patel	Member	
7	Shri Balwant bhai Patel	Member (Mngmt. Rep)	
8	Shri Y.N. Adajaniya	Member (Admin Rep.)	
9	Pinal Patel	Member (Student Rep.)	
10	Rakesh Patel	Member (Alumni Rep)	

Students representative and alumni representative were absent in the meeting.

## Minutes :

- 1). Minutes of the previous meeting held on 20 Dec. 2022 was presented by the coordinator and it was approved by the members.
- 2). IQAC coordinator proposed for the re-composition of IQAC from the academic year 2023-24, hence the present IQAC be dissolved.
- 3). Chairperson proposed that respective Department Heads be the members of the IQAC. New IQAC will be functional from the academic year 2023-24.
- 4). Member Dr. R.P.Patel proposed that Institutional Development Plan proposal has been submitted to KCG and IDP was prepared by Dr. Divyani Patel.
- 5). Member Dr. G.I.Garasiya proposed that all the department heads, committee in-charge and Extension activity in-charge will submit their respective activity reports to the principal. Hence, the college data and reports be sent to the respective agencies within the stipulated time.
- 5). Necessary actions be taken to check the malpractice in the exam.
- 6). As there was no other matter to discuss the meeting was adjourned till the next meeting.
  - It was resolved unanimously that academic, co-curricular and extension activity reports be submitted within the stipulated time.
  - Chairperson and members congratulated Dr. Divyani Patel for the preparation and timely submission of IDP.
  - Respective Dept. Heads be the member of new IQAC from the academic year 2023-24.
  - Necessary and strict action be taken to stop malpractice in exam.