

Re-Accredited by NAAC with 'B' Grade - CGPA : 2.79

S. D. Arts & Shah B. R. Commerce College

MANSA-382845, Dist. : Gandhinagar (N.Guj.) India

Managed by Sarvodaya Higher Education Society - Mansa.

Established Year : 1959 - 1960

email : sdbrcollegemansa@gmail.com

D.P. Zone : 91 College Code : 75



No. : (02763) 270191, 270132

website : www.mansacollege.org

Guj. Uni. Center Code : 28 College Code : 038

Out ward No. :

Date : / / 20

Minutes of the Meeting

Minutes of the Meeting-I of 2019-20 held on 1-7-2019

Venue: Bisag Room, Date: 1-7-2019 Time: 11:00 to 1.00

Agenda of the Meeting - I

1. To update college website for next cycle of NAAC accreditation
2. Review of the Earlier Meeting:
3. To review results of College Results in University Examinations.
4. To review progress of the institution during last academic year 2018-19
5. To collect Faculty profile, Departmental activity report and Committee report of the year 2018-19.
6. To implement new format of NAAC manual and plan curricular activities accordingly.
7. To prepare and submit AQAR of the year 2018-19

IQAC members, after exchange of ideas and thoughts made the following resolutions:

Agenda Item 1: To update college website for next cycle of NAAC accreditation.
The IQAC committee resolved to update college website

Agenda Item 2: Review of the Earlier Meeting:

The coordinator read the minutes of earlier meeting and the minutes reviewed and passed by the members.

Agenda Item 3 : To review results of College Results in University Examinations.

The committee reviewed the University Exam results of Sem 1, 3 and 5 presented by the Principal and expressed satisfaction over it. The committee also gave valuable suggestions for improvement.

Agenda Item 4 : To review progress of the institution during last academic year 2018-19.

The IQAC revised the progress of institution during academic year 2018-19 and expressed satisfaction over the work done by the institution.

Agenda Item 5: To collect Faculty profile, Departmental activity report and Committee Report of year 2017-18

The committee resolved to collect Faculty profile, Departmental activity report and Committee Report of year 2018-19

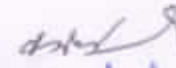



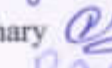

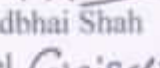
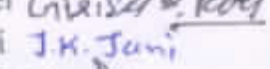



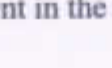
Agenda Item 6: To implement the new format of NAAC manual

The IQAC resolved to implement new format of NAAC and do planning accordingly.

Agenda Item 7: To prepare and submit AQAR of year 2018-19

The committee reviewed the activities of institution for the academic year 2018-19 and authorized the IQAC coordinator to prepare AQAR and submit it to NAAC in time.

Present Members

- | | | | |
|-----------------------------------|---|-------------------------|--|
| 1. Chair Person | : | Dr. H.B. Pandya |  |
| 2. Convener | : | Dr. A.K. Patel |  |
| 3. Joint Convener | : | Dr. T.J. Vyas |  |
| 4. Member | : | Dr. J.S. Makwana |  |
| 5. Member | : | Dr. M.K. Patel |  |
| 6. Member | : | Prof. S.G. Patel |  |
| 7. Member | : | Prof. D.S. Chaudhary |  |
| 8. Member | : | Dr. R.B. Garvit |  |
| 9. Management Representative | : | Shri P.P. Raol |  |
| 10. Local Representative | : | Shri Balmukundbhai Shah | |
| 11. Alumni Association | : | Shri Girishbhai Patel |  |
| 12. Parents Association | : | Shri Jayandrabhai Jani |  |
| 13. Administrative Representative | : | Shri Vipulbhai Panchal |  |

Absent Members

All the members of IQAC committee members were present in the meeting.

Minutes of the Meeting-II of 2019-20 held on 5-12-2019

Venue: Bisag Room, Date: 5-12-2019 Time: 11.00 to 1.30

Agenda of the Meeting – II

1. To review and confirm the minutes of the last meeting
2. To shift library at ground floor in the same building of college and enrich the library by adding new reference books/ journal/periodicals /e-resources.
3. To prepare and upload feedback forms for students, teachers, alumni and parents.
4. Enhance research environment by promoting research activities of teachers.
5. To establish Academy for Competitive Examination.
6. To follow the guidelines of new NAAC manual for every departments and committees and plan activities accordingly.
7. To form Research committee and documentation committee
8. To take unit test in the class instead of one internal test for internal evaluation.

IQAC members, after exchange of ideas and thoughts made the following resolutions:

Agenda Item 1 : To review and confirm the minutes of the last meeting

The coordinator read the minutes of earlier meeting and it was reviewed and passed by the members.

Agenda Item 2 : To shift library at ground floor in the same building of college and enrich the library by adding new reference books/ journal/periodicals /e-resources.

The committee decided to shift library at the ground floor of college building and enrich library by purchasing reputed research journals, reference books and INFLIBNET facility.

Agenda Item 3 : To prepare and upload feedback forms for students, teachers, alumni and parents. The IQAC committee authorized the Convener to prepare the feedback forms and upload on college website.

Agenda Item 4: Enhance research environment by promoting research activities of teachers.

The IQAC unanimously resolved to promote and encourage teachers for publishing research papers, attending seminars & workshops, applying for recognized research guides and applying for MRP to various funding agencies for creating research environment in the institute.

Agenda Item 5: To establish Academy for Competitive Examination.

The IQAC unanimously resolved to establish Academy for Competitive Examination to be helpful to student for placement.

Agenda Item 6: To arrange lecture series in the institution The

committee decided to arrange lectures in the institution.

Agenda Item 7: To form Research committee and documentation committee

The IQAC committee resolved to form Research committee and documentation committee

Agenda Item 8 : To take unit test in the class instead of one internal test for internal evaluation.

The committee decided to take unit tests in the class instead of one internal test for internal evaluation.

Present Members

- | | | | |
|-----------------------------------|---|------------------------|--------------------------|
| 1. Chair Person | : | Dr. H.B. Pandya | <i>H.B. Pandya</i> |
| 2. Convener | : | Dr. A.K. Patel | <i>A.K. Patel</i> |
| 3. Joint Convener | : | Dr. T.J. Vyas | <i>T.J. Vyas</i> |
| 4. Member | : | Dr. J.S. Makwana | <i>J.S. Makwana</i> |
| 5. Member | : | Dr. M.K. Patel | <i>M.K. Patel</i> |
| 6. Member | : | Prof. S.G. Patel | <i>S.G. Patel</i> |
| 7. Member | : | Prof. D.S. Chaudhary | <i>D.S. Chaudhary</i> |
| 8. Member | : | Dr. R.B. Ganvit | <i>R.B. Ganvit</i> |
| 9. Management Representative | : | Shri P.P. Raol | <i>P.P. Raol</i> |
| 10. Alumni Association | : | Shri Girishbhai Patel | <i>Girishbhai Patel</i> |
| 11. Administrative Representative | : | Shri Vipulbhai Panchal | <i>Vipulbhai Panchal</i> |

Absent Members

1. Local Representative : Shri Balmukundbhai Shah
2. Parents Association : Shri Jayandrabhai Jani

Minutes of the Meeting-III of 2019-20 held on 5-3-2020

Venue: Bisag Room, Date: 5-3-2020 Time: 11:30 – 01:30

Agenda of the Meeting – III

1. To review and confirm the minutes of the last meeting
2. 3. To prepare academic calendar for the next year 2020-21
3. To discuss the Admission Process for the next academic year.
4. To organize Sports Events & NSS & NCC Events.
5. To form MOU's with local industry and institutions.
6. To strengthen the activities of Alumni Association
7. To reform examination pattern.

IQAC members, after exchange of ideas and thoughts made the following resolutions:

Agenda Item 1 : To review and confirm the minutes of the last meeting

The coordinator read the minutes of earlier meeting and the minutes were reviewed and passed by the members.

Agenda Item 2 : To prepare academic calendar for the next year 2020-21

The IQAC Committee resolved to prepare and the academic calendar for the year 2019- 20

Agenda Item 3 : To discuss the Admission Process for the next academic year.

The IQAC discussed and resolved that the admission process should be made on-line from the next academic year as per rules and regulations of University and State Government.

Agenda Item 4 : To organize Sports Events & NSS & NCC Events.

The committee decided to promote and enhance the activities of NSS, NCC and Sport for the betterment of the community.

Agenda Item 5 : MOU's with local industry and institutions.

The committee decided to form MoUs with some Institutions and Industries to enhance academic, research and placement activities.

Agenda Item 6 : To strengthen the activities of Alumni Association

The committee decided to strengthen the activities of Alumni Association

Agenda Item 7 : To reform examination pattern.

The committee decided to apply for continuous evaluation method for internal examination as per academic calendar of Gujarat University. The responsibility for this reform is given to the Examination Committee of the Institute.

Present Members

- | | | | |
|-----------------------------------|---|-------------------------|------------------------------|
| 1. Chair Person | : | Dr. H.B. Pandya | <i>Handwritten signature</i> |
| 2. Convener | : | Dr. A.K. Patel | <i>Handwritten signature</i> |
| 3. Joint Convener | : | Dr. T.J. Vyas | <i>Handwritten signature</i> |
| 4. Member | : | Dr. J.S. Makwana | <i>Handwritten signature</i> |
| 5. Member | : | Dr. M.K. Patel | <i>Handwritten signature</i> |
| 6. Member | : | Prof. S.G. Patel | <i>Handwritten signature</i> |
| 7. Member | : | Prof. D.S. Chaudhary | <i>Handwritten signature</i> |
| 8. Member | : | Dr. R.B. Ganvit | <i>Handwritten signature</i> |
| 9. Management Representative | : | Shri P.P. Raol | <i>Handwritten signature</i> |
| 10. Local Representative | : | Shri Balmukundbhai Shah | |
| 11. Alumni Association | : | Shri Girishbhai Patel | <i>Handwritten signature</i> |
| 12. Parents Association | : | Shri Jayandrabhai Jani | <i>Handwritten signature</i> |
| 13. Administrative Representative | : | Shri Vipulbhai Panchal | <i>Handwritten signature</i> |