

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, 270  
website : www.mansacollege  
Guj. Uni. Center Code : 28 College Code :

Out ward No. :

Date : / / 20

## **Minutes of the Meeting**

**Year -2022-23**

### **Minutes of the 1<sup>st</sup> Meeting of 2022-23**

**Meeting was held on 25/06/2022**

**Venue: Principal office Time: 11:30 to 1.00**

### **Agenda of the Meeting**

1. To Review the agendas and resolution of IQAC of the Earlier Meeting
2. To update college website for next cycle of NAAC accreditation
3. To review progress of the institution during last academic year 2021-22.
4. To collect Faculty profile, Departmental activity report and Committee report of the years from 2021-22
5. To strengthen physical facilities for library, sports, computer lab, seminar hall and facilities for ICT teaching in classrooms
6. To prepare and submit AQAR online of the year 2021-22.
7. To prepare SSR for the third cycle Assessment and Accreditation.
8. To participate in GSIRF – Gujarat State Institutional Ranking Framework

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

**Agenda 1:** To review the procedure of the Earlier IQAC Meeting.

The coordinator read the minutes of earlier meetings of the IQAC, reviewed and passed unanimously by the members.

**Agenda 2:** To update college website for next cycle of NAAC accreditation.

The IQAC committee resolved to update college website

**Agenda 3:** To review progress of the institution during last academic year 2021-22.

The IQAC reviewed the progress of institution during academic year 2021-22 and expressed satisfaction over the work done by the institution.

**Agenda 4:** To collect Faculty profile, Departmental activity report and Committee report of the years from 2021-22.

The committee resolved to collect Faculty profile, Departmental activity report and Committee Report of year 2021-22.

**Agenda 5:** To strengthen physical facilities for library, sports, computer lab, seminar hall and facilities for ICT teaching in classrooms.

The IQAC committee members unanimously resolved to strengthen physical facilities for library, sports, computer lab, seminar hall and facilities for ICT teaching in classrooms

**Agenda 6:** To prepare and submit AQAR online of the year 2021-22.

The committee authorized the IQAC coordinator to prepare AQAR and submit it to NAAC in time.

**Agenda 7:** To prepare SSR for the third cycle Assessment and Accreditation.

The IQAC Committee members resolved to prepare SSR for the third cycle Assessment and Accreditation.









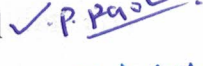





**Agenda 8:** To participate in GSIRF – Gujarat State Institutional Ranking



## Framework

The IQAC committee resolved to participate in GSIRF – Gujarat State Institutional Ranking Framework

### 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. Ganvit 
9. Management Representative : Shri Vishvajitsinh Raol 
10. Local Representative : Shri Navinbhai Vyas 
11. Alumni Association : Shri Vishvajitsinh Raol (President) 
12. Alumni Association : Shri Girishbhai Patel (Secretary) 
13. Parents Association : Shri Jayandrabhai Jani 
14. Administrative Representative : Shri Vipulbhai Panchal 

### Absent Members

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

## **Minutes of the 2<sup>nd</sup> IQAC Meeting of 2022-23 held on 17/10/2022**

**Venue: Bisag Room      Time: 11.00 to 12.30**

### **Agenda of the Meeting –II**

1. To review and confirm the minutes of the last meeting.
2. To prepare and upload feedback forms for students, teachers, alumni and parents.
3. To form Linkages with Industry for Industrial Training.
4. To establish Academy for the training of IELTS, Spoken English and Visa Consultancy.
5. To establish MOU with other Educational Institutions.
6. To establish facility for conservation of electricity & to install mechanism for fire safety

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

**Agenda 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 2:** To prepare and upload feedback forms for students, teachers, alumni and parents

The committee authorized the coordinator to prepare feedback forms for students, teachers, alumni and upload on college website.

**Agenda 3:** To form Linkages with Industry for Industrial Training.

The IQAC unanimously resolved to form Linkages with Industry for Industrial Training.

**Agenda 4:** To establish Academy for the training of IELTS, Spoken English and Visa Consultancy.

The IQAC resolved to establish Academy for the training of IELTS, Spoken English and Visa Consultancy and form MOU with ACRIT institution













**Agenda 5:** To establish MOU with other Educational Institutions.

The IQAC committee decided to establish MOU with other Educational Institutions.

**Agenda 6:** To establish facility for conservation of electricity & to install mechanism for fire safety

The committee decided to install facility for conservation of electricity & to install mechanism for fire safety

#### **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. Ganvit                    |
| 9.  | Management Representative     | : | Shri Vishvajitsinh Raol            |
| 10. | Local Representative          | : | Shri Navinbhai Vyas                |
| 11. | Alumni Association            | : | Shri Girishbhai Patel (Secretary)  |
| 12. | Administrative Representative | : | Shri Vipulbhai Panchal             |

#### **Absent Members**

1. Alumni Association : Shri Vishvajitsinh Raol, (President)
2. Parents Association : Shri Jayendrabhai Jani



### **Minutes of the 3<sup>rd</sup> IQAC Meeting of 2022-23 held on 27/4/2023**

**Venue: Bisag Room,**

**Time: 11:30 – 01:30**

#### **Agenda of the Meeting – III**

1. To review and confirm the minutes of the last meeting.
2. To Review the preparation of Data for SSR writing.
3. To form a committee for preparation and collection of data for SSR
4. To invite NAAC experts from other educational institutions for preparation of SSR.
5. To prepare digital library and consult external agency.
6. To start new certificate course from next year 2023-24 affiliated to Gujarat University.
7. To strengthen facility for indoor games and gym
8. To create facilities for *Divyangjan* like ramp, washroom facilities etc.

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

**Agenda 1:** To review and confirm the minutes of the last IQAC meeting.

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

**Agenda 2:** To Review the preparation of Data for SSR writing.

The IQAC Committee reviewed the preparation of Data for SSR writing.

**Agenda 3:** To form a committee for preparation and collection of data for SSR

The IQAC committee formed team as per criteria and allotted duties to all teaching and non-teaching members.

**Agenda 4:** To invite NAAC experts from other educational institutions for preparation of SSR

The committee resolved to invite NAAC experts from other educational institutions for preparation of SSR.

**Agenda 5:** To prepare digital library and consult external agency

The committee decided to consult an external agency for preparing digital library.

**Agenda 6:** To start new certificate course from next year 2023-24 affiliated to Gujarat University

The IQAC committee in consultation with steering committee decided to start new certificate course from next year 2023-24 affiliated to Gujarat University

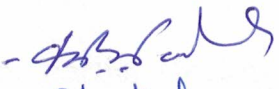
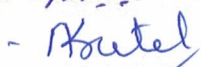


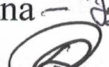


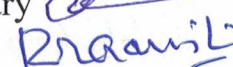
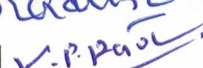





**Agenda 7:** To strengthen facility for indoor games and gym

The IQAC committee in consultation with steering committee resolved to allot rooms for indoor games and gym

**Agenda 8:** To create facilities for *Divyangjan* like ramp, washroom facilities etc.

The IQAC committee in consultation with steering committee resolved to create facilities for *Divyangjan* like ramp, washroom facilities etc

### 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. Ganvit 
9.	Management Representative	:	Shri Vishvajitsinh Raol 
10.	Local Representative	:	Shri Navinbhai Vyas 
11.	Alumni Association	:	Shri Vishvajitsinh Raol (President) 
12.	Alumni Association	:	Shri Girishbhai Patel (Secretary) 
13.	Parents Association	:	Shri Jayandrabhai Jani 
14.	Administrative Representative	:	Shri Vipulbhai Panchal 

### Absent Members:

All the members of IQAC were present in the meeting.