

<b>Minutes of the meetings by IQAC</b>	<b>Date</b>	<b>ATR</b>
<ul style="list-style-type: none"> <li>In this meeting thoughtful implementation of the lately introduced new syllabus was discussed.</li> </ul>	13/06/18	<ul style="list-style-type: none"> <li>All the Departmental Heads worked out all the offered subjects and thoughtfully implemented new time table.</li> <li>Internal Evaluation Process was also rescheduled.</li> </ul>
<ul style="list-style-type: none"> <li>In a meeting with the Department of Home Science practical exposure and vocational applicability of the course was discussed.</li> </ul>	06/07/18	The department increased outdoor, educational and field visits.
<ul style="list-style-type: none"> <li>In order to improve the results of B.A. (English), Communicative Language Teaching Approach and incorporation of Regular Presentation System in teaching were introduced.</li> </ul>	27/07/18	Teaching through CLT and regular presentation system has been implemented since the outset of the semester.
<ul style="list-style-type: none"> <li>In order to provide vocational exposure to the students, IQAC decided to organise Godhaniya Expo and feedback from all the faculties were gathered regarding the same.</li> </ul>	07/08/18	Having considered various facets of the program and discussions with all the stake holders for six months, 35 teams were formed and total expenditure was Rs.44000/-. The Expo, organised on 27 <sup>th</sup> & 28 <sup>th</sup> December 2018, received tremendous response and students were provided with entrepreneurial exposure.
<ul style="list-style-type: none"> <li>IQAC directed Career Counselling and Placement Centre to organise a mega Job Fair in association with the District Employment Exchange.</li> </ul>	23/08/18	District Level Job Fair was organised in association with the District Employment Exchange in presence of Cabinet Minister Shri Jayeshbhai Radadiya on 11 <sup>th</sup> February 2018
<ul style="list-style-type: none"> <li>IQAC directed all the HoD's to ensure quality education delivery by all the visiting faculties.</li> </ul>	30/08/18	Departmental Heads regularly interact with students and discovered improvement in teaching process. Institute Head as well as the Management actively interact with the Departmental Heads and students.
<ul style="list-style-type: none"> <li>IQAC conducted meeting with all the Heads of Departments and after discussions regarding regularisation of students, it has been decided that all the new students are to be made aware of rules and regulations of the parent university and the college.</li> </ul>	29/11/18	Attendance of the students is taken regularly and monthly reports are prepared. Irregular students are informed by the office and their parents are also consulted.
<ul style="list-style-type: none"> <li>IQAC decided to continue organising seminars regularly and organise at least one State Level Seminar every year.</li> </ul>	30/11/18	The State Level Seminar was successfully organised on Recent Trends in India on 9 <sup>th</sup> February 2018

<ul style="list-style-type: none"> <li>• IQAC continues its tradition to involve all the stake holders for the betterment of the organisation and for the same purpose it has conducted meeting with the President of Shri Maldevji Odedra Trust, Dr. Virambhai R. Godhaniya. The President interacts with all the members of the institute and provides his valuable suggestions.</li> </ul>	01/12/18	A meeting with the President was organised in which suggestions by all the office staff and faculties were provided and the president also shared his valuable views.
<ul style="list-style-type: none"> <li>• IQAC directed all the faculties to contribute positively for effective interactions with Parents and Alumni during Parents' Convention. Furthermore it also guided faculties to prepare departmental reports.</li> </ul>	08/01/19	Parents' and Alumni meeting was held on 12 <sup>th</sup> January 2018 and feedback from both have been collected. All the departments have prepared their reports.
<ul style="list-style-type: none"> <li>• IQAC organised a meeting to discuss how students should be guided to avoid misusing internet and technology and thus improve their results.</li> </ul>	02/02/19	Students are guided by faculties to positively use internet for the preparation of their assignments and presentations. They are also counselled regarding the ills of the internet. Moreover no students are allowed to bring cell phones in the college.
<ul style="list-style-type: none"> <li>• IQAC decided to encourage students in various ways through providing them various awards, rewards, certificates and gold medals during annual function.</li> </ul>	20/02/19	The Annual Function was organised on 23 <sup>rd</sup> February 2019 and students were endowed with various awards, rewards, certificates and gold medals during annual function. Our NRI President personally encouraged students through his speech.
<ul style="list-style-type: none"> <li>• In this IQAC meeting discussed Annual Planning and strategies to implement the new syllabus for sem-3 in the next academic year.</li> </ul>	14/03/19	A committee consisting of 4 members has been formed for the same.
<ul style="list-style-type: none"> <li>• IQAC directed to collect Feedback from all stakeholders and analyse it for improvements.</li> </ul>	-	Feedback from all stakeholders has been collected; analysed and necessary steps have been taken for improvements.