

22nd June 2017


Agenda : Finalizing AQAR 2016-17
Work to be done under IQAC

Action taken of previous meeting:

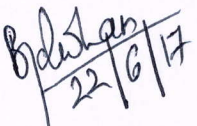
- *Reframing of IQAC Committee done as per NAAC norms*
- *Booklet was made on Standard recipes to be implemented in MDM Programme*
- *Two booklets for the community prepared namely, "Energizing rural women in day to day life" and "Cleaning agents."*
- *Total 21 workshops were conducted in this term I & II term.*
- *Two MOU's were signed with VNC (Vidyanagar Nature Conservatory) and Jod village*
- *Remedial classes for the slow learners are incorporated in regular time table*
- *Updated the college Website*

Principal Mam started the meeting by briefing up the minutes of the previous meeting. The coordinators requested all the IQAC members to submit their relevant documents for AQAR soonest possible so that AQAR 2016-17 can be finalized.

Principal Mam asked the coordinators to distribute the work of SSR criteriawise among all the faculties so that the submission of the SSR can speed up. The coordinator Ms. Sushma Batra briefed up the faculty about the new process of NAAC and its scoring pattern.


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10th July 2017

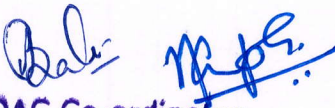
Agenda : Distribution of criteria's for preparation of SSR

Action taken of the previous meeting:

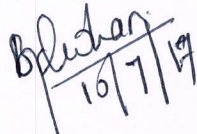
- *AQAR for the year 16-17 submitted on 30.06.2017*
- *SSR criteria wise distributed to faculty*

In the meeting the seven criteria's of the SSR were distributed to the faculty to work upon in detail along with the documents for the same.

Criteria	Faculty
I	Ms. Sushma Batra Ms. Minal Chauhan
II	Ms. Kalpana Srivastava Ms. Vijaya Agrawal
III	Dr. Nidhi Gupta Ms. Trusha Lad
IV	Dr. Yogesh Vadwala Mr. Ishwarbhai Patel Mr. Ranjit Bhagora
V	Ms. Alpana Shah Dr. Mittal Barot
VI	Dr. Sharda Joshi Ms. Tanvi Makwana
VII	Ms. Shazia Sharma Ms.. Padmaja Puppala


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16/7/17
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5th September 2017

Agenda : Discussion on peer team visit 2013

Action taken of the previous meeting:

- *Seven criteria's of the SSR were distributed*

The madam started the meeting by saying that we start our preparation of NAAC by analysing the recommendations of the peer team during 2nd cycle of accreditation in 2013, so that we can overcome our weaknesses and work in more focused way.

Peer team has recommended for PG Programmes in the college. The college has planned two PG programmes in FN and FRM but couldn't implement due to fee constraint.

As per the recommendation of peer team related to extension education programme , the college added Composite Home Science where subjects related to Extension Education are introduced.

The college is also in the process of enhancing indoor sports area as suggested by Peer Team.

Principal maam insisted on planning short term courses and certificate courses.

She also talked about remedial classes to be planned in the time table for weak students. The attendance record is to be kept online as we have to submit it to the university. She also asked to maintain the teacher's diary.



Bal...
IQAC Co-ordinator

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Baleshwar
5/9/17

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3rd October 2017

Agenda :

- Rough planning for submission of SSR
- Faculty Development Programme
- Documentation
- Revised NAAC norms

Action taken of the previous meeting:

- *Composite Home Science where subjects related to Extension Education are introduced.*
- *Enhanced indoor sports area*
- *Short term courses and certificate courses still in pipeline*
- *Attendance record need kept online*

The meeting started with briefing up the minutes of the previous meeting.

Principal mam suggested tentatively June 18 for submission of IIQA and rough SSR need to be ready by March 18. For acquainting about the new NAAC norms Dr. Bhaveshbhai Principal VP& RPTP Science College will be invited on 13th October at 12 p.m. in the college auditorium to discuss with the faculty.

The coordinators were asked to plan a Faculty Development Programme on latest teaching pedagogies in December on reopening after the Diwali break.

The coordinators emphasised on documentation of each and every activity. Ask them to keep ready all the documents.

Meeting ended with thanks.



Balu
M.P.

IQAC Co-ordinator
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Bhavan
3/10/17

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30th November 2017

Agenda : Planning the schedule and experts for Faculty Development Programme

Action taken of previous meeting:

- *Acquainting the faculty with new NAAC norms*
- *Faculty Development Programme was planned on latest teaching pedagogies*

For planning the Faculty Development Program, the resource person's/ experts were discussed along with the topics to be covered among the IQAC members. After the discussion the resource persons and dates were finalized and duties were allotted to the faculties to work in a team.

Topics:

Duties:



S. M. Patel
30/11/17
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Barla *M. P. G.*
IQAC Co-ordinator
S.M. Patel College of Homescience
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18th Jan. 2018

Agenda :

- Reviewing Faculty Development Programme
- Planning for the IQAC meeting with external committee members

Action taken of previous meeting:

Faculty Development Programme was finalized from 11th to 18th Dec 2018 with name of the experts and duties were allotted for the same

The feedback on faculty development programme was asked to the faculty and general discussion what improvements can be suggested for the same.

Planning of the IQAC meeting on 23rd January along with time and agenda were discussed and finalized.



Beal *M.P.S.*
IQAC Co-ordinator

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Beal
18/1/18
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6th March 2018

Agenda : International Women's Day celebration

Action taken of previous meeting:

Feedback analysis of FDP

For celebrating the international Women's Day on 8th March 2018, It was planned that we will felicitate eminent female social workers contributing a great deal for the society. Two females Ms. Alpa Patel and Ms. Kusum Ben were identified for felicitation. It was decided to call second year students for the event in the auditorium at 12 noon.



Alpa Patel
Kusum Ben
IQAC Co-ordinator

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Alpa Patel
6/3/18
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26th March 2018

Agenda : To discuss schedule of the meetings for various criteria's

Action taken of previous meeting:

Two eminent social workers were felicitated to motivate the students for celebrating International Women's Day

All the faculty members were requested to fill up their API of the Year 2017-18 and also academic appraisal form asked by Mandal. Some queries related to the form were cleared. The IQ AC coordinators planned meetings with each criteria to check with the work done and the queries if any.

The meeting scheduled were as follows:

Criteria I : 6 April 2018

Criteria II : 9th April 2018

Criteria III : 7th April 2018

Criteria IV : 10th April 2018

Criteria V : 12th April 2018

Criteria VI : 13th April 2018

Criteria VII : 11th April 2018



Bahar M. Patel

IQAC Co-ordinator

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Prakash
26/3/18
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