



IQAC Meeting Minutes

Call to order

A meeting of IQAC was held Virtually on 10th May 2021 at 11.15 a.m.

Attendees

Attendees included

Dr Bhavana Chauhan (Principal)

Ms Kalpana Srivastava (IQAC Coordinator)

Ms Vijaya Agarwal (IQAC Co coordinator)

Shri Ramesh Talati Member from Management

Ms. Alpana Shah

Ms. Sushma Batra

Dr. Nidhi Gupta Teacher Representative at all level

Ms. Trusha Lad

Ms. Shazia Sharma

Shri L. R. Vahora Senior Administrative Officer

Shri Kamlesh Panchal

Mrs Paresha Patel

Ms Rekha Emanuel

Mr. Vijay Mishra Stakeholder / Industrialist

Agenda

The agenda of the meeting was:

- High & Low performance indicators mentioned by the NAAC peer team
- Suggestions
- Introducing new team of IQAC

The meeting started with the welcome of the members, by the Chairperson and the principal Dr. Bhavana Chauhan. Dr. Chauhan appreciated and thanked the outgoing IQAC team for their work.

She requested the team to present the report of NAAC 2019-20 visit. Ms. Sushma Batra & Dr. Nidhi Gupta presented the report. Criterion 2 (Teaching & Learning) got the highest score whereas, Criterion 5 (Student progression) got the lowest score among all the 7 criteria. As per the NAAC peer team there were some high & low performance indicators.

High Performance Key Indicators were:

- Curriculum planning
- Teaching Learning process
- Evaluation process and reforms
- Students' performance & learning outcome
- Student satisfaction Survey
- Extra-Curricular Activities
- Physical facilities of the college
- Maintenance of the Infrastructure
- Internal Quality Assurance System

Low Performance Key Indicators were:

- Library to be strengthened by latest edition of books and journals with extension of working hours.
- Students' participation in national and international events
- Financial resource mobilization through consultancies & other services to be promoted
- Alumni Association to be registered & strengthened
- College to introduce shift system as per the need of the students
- Effective Placement Cell required
- The Institute should provide financial assistance to faculty members for workshop/seminar/conference

Dr. Bhavana agreed with all the recommendations as they were all positive. She then introduced the new IQAC team.

Mrs. Rekha Emanuel suggested that though we are doing well, we need more marketing as this is an age of marketing. Dr. Bhavana mentioned that we do give press reports of every event of the college but in local newspaper, we need to go at national and international level too. She also talked about e-newsletter that it is in the pipe line and soon we would publish our Biannual E- newsletter which may increase our horizon.

It was also discussed in the meeting that we should have proper documentation and should:

- Increase the number of students in certificate courses.
- Have more Valued added courses
- Have proper certificates for reserve category students
- More recognition of teachers
- More research papers
- Need proper bills and documents for library
- Data for student scholarships


- Data for higher progression of our students
- Record of students who ask for recommendation letter

New IQAC Committee:

IQAC Committee 2020-21


- | | |
|-----------------------------|-------------------------------------|
| 1 Dr. Bhavana Chauhan | Chairperson |
| 2 Ms Kalpana Srivastava | Co-ordinator |
| 3 Shri Ramesh Talati | Member from Management |
| 4 □ Ms. Alpana Shah | |
| □ Ms. Sushma Batra | |
| □ Dr. Nidhi Gupta | Teacher Representative at all level |
| □ Ms. Trusha Lad | |
| □ Ms. Shazia Sharma | |
| □ Ms. Vijaya Agarwal | |
| □ Dr. Mittal Barot | |
| 5 □ Shri Vimal Oza | |
| □ Shri I. R. Vahora | Senior Administrative Officer |
| □ Shri Kamlesh Panchal | |
| 6 □ Mrs Paresha Patel | |
| □ Ms Rekha Emanuel | Alumni / Nominee from Local Society |
| 7 □ Dr Vinayak Patel | |
| □ Shri Kantibhai S. Chavada | Stakeholder / Industrialist |
| □ Mr. Arun Mohan | |
| □ Mr. Vijay Mishra | |

With these suggestions the meeting was ended with the vote of thanks.


 7/06/2021
 IQAC Co-ordinator
 S.M. Patel College of Home Science
 V. V. Nagar-388120

IQAC Coordinator


 7/6/21
 Principal


 PRINCIPAL
 S. M. PATEL COLLEGE OF
 HOME SCIENCE
 V. V. NAGAR-388120