

Minutes of the IQAC (Micro) meeting No. 8 held on July 8, 2017

The Micro IQAC met on July 8, 2017 in the Old library from 11 am onwards to discuss the following agenda.

Agenda:1 Preparing the plan for the year 2017-18: Key areas

The key areas that the college should work this year was discussed. The team suggested the following:

- a) Organize staff picnic to help staff to come together: Dr Ari Oza and Dr Puranbhai Makwana will assist in getting it done
- b) Suggested that a person like Mr Arvind Chittewale could continue the work he began with staff.
- c) There is a need to organize awareness programmes for students on energy conservation (Water, Electricity) and on hygiene and health. NSS can be roped in to this campaign.
- d) Zero detention of students: inform parents about attendance on a monthly basis. Students are made responsible so that attendance is taken with signature. It was also suggested that the system we implement should save time.
- e) More discipline need to be introduced on campus and deal with students who are loitering on campus during working hours. Students who loiter on the corridors and making noise during class hours should be discouraged
- f) Security person should be told about the need to take rounds and discouraging students from sitting on the football stand and misbehaving.
- g) Discipline committee needs to be activated so that outside elements do not plague the campus. They should be taking rounds.
- h) It was also suggested that if by chance ID card is confiscated, a photocopy of the same should be given to the students till the original card is given back to the student.
- i) Examination invigilation should be strengthened. Several malpractices (chits in the wash room/ near canteen/ accomplice with laptop near hostel etc.) should be stopped. It was also suggested that students should not be allowed to go out of the exam hall during the examination.

- j) There is a need to give supervision guidelines to block supervisors and ensure they are implementing the same (distribution of supplementary, reporting copy cases etc.)
- k) Dept like Gujarati requires better internet facility
- l) Currently the college building gates closes at 5.30pm. It should be extended to 6.00pm
- m) Safety of the following class rooms need to be relooked into: LR 11, 15 and 21.
- n) Trees should be planted near the road side so that noise pollution is minimized. Each dept should be told to adopt 5 trees and hand over the responsibility to the succeeding students.

Agenda 2. AQAR 2016-17: Assisting

In order to prepare the AQAR report of the current year, Mr Agenlo Gonslaves agreed to offer help

Agenda 3. API

There is a need to encourage all faculty to prepare API. However, this is not being done. To encourage faculty to prepare API, it was decided that training programmes and promotional activities can be conducted to help staff be acquainted with API.

Agenda 4. Change of leadership for Micro IQAC

Members were encouraged to take up the task of coordinating Micro IQAC. The post is open to all.

CC

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