

## Minutes of the IQAC (Micro) meeting No. 9

December 9, 2017

---

The Meeting No. 9 of the Micro IQAC was held on December 9, 2017 in LR 4. The following members were present. Prof BB Bhadauria, Dr Sebastian VA, Dr Shraddha Bhatt, Dr Devang Pandya, Dr Pinky Desai and Ms Dipali Talsania. Other members could not attend due to election duty. Dr Sebastian conducted the meeting.

- 1.0. The meeting began with a discussion on examination related issues. It was pointed out that there is no equal distribution of peons on each floor while examinations are being held. There is also a need to vacate students from corridors. Those appointed to the ground floor should be active persons who takes responsibility.
- 2.0. With regard to the organizational developmental programme conducted by Arvind, the general feeling was that there is a lot of repetition and hence it becomes boring. The sessions can be more professional and outcome based training should be organized. There may be a need to rope in a resource person for introducing microteaching.
- 3.0. Group discussed issues related to the new system of attendance. The present problem is that the attendance sheets are not regularly submitted. It was suggested that all staff members should be encouraged to enter attendance by themselves (as all depts. are equipped with computers now).
- 4.0. With regard to library, Dr Devang Pandya was recommended to get password and login details from Dr Nirmal Desai and initiate the process of online issuing of books.
- 5.0 The committee felt that there should be more disciplinary measures on campus.

c.c.

1. Devang R. Pandya <devang.pandya@sxca.edu.in>,
2. Prashant Patel <prashant225@gmail.com>,

3. B.B. Bhadauria <baldev.bhadauria@sxca.edu.in>,
4. Gonsalves Agnelo C <agnelo.gonsalves@sxca.edu.in>,
5. C.J. Clement <clement.chammasheril@sxca.edu.in>,
6. Shraddha C. Bhatt <shraddha.bhatt@sxca.edu.in>,
7. Maulik H. Gadani <maulik.gadani@sxca.edu.in>,
8. Pinky Desai <pinky.desai@sxca.edu.in>,
9. Arti M. Oza <arti.oza@sxca.edu.in>,
10. Talsania Dipali <dipali.talsania@sxca.edu.in>,
11. Puranshinh Makwana <puran.makwana@sxca.edu.in>
12. Sebastian Vadakan <sebastian.vadakan@sxca.edu.in>