

CODE NO. 99
COMPANY CODE : 93

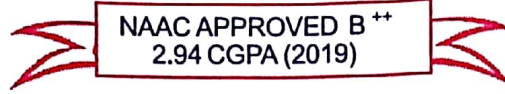
[NORTH GUJARAT EDUCATION SOCIETY, MUMBAI]
MANAGED

ZONE CODE : 03
COMPUTER CODE : 06

Shri & Smt. P. K. Kotawala Arts College PATAN

(Affiliated to Hemchandracharya North Gujarat University, Patan)

Dr. Lalit S. Patel
Principal
Mo. 98240 75478



Ref. No.

Internal Quality Assurance Cell ^{Date :}

Minutes of the Meeting held on 14th June, 2018

The first meeting of the IQAC in 2018-19 took place at 11.30 a.m. in the Principal's office on 14-6-2018 to transact the following business:

Agenda:

- To inquire about the work done so far in regard to upcoming NAAC.
- To discuss a change in IQAC
- To discuss the results of the earlier year and think of suggestions for improvement during the year 2018-19.
- Induction of B.A. Sem-I Students next week
- To prepare a Plan of Action for the academic year 2018-19.
- To run Govt. of Gujarat initiative Finishing School to improve maximum students
- To consider any other suggestions.

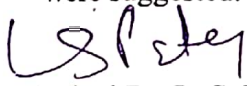
The following proceedings took place and certain points were discussed in the meeting:

1. The Principal and the Co-ordinator of NAAC discussed with the other members of the team about their progress in regard to upcoming NAAC assessment. They also wanted the members to come up with some plans to get the work done smoothly and present the reality of the college effectively.
2. The IQAC accepted the forced change that due to retirement of accountant Sri. Majithiya, the representation of non-teaching staff will be done by Shri A S Patel and Shri Babuji Thakor
3. The IQAC showed its concern towards the decreasing level of students in the surrounding colleges. Compared to those colleges, our institution has still continued to remain in priority for the students.
4. The IQAC suggested some changes to introduce the new entrants to this college

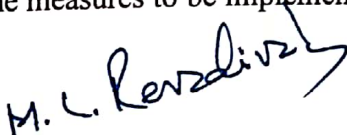
Administrative Office Room No. 01, Arts & Science Building, College Campus, Rajmahal Road, PATAN (N.G.) 384265.
Phone 02766 (O) 220483 * E-mail : artspatan@yahoo.co.in Website www.patanarts.org





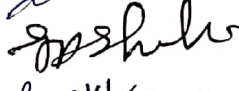
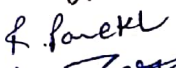

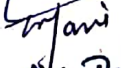
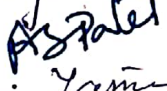

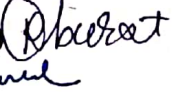
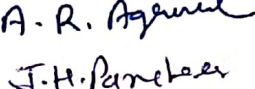
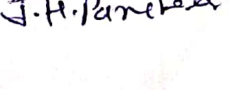
5. The IQAC also showed concern for bad results in certain departments. The IQAC decided to bring this matter to the notice of faculty members and try to reach a solution.
6. The IQAC decided to assign the responsibility of Finishing School components to Dr. Ms. Z. B. Jani and showed the confidence that she would arrange for the experts from the list suggested by the government and carry out the work nicely.
7. Plan of action for the academic year was devised and the measures to be implemented were suggested.

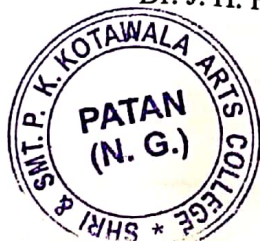

(Principal Dr. L. S. Patel)

Chairperson
Shri & Smt. P. K. Kotawala Arts College
PATAN. (N. G.)


(Dr. M. L. Revadivala)
Coordinator

IQAC

- | | |
|-----------------------------------|---|
| 1. Faculty Members | Dr. A. B. Trivedi |
| | Prof. V. I. Patel  |
| | Prof. R. S. Patel  |
| | Dr. G. P. Shrimali  |
| | Dr. R. H. Parekh  |
| | Dr. Parikshit Barot  |
| | Dr. Z. B. Jani  |
| 2. Administrative Staff | Mr. A. S. Patel  |
| 3. Management Representative | Smt. Yaminiben Desai  |
| 4. Alumni Member | Dr. Ms. Leelaben Swami |
| 5. Members of Parents Association | Shri Atmaram Desai |
| 6. Student Representative | Mr. Ripesh Barot (M.A. Sem-III)  |
| 7. Employer/Industrialist | Dr. Atul Agrawal  |
| 8. External Expert | Dr. J. H. Pancholi  |



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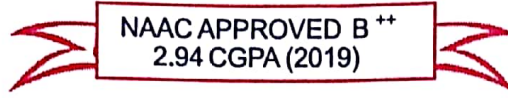
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PATAN

(Affiliated to Hemchandracharya North Gujarat University, Patan)

Dr. Lalit S. Patel
Principal
Mo. 98240 75478



Ref. No.

Internal Quality Assurance Cell

Date :

Minutes of the Meeting held on 4th September, 2018

The second meeting of the IQAC in 2018-19 was held at 11.00 a.m. in the Principal's office on 4-9-2018 to transact the following business:

- To read and confirm the minutes of the previous meeting held on 14th June, 2018
- To review the activities done during the first semester.
- To plan about data for NAAC SSR.
- To decide the date for IIQA submission.
- To invite suggestions for routine activities of the college.

The following proceedings took place and certain points were discussed in the meeting:

1. The minutes of the previous meeting were read and confirmed unanimously.
2. The IQAC showed its keenness on holding seminars, debates, quiz etc. for students of various departments.
3. The IQAC discussed how to organise the data available with the college and prepare the DVV templates before the submission of IIQA
4. As the validity of NAAC accreditation of our HEI is upto 24th October, the IQAC decided to submit the IIQA by the middle of October.
5. The members of the IQAC made suggestions to hold examination in a fair manner.

(Principal Dr. L. S. Patel)

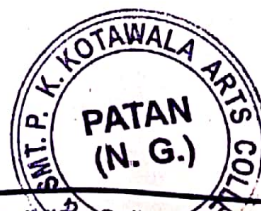
Chairperson

Principal

Shri & Smt. P. K. Kotawala Arts College
PATAN. (N. G.)

(Dr. M. L. Revadivala)

Coordinator



IQAC

1. Faculty Members

Dr. A. B. Trivedi

Prof. V. I. Patel

Prof. R. S. Patel

Dr. G. P. Shrimali

Dr. R. H. Parekh

Dr. Parikshit Barot

Dr. Z. B. Jani

Mr. A. S. Patel

Smt. Yaminiben Desai

Dr. Ms. Leelaben Swami

Shri Atmaram Desai

Mr. Ripesh Barot (M.A. Sem-III)

Dr. Atul Agrawal

Dr. J. H. Pancholi

2. Administrative Staff

3. Management Representative

4. Alumni Member

5. Members of Parents Association

6. Student Representative

7. Employer/Industrialist

8. External Expert



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Principal
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Ref. No.

Date :

Internal Quality Assurance Cell

Minutes of the Meeting held on 26th November, 2018

The third meeting of the IQAC in 2018-19 was held at 11.00 a.m. in the Principal's office on 26-11-2018 to transact the following business:

- To read and confirm the minutes of the previous meeting held on 4th September, 2018
- To review the activities done from the point of view of NAAC.
- To plan about filling up data for NAAC DVV.
- To discuss the date for DVV submission.
- To organise a joint seminar of Economics and Sociology in February
- To host a Sahitya Academy of Gujarat funded state level programme in February
- To invite suggestions for routine activities of the college.

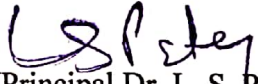
The following proceedings took place and certain points were discussed in the meeting:

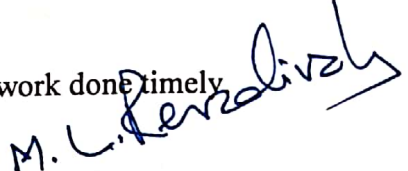
1. The minutes of the previous meeting were read and confirmed unanimously.
2. On the retirement of accountant Mr. A. S. Patel, the IQAC decides to include Ms. V. H. Hathi, the librarian as one of the members of Non-teaching staff.
3. The IQAC decided to review the work done by different faculties in the college.
4. The IQAC decided to get on with the data filling under the leadership of co-ordinator and in collaboration with the members of steering committee of seven criteria.
5. As the college has got approval of IIQA, there are 45 days to submit the SSR.
6. The IQAC decided to organise a self-funded National Level Seminar in Economics and Sociology during February. The college holds a national level seminar in different subjects every year.

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7. The IQAC approved to host a Sahitya Academy of Gujarat funded State Level Programme in Gujarati during February.

8. The members of the IQAC made suggestions to get the work done timely.


(Principal Dr. L. S. Patel)


(Dr. M. L. Revadivala)

Chairperson
Principal

Coordinator

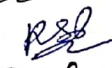
Shri & Smt. P. K. Kotawala Arts College
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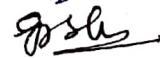
IQAC

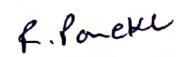
1. Faculty Members

Dr. A. B. Trivedi

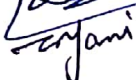
Prof. V. I. Patel 

Prof. R. S. Patel 

Dr. G. P. Shrimali 

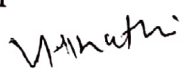
Dr. R. H. Parekh 

Dr. Parikshit Barot 

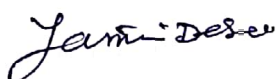
Dr. Z. B. Jani 

2. Administrative Staff

Mr. Babuji Thakor

Ms V. H. Hathi 

3. Management Representative

Smt. Yaminiben Desai 


4. Alumni Member

Dr. Ms. Leelaben Swami

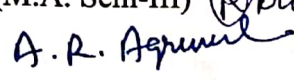
5. Members from local society

Shri Atmaram Desai

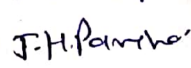
6. Student Representative

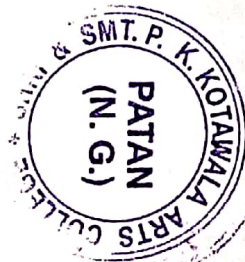
Mr. Ripesh Barot (M.A. Sem-III) 

7. Employer/Industrialist

Dr. Atul Agrawal 

8. Nominee of the Employers

Dr. J. H. Pancholi 



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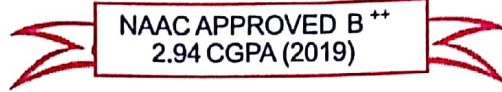
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Dr. Lalit S. Patel
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Mo. 98240 75478



Ref. No.

Internal Quality Assurance Cell^{ate} :

Minutes of the Meeting held on 15th March, 2019

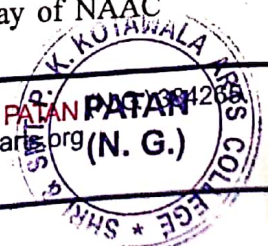
The fourth meeting of the IQAC in 2018-19 took place at 11.00 a.m. in the Principal's office on 15-03-2019 to transact the following business:

- To read and confirm the minutes of the previous meeting held on 26th November, 2018
- To plan for the upcoming University exam
- To arrange for the NAAC PEER TEAM visit and their stay in a hotel.
- To give final touches to the preparation of NAAC.
- Prepare a Student Satisfaction Survey form and get it filled by the students for preparation of report
- To reconstitute the IQAC after NAAC assessment for the 3rd cycle.
- To invite suggestions for routine activities of the college.

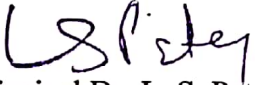
The following proceedings took place and certain points were discussed in the meeting:

1. The minutes of the previous meeting of 24th November, 2018 were read and confirmed unanimously.
2. The IQAC decided to appoint a team of senior teachers with a junior teacher in-charge of the upcoming exams and also seek help of teachers from some other institutes to carry out the duties of Junior Supervisors in a large number of examination blocks.
3. The IQAC decided to arrange for the Power Point Presentation of different departments prepared for NAAC assessment. The IQAC also decided to discuss the whole NAAC RAR with the whole staff of the college.
4. The IQAC decided to select the three nearest quality hotels for the stay of NAAC team.

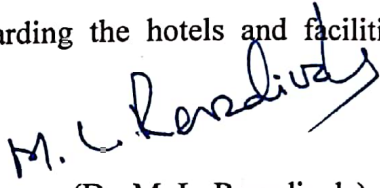
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Phone 02766 (O). 220483 ^ E-mail: artspatan@yahoo.co.in Website www.patanarj.org (N. G.)



5. Along with the preparation for NPT visit, the IQAC decided to prepare a Student Satisfaction Survey form for 2018-19 on the bases of NAAC format. The Co-ordinator willingly accepted the opportunity. The IQAC shall hold a survey at the end of the year and prepare the report as per the responses.
6. The IQAC decided to think over the idea of shuffling and doing some changes in the IQAC after the NPT visit for 3rd Cycle assessment.
7. The members of the IQAC made suggestions regarding the hotels and facilities available.


(Principal Dr. L. S. Patel)

Chairperson
Principal
Shri & Smt. P. K. Kotawala Arts College
PATAN. (N. G.)


(Dr. M. L. Revadivala)


Coordinator

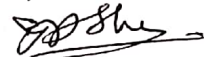
IQAC

1. Faculty Members

Dr. A. B. Trivedi

Prof. V. I. Patel 

Prof. R. S. Patel 

Dr. G. P. Shrimali 

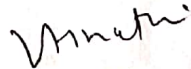
Dr. R. H. Parekh 

Dr. Parikshit Barot 

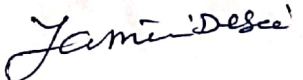
Dr. Z. B. Jani 

2. Administrative Staff

Mr. Babuji Thakor

Ms V. H. Hathi 

3. Management Representative

Smt. Yaminiben Desai 

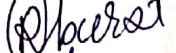
4. Alumni Member

Dr. Ms. Leelaben Swami

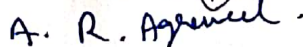
5. Members from local society

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6. Student Representative

Mr. Ripesh Barot (M.A. Sem-III) 

7. Employer/Industrialist

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