

M.P. Shah Commerce College, Surendranagar

I.Q.A.C. Meeting and Action Taken Report

Meeting Agenda :

- 1) Review of Previous Meeting's Minutes
- 2) Academic and Administrative Audits
- 3) Quality Enhancement Initiative
- 4) Research and Development

Meeting Date 18/06/2020 at IQAC Room on 10:30 am

Action Taken Report :

- **Review of Previous Meeting's Minutes:** Discussion and approval of the minutes from the previous IQAC meeting.

- **Academic and Administrative Audits:** Planning and review of academic and administrative audits to ensure compliance with regulatory standards.

- **Quality Enhancement Initiatives:** Discussion on new initiatives and strategies to enhance teaching-learning processes, research, and overall quality of education.

- **Research and Development:** Review of research projects, publications, and progress in research areas.

Members present in the meeting:

Name	Designation
Dr. Dilip R. Vajani	Principal
Dr. K. D. Ahir	Co-Coordinator
Prof. L. R. Muniya	Member
Dr. H. R. Patel	Member
Dr. A. E. Barlow	Member
Dr. P. R. Halani	Member
Mr. K. D. Patel	Member
Mr. Dipakbhai P. Shah	Member
C.A. Dipak Shah	Member

M.P. Shah Commerce College, Surendranagar

I.Q.A.C. Meeting and Action Taken Report

Meeting Agenda :

- 1) **Review of Previous Meeting's Minutes**
- 2) **Academic and Administrative Audits**
- 3) **Quality Enhancement Initiative**

Meeting Date 26/09/2020 at IQAC Room on 10:30 am

Action Taken Report :

- **Review of Previous Meeting's Minutes:** Discussion and approval of the minutes from the previous IQAC meeting.

- **Academic and Administrative Audits:** Planning and review of academic and administrative audits to ensure compliance with regulatory standards.

- **Quality Enhancement Initiatives:** Discussion on new initiatives and strategies to enhance teaching-learning processes, research, and overall quality of education.

Members present in the meeting:

Name	Designation
Dr. Dilip R. Vajani	Principal
Dr. K. D. Ahir	Co-Coordinator
Prof. L. R. Muniya	Member
Dr. H. R. Patel	Member
Dr. A. E. Barlow	Member
Dr. P. R. Halani	Member
Mr. K. D. Patel	Member
Mr. Dipakbhai P. Shah	Member
C.A. Dipak Shah	Member

M.P. Shah Commerce College, Surendranagar

I.Q.A.C. Meeting and Action Taken Report

Meeting Agenda :

- 1) Review of Previous Meeting's Minutes
- 2) Academic and Administrative Audits
- 3) Student Feedback
- 4) Research and Development

Meeting Date 12/01/2021 at IQAC Room on 10:30 am

Action Taken Report :

- **Review of Previous Meeting's Minutes:** Discussion and approval of the minutes from the previous IQAC meeting.
- **Academic and Administrative Audits:** Planning and review of academic and administrative audits to ensure compliance with regulatory standards.
- **Student Feedback** and Grievance Reduces time spent on non-academic activities and enhances productivity.
- **Research and Development:** Review of research projects, publications, and progress in research areas.

Members present in the meeting:

Name	Designation
Dr. Dilip R. Vajani	Principal
Dr. K. D. Ahir	Co-Coordinator
Prof. L. R. Muniya	Member
Dr. H. R. Patel	Member
Dr. A. E. Barlow	Member
Dr. P. R. Halani	Member
Mr. K. D. Patel	Member
Mr. Dipakbhai P. Shah	Member
C.A. Dipak Shah	Member

M.P. Shah Commerce College, Surendranagar

I.Q.A.C. Meeting and Action Taken Report

Meeting Agenda :

- 1) **Preparation for Accreditation:**
- 2) **Institutional Development Plan:**
- 3) **Best Practices and Institutional Distinctiveness**

Meeting Date 19/02/2021 at IQAC Room on 10:30 am

Action Taken Report :

- **Preparation for Accreditation:** Preparation for NAAC or other accreditation processes, including documentation and data collection.
- **Institutional Development Plan:** Discussion and review of the institution's development plans and policies.
- **Best Practices and Institutional Distinctiveness:** Sharing and discussion of best practices and areas of institutional distinctiveness.

Members present in the meeting:

Name	Designation
Dr. Dilip R. Vajani	Principal
Dr. K. D. Ahir	Co-Coordinator
Prof. L. R. Muniya	Member
Dr. H. R. Patel	Member
Dr. A. E. Barlow	Member
Dr. P. R. Halani	Member
Mr. K. D. Patel	Member
Mr. Dipakbhai P. Shah	Member
C.A. Dipak Shah	Member

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I.Q.A.C. Meeting and Action Taken Report

Meeting Agenda :

- 1) **Research Projects and Publications**
- 2) **Student Satisfaction Survey**
- 3) **Faculty Empowerment Strategies:**
- 4) **Planning for External Peer Team Review**

Meeting Date 24/11/2020 at IQAC Room on 10:30 am

Action Taken Report :

-Research Projects and Publications: Update on research projects, publications, and funding.

-Student Satisfaction Survey: Review and discussion of student satisfaction survey results.

Faculty Empowerment Strategies: Discussion on strategies for faculty development and empowerment.

Planning for External Peer Team Review: Preparation for external peer team reviews and audits.

Members present in the meeting:

Name	Designation
Dr. Dilip R. Vajani	Principal
Dr. K. D. Ahir	Co-Coordinator
Prof. L. R. Muniya	Member
Dr. H. R. Patel	Member
Dr. A. E. Barlow	Member
Dr. P. R. Halani	Member
Mr. K. D. Patel	Member
Mr. Dipakbhai P. Shah	Member
C.A. Dipak Shah	Member