



Sarvajani Education Society  
Sir K. P. College of Commerce

NAAC ACCREDITED 'A' CGPA 3.03 (3<sup>rd</sup> Cycle)

Athwalines Surat – 395001

Phone:0261-2240057

Email:principalskpc@gmail.com



29 July 2022

Dear Sir/Madam


This is to inform you that the first meeting of the members of the Internal Quality Assurance Cell (IQAC) for the academic year 2022-23 of Sir K. P. College of Commerce, Surat has been scheduled to discuss the matters as per the agenda attached.

Date and Time: 1 August 2022 11:00 AM


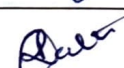


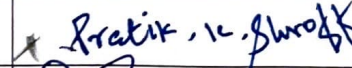

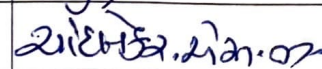
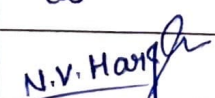
Venue : Principal's Office

Kindly make it convenient to attend the same. We will be delighted to have valuable inputs from you to enhance and strengthen the quality-oriented policies of the institution.

  
Dr. Binita Gheewala  
Coordinator  
IQAC

  
Dr. Martina Moronha  
Principal and Chairman  
Sir K. P. College of Commerce, Surat  
Sir K.P. College of Commerce  
SURAT.

Encl : IQAC Meeting Agenda

Dr. Jignesh Tandel	Member	
Dr. Rashmi Patel	Member	
Dr. Bhavesh Baldaniya	Member	
Dr. Kirti Viththani	Member	
Mr. Pratik Shroff	Management Representative	
Mr. Nikunj Patel	Non-Teaching Representative	
Mr. Sanjay Chandlekar	Parent Representative	
Ms. Mitali Shingodawala	Student Representative	-ab-
Ms. Nandini Harjan	Alumni Representative	





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**29 July 2022**

**Agenda Academic Year 2022-23:**

- ✚ Welcome new members of the IQAC
- ✚ Acknowledgement of AQAR 2020-21
- ✚ Congratulating Department of English and IQAC for organising One Day Orientation Workshop on 11 July 2022
- ✚ Planning for Academic Year 2022-23
- ✚ Orientation of new appointed Assistant Professor and Adhoc faculties
- ✚ To review completed work from RUSA Grant 2.0
- ✚ Discussion on NEP going to be implemented from the next academic year





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**1 August 2022**

**Minutes of the first meeting of IQAC members-Academic Year 2022-23**

**Date :1 August 2022**

**Time :11.00 AM**

**Venue : Principal's Office**

The meeting was chaired by the Principal Martina Noronha and coordinated by Dr. Binita Gheewala

**Resolutions:**

- ✚ Welcome new members of the IQAC

The Principal and Chairperson Dr. Martina Noronha welcomed the new members of the CELL Dr. Jignesh Tandel, Dr. Rashmi Patel, Dr. Bhavesh Baldaniya, Dr. Kirti Vitthani. She also explained the purpose and working of IQAC.

- ✚ Acknowledgement of AQAR 2020-21

IQAC coordinator reported that acknowledgement had been received from NAAC, Bengaluru, regarding acceptance of AQAR 2020-21 on 29 July 2022

- ✚ Congratulating Department of English and IQAC for organising One Day Orientation Workshop on 11 July 2022

Principal Dr. Martina Madam congratulated the professors of Department of English and IQA Cell for organising One Day Orientation Workshop for the faculties of affiliated colleges, Veer Narmad South Gujarat University on Written and Spoken Communication Skills.

- ✚ Planning for Academic Year 2022-23

- ❖ It was resolved that the feedback mechanism be strengthened and efforts be made to obtain feedback from stakeholders.
- ❖ It was also decided to continue with add-on programme like TALLY, DELL/SCOPE, Finishing School, Computer Training Programme.
- ❖ It was also resolved to purchase Language Lab. Software to enhance the speaking skills of the students
- ❖ It was also decided to sign MoU with The Surat People's Co Operative Bank for internship of students who opted for Banking as their special subject.





- ❖ The house also decided to organise workshop on E-Waste Management for which we have signed MoU with Hulladek Recycling Pvt. Ltd.
- ❖ The Cell insisted to conduct Remedial classes for slow learners.
- ❖ As per yester years this year also decided to conduct Green Audit and for that the request letter be sent to Environ Department of Sarvajanik Education Society for the same.

#### ✚ Orientation of new appointed Assistant Professor and Adhoc faculties

Decided to orient the new appointed staff and appraised them about Code of Conduct.

#### ✚ To review completed work from RUSA Grant 2.0


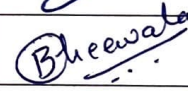

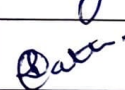
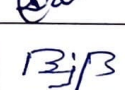

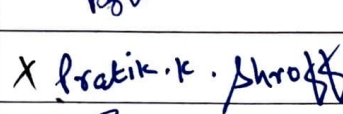
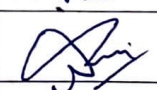
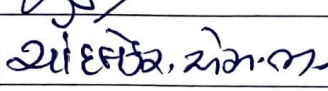

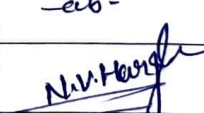
The principal and the Chairperson Dr. Noronha informed the members that the day the remaining amount of rs. 1 crore released we would buy the remaining, stated in DPR

#### ✚ Discussion on NEP going to be implemented from the next academic year

The New Education Policy highlights were given by the principal. She also informed that let the guidelines from Veer Narmad South Gujarat University be released and as per the guidelines the Meeting with the departmental Heads be conducted and efforts be made at department level for smooth transition to the NEP as and when it was implemented.

The IQAC coordinator Dr. Binita Gheewala proposed vote of thanks to all members.

The following members remained present in the meeting:

Dr. Martina Noronha	Principal, Chairperson-IQAC	
Dr. Binita Gheewala	IQAC Coordinator	
Dr. Jignesh Tandel	Member	
Dr. Rashmi Patel	Member	
Dr. Bhavesh Baldaniya	Member	
Dr. Kirti Viththani	Member	
Mr. Pratik Shroff	Management Representative	
Mr. Nikunj Patel	Non-Teaching Representative	
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Principal  
Sir K.P. College of Commerce  
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03 April 2023

Dear Sir/Madam


This is to inform you that the meeting of the members of the Internal Quality Assurance Cell (IQAC) for the academic year 2022-23 of Sir K. P. College of Commerce, Surat has been scheduled to discuss the matters as per the agenda attached.

Date and Time: 6 April 2023 3:00 PM



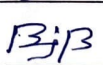

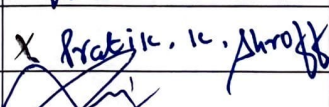

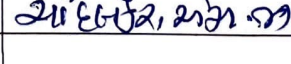

Venue : Principal's Office

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Coordinator  
IQAC

  
Dr. Martina Noronha  
Principal and Chairman  
Sir K. P. College of Commerce, Surat  
Principal  
Sir K.P. College of Commerce  
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Encl : IQAC Meeting Agenda

Dr. Jignesh Tandel	Member	
Dr. Rashmi Patel	Member	
Dr. Bhavesh Baldaniya	Member	
Dr. Kirti Vitthani	Member	
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03 April 2023

**Agenda Academic Year 2022-23**

- 1) Review of the yearlong activities
- 2) Discussion about next academic Year
- 2) AQAR for the academic year 2021-22
- 3) Decision about Dr. Rashmi Patel's request for relieving from IQAC







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06 April 2023

**Minutes of the meeting of IQAC members-Academic Year 2022-23**

Date : 6 April 2023

Time : 03.00 PM

Venue : Principal's Office

The meeting was chaired by the Principal Martina Noronha and coordinated by Dr. Binita Gheewala

**Resolutions:**

- ✚ Review of the yearlong activities

The Chairperson and Principal Dr. Martina Noronha gave detailed report of yearlong activities...

- ❖ The college is now a Recognized Social Entrepreneurship, Swachhta and Rural Engagement Cell Institution by the Mahatma Gandhi National Council of Rural Education Government of India.
- ❖ Three scholars were awarded Ph.D. under the guidance of Dr. Martina Noronha and Dr. Madhu Patel
- ❖ Two faculty members Dr. Bhavesh Baldaniya and Dr. Mohan Mane were appointed as Ph.D. guides
- ❖ SPSS training and 6 Day workshop on UGC NET/SLET preparation were conducted for P.G. students
- ❖ The feedbacks of students, teachers and Alumni were taken and analysed and action taken report was prepared by IQAC.
- ❖ Successfully conducted remedial classes for slow learners
- ❖ Conducted a session on e-waste management
- ❖ Sent students of T.Y.B.Com. opted Banking as special subject to Surat People's Cooperative Bank for training
- ❖ Add-on training programme of TALLY, DELL/SCOPE, Finishing School programme, Students completed Computer Basic, Hardware and Software Certificate Course



- ❖ 90 students of the college got GPSC coaching scholarships from the Gujarat Government
- ❖ Green Audit was conducted and the certificate and report were uploaded on our website.
- ❖ The house was also informed about the extracurricular activities and achievements in the same in detail by Principal Dr. Martina Noronha.

#### ✚ Discussion about next academic Year

It was resolved that next year Department of Commerce would organise Conference/ Seminar/ Workshop or Panel Discussion and the Head of the Department would be instructed to plan about the same.

#### ✚ AQAR for the academic year 2021-22


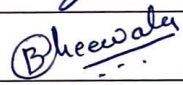

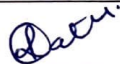

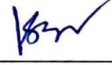
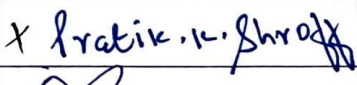



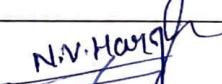
The coordinator Dr. Gheewala informed about the AQAR for the academic year 2021-22 ready to submit

#### ✚ Decision about Dr. Rashmi Patel's request for relieving from IQAC

Dr. Rashmi Patel's request to relieve her, was accepted by all and decided to relieve her from the next academic year viz 2023-24.

The meeting ended with vote of thanks to all members by Dr. Binita Gheewala.

The following members remained present in the meeting:

Dr. Martina Noronha	Principal, Chairperson-IQAC	
Dr. Binita Gheewala	IQAC Coordinator	
Dr. Jignesh Tandel	Member	
Dr. Rashmi Patel	Member	
Dr. Bhavesh Baldaniya	Member	
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Principal  
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