

SHETH C.D. BARFIWALA COLLEGE OF COMMERCE, SURAT

2021-22 (1)

Notice of Meeting of IQAC

1st June 2021

The meeting of Internal Quality Assurance Cell of Sheth C. D. Barfiwala College of Commerce, Surat is scheduled to be held on 7th June 2021 at 11-00 a.m in the Principal's office. The following agenda will be discussed. You are requested to kindly make it convenient to attend the meeting.

Agenda

- 1. To approve the minutes of the previous meeting held on 25th February 2021.**
- 2. To review the developments in context of Covid 19 Pandemic 2nd wave outbreak and take note of the various developments**
- 3. To plan for Academic year 21-22 in highly uncertain and volatile environment arising out of second wave of Covid 19.**
- 4. To discuss about implementation of Outcome Based Education in College.**
- 5. Any other item with permission of the Chair.**

Dr. Heena Oza

Principal

Prof. Priti Pandya

IQAC Co-ordinator



Minutes of the Meeting of IQAC

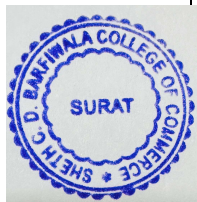
The meeting of members of IQAC was held on 7th June 2021 at Principal's office at 11-00 a. m. where following members were present :

1. Dr. Heena S. Oza (Principal)
2. Prof. Priti S. Pandya (IQAC Co-ordinator)
3. Prof. Heena H. Desai (Member)
4. Prof. Roshan S. Patel (Member)
5. Dr. Dipali Thakor (member)
6. Smt. Bhanuben N. Patel (member)
7. Shree Devarshi H. Vyas (member)
8. Shri Hasmukhbhai Talia (member)
9. Miss Monika Parmar (member)

Resolution 1	Approval of the meeting of last IQAC meeting	The minutes of the meeting held on 25 th February 2021 were read and approved by the members present unanimously.
Resolution 2	To review the developments in context of Covid 19 Pandemic outbreak and take note of the various developments	<p>March 2020 witnessed Covid 19 as global pandemic and lockdown and standstill of activities for about 3 months. Academic year 20-21 has been full of uncertainties and to cope up with new normal post covid 19.</p> <p>Again the outbreak of second wave of Corona around March 2021 showed its severity causing high fatality rate and subsequent halt of normal activities in all HEIs. Due to this the academic year 2020-21 was closed abruptly as prevention measure by declaration of vacation by Department of Education, Government of Gujarat on 1st may 2021 and all the scheduled activities of May 2021 came to halt.</p> <p>The Principal briefed about the some of the activities carried out during the period :</p> <ul style="list-style-type: none">- Regular online meeting of faculties/ office staff to keep in touch during vacation period through whatsapp group calling/ Zoom platform / college visits ;- Regular conduct of online classes for F. Y. B.Com for almost whole vacation period and classes for other semesters wherever the faculties felt the need for



		<p>conducting classes ;</p> <ul style="list-style-type: none"> - Conduct of internal MCQ test for B. Com. semester 4 and 6 and M. Com as per schedule declared earlier ; - Preparation for admission of first year B. Com. ; - And now the urgent need to complete the finalization of internal marks by faculties to be sent to University in prescribed time for students' progression to this academic year ; <p>The members present expressed sincere appreciation for the efforts put by all concerned under the leadership of Principal madam.</p>
Resolution 3	To plan for Academic year 21-22 in highly uncertainty and volatile environment arising out of 2 nd wave of Covid 19	<p>After a detailed discussion it has been resolved to prepare Academic calendar, Time table and lesson plans and start teaching learning and keep the students positively occupied in the unprecedented situation in online / offline mode as per the situation from time to time following various guidelines/ SOP/ instructions etc. Further to meet the deficit of academic staff, after considering the workload, Principal in consultation with management shall do the necessary arrangement to appoint adhoc staff as per the requirements to ensure smooth teaching and learning process.</p> <p>Amidst the uncertainties and with the hope to getting things normal with mass vaccination it was also resolved to prepare activities calendar and start various activities as and when possible as per the situation from time to time following various guidelines/ SOP/ instructions etc. under the leadership of Principal madam.</p>



Resolution 4	To discuss about implementation of Outcome Based Education in College.	The Principal explained the importance and relevance of Outcome Based Education in imparting quality education. As it's the need of the time, after a deliberation on need for capability development of faculties in area of OBE, it has been resolved to start initiating the implementation of OBE in phased manner by first developing unitwise COs this academic year followed by development and use of course wise COs , mapping of PO-COs and measurement of PO-CO attainment in following years under close mentoring by IQAC and Principal madam. It was also resolved to conduct FDPs and mentoring sessions as and when required for the same.
Resolution 5	Any other mater with the permission of Chair. - To form/ revise various committees for various co-curricular, extra-curricular, compliance activities and administrative work	It has been resolved to form various committees for decentralization of work under the leadership of Principal madam.
The meeting ended with offering vote of thanks to members present.		



SHETH C.D. BARFIWALA COLLEGE OF COMMERCE, SURAT

2021-22 (2)

Notice

24th July 2021

The joint meeting of members of Internal Quality Assurance Cell and Steering Committee of NAAC of Sheth C. D. Barfiwala College of Commerce, Surat is scheduled to be held on 3rd August 2021 at 11-00 a.m in the Principal's office. The following agenda will be discussed. You are requested to kindly make it convenient to attend the meeting.

Agenda

1. To approve the minutes of the previous meeting held on 7th June 2021
2. To approve AQAR for 2016-17.
3. To install fire safety system in the College campus.
4. To develop question Bank for MCQs in various courses
5. Any other item with permission of the Chair.

Dr. Heena Oza
Principal

Prof. Priti Pandya
IQAC Co-ordinator



Minutes of the Meeting of IQAC

The joint meeting of members of Internal Quality Assurance Cell and Steering Committee of NAAC of Sheth C. D. Barfiwala College of Commerce, Surat was held on 3rd August 2021 at 11-00 a.m in the Principal's office where following members attended the meeting :

Members of IQAC	Steering Committee, NAAC (other than common members of IQAC and steering committee)
<ol style="list-style-type: none"> 1. Dr. Heena S. Oza (Principal) 2. Prof. Priti S. Pandya (IQAC Co-ordinator) 3. Prof. Roshan S. Patel (Member) 4. Dr. Dipali Thakor (member) 5. Smt. Bhanuben N. Patel (member) 6. Shree Devarshi H. Vyas (member) 7. Miss Monika Parmar (member) 	Prof. R. J. Travadi Prof. R. P. Singanporia Prof. J. M. Desai Prof. N. B. Rathod Prof. J. M Patel Prof. Sanjay Ahir Prof. Piyush Modi Prof. Asmita Pansuriya

RESOLUTION No. 1	Approval of the meeting of last IQAC meeting	The minutes of the meeting held on 7 th June were read and approved by the members present unanimously.
RESOLUTION No. 2	To discuss about preparation of AQAR for 2016-17 and 2017-18.	It was resolved to approve the AQAR for 16-17 after discussion and present before management for their approval before submission to NAAC.
Resolution No 3	To install fire safety system in the College campus.	The Principal briefed about the initial survey done to install fire safety system in college campus. It was resolved to install fire safety system in college campus as per the requirements in close consultation with management.
Resolution No 4	To develop question Bank for MCQs in various courses	With the change of assessment style both in internal evaluation and university examination from descriptive style to MCQ pattern, in order to help the learners to adapt to the new pattern and make teaching learning more outcome oriented, it has been resolved to develop rich data bank for each course of B.Com. and M. Com. it has been decided that



		HODs shall be in charge of getting the Question Bank ready well within time and share with students / Library and other stakeholders.
The meeting ended with offering vote of thanks to members present.		



SHETH C.D. BARFIWALA COLLEGE OF COMMERCE, SURAT

2021-22 (3)

Notice of Meeting of IQAC

January 3, 2022

The joint meeting of members of Internal Quality Assurance Cell and Steering Committee of NAAC of Sheth C. D. Barfiwala College of Commerce, Surat is scheduled to be held on 10th January 2022 at 11-00 a.m in the Principal's office to discuss the following agenda. You are requested to kindly make it convenient to attend the meeting.

Agenda

1. To approve the minutes of the previous meeting held on 3rd August 2021.
2. To approve AQAR 17-18 and AQAR 18-19.
3. To Decide about taking feedback from students, Parents, Alumini, Employers on syllabus and conduct student satisfaction survey during the year.
4. To decide about getting ISO 9001 : 2015 and ISO 14001 : 2015 certification.
5. Any other item with permission of the Chair.

Minutes of the Meeting of IQAC

The joint meeting of members of Internal Quality Assurance Cell and Steering Committee of NAAC of Sheth C. D. Barfiwala College of Commerce, Surat was held on 10th January 2022 at 11-00 a.m in the Principal's office where following members attended the meeting :

Members of IQAC	Steering Committee, NAAC (other than common members of IQAC and steering committee)
<ol style="list-style-type: none">1. Dr. Heena S. Oza (Principal)2. Prof. Priti S. Pandya (IQAC Co-ordinator)3. Prof. Heena H. Desai (Member)4. Prof. Roshan S. Patel (Member)5. Shree Devarshi H. Vyas (member)6. Shri Mitesh Modi (member)7. Miss Monika Parmar (member)	<p>Prof. R. P. Singanporia Prof. J., M. Desai Prof. N. B. Rathod Prof. J. M Patel</p>



8. Shri. Sanilbhai Patel (Management Representative) (w.e.f. 1 st January 2022)	
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RESOLUTION No. 1	To take on record the valuable services provided to college as management representative in IQAC by late Shri Hasmukhbhai Talia	The members present observed 2 minutes silence to offer tribute to late shri Hasmukhbhai Talia, management representative The members passed resolution to respectfully take on record valuable services provided by late Shri Hasmukhbhai Talia to the college as management representative of IQAC for a very long time.
RESOLUTION No. 2	Approval of the meeting of last IQAC meeting	The minutes of the meeting held on 3 rd August 2021 were read and approved by the members present unanimously.
RESOLUTION No. 3	To approve AQAR 17-18 and AQAR 18-19.	After presentation and discussion AQAR 17-18 and 18-19 were approved.
RESOLUTION No. 4	To Decide about taking feedback from students, Parents, Alumini, Employers on syllabus and conduct student satisfaction survey during the year	It has been resolved to take feedback on syllabus from various stakeholders and on the basis of it prepare action plan under the leadership of Principal madam. It has also been resolved to conduct students satisfaction survey. Special committee for feedback has been entrusted the work under direct supervision of IQAC co-ordinator.
RESOLUTION No. 5	To decide about getting ISO 9001 : 2015 and ISO 14001 : 2015 certification.	To ensure sound quality system and environmental management system it has been resolved to get both the systems implemented by securing ISO 9001 : 2015 and ISO 14001 : 2015 certification. The Principal shall do the needful for the same.



RESOLUTION No. 6	To discuss about starting add on courses of Tally and NET entrance exam	It has been resolved to start Tally add on course and also start NEP paper 1 entrance classes in College as per the suitable schedule to be decided under guidance of Principal madam.
The meeting ended with offer of vote of thanks to members present.		



SHETH C.D. BARFIWALA COLLEGE OF COMMERCE, SURAT

2021-22 (4)

Notice of Meeting of IQAC

April 16, 2022

The meeting of members of Internal Quality Assurance Cell of NAAC of Sheth C. D. Barfiwala College of Commerce, Surat is scheduled to be held on 25th April 2022 at 11-00 a.m in the Principal's office to discuss the following agenda. You are requested to kindly make it convenient to attend the meeting.

Agenda

1. To approve the minutes of the previous meeting held on 10th January 2022.
2. To discuss the reports on various feedback about syllabus and students satisfaction survey
3. To discuss the draft annual report 21-22 and approve the same with or without modifications if any.
4. Any other item with permission of the Chair.



Minutes of the Meeting of IQAC

The meeting of members of Internal Quality Assurance Cell was held on 25th April 2022 at 11-00 a.m in the Principal's office where following members were present :

Members of IQAC
<ol style="list-style-type: none"> 1. Dr. Heena S. Oza (Principal) 2. Prof. Priti S. Pandya (IQAC Co-ordinator) 3. Prof. Heena H. Desai (Member) 4. Dr. Roshan S. Patel (w.e.f. 1-11-21) 5. Dr. Dipali Thakor 6. Shree Devarshi H. Vyas (office Staff) 7. Shri. Sanilbhai Patel (Management Representative) (w.e.f. 1st January 2022)
(Invitee - faculty) Prof R. P. Singanporia Prof. Prof. Ankita Zadeshwariya Prof. Asmita Pansuriya

RESOLUTION No. 1	Approval of the meeting of last IQAC meeting	The minutes of the meeting held on 10 th January 2022 were read and approved by the members present unanimously.
RESOLUTION No. 2	To discuss the reports on various feedback about syllabus and students satisfaction survey	<p>The report of feedback of various stakeholders –staff, students, parents, alumini, employers was put on table for discussion. The report has been studied in detail and it has been resolved to publish action taken report on various platforms and also put on College website. The committee with co-ordination of IQAC co-ordinator has been assigned the work.</p> <p>The students satisfaction survey report was discussed and publish on website. It has been discussed that continuous efforts are to be made to strengthen it further by individual and team efforts.</p>



RESOLUTION No. 3	To discuss the draft annual report 21-22 and approve the same with or without modifications if any.	The draft annual report about activities of various committees was put on floor for the discussion. After discussion it was resolved to adopt the annual report after minor modifications as suggested by members and to be submitted to IQAC co-ordinator.
RESOLUTION No. 3	Any other item with permission of the Chair.	It was decided to prepare academic and activities calendar in advance and put for finalization at the beginning of new academic year.
The meeting ended with vote of thanks.		



**PRINCIPAL
SHETH C. D. BARFIWALA
COLLEGE OF COMMERCE, SURAT**