

NOTICE

01/03/2019

Members of the Internal Quality Assurance Cell (IQAC) are hereby informed to remain present for a meeting on **5th March, 2019, Friday**, in the Principal's Office, at 10.00 am.

One representative from the Management will also remain present for the same.

IQAC Members:

1. **Dr. M.D. Chavda, Principal**
2. **Dr. Jenny Rathod, Coordinator IQAC**
3. **Shri Girish P Puranik, Associate Professor**
4. **Dr. Jaydev D. Bhola, Associate Professor**
5. **Dr. Shubha Nigam, Associate Professor**
6. **Shri Natubhai Panchal, deputy secretary AES, representative of the Management**
7. **Shri C.B. Prajapati, Administrative Officer**
8. **Shri Nishit Shah, Administrative Officer**
9. **Dr. Kaushal Desai, Member – Alumni**
10. **Dr. Shraddha Rai, Member, Local Society**
11. **Shri Kamlesh Makwana, Parent of Student**
12. **Ms. Dehini Trivedi, Student at UG Programme**

The Agenda for the said meeting is as follows:

- 1) **To plan for the next academic year.**
- 2) **To encourage Faculty members to indulge in Research activities.**
- 3) **To prepare the Academic Calendar for the upcoming year.**
- 4) **To hold Seminars and Conferences by various departments.**

Minutes of the Meeting on 5th March, 2019, with IQAC members:

- 1. It was decided that each HOD will be instructed to prepare an Academic Calendar pertaining to their department, with lectures by experts and other details included in it.**
- 2. The Principal stressed upon the fact that more Faculty Members have to indulge in Research activities.**
- 3. The IQAC team was instructed by the Principal to make a consolidated Academic Calendar as per the details submitted by each department.**
- 4. Departments were asked to submit proposals for conduction of Seminars and Conferences, either state level or national level.**

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