

Shri H. S. Shah College of Commerce,  
College Campus, Modasa - 383315



Minutes

1<sup>st</sup> Meeting of IQAC 2020-21

As a coordinator of IQAC Dr.M.K.Patel presented an Action Taken Report against the decisions taken during meeting-IV of the academic year-2019-20. All the members expressed a sense of satisfaction over it.

APIs submitted by all the 4 lecturers were checked and suggested to be taken as final submission.

It was collectively opined and decided to follow the guidelines of Gujarat Government for online teaching. It was also decided to take online lectures through Microsoft Teams. Dr. Gopal Vankar was assigned the duty to make arrangements for it. Duty of ETRP was assigned to Mr. Harshil Adesara. It was also decided to purchase necessary gadgets and accessories for online teaching - learning.

It was decided and discussed to make whatsapp groups and to guide students during online teaching. It was also decided to upload MCQ on college website.

It was decided to conduct internal examinations of odd semester online through Microsoft forms. Duty for it was assigned to Dr. Dhaval Dave.

Dr. Dhaval Dave as a coordinator of RUSA, said that the grants of RUSA has been utilized for the purpose. Further grants in the form of second instalment is awaited. IQAC opined to take loan from management if possible to carry on the construction and renovation work.

Date: 01/07/2020

Dr. M.K Patel  
Coordinator (IQAC)  
Co-Ordinator

Internal Quality Assurance Cell (IQAC)  
Shri H. S. Shah College of Commerce  
Modasa-383315

Dr. Sudhir G. Joshi  
Principal  
Chairman (IQAC)  
Shri H. S. Shah College of Commerce  
Modasa - 383 315



**Action Taken Report**  
**1<sup>st</sup> Meeting of IQAC 2020-21**

- 1) APIs submitted by Dr. Gopal Vankar, Dr. Rajesh Shrimali, Dr. Kamlesh Goswami and r. Dhaval Dave were approved and an were taken as final submission. Dr. Rajesh Shrimali and Dr. Kamlesh Goswami also submitted APIs for the academic year-2020-21 up to January-21 in order to proceed for regular employee proposal.
- 2) Microsoft IDs of students and teachers were generated and teams were formed. Online lectures were taken regularly. Necessary equipments like webcam, Bluetooth headphones were purchased to assist online teaching. Cogent Ids of all the staff members were created.
- 3) Whatsapp groups of all the classes were created and the students were informed regularly about the updates from government and university. MCQs of all the subjects especially B.Com Sem-VI and M.Com were uploaded on college website.
- 4) Internal Examinations of all the odd semesters were successfully conducted through Microsoft Forms. Absent students were given an opportunity for offline retest.
- 5) Renovation work under RUSA grants was hindered due to the lack of grants. After the consultation with concerned authorities at KCG, Ahmedabad a loan for Rs.3000000/- (Rupees Thirty lakhs only) was taken from The M. L.Gandhi Higher Education Society. Renovation work has been started and will be finished soon.

Date: 28/01/2021

**Dr. M.K. Patel**

**Coordinator (IQAC)**  
Co-Ordinator

**Internal Quality Assurance Cell (IQAC)**  
**Shri H. S. Shah College of Commerce**  
**Modasa-383315**  
**Dist.Arvalli.,Gujarat**

**Dr. Sudhir G. Joshi**

**Chairman (IQAC)**  
Principal

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Minutes

2<sup>nd</sup> IQAC Meeting 2020-21

Action Taken report against the decisions taken in the second meeting was presented by Dr.M.K.Patel and everybody appreciated the progress.

APIs submitted by Dr.Rajesh Shrimali and Dr. Kamlesh Goswami were checked and found up to the mark..

On reviewing the fix pay service of Dr. Rajesh Shrimali and Dr.Kamlesh Goswami, committee found it satisfactory. It was decided to recommend their inclusion as a full pay employee. Both were congratulated and were instructed to submit their proposals within a month.


All the members of IQAC collectively expressed a sense of satisfaction over online teaching and evaluation done by college.

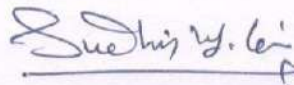
It was opined and suggested by the members to follow government and university's guidelines for starting offline teaching. It was decided to give priority to final year students for offline teaching.

It was suggested by the committee to conduct at least one offline batch of Finishing School after consultation with KCG, Ahmedabad.

After discussion on upcoming local body elections, NSS program Officers were assigned a duty to organize different programs on the theme of voter awareness.

Date: 29/01/2021

  
Dr. M.K Patel  
Coordinator (IQAC)  
Co-Ordinator

  
Dr. Sudhir G. Joshi  
Chairman (IQAC)  
Principal

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## Action Taken Report 2<sup>nd</sup> IQAC Meeting 2020-21

- 1) APIs submitted by Dr.Rajesh Shrimali and Dr.Kamlesh Goswami were accepted as final submission
- 2) Proposals for full pay of Dr.Rajesh Shrimali and Dr.Kamlesh Goswami were prepared and were submitted to Commissioner of Higher Education, Gandhinagar on 25<sup>th</sup> February, 2021.
- 3) Teaching in both offline and online mode was carried on for the benefit of the students. Attendance in physical class was not mandatory as per the guidelines of Government.
- 4) Dr.Gopal Vankar, Coordinator of Finishing School tried both online and offline options for Finishing School training. Due to poor response from students and parents followed by Corona fear, no batch was conducted.
- 5) Three programs on the theme of Voter Awareness were organized by NSS Department.

Date: 04/03/2021

Dr. M.K Patel

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Co-Ordinator

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3<sup>rd</sup> IQAC Meeting 2020-21

As a coordinator of IQAC, Dr.M.K.Patel presented the Action Taken Report against the decisions taken in IQAC meeting-II. Though 3<sup>rd</sup> meeting was held within a short period, members expressed a sense of satisfaction over the progress.

API for the academic year 2020-21 submitted by Dr.Dhaval Dave was approved without any query.

After reviewing five years fix pay service of Dr.Dhaval Dave, IQAC recommended to send proposal for his inclusion as a full pay employee.

Committee recommended to arrange for online internal exams for the students studying even semester.

Committee suggested to take another loan from Management society to complete the work of New Construction and renovation that has been delayed due to lack of grants.

In response to proposal for purchasing sanitary pad vending machine and incinerator, committee collectively opined to wait for sufficient response from the girl students.

Dr. M. K Patel expressed a sense a of gratitude towards all the members who remained present in the meeting.

Date:04/03/2021

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**Action Taken Report**

**3<sup>rd</sup> IQAC Meeting 2020-21**

- 1) API submitted by Dr.Dhaval Dave for the Academic year 2020-21 has been taken as a final submission.
- 2) Proposal for inclusion of Dr. Dave as a full pay employee has been sent to Commissionerate of Higher education. His proposal has been approved and got full pay order on 8<sup>th</sup> June 2021.
- 3) Online internal exams were conducted for the students of even semester. Exams were completed successfully and internal marks were submitted to university within time limit.
- 4) Loan for Rs.10,00,000/- was taken from the management society in order to continue the work of New Construction and Renovation.
- 5) Only 100 out of 200 sanitary pads were sold to girl students, so as per the suggestion of IQAC, it was decided to wait for enough response from the girl students to purchase Sanitary Pad Vending machine and incinerator.

Date:15/06/2021

**Dr. M.K Patel**  
Coordinator (IQAC)

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