

## IQAC-Minutes of Committee Meeting

Date : 13-04-2017

Time : 10:30 am

Venue: Board Room

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### ❖ Agenda:

- Review of previous meeting.
- New Academic Year
- Tentative Dates for Autonomous
- Summer Vacation
- UHV Shibir
- Preparation : Question Bank, MCQs, Perspective planning, Material
- Saurashtra University is celebrating **Golden Jubilee years; 50 years**
- TPO

### ❖ Minutes:

- Review of Minutes of previous meeting was done & it was observed that every agenda discussed in previous meeting dated 16-03-2017 has been complied.
- The meeting started with the discussion of new dress code implementation. The color is yet to be finalized between Blue or Green.

### ❖ New Academic Year (T.Y.B.Sc.) – Saurashtra University Affiliated.

Beginning - 15/06/2017 – Thursday

Ending - 17/10/2017 – Tuesday

Diwali Vacation – 18/10/2017 to 15/11/2017

Next term – 16/11/2017

### ❖ Tentative Dates for Autonomous

College starts – 05/06/2017

CIE Test-1 – 21/07/2017

CIE Test-2 – 03/10/2017

Diwali Vacation – 16/10/2017 to 04/11/2017

### ❖ Summer Vacation : 01/05/2017 to 21/05/2017

### ❖ UHV Shibir is arranged for all staff members (teaching) from 22/05/2017 to 28/05/2017.


- The **list** needs to be given of staff by **Saturday**.



- ❖ The **preparation** are required for
  - Question Bank
  - MCQs
  - Perspective planning
  - Material
- ❖ The **details of each department** has to be submitted by **18/04/2017, Tuesday**.
  - Brief introduction
  - Programmes to be highlighted
  - Photos (high resolution)
  - Infrastructure
  - Course and curriculum
  - Faculty profile
  - Photos of instruments
- ❖ Each department has to submit **list of rank holders with description**.
  - Dr. Naval Kapuriya provided the detailed evaluated feedback of all courses to all HoDs.
- ❖ Saurashtra University is celebrating **Golden Jubilee years; 50 years : 23/05/2017 to 24/05/2017**
  - ASC (Academic Staff College) is going to arrange **FDP** between 15/05/2017 to 21/05/2017, sponsored by RUSA. The fees would be Rs. 1,000/-
  - The **schedule** to be scanned and sent via email.
  - The heads are asked to keep the record of feedback confidential. It can be shown only if necessary.
  - The heads are asked to prepare **Action Taken Report** on Feedback Analysis.
  - The **entrance Test** needs to be added in UG.
  - The **orientation** and **counseling** are to be planned for the admission.
  - The celebration of **World Yoga Day** be done in June.
  - The **planning** of:
    - Field visit
    - Industrial training
    - Internship need to be done
- ❖ **TPO** is to be appointed for **MNVSC**.
  - The **policies** and **committees** are to be distributed



- The policies and regularization for **breakage, maintenance charge** are to be fixed and should be taken at the time of admission.
- Undertaking of parents to be taken at the time of admission.
- The admission policy and counseling norms are to be finalized GY.
- The merit list or entrance test are to be fixed.

  
IQAC Co-ordinator,  
Shri Manibhai Virani & Smt. Navalben  
Virani Science College, Rajkot



  
Principal  
Shri Manibhai Virani and  
Smt. Navalben Virani Science College  
(Autonomous) Rajkot.