



Shri M. P. Shah Education Society, Kadi.

C. N. Arts & B. D. Commerce College, Kadi.

[NAAC Accredited "B Grade" C.G.P.A. – 2.44]

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College code: 13 (07) [HNGU]

College Code:-12(105) [Gandhinagar]

Minutes of the meeting held on 4/8/2018

The following members were present in the meeting held in Principal's office as on above date

Sr No.	Name of the Member	Designation
1.	Dr.G.D.Tripathi	Principal & Chairman
2.	Dr. C.D.Dhandhukiya	Coordinator
3.	Dr. J.M. Chavda	Vice- Principal & Member
4.	Prof. S.T.Patel	Member
5.	Dr P V Chaudhari	Member
6.	Prof. B.R.Kalaswa	Member
7.	Prof. P.L.Ganvit	Member
8.	Prof. Ravi Rangvani	Member
9.	Shri K.P.Thakkar	Member

- **Review of Previous minutes:**

Co-ordinator Dr. C.D.Dhandhukiya read out minutes of the previous meeting of IQAC held on 10th February 2018

- **Review of Admission**

Prin. Dr. G.D.Tripathi discussed about admission process and also informed all the members about P.G Admissions, Particularly in M.Com English Medium.

- **Academic Calendar**

Academic Calendar Committee was told to prepare Academic Calendar

- **CPE Expert Committee visit**

Expert committee nominated by UGC would visit the college to check the progress made under CPE. All the departments informed to prepare their files and presentations for the proposed visit.

- **CPE Purchase**

Purchase of various equipments necessary to run the courses under CPE. Also purchase Books and Computers, scanners, Gym equipments, Psychology lab apparatus, sewing machines, Mobile repairing kits etc.

- **Retiring Staff**

Prof. I B Patel voluntarily retired on 31-07-2018

Mr. M.R. Rabari from Non teaching staff retired on 14-06-2018

Recruiting the required staff in place of retired staff

- **Departmental Activity Planning**

All the departments were instructed to prepare a detailed plan for the upcoming academic year which includes Expert Talk, Workshop, Presentations, Seminar/ Conference, Industrial visits etc.