

**Uma Arts & Nathiba Commerce Mahila College,  
Sector-23, Gandhinagar.**

Internal Quality Assurance Cell (IQAC)

**Notice**

**Date: 27 June 2020**

All the IQAC members are hereby informed that the 1<sup>st</sup> IQAC meeting for the year 2020-2021 is scheduled to be held on 29 June 2020 at 11.00 A.M. in Seminar Room No 3. The brief agenda of the meeting is as follows. All are therefore requested to kindly make it convenient to attend the meeting.

  
Co-Ordinator  
IQAC

  
Principal

**Agenda of the meeting**

- To discuss about on-line Academic activities taken during the national lockdown situation;
- To organize MS TEAMS training for all the faculty members for online teaching;
- To conduct and organize students' counselling sessions on Corona;
- To undertake process of on-line admission for the first year BA/BCom students and also for second- and third-years students.



**Uma Arts & Nathiba Commerce Mahila College,**

College with Potential for Excellence Phase-II  
Accredited by NAAC (Cycle – 3) with 'A' Grade(3.32 CGPA)

**Sector-23, Gandhinagar.**

**IQAC Committee**

**Date: 29 June 2020**

**Time: 11:00 A.M**

**Place of Meeting: Seminar Room No. 3**

**Agenda:**

- On-Line lectures;
- MS Teams Training;
- Students' counselling;
- On-line admission process.

**Minutes:** With reference to the agenda mentioned above, the meeting of IQAC Committee was held today.

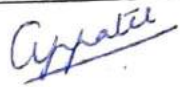




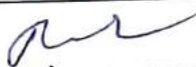
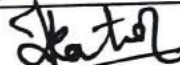
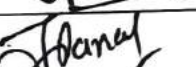
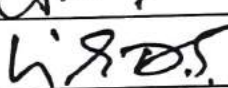

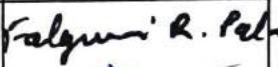

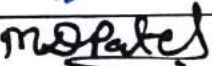

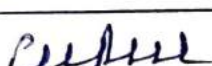
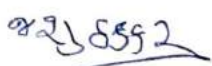
All the members present in the meeting discussed various aspects of the agenda and decided to implement the following.

**Resolution of the Meeting:**

- To take on-line lectures on MS Teams platform as per the college time-table and try to engage maximum students to learning and teaching;
- Conduct MS Teams training and for the purpose Computer Programmer Mr. Bharat Kalaria shall train faculties regarding various aspects of the use of MS Teams;
- Counsel students while taking lectures regarding Corona and precautions to be taken in this time;
- Conduct on-line admission process following guidelines of the Gujarat University and the Corona guidelines of the Government of Gujarat.

Attendee's list is attached here with.

## IQAC Committee 2020-21

No.	Name	Designation	Position	Signature
➤ Chairperson: Head of the Institution				
1.	Dr. Amrita Paresh Patel (up to Oct. 20)	Principal, Uma Arts & Nathiba Commerce Mahila College, Gandhinagar.	Chairperson	
➤ Teachers to represent all level (Three to eight)				
1.	Dr. Pranav Joshipura	Vice – Principal, Uma Arts & Nathiba Commerce Mahila College, Gandhinagar.	Vice – Principal	
2.	Ms. Payal J. Pandya	Commerce Department	Member	
3.	Dr. Heena P. Mehta	Gujarati Department	Member	
4.	Dr. Kirtikamal B. Vaghela	Hindi Department	Member	
5.	Dr. Bharat M. Tadvi	Sociology Department	Member	
6.	Dr. Jayram V. Patel	Sanskrit Department	Member	
7.	Prof. Jyoti Panchal	Economic Department	Member	
8.	Dr. Kiranbhai M. Dave	History Department	Member	
➤ One member from the Management				
1.	Shri Vallabhbbhai M. Patel	Chairman, Sarva Vidyalaya Kelavani Mandal,	Chairman, Kadi Sarva Vishwavidyalaya, Kadi and Gandhinagar.	
➤ Few Senior administrative officers				
1.	Prof. Parth R. Joshi	In charge-Examination Committee	Member	
2.	Prof. Falguni R. Patel	Co-ordinator- Rusa Grant	Member	
3.	Dr. Rita R. Gandhi	Co-ordinator- Udisha Finishing School	Member	
4.	Ms. Mayuri D. Patel	Librarian	Member	
5.	Prof. Bharat P. Kalaria	Computer Programmer	Member	
6.	Ms. Chandrika V. Patel	Administrative Section	Member	
➤ One nominee each from local society, Students and Alumni				
1.	Ms. Jashuben Thakker	Trustee, Gayatri Shaktipith, Gandhinagar	Member(local society)	
2.	Student of college		Member(Student)	



3.	Ms. Ishwari R. Thakor	Visiting guest Faculty, Uma Arts & Nathiba Commerce Mahila College, Gandhinagar.	Member(Alumni)	<i>Ishwari</i>
➤ One nominee each from Employers /Industrialists/Stakeholders				
1.	Mr. Omkar G. Ganjkhane	Assistant manager, H.R. Department, T.C.S, Gandhinagar.	Member(Employers)	
2.	Ms. Daxaben	Proprietor, Saptrang Packagers	Member(Industrialists)	<i>Daxaben</i>
3.	Mr. Pravinbhai Valera	Lianas officer, Suraksha setra society, SP office, Sector-27, Gandhinagar.	Member(Stakeholders)	<i>Pravinbhai</i>
➤ One of the senior teachers as the coordinator/Director of the IQAC				
1.	Dr. Harit S. Patel	English Department	Co-ordinator	<i>Harit S. Patel</i>



**Uma Arts & Nathiba Commerce Mahila College,  
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Internal Quality Assurance Cell (IQAC)

**Notice**

**Date: 17 August 2020**

All the IQAC members are hereby informed that the 2<sup>nd</sup> IQAC meeting for the year 2020-2021 is scheduled to be held on 18 August 2020 at 12.00 A.M. in Seminar Room No 3. The brief agenda of the meeting is as follows. All are therefore requested to kindly make it convenient to attend the meeting.

  
Co-Ordinator  
IQAC

  
Principal

**Agenda of the meeting**

- To discuss about problems faced by faculties during on-line lectures and discuss the same;
- To conduct training programmes for faculties to pass computer CCC++ theory and practical examination according to the Government of Gujarat resolution;
- To organize training for faculties for on-line PPT and slide presentation during on-line classes.



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**IQAC Committee**

**Date: 18 August 2020**

**Time: 11:30 A.M**

**Place of Meeting: Seminar Room No. 3**

**Agenda:**

- On-line lectures;
- CCC++ examination;
- Training for PPT and slide presentation.

**Minutes:** With reference to the agenda mentioned above, the meeting of IQAC Committee was held today.

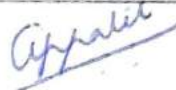


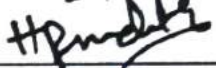

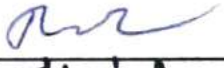


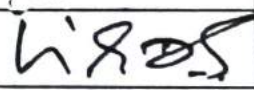

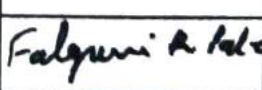

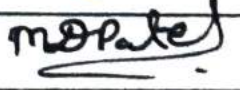

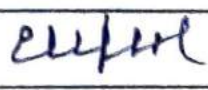
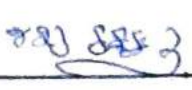
All the members present in the meeting discussed various aspects of the agenda and decided to implement the following.

**Resolution of the Meeting:**

- For the difficulties faced by faculties towards on-line lectures, Mr. Bharat Kalaria shall address and help faculties overcome all these;
- Three college faculties, Dr. Pranav Joshipura, Mr. Bharat Kalaria and Ms. Payalben Pandya shall undertake training of all the faculties as to how to prepare and share PPT during on-line lecture and also how to show slides;
- Dr. Pranav Joshipura, Mr. Bharat Kalaria and Ms. Payalben Pandya to help faculties to prepare for CCC++ theory and practical examinations. Ms. Payalben Pandya to help all the faculties to register for the examination at the BAOU.

Attendees list is attached here with.

## IQAC Committee 2020-21

No.	Name	Designation	Position	Signature
➤ Chairperson: Head of the Institution				
1.	Dr. Amrita Paresb Patel (up to Oct. 20)	Principal, Uma Arts & Nathiba Commerce Mahila College, Gandhinagar.	Chairperson	
➤ Teachers to represent all level (Three to eight)				
1.	Dr. Pranav Joshipura	Vice – Principal, Uma Arts & Nathiba Commerce Mahila College, Gandhinagar.	Vice – Principal	
2.	Ms. Payal J. Pandya	Commerce Department	Member	
3.	Dr. Heena P. Mehta	Gujarati Department	Member	
4.	Dr. Kirtikamal B. Vaghela	Hindi Department	Member	
5.	Dr. Bharat M. Tadvi	Sociology Department	Member	
6.	Dr. Jayram V. Patel	Sanskrit Department	Member	
7.	Prof. Jyoti Panchal	Economic Department	Member	
8.	Dr. Kiranbhai M. Dave	History Department	Member	
➤ One member from the Management				
1.	Shri Vallabhbhai M. Patel	Chairman, Sarva Vidyalaya Kelavani Mandal,	Chairman, Kadi Sarva Vishwavidyalaya, Kadi and Gandhinagar.	
➤ Few Senior administrative officers				
1.	Prof. Parth R. Joshi	In charge-Examination Committee	Member	
2.	Prof. Falguni R. Patel	Co-ordinator- Rusa Grant	Member	
3.	Dr. Rita R. Gandhi	Co-ordinator- Udisha Finishing School	Member	
4.	Ms. Mayuri D. Patel	Librarian	Member	
5.	Prof. Bharat P. Kalaria	Computer Programmer	Member	
6.	Ms. Chandrika V. Patel	Administrative Section	Member	
➤ One nominee each from local society, Students and Alumni				
1.	Ms. Jashuben Thakker	Trustee, Gayatri Shaktipith, Gandhinagar	Member(local society)	
2.	Student of college		Member(Student)	



3.	Ms. Ishwari R. Thakor	Visiting guest Faculty, Uma Arts & Nathiba Commerce Mahila College, Gandhinagar.	Member(Alumni)	<i>Ishwari</i>
➤ One nominee each from Employers /Industrialists/Stakeholders				
1.	Mr. Omkar G. Ganjkhane	Assistant manager, H.R. Department, T.C.S, Gandhinagar.	Member(Employers)	
2.	Ms. Daxaben	Proprietor, Saptrang Packagers	Member(Industrialists)	<i>AS welcome</i>
3.	Mr. Pravinbhai Valera	Lianas officer, Suraksha setra society, SP office, Sector-27, Gandhinagar.	Member(Stakeholders)	<i>Pravin</i>
➤ One of the senior teachers as the coordinator/Director of the IQAC				
1.	Dr. Harit S. Patel	English Department	Co-ordinator	<i>Harit S. Patel</i>





**Uma Arts & Nathiba Commerce Mahila College,  
Sector-23, Gandhinagar.**

Internal Quality Assurance Cell (IQAC)

**Notice**

**Date: 3<sup>rd</sup> December, 2020**

All the IQAC members are hereby informed that the 3<sup>rd</sup> IQAC meeting for the year 2020-2021 is scheduled to be held on 4 December, 2020 at 10.15 A.M. in Seminar Room No. 3. The brief agenda of the meeting is as follows. All are therefore request to kindly make it convenient to attend the meeting.

  
Co-Ordinator  
IQAC

  
Principal

**Agenda of the meeting**

- To organize on-line elocution competition for students;
- To conduct 3-day Faculty Development Programme on how to conduct on-line examination using google form and then prepare results;
- To create awareness about Corona through NSS;
- To participate in various on-line workshops and seminars.





**Uma Arts & Nathiba Commerce Mahila College,**

College with Potential for Excellence Phase-II  
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**Sector-23, Gandhinagar.**

**IQAC Committee**

**Date: 4 December 2020**

**Time: 10:15 A.M**

**Place of Meeting: Seminar Room No. 3**

**Agenda:**

- On-line elocution competition;
- 3-Day FDP on google exam;
- Awareness about Corona through NSS;
- On-line workshops and seminars.

**Minutes:** With reference to the agenda mentioned above, the meeting of IQAC Committee was held today.

All the members present in the meeting discussed various aspects of the agenda and decided to implement the following.

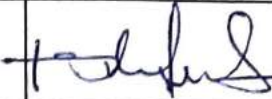



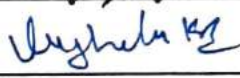


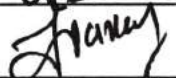
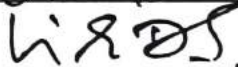


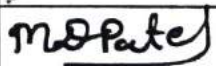

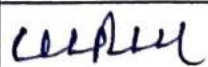
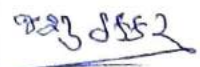
**Resolution of the Meeting:**

- Elocution Committee of the college to organize on-line elocution competition on the subject .....
- 3-day Faculty Development Programme for faculties on how to conduct google test to be organized during ..... Dr. Pranav Joshipura and Ms. Payalben Pandya to take training sessions;
- NSS in-charge Dr. Naresh Dave to organize various programmes to create awareness about Corona;
- Faculties to participate in various on-line workshops, seminars and training programmes.

Attendees' list is attached here with.



## IQAC Committee 2020-21

No.	Name	Designation	Position	Signature
➤ Chairperson: Head of the Institution				
1.	Dr. Haritbhai Patel	I/C Principal, Uma Arts & Nathiba Commerce Mahila College, Gandhinagar.	Chairperson and IQAC Co-Ordinator	
➤ Teachers to represent all level (Three to eight)				
1.	Dr. Pranav Joshipura	Uma Arts & Nathiba Commerce Mahila College, Gandhinagar.	Member	
2.	Ms. Payal J. Pandya	Commerce Department	Member	
3.	Dr. Heena P. Mehta	Gujarati Department	Member	
4.	Dr. Kirtikamal B. Vaghela	Hindi Department	Member	
5.	Dr. Bharat M. Tadvi	Sociology Department	Member	
6.	Dr. Jayram V. Patel	Sanskrit Department	Member	
7.	Prof. Jyoti Panchal	Economic Department	Member	
8.	Dr. Kiranbhai M. Dave	History Department	Member	
➤ One member from the Management				
1.	Shri Vallabhbhai M. Patel	Chairman, Sarva Vidyalaya Kelavani Mandal,	Chairman, Kadi Sarva Vishwavidyalaya, Kadi and Gandhinagar.	
➤ Few Senior administrative officers				
1.	Prof. Parth R. Joshi	In charge-Examination Committee	Member	
2.	Prof. Falguni R. Patel	Co-ordinator- Rusa Grant	Member	
3.	Dr. Rita R. Gandhi	Co-ordinator- Udisha Finishing School	Member	
4.	Ms. Mayuri D. Patel	Librarian	Member	
5.	Prof. Bharat P. Kalaria	Computer Programmer	Member	
6.	Ms. Chandrika V. Patel	Administrative Section	Member	
➤ One nominee each from local society, Students and Alumni				
1.	Ms. Jashuben Thakker	Trustee, Gayatri Shaktipith, Gandhinagar	Member(local society)	
2.	Student of college		Member(Student)	

3.	Ms. Ishwari R. Thakor	Visiting guest Faculty, Uma Arts & Nathiba Commerce Mahila College, Gandhinagar.	Member(Alumni)	<i>Ishwari</i>
➤ One nominee each from Employers /Industrialists/Stakeholders				
1.	Mr. Omkar G. Ganjkhane	Assistant manager, H.R. Department, T.C.S, Gandhinagar.	Member(Employers)	
2.	Ms. Daxaben	Proprietor, Saptrang Packagers	Member(Industrialists)	<i>DS</i>
3.	Mr. Pravinbhai Valera	Lianas officer, Suraksha setra society, SP office, Sector-27, Gandhinagar.	Member(Stakeholders)	<i>Pravin</i>
➤				

**Uma Arts & Nathiba Commerce Mahila College,  
Sector-23, Gandhinagar.**

Internal Quality Assurance Cell (IQAC)

**Notice**

**Date: 24<sup>th</sup> March, 2021**

All the IQAC members are hereby informed that the 4<sup>th</sup> IQAC meeting for the year 2020-2021 is scheduled to be held on 24 March 2021 at 11.00 A.M. in Seminar Room No 3. The brief agenda of the meeting is as follows. All are therefore request to kindly make it convenient to attend the meeting.

  
Co-Ordinator  
IQAC

  
Principal

**Agenda of the meeting**

- To conduct various on-line activities for students;
- To conduct on-line / off-line examination for students;
- To undertake process of preparing and signing MOUs with other academic institutions;
- To conduct rigorous long-term workshop for faculties who could not pass in the CCC++ examination.





**Uma Arts & Nathiba Commerce Mahila College,**

College with Potential for Excellence Phase-II

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**Sector-23, Gandhinagar.**

**IQAC Committee**

**Date: 25<sup>th</sup> March 2021**

**Time: 11:00 A.M**

**Place of Meeting: Seminar Room No. 3**

**Agenda:**

- On-line activities for students;
- On-line / off-line examination for students;
- MOU
- Long-term CCC++ workshop.

**Minutes:**



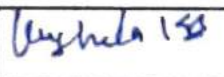
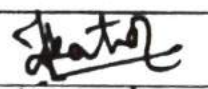
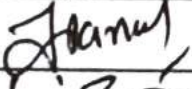


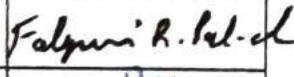

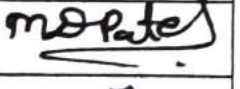

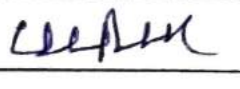

With reference to the agenda mentioned above, the meeting of IQAC Committee was held today. All the members present in the meeting discussed various aspects of the agenda and decided to implement the following.

**Resolution of the Meeting:**

- Various committees to conduct on-line art and literary activities for students and encourage them to participate;
  - To conduct off-line examination of the students and if the situation does not permit, take on-line examination;
  - To undertake all the process and procedure to prepare and sign MOU with various academic institutions of repute for academic, cultural, IQAC and administrative exchange.
  - To appoint Dr. Pranav Joshipura as in-charge of MOU committee;
  - To organize long-term workshop for the faculties who have difficulties in clearing the CCC++ theory and practical examination.



## IQAC Committee 2020-21

No.	Name	Designation	Position	Signature
➤ Chairperson: Head of the Institution				
1.	Dr. Haritbhai Patel	I/C Principal, Uma Arts & Nathiba Commerce Mahila College, Gandhinagar.	Chairperson and IQAC Co-Ordinator	
➤ Teachers to represent all level (Three to eight)				
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2.	Student of college		Member(Student)	

3.	Ms. Ishwari R. Thakor	Visiting guest Faculty, Uma Arts & Nathiba Commerce Mahila College, Gandhinagar.	Member(Alumni)	<i>Ishwari</i>
➤ One nominee each from Employers /Industrialists/Stakeholders				
1.	Mr. Omkar G. Ganjkhane	Assistant manager, H.R. Department, T.C.S, Gandhinagar.	Member(Employers)	
2.	Ms. Daxaben	Proprietor, Saptrang Packagers	Member(Industrialists)	<i>DS recd</i>
3.	Mr. Pravinbhai Valera	Lianas officer, Suraksha setra society, SP office, Sector-27, Gandhinagar.	Member(Stakeholders)	<i>Valera</i>
➤				