



INTERNAL QUALITY ASSURANCE CELL (IQAC)

Harivandana College

Date: 01/12/2023

Time: 10:30 am

Venue: Harivandana College

Agenda: Formation of IQAC

The meeting commenced with a welcome address by Dr. XYZ, Principal, Harivandana College. He/ She emphasized the importance of establishing an Internal Quality Assurance Cell (IQAC) to promote continuous improvement within the college.

Discussion Points:

Understanding of IQAC:

A brief presentation was delivered on the concept and objectives of IQAC as outlined by the National Assessment and Accreditation Council (NAAC).

The discussion covered the seven criteria for quality assessment by NAAC, which guide the functioning of IQAC.

Formation of IQAC Committee:

The composition of the IQAC committee was discussed, including representation from faculty members, non-teaching staff, alumni, and industry/employer representatives.

Nominations were invited for various positions within the IQAC committee, including Chairperson, Coordinator, and members representing different departments.

Roles and Responsibilities:

The roles and responsibilities of the IQAC committee members were outlined, including:

- Developing and implementing a quality assurance framework for the college.
- Collecting and analyzing feedback from students, staff, alumni, and employers.
- Organizing workshops and seminars on quality improvement initiatives.

Action Items:

- Finalize the nomination process for IQAC committee members.
- Elect the Chairperson, Coordinator, and other members of the committee.
- Develop a timeline for the completion of initial tasks, such as conducting a SWOT analysis of the college and preparing a Vision and Mission statement.
- Finalize the IQAC committee composition.
- The following duties are given/defined as discussed in BOM meeting.

Committee Members

Dr. Mahesh Chauhan	Management Representative
Dr. Ashwin Rathod	I/C Principal (Chairman)
Dr. K. D. Ladva	Advisor and External Member
Mr. Bhavesh Patel	External Member
Dr. Arjun Dave	External Member
Dr. Vishal Vasa	Coordinator
Mr. Ronak Goda	Internal Member
Dr. Kalpana Rakholiya	Internal Member
Ms. Devyani Vasara	Student Member
Ms. Pooja Rabari	Student Member
Mr. Hardik Savani	Alumni Member

A follow-up meeting will be scheduled to:

- Discuss the development of the college's quality assurance framework.
- Assign specific tasks and responsibilities to committee members.



Dr. Vishal Vasa
Coordinator
IQAC



Dr. Ashwin Rathod
Chairman
IQAC

Effective Date

6 Jun 2023