

1227/APJCO11/2021

CP 565



# Dr. APJ Abdul Kalam Government College डॉ. एपीजे अब्दुल कलाम शासकीय महाविद्यालय

Dadra and Nagar Haveli Uchcha Shikshya Samiti  
दादरा एवं नगर हवेली उच्च शिक्षा समिति

(Affiliated with Gujarat University, Ahmedabad; Recognized by UGC under Section 2(f) & 12(B),  
NAAC Accreditation Grade "B")

(गुजरात विश्वविद्यालय, अहमदाबाद से संबद्ध; विश्वविद्यालय अनुदान आयोग द्वारा २ (एफ) के अंतर्गत सूचीबद्ध)  
Dokmardi, Silvassa-396230, Dist. Dadra & Nagar Haveli, (U.T. of DNH & Daman & Diu)  
डोकमर्डी, सिलवासा ३९६२३०- जिला दादरा नगर हवेली : (केंद्रशासीत प्रदेश दादरा एवं नगर हवेली एवं दमन एवं दीव)

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No. EDN/APJAKGC/IQAC/2016/406/1227

Date: 27/09/2021

## NOTICE

A meeting of Internal Quality Assurance Cell (IQAC) is scheduled as per following details & agenda copy (enclosed).

Time: 02:00 pm  
Date: 29<sup>th</sup> September, 2021  
Venue: Conference Hall, Administration block

All the members of IQAC are requested to attend the same.



Principal  
Dr. APJ Abdul Kalam Govt. College  
Dadra & Nagar Haveli  
Silvassa

To:-

- 01 Shri P. V. Shukla, Assistant Director Education (Acad.), Dept. of Education, DNH
- 03 Smt. Krutika Solanki, Asstt.-Accountant
- 04 Smt. Sapna Prasad, Assistant Director, State Aids Control Society, Shri Vinoba Bhave Civil Hospital, Silvassa, Dadra and Nagar Haveli, Silvassa
- 05 Dr. R. B. Shelke, Head- CSR, M/s Jai Corp Ltd., Silvassa.  
President/ Representative, Rotary Club, Silvassa
- 06 Shri. Hiren K Patel, Admin.-Cum-Accounts Officer, Dr. APJ Abdul Kalam Govt. College
- 07 Dr. Dashrath Chowdhary, Asstt. Professor (Sanskrit)/ Professor I/c (Sanskrit).
- 08 Dr. Parkash R. Patel, Asstt. Professor (Botany)/ Professor I/c (Botany).
- 09 Dr. Manojkumar T. Rathod, Professor I/c./Asstt. Professor (Commerce).
- 10 Dr. Anil Makwana, Physical Instructor.
- 11 Dr. Sony Amrendra, Asstt. Professor (Chemistry)/ Professor I/c. (Chemistry).
- 12 Smt. Sandhya, Asstt. Professor (Geography)/ Professor I/c. (Geography).
- 13 Dr. Shaym Sihare (IT Co-Ordinator for NAAC portal), Asstt. Professor (Computer Application)/ Professor I/c. (Computer Application).
- 14 Dr. Dashrath Chowdhary, Asstt. Professor (Sanskrit)/ Professor I/c (Sanskrit)./ Co-ordinator, IQAC.
- 15 Shingda Vimalbhai, Ishnubhai, Student (B.A Sem-1)
- 16 Chauhan Mahavirsinh Ratansinh, Student (B.Com Sem-1)
- 17 Rajbhar Satishkumar, Student (B.Sc Sem-1)
- 18 Gupta Khushbu Manojkumar, Alumni Student (B.Com)

## Agenda for IQAC Meeting to be held on 29/09/2021 at 02:00 p.m.

### **Agenda-1) To introduce Value added courses for College Students (Annexure-1)**

Presently there is no skill training, certificate courses for this purpose. So, there is need to identify various such courses, which can be shared with the university for necessary procedures ahead. The IQAC may discuss this subject and suggest suitable options.

### **Agenda- 2) To prepare remedial measures for NAAC Peer Team Remarks, i.e. College fails to identify slow learner & Mentor-Mentee mechanism not visible.**

As per above remark of the NAAC peer team in their report during their visit at the College, College needs to create mechanism to identify the slow learners and improve their learning capacity through Mentor-Mentee mechanism(Annexure-2).

In view of the above it is proposed that IQAC may discuss this issue and suggestions received will be guidance to frame such methods.

### **Agenda-3) To Publish good number of research paper/books in National/International publishers of the Teaching Staff of the College. (Annexure-3)**

As per observation of the NAAC peer team, faculty of the college has good numbers of book in national and international publishers upto last NAAC cycle.

In this regard it is to submit that the marks for the above said publications are already counted for the assessment period. To maintain the similar status in this criterion, IQAC may discuss this issue and related options so that faculty may come forward with current year publications/ new research/review papers/ book/book chapters etc in reputed UGC recognized journals.

### **Agenda-4) To promote IPR protocol in various program for the knowledge of the student(Annexure-3).**

As per report NAAC peer team report advised that College should promote IPR protocol through various program for the college students.

In view of the above IQAC may discuss this issue and give suitable suggestions to develop IPR related activity in current year.

### **Agenda-5) To enhance Faculty & student participant in various outdoor conference/seminar & workshop as participant/expert (Annexure-3)**

As per current year COVID Situation, faculty has opportunities to participate in outdoor activities by online meetings and joining webinars etc. However, IQAC may discuss and suggest other relevant options to enhance such activities in the current year.

### **Agenda – 6) To organize more field visit to inculcating research attitude in student and faculty (Annexure-3).**

The NAAC peer team has noted that the College has organized very field visit to banks and research centers to inculcate research aptitude in students and faculty. To maintain the status in this criterion, IQAC may discuss and suggest ways which may be helpful to plan more field visits in the current year, by following COVID SoP.

### **Agenda- 7) To organize online industry meeting / Online campus placement fest. Mock interview and online job identification for students/ MoU with industry (Annexure-3).**

Looking to the current pandemic situation, instead of physical contact to the industries, it is proposed that, the Training and Placement cell of the College may develop a mechanism to online meet with industry and arrange some events i.e. Online campus placement fest, Mock interview and job identification for the students of the college. IQAC may discuss and suggest other relevant ways for getting industry support, in this regard.

### **Agenda – 8) To prepare for Collection of rare books manuscripts for library (Annexure-4).**

At present there are no rare books available in the College Library, it is observed by the NAAC peer team. Therefore, it is proposed that IQAC may discuss this issue and suggest ways to make available rare books in various subjects.

**Agenda – 9) To prepare about NAAC Peer Team remarks, i.e. College should take a step to develop more smart rooms with digital screens(Annexure-4).**

As presently, college does have any digital board in any class room. So, IQAC may discuss and suggest in this context. For preliminary specifications and available types of digital screens (from web source) is as per Annexure-4.

**Agenda -10) To start the coaching center for competitive examination for final year students (Annexure-5).**

C/SB

To enhance the employability of the students, there is a need for coaching for competitive examinations like Banking and Insurance, GPSC/SSB etc.

In this regard, it is to submit that tender for IAS coaching center was already published for inviting of expression of interest and Price bid but due to single response and pandemic situation agency couldn't finalized.

Therefore, it is to inform that its re-tendering is under process. IQAC may suggest related needs if any.

**Agenda- 11) To start alumina association committee and issue separate ID cards to pass out student member with token fees.**

The proposal for alumina association is deferred at this stage by the competent authority. Therefore, it is proposed that, to fulfill the NAAC criteria as an interim arrangement, we may constitute an Alumini Committee comprising Prof. in-charge (Core subjects) from each Faculty, and issue an ID cards to the Passed Out student as a member of this committee by collecting actual cost of card. IQAC may suggest other options, if any.

**Agenda – 12) To enhance Pedagogical training time to time for all Teaching Staff.**

**(Annexure-VI)**

As this is related to Faculty Development Training programs based on topics: Academic teaching methodology. To improve and update the teaching quality in the college, Pedagogical training time to time is required.

Therefore, it is felt that college needs to contact such training institutions/ HRDC of the University and make FDP with their help. IQAC may discuss this subject and suggest other options if any.

**Agenda- 13) Other Matters (by permission of the Chair), if any:**

1. To endeavor for MoUs with Industries, other Organizations by each Department according to their subject and expertise and Students Training & Placement needs.
2. To plan extension activities with local Schools/Villages for the benefits of School students and Villages through efforts of College Students & Faculties.
3. To establish various Clubs i.e Eco Club, Language/Literary Club etc with Students members..
4. To increase activities and prepare the activity calendar for various clubs.
5. To publish college E-Magazine for each Academic Year.



(Dr. Bhagwanjee Jha)

Principal (I/c.)

Dr. APJ Abdul Kalam Govt. College  
Silvassa