



Sarvajanik Education Society
Sir K. P. College of Commerce
(NAAC ACCREDITED 'A' CGPA 3.02)



AthwaLinesSurat – 395 001 PHONE:0261-2240057

College Code No.-15

Email:principalskpc@gmail.com

Ref. No

Notification of IQAC for the Year 2015-16

An Internal Quality Assurance Cell with following members is hereby constituted for the academic year 2015-16.

- | | |
|----------------|--|
| 1. Chairperson | Dr. Purnima P.Jariwala |
| 2. Coordinator | Prof. Ajitbhai N.Naik |
| 3. Member | Prof. B.A. Kasliwala |
| 4. Member | Dr. S.K. Mehta |
| 5. Member | Prof. S.R.Vasave |
| 6. Member | Shree S.N.Tamakuwala (Management Representative) |
| 7. Member | Shree P.K.Purohit (Administrative Staff) |
| 8. Member | Mr. Mayank Patel (Student Representative) |
| 9. Member | Mr. Banti K.Shah (Alumnus) |

Date: 20 June 2015
Place: Surat



Principal
Sir K.P.College of Commerce, Surat

Sir K.P. College of Commerce
SURAT

Sir K.P.College of Commerce, Surat

Notice

20 June 2015

The meeting of IQAC of Sir K.P. College of Commerce, Surat is scheduled to be held on 24 June 2015 at 11.00 a.m. in the Principal's office. The Following agenda shall be discussed in the meeting. You are requested to kindly make it convenient to attend the meeting.

Dr. P.P.Jariwala

I/C Principal

Agenda

1. To approve the minutes of the previous meeting held on 9 March 2015
2. Planning Academic calendar for the year 2015-16
3. To discuss about organizing Job Fair under the aegis of Career Guidance Committee
4. To send proposal to the management for approval to conduct NET/SLET classes
5. To discuss the proposal put forward by Shree Sanjeevbhai Tamakuwala for facilitating Campus with Wi-Fi
6. To facilitate financial assistance to RinkeshDhanani for taking part in International Yog Competition at Beijing, China
7. To allocate U.G.C Grant under 12th plan
8. To discuss on proposal to commence English Medium class.

1. Prof. Ajitbhai N. Naik (Co-Ordinator)
2. Prof. B.A. Kasliwala (Member)
3. Dr. S.K. Mehta (Member)
4. Prof. S.R. Vasave (Member)
5. Shree. S.N. Tamakuwala (Mgt. Representative)
6. P.K. Purohit (Office Superintendent)
7. Mr. Mayank Patel (Student)
8. Mr. Banti K. Shah (Alumnus)

Sir K.P.College of Commerce, Surat

Minutes of the IQAC Meeting held on 24 June 2015

Proceedings of the meeting held on 24 June 2015 in the office of Principal at 11.00 a.m. The following members were present:

1. Dr. P.P. Jariwala (Chairperson)
2. Prof. Ajitbhai N. Naik (Coordinator)
3. Prof. B.A. Kasliwala (Member)
4. Dr. S.K. Mehta (Member)
5. Prof. S.R. Vasave (Member)
6. Shree. S.N. Tamakuwala (Mgt. Representative)
7. Mr. P. K. Purohit (Office Superintendent)
8. Mr. Mayank Patel (Student)
9. Mr. Banti K. Shah (Alumnus)

1. To approve the minutes of the previous meeting held on 9 March 2015
 - ✚ The minutes of the previous meeting held on 9 March 2015 presented by Prof. A.N.Naik was approved.
2. Planning Academic calendar for the year 2015-16
 - ✚ It was unanimously decided that IQAC members would prepare Academic Calendar for the Academic Year 2015-16
3. To discuss about organizing Job Fair under the aegis of Career Guidance Committee
 - ✚ In charge Principal Dr. P.P.Jariwala gave detailed report on Campus Interview held in the College. Suggestions were made by respective members to make it more successful and unanimously decided to arrange Job Fair through Career Guidance Committee on regular basis. Mr. S.N. Tamakuwala on behalf of Management congratulated the college team and Pro.A.C. Vakharia the Chairperson of Placement Cell.
4. To send proposal to the management for approval to conduct NET/SLET classes
 - ✚ Unanimously decided to commence NET/SLET class from July and also decided to invite experts to guide the students.
5. To discuss the proposal put forward by Shree Sanjeevbhai Tamakuwala for facilitating Campus with Wi-Fi

- ✚ It was discussed in detail about the proposal put forward by Shree Sanjeevbhai Tamakuwala for facilitating campus with Wi-Fi. It was resolved that the college would use the UGC grant for expenditure of installation.
- 6. To facilitate financial assistance to Rinkesh Dhanani for taking part in International Yog Competition at Beijing, China
 - ✚ It was decided to give Rs. 10,000/- to Rinkesh Dhanani a second year student who applied for financial assistance for taking part in International Yog Competition at Beijing, China. It was also proposed by one of the members to give him Rs. 50,000/- considering his financial condition and the expenditure for participating in the competition. Unanimously decided to get permission from SES.
- 7. To allocate U.G.C Grant under 12th plan
 - ✚ It was discussed in detail on the allocation of UGC Grant under 12th plan. Shree Sanjeev Tamakuwala informed the member that Rs. 14,15,000/- disbursed by UGC. To utilize the grant it was taken into consideration to increase physical facilities in the college and classrooms for e.g. C.C. T.V. Camera, Podium, Microphone, Sound System etc. It was resolved to provide all these facilities as early as possible and also decided to use the Grant for the expenditure.
- 8. To discuss on proposal to commence English Medium class
 - ✚ It was resolved to consult the Management for the necessary action be taken to convert one (01) Gujarati Medium division of F.Y.B.Com. into English medium out of seven (07) divisions.

Meeting ended with Vote of Thanks.

Coordinator
IQAC

Chairperson
IQAC

Sir K. P. College of Commerce, Surat

Notice

23 October 2015

The meeting of IQAC of Sir K.P. College of Commerce, Surat is scheduled to be held on 28 October, 2015 at 11.00 a.m. in the Principal's office. The Following agenda shall be discussed in the meeting. You are requested to kindly make it convenient to attend the meeting.

Dr. P.P. Jariwala

I/C Principal

Agenda

1. To confirm the minutes of last IQAC meeting held on 24 June 2015
2. Presentation of chair person
3. To discuss on sending staff representative as LAC member
4. Propose to commence Remedial and NET/SLET classes for students
5. Any other items with the permission of the chair

1. Prof. Ajitbhai N. Naik (Co-ordinator)
2. Prof. B.A. Kasliwala (Member)
3. Dr. S.K. Mehta (Member)
4. Prof. S.R. Vasave (Member)
5. Shree. S.N. Tamakuwala (Mgt. Representative)
6. P.K. Purohit (Office Superintendent)
7. Mr. Mayank Patel (Student)
8. Mr. Banti K. Shah (Alumnus)

Sir K.P.College of Commerce, Surat

Minutes of the IQAC Meeting held on 28 October 2015

Proceedings of the meeting held on 28 October 2015 in the office of Principal at 11.00 a.m. The following members were present.

1. Dr. P.P. Jariwala (Chairperson)
2. Prof. Ajitbhai N. Naik(Coordinator)
3. Prof. B.A. Kasliwala (Member)
4. Dr. S.K. Mehta (Member)
5. Prof. S.R. Vasave (Member)
6. Shree. S.N. Tamakuwala (Mgt. Representative)
7. Mr. P. K. Purohit (Office Superintendent)
8. Mr. Mayank Patel (Student)
9. Mr. Banti K. Shah (Alumnus)

- 1) To confirm the minutes of last IQAC meeting held on 24 June 2015
 - ✚ The minutes of last meeting held on 24 June 2015 confirmed.
- 2) Presentation of the chair person
 - ✚ The chair person Dr. P.P. Jariwala congratulated Prof. U.M Patel for appointment as Vice Principal and Dr. Purvi Kothari for appointment as Incharge at M.Com. Honors Integrated course in her absence. She also congratulated Hetalben Desai and Kalpanaben Maisuriya, confirmed as clerks and Kishorbhai Patel, Vipulbhai Chandleker and Nilaybhai Patel as peon.
- 3) To discuss on sending staff representative as LAC member
 - ✚ Letter of Teaching Staff Association regarding the staff representative in LAC discussed and decided that as per law and constitution of SES, Prof. U.M. Patel would continue as staff representative.
- 4) Propose to commence Remedial and NET/SLET classes for students
 - ✚ It was decided to undertake necessary action to commence Remedial and NET/SLET guidance classes in the college.

5) Any other items with the permission of the chair

✚ Since no matter further to discuss the meeting was adjourned with vote of thanks.

Co-ordinator,

IQAC

Chairperson,

IQAC

Sir K. P. College of Commerce, Surat

NOTICE

29 January 2016

The meeting of IQAC of Sir K.P. College of Commerce, Surat is scheduled to be held on 1 February 2016 at 10.30 a.m. in the Principal's office to send necessary documents of Prof. J.J. Tandel and Dr. M.B. Patel to Government of Gujarat as they have completed 5 years as Adhyapak Sahayak .You are requested to kindly make it convenient to attend the meeting.

Dr. P.P.Jariwala
I/C Principal

1. Prof.Ajitbhai Naik (Co-ordinator)
2. Prof. B.A. Kasliwala (Member)
3. Dr. S.K. Mehta (Member)
4. Prof. S.R. Vasave (Member)
5. Shree. S.N. Tamakuwala (Mgt. Representative)
6. P.K. Purohit (Office Superintendent)
7. Mr. Mayank Patel (Student)
8. Mr.Banti K.Shah (Alumnus)

Sir K.P.College of Commerce, Surat

Minutes of the meeting held on 1 February 2016

Proceeding of the meeting held on 1 February 2016 in the office of Principal at 10.30 a.m. The following members were present.

1. Dr. P.P. Jariwala (Chair person)
2. Prof. Ajitbhai N. Naik (Co-Ordinator)
3. Prof. B.A. Kasliwala (Member)
4. Dr. S.K. Mehta (Member)
5. Prof. S.R. Vasave (Member)
6. Shree. S.N. Tamakuwala (Mgt. Representative)
7. Mr. P. K. Purohit (Office Superintendent)
8. Mr. Mayank Patel (Student)
9. Mr.Banti K.Shah (Alumnus)

Meeting commenced at 10.30 at Principal's office. It was resolved to send the documents of Prof. J. J. Tandel and Dr. M.B. Patel to Government of Gujarat. The two professors be instructed to prepare their PBAS and submit the same with supportive documents. The IQAC would check all the documents and duly signed by Co coordinator and Principal the file be sent to SES for approval. After the approval of management the file would be sent to University IQAC and duly authorized file be sent to Government of Gujarat as per the rule.

There being no other business on hand, the chairperson adjourned the meeting.

Prof. Ajitbhai N. Naik
IQAC Co ordinator

Dr.P.P. Jariwala
Chairperson

Sir K. P. College of Commerce, Surat

Notice

08 March 2016

The meeting of IQAC of Sir K.P. College of Commerce, Surat is scheduled to be held on 12 March 2016 at 11.00 a.m. in the Principal's office. The Following agenda shall be discussed in the meeting. You are requested to kindly make it convenient to attend the meeting.

Dr. P.P. Jariwala

I/C Principal

Agenda

1. To approve the minutes of the previous meeting
2. Presentation of the report on activities by I/C Principal
3. To discuss on repairing and renovation of classrooms and Gymkhana building
4. To install water purifier for students
5. To purchase Zambo Zerox for the college
6. To felicitate college committee member, Shree Asimbhai Baxi for his publication of two books
7. To discuss the action to be taken for the damage done in sanitation unit at Commerce Bhavan
8. Any other item with the permission of chair

1. Prof. Ajitbhai N. Naik (Coordinator)
2. Prof. B.A. Kasliwala (Member)
3. Dr. S.K. Mehta (Member)
4. Prof. S.R. Vasave (Member)
5. Shree. S.N. Tamakuwala (Mgt. Representative)
6. P.K. Purohit (Office Superintendent)
7. Mr. Mayank Patel (Student)
8. Mr. Banti K. Shah (Alumnus)

Sir K. P. College of Commerce, Surat

Minutes of the IQAC Meeting Held on 12 March 2016

Proceedings of the meeting held on 12 March 2016 in the office of Principal at 11.00 a.m. The following members were present.

1. Dr. P.P. Jariwala (Chairperson)
2. Prof. Ajitbhai N. Naik (Co-ordinator)
3. Prof. B.A. Kasliwala (Member)
4. Dr. S.K. Mehta (Member)
5. Prof. S.R. Vasave (Member)
6. Shree. S.N. Tamakuwala (Mgt. Representative)
7. Mr. P. K. Purohit (Office Superintendent)
8. Mr. Mayank Patel (Student)
9. Mr. Banti K. Shah (Alumnus)

1. To approve the minutes of the previous meeting
 - ✚ The minutes of previous meeting was approved by all.
2. Presentation of the report on activities by I/C Principal
 - ✚ I/C Principal and Chairperson of the meeting Dr. P.P. Jariwala gave report of the activities held in the college.
 - One day Faculty Development Programme was held on “Union Budget and Indian Economy” and “Tolerance and Management”. Mr. Jay Chhaira was invited as resource person in the first session and Prof. S.S. Shah dealt with second session.
 - College team participated in “Sarvajanik Cup” Tournament organised by SES and won championship in five events and were declared runners up in three events. Our 23 students participated in various Inter College Tournament. They bagged championship in Handball (W), Weight Lifting (M) and Badminton (M) and runners up in Volleyball (M&W).
 - Kapadia Karan awarded the highest award of sport- “Sardar Patel Senior Award” for Gymnastic.
 - She congratulated Prof. J.J. Tandel and players for the great achievement.
 - She also informed the committee that this year 9 companies had arranged campus interview in which 344 students participated and 79 students were shortlisted.

- Career Guidance Committee also arranged 80 hours soft skill training for our students. The training was given by TCS from 17 March 2016 to 31 March 2016 and 45 students were trained.
 - NSS unit arranged self defense training for girls.
 - NSS unit also arranged Eye check up camp for students. Doctors from Vasan Eye Hospital extend their service.
 - 49 students participated in Annual NSS camp at Talad from 18 December 2015 to 24 December 2015.
 - Lecture was arranged on “Save and Care Women” by Shree Rupilbhai Trivedi.
 - All NSS coordinators were congratulated for their praiseworthy activities and arrangements of successful camp.
 - Lecture and demonstration on “Online Trading in Share Market” was arranged under Planning Forum. Dr. Darshan Thakore from Evening Commerce College was invited as resource person.
 - On 17February 2016, Lecture on “E-Waste and its Effects on Environment” was arranged and Prof. A.H. Dholakiya from P.T. Science College was invited as expert.
 - I/C Principal also welcomed four Adhyapak Sahayak Dr. S.M. Soni, Dr. R.P. Patel, Dr. B.J. Baldania and Prof. M.N. Mane appointed by Govt. of Gujarat.
 - She also welcomed Research Scholar Fatemabibi S. Abubaker , a JRF under Maulana Azad National Fellowship for Minority Students Scheme, doing M.Phil. under I/C Principal Dr. P.P. Jariwala.
 - She expressed her deep gratitude to entire staff- teaching and non-teaching for their efforts.
3. To discuss on repairing and renovation of classrooms and Gymkhana building
 - ✚ It was unanimously decided to inform Estate Department of SES for repairing and renovation of classrooms and Gymkhana and work be done in vacation only. It was also decided to inform SES to do water proofing on terrace of Gymkhana and on the main building. Also decided to request the Estate Department to make haste in renovation of sanitation block of staff room and Administrative office.
 4. To install water purifier for students
 - ✚ It was also decided to install water purifier for students.
 5. To purchase ZamboZerox for the college
 - ✚ I/C Principal Dr. P.P. Jariwala proposed to buy ZamboZerox machine for college. Members suggested to invite quotations and decided to do needful under the guidance of chairperson.
 6. To felicitate college committee member, Shree Asimbhai Baxi for his publication of two books
 - ✚ Taking the note of publication of two books “Ham He Lamhe” and “Sano no Sansar” by Mr. Asimbhai Baxi, a college committee member decided to send him congratulatory letter.

7. To discuss the action to be taken for the damage done in sanitation unit at Commerce Bhavan

✚ Decided to take necessary actions to curb the damage done by outsiders. The discipline committee was informed to look into the matter.

8. Any other item with the permission of chair

✚ Since there is no other matter, the meeting was adjourned after vote of thanks.

Prof. Ajitbhai N. Naik
Co-ordinator
IQAC

Dr. P.P.Jariwala
Chairperson
IQAC

Sir K.P.College of Commerce, Surat

Action Taken Report 2015-16

No.	Month/Date	Action Taken
1	June	Academic Calendar prepared
2	12/6/2015	Rs.10,000/- given to Rinkesh Dhanani for taking part in International Yog Competition at Beijing
3	24/12/2015	Annual Camp of NSS at village Talad
4	January -2016	Files of Adhyapak Sahayak Prof.J.J.Tandel and Prof.M.B.Patel sent to Gandhinagar as they completed 5 years
5	12/1/2016	Organised Job Fair
6	25/1/2016	Remedial coaching classes were conducted for SC/ST/OBC/ Minority students. Total 99 students participated
7	7/2/16	NEL/SLET coaching classes commenced 56 students participated
8	March-2016	Repaired sanitation unit at Commerce Bhavan
9	17/3/2016 to 31/3/ 2016	80 hours training for T.Y. B.Com students by TCS
10	31/3/2016	Wi-Fi installed using UGC Grant
11	Academic Year 2015-16	Activities of Cultural Committee, Udisha Club, Debate and Elocution Committee, Planning Forum were carried out.
12	May-2016	<i>Sahsam</i> College magazine published




Principal
Sir K. P. College of Commerce
SURAT