



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



Athwa Lines Surat – 395001 PHONE: 0261-2240057

College Code No.-15

Email:principalskpc@gmail.com

Ref. No

Notification of IQAC for the Year 2016-17

An Internal Quality Assurance Cell of Sir K.P.College of Commerce, Surat with following members is hereby constituted for the academic year 2016-17.

- | | |
|----------------|--|
| 1. Chairperson | Dr. Purnimaben Jariwala |
| 2. Coordinator | Prof. Ajitbhai Naik |
| 3. Member | Prof. Smruti P. Desai |
| 4. Member | Dr. Seema O.Desai |
| 5. Member | Prof. Binita V. Gheewala |
| 6. Member | Dr. Surbhi M.Soni |
| 7. Member | Dr. Rashmi Patel |
| 8. Member | Dr. Purvi A. Kothari |
| 9. Member | Shree P. K. Purohit (Administrative Staff) |
| 10. Member | Shree Mukesh Dalal (Management Representative) |
| 11. Member | Mr. C.G. Gohil (Parent Representative) |
| 12. Member | Mr. Roshni Golwala (Student Representative) |
| 13. Member | Mr. Trusha Gajjar (Alumna) |

Date: 23-6-2016
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

23 June 2016

The meeting of Internal Quality Assurance Cell of Sir K.P. College of Commerce, Surat is scheduled to be held on 28 June 2016 at 11.30 a.m in the Principal's office. The following agenda will be discussed. 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 12 March 2016.
 2. Welcome new IQAC Committee members
 3. Planning for Academic year 2016-17
 4. To discuss the utilization of UGC grant
 5. To organize National Conference in our college
 6. To organize Faculty Development Programme under "Pro.S. S. Shah Nivruti Bhandol"
 7. To organize lecture on Research Methodology for P.G. students
 8. To discuss the proposal put forward by Librarian Shree Bharatbhai Chaudhari for modernization of library
 9. Any other item with permission of the Chair
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1. Prof. Ajitbhai Naik (Co-ordinator)
 2. Prof. Smruti P. Desai (Member)
 3. Dr. SeemaO.Desai (Member)
 4. Prof. Binita V. Gheewala (Member)
 5. Dr. Surbhi M. Soni (Member)
 6. Dr. Rashmi R. Patel (Member)
 7. Dr. Purvi A. Kothari (Member)
 8. Shree P.K. Purohit (I/C Office Superintendent)
 9. Shree Mukeshbhai Dalal (Management)

10. Shree C.G. Gohil(Parent representative)

11. Roshni Golwala (Student)

12Trusha Gajjar(Alumna)

Sir K.P.College of Commerce, Surat

Minutes of the IQAC meeting held on 28 June 2016

Proceedings of meeting held on 23 June 2016 in the office of the Principal at 11:30 a.m.

The following members were present:

1. Dr. P.P.Jariwala (Chairperson)
2. Prof. Ajitbhai Naik (Co ordinator)
3. Prof. Smruti P. Desai (Member)
4. Dr. Seema O. Desai (Member)
5. Prof. Binita V. Gheewala (Member)
6. Dr. Surbhi M. Soni (Member)
7. Dr. Rashmi R. Patel (Member)
8. Dr. Purvi A. Kothari (Member)
9. Shree P.K. Purohit (I/C Office Superintendent)
10. Shree Mukeshbhai Dalal (Management)
11. Shree C.G. Gohil (Parent representative)
12. Roshni Golwala (Student)
13. Trusha Gajjar (Alumna)

1. To approve the minutes of the previous meeting

✚ The minutes of the last meeting were confirmed.

2. Welcome new IQAC Committee members

✚ The Chairperson of the meeting Dr. P.P. Jariwala welcomed the new committee members and also expressed her gratitude for the services rendered by Prof. B.A. Kasaliwala, Dr. S.K. Mehta and Prof. S.R. Vasave.

3. Planning for Academic year 2016-17

✚ It was decided to prepare academic Calendar for Academic Year 2016-17. Unanimously decided that IQAC Committee would prepare the same and they would also consult all the chairpersons of different committees to get the planning for their respective Committees.

4. To discuss the utilization of UGC grant

- ✚ It was suggested to utilize U.G.C. grant for various expenditure and also suggested to audit the account and be sent to U.G.C. so that the rest of the grant would be released by U.G.C.
5. To organize National Conference in the College
- ✚ It was discussed in detail about the topic, month and date on organizing conference in the college. Suggestions were made by members and unanimously resolved to organize National Conference on GST in month of February. Suggested to decide the date after Diwali vacation viz, second term. Suggestion was accepted by all.
6. To organize Faculty Development Programme under “Prof. S.S. Shah Nivrutti Bhandol”
- ✚ Unanimously decided to organize Faculty Development Programme for faculty from the fund “Prof. S. S. Shah Nivrutti Bhandol”. The date, time, topic and the experts for FDP would be decided by the respective committee.
7. To organize lecture on Research Methodology for P.G. Students
- ✚ It was proposed by Dr. Seema Desai to arrange a lecture on Research Methodology for P.G. students. Dr. Desai is instructed to arrange the one with her committee members.
8. To discuss the proposal put forward by Librarian Shree Bharatbhai Chaudhri for modernization of library
- ✚ It was discussed in detail on the proposal by Shree Bharatbhai about the modernization of Library. He proposed to buy latest software for Library and also proposed to buy furniture. After discussion decided to send proposal to SES for approval.
- ✚ The meeting was adjourned with vote of thanks.

Coordinator

IQAC

Chairperson

IQAC

NOTICE

30 June 2016

The meeting of IQAC of Sir K.P. College of Commerce, Surat is scheduled to be held on 1 July 2016 at 10.30 a.m. in the Principal's office to send necessary documents of Prof. Binita Vijay Gheewala to Government of Gujarat as she has completed 6 years in first stage as Assistant Professor and her file is to be sent for second stage. 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. Smruti P. Desai (Member)
3. Dr. Seema O. Desai (Member)
4. Prof. Binita V. Gheewala (Member)
5. Dr. Surbhi M. Soni (Member)
6. Dr. Rashmi R. Patel (Member)
7. Dr. Purvi A. Kothari (Member)
8. Shree P.K. Purohit (I/C Office Superintendent)
9. Shree Mukeshbhai Dalal (Management)
10. Shree C.G. Gohil (Parent representative)
11. Roshni Golwala (Student)
12. Trusha Gajjar (Alumna)

Sir K.P.College of Commerce, Surat

Minutes of the meeting held on 1 July 2016

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

1. Dr.P.P.Jariwala (Chairperson)
2. Prof. Ajitbhai Naik (Co-ordinator)
3. Prof. Smruti P. Desai (Member)
4. Dr. Seema O. Desai (Member)
5. Prof. Binita V. Gheewala (Member)
6. Dr. Surbhi M. Soni (Member)
7. Dr. Rashmi R. Patel (Member)
8. Dr. Purvi A. Kothari (Member)
9. Shree P.K. Purohit (I/C Office Superintendent)
10. Shree Mukeshbhai Dalal (Management)
11. Shree C.G. Gohil (Parent representative)
12. Roshni Golwala (Student)
13. Trusha Gajjar (Alumna)

✚ Meeting commenced at 10.30 at Principal's office. It was resolved to send the document to Government of Gujarat. Prof. B.V. Gheewala was instructed to prepare her PBAS and submit the same with supportive documents. The IQAC would check all the documents and duly signed by Co-ordinator and Principal the file be sent to University IQAC and duly authorized file be sent to Government of Gujarat as per the rule.

There being no other matter 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

17 November 2016

The meeting of Internal Quality Assurance Cell of Sir K.P. College of Commerce, Surat is scheduled to be held on 18 November 2016 at 10.30 a.m in the Principal's office. The following agenda will be discussed. You are requested to kindly make it convenient to attend the meeting.

Dr.Martina Noronha

Principal

Agenda

1. To confirm the minutes of the previous meeting
2. Presentation of the Chairperson
3. Planning of National Conference on GST
4. To discuss on proposal to organize State Level Intercollegiate Group Song Competition
5. To discuss sending Staff Representative in LAC
6. To organise one day seminar on Research Methodology
7. To discuss in detail about signing MOU with 1. National Group 2. Aakashwani and Swarr Music Academy 3. First ERP Software Solutions Pvt. Ltd
8. To discuss on proposal of Prof. Binita Gheewala to start Digital Education and Learning Laboratory
9. Any other item with the permission of the chair

- 1.Prof. Ajitbhai Naik (Co ordinator)
2. Prof.Smruti P. Desai (Member)
3. Dr.SeemaO.Desai (Member)
4. Prof.Binita V. Gheewala (Member)
5. Dr.Surbhi M. Soni (Member)
6. Dr.Rashmi R. Patel (Member)
7. Dr.Purvi A. Kothari (Member)
8. Shree Bharatbhai Chaudhari
9. Shree P.K. Purohit (I/C Office Superintendent)
10. Shree Mukeshbhai Dalal (Management)
11. Shree C.G. Gohil (Parent representative)
12. Roshni Golwala (Student)
- 13 Trusha Gajjar (Alumna)

Sir K. P. College of Commerce, Surat

Minutes of the IQAC meeting held on 18 November 2016

Proceedings of meeting held on 18 November 2016 in the office of the Principal at 10:30 a.m.

The following members were present:

1. Dr.Martina Noronha (Chairperson)
2. Prof.Ajitbhai Naik (Co ordinator)
3. Prof.Smruiti P. Desai (Member)
4. Dr.Seema O.Desai (Member)
5. Prof.Binita V. Gheewala (Member)
6. Dr.Surbhi M. Soni (Member)
7. Dr.Rashmi R. Patel (Member)
8. Dr.Purvi A. Kothari (Member)
9. Shree Bharatbhai Chaudhari (Member)
10. Shree P.K. Purohit (I/C Office Superintendent)
11. Shree Mukeshbhai Dalal (Management)
12. Shree C.G. Gohil(Parent representative)
13. Roshni Golwala (Student)
14. Trusha Gajjar (Alumna)

1. To confirm the minutes of the previous meeting

✚ The minutes of the last meeting presented by coordinator Prof.Ajitbhai Naik was approved

2. Presentation of the Chairperson

✚ Principal Dr. Martina Noronha commenced the meeting with the greeting of the New Year.

- She expressed her gratitude to Shree Asimbhai Baxi for donating Rs. 10,000/- for student who would participate in Athletics competition organise by Veer Narmad South Gujarat University, Surat.
- She also informed that 16 students were selected in Inter University Sports Competition. The college was declared runners up in Badminton, Sachin Sharma bagged gold medal in Road Cycling and Chetana Jayswal and Jyoti Luhaniwala bagged Gold Medal in Judo Championship organised by College.
- She expressed her best wishes to Dr. S.K. Mehta lecturer in English, retired on 31 October 2016
- She informed the members that Shree Vinod Bhoi –Clerk, Shree Roshan Jadav- Peon, and Shree Hitesh Kulkarni- Peon were confirmed on their respective posts from 1 July 2016

3. Planning of National Conference on GST

✚ It was decided after discussion that the college would organise National Conference on GST. Unanimously decided to hold it on 25 February 2016. Committee also discussed the approximate budget needed for the same in detail. The various committees were formed for the smooth functioning of it. Dr. Martina Noronha from the chair proposed to invite Dr. Shirish Kulkarni as key note speaker considering his expertise on GST. The proposal was approved by all.

4. Proposal to organize State Level Intercollegiate Group Song Competition

✚ Prof. Smruti Desai the chairperson of Cultural Committee proposed to organize State Level Inter Collegiate Group Song Competition jointly with Aakashwani, Surat and Swarr Academy Surat. Unanimously decided to hold the competition in the month of February and instructed the committee to do the needful.

5. Discussion to send Staff Representative in LAC

✚ Unanimously decided to send Prof. Uttambhai Patel as Staff Representative in LAC.

6. To discuss to organize one day seminar on Research Methodology and resource person to Invite

✚ It was decided to organize one day seminar on Research Methodology and decided to invite Dr. Gaurang Rami from Department of Economics Veer Narmad South Gujarat University and Dr. Kumudini Thakor from Navyug Commerce College, Surat. It was also decided to invite students from various Post Graduation centres.

7. Decision to make on proposal by Librarian Shree Bharatbhai Chaudhari

✚ It was resolved to approve the proposal put forward by Librarian Shree Bharatbhai for buying necessary furniture and other requirements. The Cell decided to buy Steel Cupboard-6, Vacuum Cleaner-1 and software to send text message to students.

8. To discuss in detail about signing MOU with 1. National Group 2. Aakashwani and Swarr Music Academy 3. First ERP Software Solutions Pvt. Ltd

✚ Discussed in detail on signing MOU with the institutions mentioned in agenda, after detailed discussion approved by all.

9. To discuss on proposal of Prof. Binita Gheewala to start Digital Education and Learning Laboratory

✚ Discussed on proposal of Prof. Binita Gheewala to start Digital Education and Learning Laboratory to improve the communication skills of the students. Decided that English Department would run Lab and Prof. Gheewala be appointed as coordinator. She was instructed to enrol students for the same from the academic year and to do the needful.

10. Any other item with the permission of the chair.

✚ The meeting was adjourned with wishes of New Year and vote of thanks.

Prof. Ajit Naik

Coordinator IQAC

Dr. Martina Noronha

Chairperson IQAC

Sir K.P.College of Commerce, Surat

Notice

7 April 2017

The meeting of IQAC of Sir K.P. College of Commerce, Surat is scheduled to be held on 8 April 2017 at 10.30 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. Martina Noronha
Principal

Agenda

1. To approve the minutes of the previous meeting held on 20 October 2016
2. Presentation by principal on year long activities
3. To discuss about organizing National Level Conference in subject of Statistics in next academic year
4. To discuss the shifting of the Canteen from its present place
5. Discussion on proposal for renovating staff room
6. Installation of solar panel and making arrangement for rain water harvesting
7. To discuss on discontinue offering " Economics of Cotton" at S. Y.B.Com and T. Y.B. Com.
8. Shifting 1st division of F.Y.B.Com in afternoon
9. Any other item with the permission of the chair

1. Prof. Ajitbhai Naik (Co ordinator)
2. Prof. Smruti P. Desai (Member)
3. Dr. Seema O.Desai (Member)
4. Prof. Binita V. Gheewala (Member)
5. Dr. Surbhi M. Soni (Member)
6. Dr. Rashmi R. Patel (Member)
7. Dr. Purvi A. Kothari (Member)
8. Shree Bharatbhai Chaudhari
9. Shree P.K. Purohit (I/C Office Superintendent)
10. Shree Mukeshbhai Dalal (Management)
11. Shree C.G. Gohil (Parent representative)
12. Roshni Golwala (Student)
13. Trusha Gajjar (Alumna)

Sir K.P.College of Commerce, Surat

Minutes of the IQAC meeting held on 8 April 2017

Proceedings of the meeting held on 8 April 2017 in the office of Principal at 10.30 a.m. The following members were present:

1. Dr.Martina Noronha (Chairperson)
2. Prof. Ajitbhai Naik (Co ordinator)
3. Prof. Smruti P. Desai (Member)
4. Dr. Seema O.Desai (Member)
5. Prof. Binita V. Gheewala (Member)
6. Dr. Surbhi M. Soni (Member)
7. Dr. Rashmi R. Patel (Member)
8. Dr. Purvi A. Kothari (Member)
9. Shree Bharatbhai Chaudhari
10. Shree P.K. Purohit (I/C Office Superintendent)
11. Shree Mukeshbhai Dalal (Management)
12. Shree C.G. Gohil (Parent representative)
13. Roshni Golwala (Student)
14. Trusha Gajjar (Alumna)

1. To approve the minutes of the previous meeting held on 20 October 2016

✚ The minutes of the previous meeting presented by coordinator Prof. Ajitbhai Naik was approved.

2. Presentation by principal on yearlong activities

✚ Principal Dr. Martina Noronha gave detail report of the activities held in the college during academic year 2016-17.

- The Chairperson congratulated our students who excelled in academics at university exam. Roshni Golwala bagged The Surat Mercantile Co-operative Bank Prerit B.P. Desai Medal, Shree Surchand Panachand Zaveri Prize and B.K. Majumdar Prize for securing highest marks in Banking at T.Y. B.Com. Hinal Rana of T.Y.B.Com received Hemalben Sundarlal Desai Prize for getting the highest marks in Business Administration. Rubinanbibi Shaikh also received the Hari Om ashram Prerit Sir P.T. Medal for securing highest CGPA and Nilima Majumdar Smarak Medal for securing highest marks in Financial and Management Accounting at M.Com.
- She also congratulated two faculty members Dr. R.R. Patel and G.K. Joshi for qualifying in GSLET.
- She also informed the committee that two students awarded Ph.D under her guidance, one student under the guidance of Dr. P.U. Mehta also awarded Ph.D. and one student awarded M.Phil under the guidance of Dr. S.O. Desai. She congratulated students and respective guides.

- In sports also our students won accolades at State and National level. Two students won Gold Medals in Yog and Power Lifting at National Level. Two students won Silver and Bronze Medal in Bench Press Competition at National Level. Four students participated at National Kho-Kho competition and Cycling Competition. Thirty Four (34) students were selected to play at University level for various events. Six students secured 1st position in Cycling, Weightlifting, Yoga and acrobatic gymnastics at State Level. Our team declared champion in Volleyball(W) at State Level. At University Level declared champion in Volleyball(W), Weight Lifting (M), Yoga (M) and Handball (W). Our students bagged Gold Medal in Cycling, Yoga, Weight Lifting, Power Lifting and Judo at University. The College again declared “Champion of champions” for third time in a row in the Sarvajanic Cup Tournament. The college team and sport in-charge Prof. J.J. Tandel deserved congratulations.
- The college secured second prize in Group Song Competition and Third Prize in Garba Competition in Youth Festival at VNSGU, Surat. College with the great efforts of Cultural Committee with Aakashwani and Swarr Music academy hosted the State Level Inter Collegiate Group Song Competition. The participants from different college affiliated to VNSGU participated in which our college secured Second prize.
- Student of S.Y.B.com Yogesh Gohil won First Prize in three different Colleges in Inter College singing Competition. Vatsal Kantharia of F.Y. B.Com also participated in the college affiliated to VNSGU and secured Second Prize College also organize Patriotic Song Competition at the beginning of academic year.
- The college also hosted intercollegiate Mehndi Competition, Inter collegiate Poetry Recitation Competition, Inter Collegiate Handicraft Competition and extempore Drawing Competition, Mahatama Gandhi Drawing competition and Swami Vivekanand Essay Competition. Khansa Memon bagged 11 trophies in Inter Collegiate Debate, Elocution and Power Point Presentation Competition. She was also awarded “Super Speaker of the Year Award.”
- Udisha Club of the college organized seventeen seminars on various topics, Two Job Fair also organized for students and 15 companies came in the college for placement. One hundred and ten students were shortlisted.
- The NSS committee conducted various activities like tree plantation, cleanliness drive, Poster competition on “Beti Bachavo Beti Padhavo” and “Unity in Diversity” Tiranga Flag March, blood Donation Camp, etc. throughout the year. The annual Camp was organized at Talad, Olpadin which 47 volunteers participated. Two volunteers Priyanshi Modi and Mansi Khambhati of F.Y. B.Com. participated in National Integration Camp at Karnataka.Kum. Chaitali Supekar won third position in Poster Design Competition and secured third prize with Rs.1500 cash and Kum. Sadhna S. Jha secured 1st position in Essay Competition and honored Rs.1500/- cash. The event was organized by Election Commissioner of India at district level.
- Faculty also excelled in their publication and presentation, 41 articles published in National and International Journals and 29 papers were presented at National and International conferences.
- National Conference on “GST and Its Implications on E-commerce” organized by the college in association with Indian Accounting Association (Gujarat) on 25 February

2017. Two hundred and fifty(250) professors from different colleges participated and 58 research scholars presented their papers.
- English Department also commenced DELL and 25 students were enrolled and the training was given to them and 28 students enrolled for OAS.
3. To discuss about organizing National Level Conference in subject of Statistics in next academic year
 - ✚ Discussed to organize National Level Conference on Statistics next year. Prof. Ajitbhai Naik Head of Statistics Department was instructed to look into the matter and to do the needful with the other members of his department.
 4. To discuss shifting of canteen from its present place
 - ✚ It was decided to shift canteen behind the Gymkhana from its present place. Unanimously decided to inform the same to SES to do the needful.
 5. Discussion on proposal for renovating staff room
 - ✚ It was decided to send proposal to SES for further approval.
 6. Installation of Solar Panel and making arrangement for rain water harvesting
 - ✚ Discussed in detail on rain water harvesting and installing solar panel for Green Campus. Decided to get permission from SES.
 7. To discuss on discontinue offering “Economics of Cotton” at S.Y. B.Com. and T.Y. B.Com
 - ✚ Unanimously decided to discontinue subsidiary subject “Economics of Cotton” at S.Y. and T.Y. Commerce. Resolved to discontinue from the next academic year from S.Y. first and then from T.Y. B.Com.
 8. Shifting of 1st division of F.Y. B.Com. in the afternoon
 - ✚ It was also decided unanimously to shift 1st division of First Year in afternoon which was previously running in morning time
 - ✚ The meeting adjourned with vote of thanks.

Ajitbhai Naik
Coordinator IQAC

Dr. Martina Noronha
Chairperson IQAC

Sir K.P.College of Commerce

Action Taken Report 2016-17

No.	Date/Month	Action Taken
1	June 2016	Academic calendar prepared
2	31/8/2016	Guest lecture on "Research Paper Writing"
3	7 /10/2016	Purchased computers for office from UGC XII plan grant
4	13/10/2016	Purchased hard disk for office from UGC XII plan grant
5	19/12/2016	Remedial coaching classes were conducted Total 337 SC/ST/OBC/Minority students participated
6	8/1/2017	NET classes conducted for SC/ST/OBC and Minority students. Total 81 students participated
7	9/1/2017	Organised Seminar on Research Methodology and practical training using SPSS
8	11/2/2017	Signed MOU with Aakashwani and Swarr Music Academy
9	11/02/2017	Organised State level Inter Collegiate Group Song Competition
10	20/2/2017	One Day Faculty Development Programme on "Recent Political Trends and Globalisation" for teachers teaching at Post Graduation
11	25/2/2017	Organised National Conference on GST and Its Implication on E-Commerce
12	24/5/2017	Signed MOU with National Group "O Level Software" & "O Level Hardware"
13	During the Year	Activities of Planning Forum, Cultural Committee, Debate and Elocution Committee, Udisha Club were carried out
14	May	Staff-room renovated
15	May	The college magazine <i>Sahsam</i> published




Principal
Sir K. P. College of Commerce
SURAT