



H L College of Commerce

Date of Meeting: 4/12/2017, Monday

Meeting Agenda

- Renovation of Staff-room, few class-rooms and administrative block
- Weeding of Library books
- Redesigning College Website
- Modifying ERP
- NAAC SSR

Sr. No.	Name	
1	Dr. Mona Kelshikar	Chairperson
2.	Dr. Parag Shah	Coordinator
3	Prof. Manisha Bhavsar	Co-coordinator
4	Prof. S S Shah	Member
5	Prof. H R Bharucha	Member
6	Prof. K V Vacharajani	Member
7	Prof. P M Parmar	Member
8	Dr. Nisha Bhavsar	Member
9	Prof. V M Bhatt	Member
10	Mr. Harshad Shah, Accountant	Member
11	Shri B M Shah, Director AES	Invited member
12	Dr. A H Kalro, Academic Advisor - AES	Invited member



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Discussion and Decisions

A need of renovating the Principal office, staff room and few of the class rooms along with administrative block was suggested by the Pricipal. It was decided to put a proposal to the management requesting the necessary renovation in the college.

In the last NAAC accreditation, Peer team had suggested to declutter the Library stack room. It was suggested by the IQAC coordianators to weed out redudent books from thenLibrary and make it spacious. It was decided that head of various departments will visit the Library and decide which books to weed out. Once this process is done, college will plan for few interior changes to make it more spacious and airy.

Considering the new mobile friendly website and new menus to be included in the website, IQAC cordinators suggested to redesign the college website which is responsive . It was decided to get the college website redesigned and IQAC cordinators were given the responsibility to monitor the new website development.

Few modifications in the college ERP was needed so that it could store faculty data in the specific formats that are required for various reports to be submitted to management, government, NAAC etc. Few members in the meeting gave their inputs for it and IQAC cordinators took the responsibility of the modification.

Coordinators of IQAC apprised the members about the preparation of the accreditation process and the status of the report.