



H L College of Commerce

Date of Meeting: 18/04/2019, Thursday

Meeting Agenda

- NAAC SSR Submission
- Preparation of NAAC Peer Team Visit
- Orientation Program for freshers

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	Dr. Hetal Chokshi	Member
10	Prof. V M Bhatt	Member
11	Mr. Harshad Shah, Accountant	Member
12	Shri B M Shah, Director AES	Invited member
13	Dr. A H Kalro, Academic Advisor - AES	Invited member



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Discussion and Decisions

All members were updated about the submission of IIQA and also the status of SSR for NAAC by NAAC co-ordinators. The issues of data gathering for certain criterions were put forward by the co-ordinators and the members suggested to strengthen the data management system of the college and emphasized on increasing the usage of ERP.

The co-ordinator also assured the committee of submitting the SSR before the deadline of 11th May.

The Principal asked the members to gear up and start all necessary preparation for the NAAC Peer team visit and get the physical copy of individual files, departmental presentation and activity presentation ready. It was decided to prepare a budget for the visit and send it to the management.

Members agreed to continue with the Orientation program for freshers that college organizes every year. A suggestion to reduce the number of experts so that more time can be given to invited expert. College faculty Prof H R Bharucha volunteered to take few sessions in the Orientation program.