

SHRI. I. V. PATEL COLLEGE OF COMMERCE

(Managed by : The Nadiad Education Society)

NAAC Re – Accredited 'B' Grade with 2.71 CGPA (October, 2013) and
KCG Accredited 'B' Grade with 2.77 CGPA (July, 2014)



College Road,
Nadiad-387001.
P.O.Box : 17,
Dist.Kheda

Website : ivcommerce.org

Email : ivcomm1960@gmail.com

Our Ref. No. :

Date:28/5/2018

It is hereby informed that the meeting of the **Admission committee** is to be scheduled on

29/5/2018 at the Principal's office to discuss the following agenda:

AGENDA:-

- 1) Discussion regarding preparation and alteration of Prospectus of the college.
- 2) Orientation of students.
- 3) Decision regarding student's criteria for admission.
- 4) Discussion regarding fee structure for the students.
- 5) Selection of the master subjects.

Any other discussion from the meeting chairman.

So you are requested to remain present:

Sr No	Name	Signature
1	Prof Dr.H.G.Vohra (convener)	
2	Prof Dr.K. H. Shah (Member)	
3	Prof Dr.K.G.Dhole (Member)	
4	Shri B.G.Nayak (Member)	
5	Prof Dr. G.N.Vasava(Member)	
6	Jaymin A Rana (Student)	
7	ShabanaParvin Vohra (Student)	

Principal

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Our Ref. No. :

Date: 29/5/2018

On 29/5/2018 meeting of the **Admission Committee** was held under the chairmanship of I/C Prin. Gita A Yagnik at the Principal's office.

Following members have attended the meeting.

Sr No	Name	Signature
1	Prof Dr.H.G.Vohra (convener)	
2	Prof Dr.K. H. Shah (Member)	
3	Prof Dr.K.G.Dhole (Member)	
4	Shri B.G.Nayak (Member)	
5	Prof Dr. G.N.Vasava(Member)	
6	Jaymin A Rana (Student)	
7	ShabanaParvin Vohra (Student)	

The following are the minutes of the meeting.

- Student's minimum criteria for admission were decided unanimously for all academic programs.
- Fee structure was also decided and administrative staff was told to take note of the said fee structure.
- Days were allotted to the faculty members for admission duty by the Chairman of the committee.
- Meeting was called to end as the agenda was discussed.

Principal

Convener

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Our Ref. No. :

Date: 2/7/2018

It is hereby informed that the meeting of the **Placement and Career Counseling Cell committee and Career Advancement Committee** is to be scheduled on 3/7/2018 at Principal's office to discuss following agenda.

AGENDA:-

- 1) Preparation of the student's profile.
- 2) Contacting and approaching companies/ banks for the recruitment.
- 3) To Arrange Student Development Program.
- 4) Arrangement of expert's lecture on Campus Recruitments.
- 5) Any other discussion from the meeting chairman.

So you are requested to remain present.

Principal

Sr No	Name	Signature
1	Prof H G Vohra (Convener)	
2	Prof J M Desai(Member)	
3	Prof Dr. K. H Shah(Member)	
4	Prof Dr.K.G.Dhole(Member)	
5	Dr.G.N.Vasava(Member)	
6	Dashrathbhai R Vaghela(Student)	
7	Nafisa A Vohra(Student)	

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Our Ref. No. :

Date: 3/7/2018

On 3/7/2018 meeting of the **Career Advancement and Placement Cell** was held under the chairmanship of I/C Prin. Gita A Yagnik at the Principal's office.

Following members have attended the meeting.

Sr No	Name	Signature
1	Prof H G Vohra (Convener)	
2	Prof J M Desai(Member)	
3	Prof Dr. K. H Shah(Member)	
4	Prof Dr.K.G.Dhole(Member)	
5	Dr.G.N.Vasava(Member)	
6	Dashrathbhai R Vaghela(Student)	
7	Nafisa A Vohra(Student)	

The following are the minutes of the meeting.

- It was decided to draft a form about student's profile and it was also decided to fill that form by T.Y. B.Com students.
- It was decided to arrange Effective speaking Seminar for student so that they will never shy when they go for job and also they can represent their views perfectly.
- As per PM's Resolution about The Digital India for the Young generation we have decided to arrange one digital seminar for the betterment of the students.
- It was also decided to arrange an expert faculty for the students on the general awareness at time of the campus interviews. Few names were also discussed as expert faculty.
- I/C Prin. Gita A Yagnik asked to take some effective steps in placement area and that was duly obliged by the committee.

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Our Ref. No. :

Date: 9/7/2018

It is hereby informed that the meeting of the **Grievance Redressal Cell and Discipline Committee** is to be scheduled on 10/7/2018 at Principal's office to discuss following agenda.

AGENDA:-

- 1) Arrangements regarding discipline maintenance in college, updated.
- 2) Discussion regarding selecting students who can help in maintaining discipline.
- 3) Discussion regarding ID-Cards for students.
- 4) Discussion regarding the use of mobile phones by students in college premises.
- 5) Any other discussion from the meeting chairman.

So you are requested to remain present.

Principal

S r No	Name	Signature
1	Prof Dr.K.H.Shah (Convener)	
2	Prof Dr.H.G.Vohra (Member)	
3	Shri B G Nayak (Member)	
4	Shri M K Rathwa (Member)	
5	Prof Dr. G N Vasava (Member)	
6	Prof Dr. K G Dhole (Member)	
7	Jaymin A Rana(Student)	
8	Shabana Parvin Vohra(Student)	
9	Nafisa A Vohra(Student)	

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Our Ref. No. :

Date: 10/7/2018

On 10/7/2018 meeting of the **Grievance Redressal Cell and Discipline Committee** was held under the chairmanship of I/C Prin. Gita A Yagnik at the Principal's office.

Following members have attended the meeting:

S r No	Name	Signature
1	Prof Dr.K.H.Shah (Convener)	
2	Prof Dr.H.G.Vohra (Member)	
3	Shri B G Nayak (Member)	
4	Shri M K Rathwa (Member)	
5	Prof Dr. G N Vasava (Member)	
6	Prof Dr. K G Dhole (Member)	
7	Jaymin A Rana(Student)	
8	Shabana Parvin Vohra(Student)	
9	Nafisa A Vohra(Student)	

The following are the minutes of the meeting.

- Discussion about the policy for the maintenance of the discipline in the college.
- It was further decided that the class representatives will be responsible for maintaining the discipline.
- It was decided to make the students wear the ID Cards compulsorily during the college time and in its premises.
- While going for Library Lectures in PG and also for going to Dell Lab we have planned how they will go and attend the Lab and Library so that they can maintain college discipline.

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Our Ref. No. :

Date: 11/7/2018

It is hereby informed that the meeting of the **Examination Committee** is to be scheduled on 12/7/2018 at Principal's office to discuss following agenda:

AGENDA:-

- 1) Discussion regarding examination schedule.
- 2) Special meeting was organized by S.P. University regarding exam guidelines information are to give to all staff members about it.
- 3) Preparation of the supervision chart.
- 4) Bifurcation regarding setting up of question papers.
- 5) Distribution of answer sheets for assessment.
- 6) Calculation of internal marks.
- 7) Arrangements of retest and internal ATKT.
- 8) To Decide the schedule for checking and submission of assignment is going to decide.
- 9) Any other discussion from the meeting chairman.

So you are requested to remain present.

Principal

Sr No	Name	Signature
1	Prof Dr. H.G.Vohra (Convener)	
2	Prof Dr.K.H.Shah (Member)	
3	Prof Dr.K.G.Dhole (Member)	
4	Prof Dr. G.N.Vasava(Member)	
5	Shri B G Nayak (Member)	
6	Shri M K Rathwa (Member)	

7	Shri D R Kansara (Member)	
8	Dashrathbhai R Vaghela(Student)	
9	Nafisa A Vohra(Student)	

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Our Ref. No. :

Date: 12/7/2018

On 12/7/2018 meeting of the **Examination Committee** was held under the chairmanship of

I/C Prin. Gita A Yagnik at the Principal's office.

Following members have attended the meeting.

Sr No	Name	Signature
1	Prof Dr. H.G.Vohra (Convener)	
2	Prof Dr.K.H.Shah (Member)	
3	Prof Dr.K.G.Dhole (Member)	
4	Prof Dr. G.N.Vasava(Member)	
5	Shri B G Nayak (Member)	
6	Shri M K Rathwa (Member)	
7	Shri D R Kansara (Member)	
8	Dashrathbhai R Vaghela(Student)	
9	Nafisa A Vohra(Student)	

None of the committee members remain absent.

The following are the minutes of the meeting:

- The discussion regarding the whole year's examination schedule was made as per the time table of the Gujarat University and S.P. University the outline of the exam schedule was prepared.
- The duty of preparing daily supervision chart was given to Prof Dr K.H.Shah
- The duty regarding drafting the question papers was also decided and Prof Dr.H.G.Vohra was given the responsibility to take question papers from the faculty members on time.
- Bifurcation of answer sheet assessment was made and no of answer sheet to be checked by each faculty was decided by the committee.
- Tentative dates of Assignment checking was decided.
- The calculation pattern of the internal marks was also decided.
- Tentative dates of the retests and the internal ATKT exams were also decided and duties regarding them were allotted accordingly.

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Date: 12/7/2018

It is hereby informed that the meeting of the **Infrastructure committee** is to be scheduled on 13/7/2018 At Principal's office to discuss following agenda.

AGENDAS:-

- 1) Arrangements regarding extension of infrastructural facilities.
- 2) Repairs and Maintenance of College building.
- 3) Maintenance of computer and other related machines.
- 4) Need of dynamic website is to be discussed.
- 5) Any other discussion from the meeting chairman.

So you are requested to remain present.

Principal

Sr No	Name	Signature
1	Prof Dr.K.H.Shah (Convener)	
2	Prof H.G.Vohra (Member)	
3	Shri B G Nayak (Member)	
4	ProfDr. K.G.Dhole (Member)	
5	Prof Dr. G.N.Vasava(Member)	
6	Prof Dr. J.M.Desai(Member)	
7	Jaimin A Rana(Student)	
8	Nafisa A Vohra(Student)	

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Our Ref. No. :

Date: 13/7/2018

On 13/7/2018 meeting of the **Infrastructure Committee** was held under the chairmanship of I/C Prin. Gita A Yagnik at the Principal's office.

Following members have attended the meeting.

Sr No	Name	Signature
1	Prof Dr.K.H.Shah (Convener)	
2	Prof H.G.Vohra (Member)	
3	Shri B G Nayak (Member)	
4	ProfDr. K.G.Dhole (Member)	
5	Prof Dr. G.N.Vasava(Member)	
6	Prof Dr. J.M.Desai(Member)	
7	Jaimin A Rana(Student)	
8	Nafisa A Vohra(Student)	

None of the members remained absent.

The following are the minutes of the meeting.

- Discussion was held on the expansion of the infrastructure facilities of the college.
- Thought was also given on the repair and the maintenance of the college building as it needs some repairing work in some parts of the building.
- Discussion about computers and related products were made and it was decided to use on call maintenance services.
- As demand of time we need to update our college's web site so we decide to have a dynamic web site for the college purpose.

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Our Ref. No. :

Date: 11/6/2018

It is hereby informed to all the committee members that the meeting of the **Library Committee** is to be scheduled on 13/6/2018 at Principal's office to discuss following agenda.

AGENDA:-

- 1) Purchase of new academic books.
- 2) Purchases of references and other non study books.
- 3) Decisions regarding Poor boys library Scheme.
- 4) Discussion about Spandan Magazine.
- 5) Bifurcation of the book grants.
- 6) Motivate students to join Readers Club and its activities.
- 7) For competitive exams latest materials and books are to be provided to students.
- 8) Digitalization of all the books of the Library can be planned.
- 9) Any other discussion from the meeting chairman.

So you are requested to remain present.

Principal

Sr No	Name	Signature
1	Prof.Dr. H.G.Vohra (Convener)	
2	Prof F.A.Saeeda(Member)	
3	Prof Dr.K.G.Dhole (Member)	
4	Prof J.M.Desai (Member)	
5	Prof Dr.K.H.Shah (Member)	
6	Prof Dr.G.N.Vasava(Member)	
7	Shabana Parvin Vohra(Student)	
8	Jaimin A Rana(Student)	

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Our Ref. No. :

Date: 13/6/2018

On 13/6/2018 meeting of the **Library Committee** was held under the chairmanship of I/C Prin. Gita A Yagnik at the Principal's office.

Following members have attended the meeting.

Sr No	Name	Signature
1	Prof.Dr. H.G.Vohra (Convener)	
2	Prof C.H.Jariwala(Member)	
3	Prof Dr.K.G.Dhole (Member)	
4	Prof J.M.Desai (Member)	
5	Prof Dr.K.H.Shah (Member)	
6	Prof Dr.G.N.Vasava(Member)	
7	Shabana Parvin Vohra(Student)	
8	Jaimin A Rana(Student)	

None of the members remained absent and all the members were present.

The following are the minutes of the meeting.

- Discussion was made about the new academic books purchase and the list of the text books to be purchased.
- New syllabus books of S.P. University are decided to purchase.
- Orientation to students regarding the use of N-List.
- With more innovative and interesting work of readers club try to join more student for library work and activities of the readers club.
- Some of the reference books were also decided to be purchased. Discussion regarding the "Poor Boys Library" were made and it was decided to give the benefit of this scheme to as many students as possible.
- For those students who appear for the competitive exam college will try to provide new books and materials.
- For students university exam paper set are to be placed for their ready reference.
- Review of Spandan magazine was also made and some important points were also derived.

- The grants availed for buying the books was bifurcated and a list of books to be purchased was also made.
- Digitalization of all the book of the library is likely to be completed with in the year.
- From the chair of Principal following suggestions were made
 1. Motivate all students for research work using Library.

Principal

Convener

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Our Ref. No. :

Date: 14/6/2018

It is hereby informed that the meeting of the **Timetable & Workload Committee** is to be scheduled on 15/6/2018 at Principal's office to discuss following agendas.

AGENDA:-

- 1) Calculation of department wise workload.
- 2) Calculation of the need of Ad hoc faculties and Visiting lecturers.
- 3) Arrangement of class wise & faculty wise time table.
- 4) Remedial lecturers time table.
- 5) Calculation of extra lectures.
- 6) Extra lectures for (N.C.) Non Clear students.
- 7) Co-coordinating with UGC & University time table.
- 8) Any other discussion from the meeting chairman.

So you are requested to remain present.

Principal

Sr No	Name	Signature
1	Prof Dr.Krunal H.Shah (Convener)	
2	Prof Dr. H.G.Vohra (Member)	
3	Prof C H Jariwal (Member)	
4	Prof Dr. K.G.Dhole(Member)	
5	Prof. G.N.Vasava(Memebr)	

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Our Ref. No. :

Date: 15/6/2018

On 15/6/2018 meeting of the **Time Table and Workload Committee** was held under the chairmanship of I/C Prin. Gita A Yagnik at the Principal's office.

Following members have attended the meeting.

Sr No	Name	Signature
1	Prof Dr.Krunal H.Shah (Convener)	
2	Prof Dr. H.G.Vohra (Member)	
3	Prof C H Jariwal (Member)	
4	Prof Dr. K.G.Dhole(Member)	
5	Prof. G.N.Vasava(Memebr)	

None of the committee members were absent in the meeting.

The following are the minutes of the meeting.

- Calculation of the department wise work load was made and total workload was counted .
- Discussion regarding the need of Ad Hoc and visiting lecturers was made. Subject wise additional need of the faculty is calculated.
- Duty of arranging class wise and faculty wise time table was given to Prof H.G. Vohra
- Duty of arranging remedial lecturers was given to Prof B S Saiyad.
- It was also discussed that the time table should be in accordance with the time table of UGC as well as time table of Gujarat University and S. P. University.
- This year we need to arrange the lectures for the S.P. University (N.C.) students those who are fail (Non Clear) students so how to arrange lecturers was discussed.

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Our Ref. No. :

Date: 30/8/2018

On 1/9/2018 meeting of the **Research Committee** was held under the chairmanship of

I/C Prin. Gita A Yagnik at the Principal's office.

AGENDA:-

- 1) To motivate faculty for Research.
- 2) To motivate students of UG for research.

So you are requested to remain present.

Principal

		Signature
1	I/C Prin. Gita A Yagnik (Convener)	
2	Prof. H. G. Vohra (Member)	
3	Prof. J.M.Desai (Member)	
4	Prof. F.A.Saeeda (Member)	
5	Prof Dr.K.H.Shah (Member)	
6	Jaimin A Rana(Student)	
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Our Ref. No. :

Date: 1/9/2018

On 1/9/2018 meeting of the **Research Committee** was held under the chairmanship of I/C Prin. Gita A Yagnik at the Principal's office.

Following members have attended the meeting.

The following are the minutes of the meeting.

		Signature
1	I/C Prin. Gita A Yagnik (Convener)	
2	Prof. H. G. Vohra (Member)	
3	Prof. J.M.Desai (Member)	
4	Prof. F.A.Saeeda (Member)	
5	Prof Dr.K.H.Shah (Member)	
6	Jaimin A Rana(Student)	
7	Nafisa Vohra(Student)	

- Students of UG are motivated and encourage to research and also motivated for research paper writing.

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Our Ref. No. :

Date: 30/8/2018

It is hereby informed that the meeting of the **Extension Activity Committee** is to be scheduled on 1/9/2018 at Principal's office to discuss following agenda:

AGENDA:-

1.Decision on the different activities to be held under different heads.

So you are requested to remain present.

Principal

Sr No	Name	Signature
1	Prof G N Vasava (Sports,NCC)	
2	Prof G A Yagnik(Cultural,CWDC)	
3	Prof.K.G.Dhole(NCC)	
4	Prof Dr.J.M.Desai (Saptadhara & REDEARS CLUB)	
5	Dashrathbhai R Vaghela(Student)	
6	Shabana PArvin Vohra(Student)	

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Our Ref. No. :

Date: 1/9/2018

On 1/9/2018 meeting of the **Extension Activity Committee** was held under the chairmanship of I/C Prin. Gita A Yagnik at the Principal's office.

Following members have attended the meeting.

Sr No	Name	Signature
1	Prof G N Vasava (Sports,NCC)	
2	Prof G A Yagnik(Cultural,CWDC)	
3	Prof.K.G.Dhole(NCC)	
4	Prof Dr.J.M.Desai (Saptadhara & REDEARS CLUB)	
5	Dashrathbhai R Vaghela(Student)	
6	Shabana PArvin Vohra(Student)	

None of the committee members were absent in the meeting.

The following are the minutes of the meeting.

- The NSS in-charge was asked to arrange extension programs.
- Cultural Activities in charge was asked to arrange cultural activity during the academic year.
- The CWDC in charge was similarly asked to hold student- centric activities.
- The NCC in charge was asked to organize their activities as per the requirement of the NCC unit.
- The Sports in charge was asked to motivate students to participate in different sports during the year.
- The Saptadhara In-charge were asked to involve students in different activities.

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Website : ivcommerce.org

Email : ivcomm1960@gmail.com

Our Ref. No. :

Date:18/6/2018

It is hereby informed that the meeting of the **Sports Committee** is to be scheduled on 19/6/2018

at Principal's office to discuss following agenda:

AGENDA:-

1. Decision on the different activities to be held under different heads.
2. To finalized date of sports Day.

So you are requested to remain present.

Principal

Sr No	Name	Signature
1	ProfDr. G N Vasava (Convener)	
2	Prof Dr K.H.Shah (Member)	
3	Prof.Dr. K.G.Dhole(Member)	
4	Prof Dr. J.M.Desai(Member)	
5	Dashrathbhai R Vaghela(Student)	
6	ShabanaParvin Vohra(Student)	

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Our Ref. No. :

Date: 19/6/2018

On 19/6/2018 meeting of the **Sports Committee** was held under the chairmanship of I/C Prin. Gita A Yagnik at the Principal's office.

Following members have attended the meeting.

Sr No	Name	Signature
1	ProfDr. G N Vasava (Convener)	
2	Prof Dr K.H.Shah (Member)	
3	Prof.Dr. K.G.Dhole(Member)	
4	Prof Dr. J.M.Desai(Member)	
5	Dashrathbhai R Vaghela(Student)	
6	ShabanaParvin Vohra(Student)	

None of the committee members were absent in the meeting.

The following are the minutes of the meeting.

- It was decided that students must participate in all the events of the sports and also motivate them by providing all the necessary things which are needed to them in all sports category.
- Motivate them so that they can go for state, national or international level.
- The Sports Day dates were discussed and can be finalized in very short time.

Principal

Convener

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Our Ref. No. :

Date: 23/7/2018

It is hereby informed that the meeting of the **NCC Committee** is to be scheduled on 24/7/2018

at Principal's office to discuss following agenda:

AGENDA:-

1. How to give information of new students about NCC.
2. How we can motivate them to join NCC.
3. Where and when we have to take help of NCC cadets in all college activities.

So you are requested to remain present.

Principal

Sr No	Name	Signature
1	Prof Dr K G Dhole (Convener)	
2	Prof.F.A.Saeeda(Member)	
3	Prof.G.N.Vasava(Member)	
4	Prof Dr.K.H.Shah(Member)	
5	Prof J.M.Desai(Member)	
6	Jaimin A Rana(Student)	
7	ShabanaParvin Vohra(Student)	

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Our Ref. No. :

Date: 24/7/2018

On 24/7/2018 meeting of the **NCC Committee** was held under the chairmanship of I/C Prin. Gita A Yagnik at the Principal's office.

Following members have attended the meeting.

Sr No	Name	Signature
1	Prof Dr K G Dhole (Convener)	
2	Prof.F.A.Saeeda(Member)	
3	Prof.G.N.Vasava(Member)	
4	Prof Dr.K.H.Shah(Member)	
5	Prof J.M.Desai(Member)	
6	Jaimin A Rana(Student)	
7	ShabanaParvin Vohra(Student)	

None of the committee members were absent in the meeting.

The following are the minutes of the meeting.

- The NCC in charge was asked to arrange activities according to schedule.
- Motivate students to Join NCC
- Motivate them to involve in NCC pared and in all college activities.
- Also encourage them to give certificate exams of NCC.

Principal

Convener

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Our Ref. No. :

Date: 26/7/2018

It is hereby informed that the meeting of the **NSS Committee** is to be scheduled on 27/7/2018

at Principal's office to discuss following agenda:

AGENDA:-

1. How to give information of new students about NSS.
2. How we can motivate them to join NSS.
3. Where and when we have to take help of NSS students.

So you are requested to remain present.

Principal

Sr No	Name	Signature
1	Prof.G.N.Vasava (Convener)	
2	Prof C.H. Jariwala (Member)	
3	Prof. K.G.Dhole(Member)	
4	Dr.K.H.Shah(Member)	
5	Dashrathbhai R Vaghela(Student)	
6	Jaimin A Rana(Student)	

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Our Ref. No. :

Date: 27/7/2018

On 27/7/2018 meeting of the **NSS Committee** was held under the chairmanship of I/C Prin. Gita A Yagnik at the Principal's office.

Following members have attended the meeting.

Sr No	Name	Signature
1	Prof.G.N.Vasava (Convener)	
2	Prof C.H. Jariwala (Member)	
3	Prof. K.G.Dhole(Member)	
4	Dr.K.H.Shah(Member)	
5	Dashrathbhai R Vaghela(Student)	
6	Jaimin A Rana(Student)	

None of the committee members were absent in the meeting.

The following are the minutes of the meeting.

- The NSS in charge was asked to arrange activities according to schedule.
- Motivate students to Join NSS
- Motivate them to involve in all college activities.
- Also encourage them to arrange and join the camps arranged by NSS.

Principal

Convener

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Our Ref. No. :

Date: 16/7/2018

It is hereby informed that the meeting of the **CWDC Committee** is to be scheduled on 17/7/2018

at Principal's office to discuss following agenda:

AGENDA:-

1. Give information to new girl students about CWDC.
2. Area of working of Cwdc.
3. Which program are to be arranged.
4. Rules and regulation of using of LR and its facilities.

So you are requested to remain present.

Principal

Sr No	Name	Signature
1	Prof Gita A Yagnik (Convener)	
2	Prof. G.N.Vasava(Member)	
3	Prof.J.M.Desai(Member)	
4	Nafisa A Vohra(student)	
5	ShabanaParvin Vohra(Student)	

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Our Ref. No. :

Date: 17/7/2018

On 17/7/2018 meeting of the **CWDC Committee** was held under the chairmanship of I/C Prin. Gita A Yagnik at the Principal's office.

Following members have attended the meeting.

Sr No	Name	Signature
1	Prof Gita A Yagnik (Convener)	
2	Prof. G.N.Vasava(Member)	
3	Prof.J.M.Desai(Member)	
4	Nafisa A Vohra(student)	
5	ShabanaParvin Vohra(Student)	

None of the committee members were absent in the meeting.

The following are the minutes of the meeting.

- For F.Y. B.com sem 1 girls students orientation program is to be arranged to give information about CWDC and its Activities.
- Arrange Girls oriented program that can help them in future.
- Restriction rules of using the ladies room and its properties.
- Make a committee for the Cwdc in which we can include girl students to help and make good efforts for successful working of Cwdc.

Principal

Convener

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Our Ref. No. :

Date: 9/7/2018

It is hereby informed that the meeting of the **Students Development Program Committee** is to be scheduled on 10/7/2018 at Principal's office to discuss following agenda:

AGENDA:-

1. Arranging Program for Students over all development.
2. Suggestions from Chairman.

So you are requested to remain present.

Principal

Sr No	Name	Signature
1	Prof Dr.K.H.Shah (Convener)	
2	Prof Dr. J.M.Desai (Member)	
3	Prof.H.G.Vohra(Member)	
4	Prof.G.N.Vasava(Member)	
5	Prof.K.G.Dhole(Member)	
6	Dashrathbhai R Vaghela(Student)	
7	Jaimin A Rana(Student)	
8	Nafisa A Vohra(Student)	
9	ShabanaPARvin Vohra(Student)	

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Our Ref. No. :

Date: 10/7/2018

On 10/7/2018 meeting of the **Students Development Program Committee** was held under the chairmanship of I/C Prin. Gita A Yagnik at the Principal's office.

Following members have attended the meeting.

Sr No	Name	Signature
1	Prof Dr.K.H.Shah (Convener)	
2	Prof Dr. J.M.Desai (Member)	
3	Prof.H.G.Vohra(Member)	
4	Prof.G.N.Vasava(Member)	
5	Prof.K.G.Dhole(Member)	
6	Dashrathbhai R Vaghela(Student)	
7	Jaimin A Rana(Student)	
8	Nafisa A Vohra(Student)	
9	ShabanaPARvin Vohra(Student)	

None of the committee members were absent in the meeting.

The following are the minutes of the meeting.

- We want to arrange maximum student oriented program for their overall development of the students.

Principal

Convener

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Our Ref. No. :

Date: 13/8/2018

It is hereby informed that the meeting of the **Event Management Committee** is to be scheduled on

14/8/2018 at Principal's office to discuss following agenda:

AGENDA:-

1. To organized good event so that student can be benefited.
2. Students must be included in the committee.
1. Proper functioning of the event management committee.

So you are requested to remain present.

Principal

Sr No	Name	Signature
1	Prof Dr.J.M.Desai (Covener)	
2	Prof Dr.K .H.Shah (Member)	
3	Prof Dr. K.G.Dhole (Member)	
4	Prof Dr. H.G.Vohra (Member)	
5	Prof Dr.G.N.Vasava (Member)	
6	Jaimin A Rana(Student)	
7	ShabanaPARvin Vohra(Student)	
8	Nafisa A Vohra(Student)	

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Our Ref. No. :

Date: 14/8/2018

On 14/8/2018 meeting of the **Event Management Committee** was held under the chairmanship of I/C Prin. Gita A Yagnik at the Principal's office.

Following members have attended the meeting.

Sr No	Name	Signature
1	Prof Dr.J.M.Desai (Covener)	
2	Prof Dr.K .H.Shah (Member)	
3	Prof Dr. K.G.Dhole (Member)	
4	Prof Dr. H.G.Vohra (Member)	
5	Prof Dr.G.N.Vasava (Member)	
6	Jaimin A Rana(Student)	
7	ShabanaPARvin Vohra(Student)	
8	Nafisa A Vohra(Student)	

None of the committee members were absent in the meeting.

The following are the minutes of the meeting.

- Event management committee is formed along with the help of student s to organized events.
- Events like earn while learn are to be introduced.
- Annual function and garba celebration kind of functions can be arranged .
- Farewell of students and felicitation of teachers and experienced persons or expert can be arranged.

Principal

Convener

