

2020-21

**SHRI R. R. LALAN ARTS AND
SCIENCE COLLEGE,
Bhuj**



**IQAC MEETING
2020-21**

**Bhuj-370001
(Kachchh, Gujarat)**



Shri R.R. Lalan College, Bhuj
IQAC Meeting
Year 2020-21

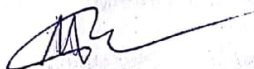


Venue: IQAC Meeting room

Date: 12th March 2021

IQAC Composition

Chair : Dr. C.S. Jhala

Coordinator: Dr. P. J. Pandya

- Members:
1. Dr. J.M. Patel
 2. Dr. A.H. Gor
 3. Dr. M. B. Chhaya
 4. Dr. B. D. Parmar
 5. Dr. M. B. Shah 
 6. Dr. P. J. Pandya
 7. Dr. Manjula Maheshwari 
 8. Dr. M.G. Thakkar (University /External Expert)
 9. Mrs. Ashaben Rajgor (Administrative office representative) 
 10. Dr. M.M. Vora (Alumini cum Industrial expert)
 11. Ms. Zala Hiralba (Student Representative)

Minutes of the Meeting Held at IQAC Room, RRLC.

Due to COVID -19 conditions, the meeting was held online.

Minutes of the Meeting Held at IQAC Room, RRLC.

1. The points of the last meeting in July 6th and Annual IQAC meet 15 March 2019 was discussed and reviewed by the coordinator. The members showed their consent on the COVID-19 situation and following Govt. guidelines for teaching and evaluation activities.
2. IQAC chair and members commented and gave their input on the same and agreed on going online mode as suggested in Govt. directives. The college will also enhance digital facilities for online learning .
3. The chair shared that the activities listed as goals in the previous report are almost accomplished during the current year.
4. The chair also asked the committee to gear up for the upcoming NAAC cycle.
5. The coordinator insisted on being meticulous with data as the new format for NAAC is very data-oriented.
6. The plan of action chalked out by IQAC for the year in the previous meeting was reviewed.
7. The chair shared that as per the Agenda of July meeting, many of the staff members has actively participated in different webinars and allied activities. Also the similar kind of seminars quiz were arranged by different departments to keep the pace going.
8. It was further stated that the college should organize such functions every year on regular basis.
9. The placement fair was organized by the college with full Govt. guidelines on COVID-19 and with utmost care. The placement fair was well received by the student mass and the stakeholders.
10. The chair shared that the college has received commendable feedback from CHE for successfully organizing the placement fair and acting as the district nodal agency. All the team members who had worked on placement fair, especially the placement committee, were specially acknowledged by the principal.
11. The chair also made a special note of the contact free admission process and appretiated work of the admission committees.
12. Looking to the promotion of IPR and startup policy by the Govt., the chair shared the importance of such environment in the campus as till date most of the faculties has completed IPR trainings and sessions held online.
13. The chair and the coordinator also reviewed the progress in Library upgradation process.
14. The chair also looked into the ongoing process of Science laboratory renovation and expansion of Chemistry laboratory and the same was shared with the members of the committee.
15. The purchase of scientific instruments by KCG (Govt. of Guj.) in ongoing. College has also demanded various instruments for subjects and many of such instruments are received. The coordinator

shared his reviews of this process and added that this will enhance the quality of learning and research in students and faculties.

16. The chair also made a special mention that faculties of Psychology dept. of the college are invited by the University for "Covid Counselling" helpline.
17. Committee also shared their inputs on the Training for NAAC held by IQAC wherein Dr. Pravin Rathvi, introduced the staff members to various criteria of NAAC.
18. The coordinator also suggested to the committee that as the college is pacing with green and ecofriendly campus, it is desirable that institute can go for a complete Environment/Green audit process from certified person. This may include water /energy/green audit. This will add in to the credit of the college.
19. The committee also congratulated many faculty members for their successful completion of Ph.D work and made a point that this will enhance the institutional capacity.
19. The meeting summarized the earlier agenda and follow-up taken as under;














Agenda of last year	Actions Taken
1. Teaching and learning in COVID situation and contact free admission process	1. Going in satisfactory manner using online MS Teams. Admission process was completed successfully fully in online mode following COVID directives.
2. Revamping of college website	2. The process of the same has been initiated and contacts are made with the developer under the lead of Dr. M. B. Shah.
3. Revising question banks of the subjects for efficient evaluation.	3. Major revisions are made and new question banks uploaded.
4. Upgradation of science laboratories & instruments	5. In progress. Chemistry lab expanded with increased capacity of students. New science instruments received.
6. Addition of new books and journals to library	7. Many new books and journals added to the college library in hard copy as well e-format.

20. Finally, the meeting pointed out following plan of action for the upcoming year to ensure the quality;

- The college should go with green or environment audit at the earliest and this can be later made a regular inhouse process.
- The college may invite new industrial experts in the IQAC which can enhance Academic-industrial collaborations.
- Increasing collaboration with different agencies/Institutes for the quality development of college.
- Installation of Fire safety equipments in the college and its training
- Encouraging SSIP and startups

21. It was decided the above points will be included in the annual quality report of the committee for the year 2021-22.

Attendance of the meeting held on 12th March 2021.

1. Dr. C.S. Jhala 
2. Dr. P. J. Pandya 
3. Dr. J.M. Patel 
4. Dr. A.H. Gor 
5. Dr. M. B. Chhaya 
6. Dr. B. D. Parmar 
7. Dr. M. B. Shah 
8. Dr. P. J. Pandya 
9. Dr. Manjula Maheshwari 
10. Dr. M.G. Thakkar (University /External Expert) 
11. Mrs. Ashaben Rajgor (Administrative office representative) 
12. Dr. M.M. Vora (Alumini cum Industrial expert) 
13. Ms. Zala Hiralba (Student Representative) 



Agenda-1: Handling COVID-19 condition in academic and related process

Agenda-2: Contact free admission process to ensure safety of students and faculties

Agenda-3: Online webinars arrangement and participation by faculties

Agenda-4: To ensure 100% involvement of staff in IPR and Startup training online workshop for Quality improvement.

The above agenda were put forward among the members and the IQAC came to following conclusion on the points;

Agenda-1: Handling COVID-19 condition in academic and related process.

Due to COVID 19 the college halted the offline education and ensure to prepare roadmap for online teaching and evaluation using MS team platform. The seminars, assignments, exams to be conducted online.

Agenda-2: Contact free admission process to ensure safety of students and faculties

The admission process during the pandemic period required a major revision and can be made contact free to ensure student and faculty safety. The use of online portal by university and the online document verification can be done to avoid student and parents visits to college from long distance.

Agenda-3: Online webinars arrangement and participation by faculties

Due to the lockdown and pause in regular curricula, it is advised the departments can organize online webinars and/or participate in such enrichment activities.

Agenda-4: To ensure 100% involvement of staff in IPR and Startup training online workshop for Quality improvement.

Furth more, to develop startup and innovation atmosphere and for capacity building of faculties, it is desired that maximum faculties take benefit of the **IPR and Startup training online workshop by KCG.**

This will be considered as session opening meeting and the further agenda and review of the progress of the same and past year meet will be discussed in Annual IQAC meeting.

Attendance of the meeting held on 12-7-2020

Chair : Dr. C.S. Jhala

Coordinator: Dr. Pravin Rathvi

- Members:
1. Dr. J.M. Patel
 2. Dr. A.H. Gor
 3. Dr. M. B. Chhaya
 4. Dr. B. D. Parmar
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Principal
Shri R. R. Lalan College, Bhuj, Kachchh-370001
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Email: prinrrlc@gmail.com , www.rrlalancollege.edu.in



Ref.: RRLC/IQAC

Date: 15th June, 2020

Notification of IQAC for the year 2020-21

In order to fulfill the goals of quality enhancement academic progression of the institute, an IQAC with following extended member over and above the college committee is hereby formed for the academic year 2020-21.

Chair : Dr. C.S. Jhala

Coordinator: Dr. Pravin Rathvi

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11. Ms. Zala Hiralba A. (Student Representative)

(Principal) 
PRINCIPAL
R. R. LALAN COLLEGE
Bhuj - Kachchh.

Copy to: 1. Committee members
2. IQAC File

