

**2021-22**

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



**IQAC MEETING  
2021-22**

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





# SHRI RAMJI RAVJI LALAN COLLEGE

Affiliated to Kachchh University

"NAAC REACCREDITED : B++ (2.80. CGPA)"

## Internal Quality Assurance Cell [IQAC]

YEAR 2021-22

Sr.No.	Name and Position	Particulars	Desg.
1.	Dr. C.S. Jhala	Principal	Chairman, IQAC
2.	Dr. Pranav J. Pandya	HOD, RRLC	Director, IQAC
3.	Dr. G.M. Butani	Registrar, KU	Stake Holders
4.	Dr. M.G. Thacker	HOD, KU	
5.	Dr. Giren Shroff	Sr.Manager –QA & QC, Sumitomo	Employer/Industrialist Representatives
6.	Mr. Ruchir Somehswar	Dy. Gen. Manager – HR, Agrocel	
7.	Mrs. Bindiya S. Pandya	Social Worker	Parents Rep.
8.	Dr. N.J. Gadhvi	HOD, RRLC	Teacher Representatives
9.	Dr. Manoj B. Chhaya	HOD, RRLC	
10.	Prof. B.K. Vaghela	Asst.Prof.	
11.	Prof. M.S. Maheshwari	Asst.Prof.	
12.	Ms. Ashaben H. Rajgor	OS, RRLC	Admin Members
13.	Mr. Kamlesh Siju	Sr.Clerk, RRLC	
14.	Dr. Mihir M. Vora	Technical Head-ADLON	Alumni Asso. Representative
15.	Mr. Jay M. Anjariya		Local Soc. Rep.
16.	Ms. Serena Moledina	Student B.Sc.	Student Representatives
17.	Mr. Manorath Thacker	Student BA	
18.	Ms. Hyfa Khatri	Student BA	

1) C.S. JHALA

2) P. J. Pandya

3) K. N. Siju

4) B. K. Vaghela

5) N. J. Gadhvi

6) A. K. Rajgor

7)

8) M. C.

9

10

11

12

13

14

15

16

17

18

19

20

21

22

23

24

25

26

27

28

29

30

31

32

33

34

35

36

37

38

39

40

41

42

43

44

45

46

47

48

49

50

51

52

53

54

55

56

57

58

59

60

61

62

63

64

65

66

67

68

69

70

71

72

73

74

75

76

77

78

79

80

81

82

83

84

85

86

87

88

89

90

91

92

93

94

95

96

97

98

99

100

101

102

103

104

105

106

107

108

109

110

111

112

113

114

115

116

117

118

119

120

121

122

123

124

125

126

127

128

129

130

131

132

133

134

135

136

137

138

139

140

141

142

143

144

145

146

147

148

149

150

151

152

153

154

155

156

157

158

159

160

161

162

163

164

165

166

167

168

169

170

171

172

173

174

175

176

177

178

179

180

181

182

183

184

185

186

187

188

189

190

191

192

193

194

195

196

197

198

199

200

201

202

203

204

205

206

207

208

209

210

211

212

213

214

215

216

217

218

219

220

221

222

223

224

225

226

227

228

229

230

231

232

233

234

235

236

237

238

239

240

241

242

243

244

245

246

247

248

249

250

251

252

253

254

255

256

257

258

259

260

261

262

263

264

265

266

267

268

269

270

271

272

273

274

275

276

277

278

279

280

281

282

283

284

285

286

287

288

289

290

291

292

293

294

295

296

297

298

299



# Shri R.R. Lalan College, Bhuj

## IQAC Meeting

Year 2021-22

29-4-2022

Location: SPIPA hall, 133. GF, RRLC.

Date: 29-4-22

Time: 10 am to 1:30 pm

### Proceedings

- Opening and welcome of the meeting by Dr. M. B. Chhaya
- Principal welcomed IQAC members and especially registrar of the Univ. Dr. G. M. Butani
- Briefing of the work done in previous year and putting forward agenda by Dr. P J Pandya
- The new website with details was presented to the IQAC members by Mr. B. K. Vaghela.
- It was announced that the college has launched a Facebook page
- Achievements of students discussed. Recently, 4 passout students of the college cleared NET /SLET /GATE Exam. Principal congratulated them on behalf of college.
- It was noted that Two Ph. D scholars registered with Dr. Pandya - Ms. Mansi and Mr. Darpak presented their research at Student Conference on Conservation Science, Cambridge Univ. UK.
- The details of Parents-Teacher meeting held for Sem-5 students were shared among IQAC and well appreciated by parents.



IQAC  
R. R. Lalan College, Bhuj.



## **Actions taken on the previous agenda:**

<b>Previous Agenda</b>	<b>Actions Taken</b>
Formation of New IQAC as per structure	New IQAC formed
Preparation of NAAC	2. On going. AQAR work in progress
Planning of placement fair	Successfully arranged 1011 candidates interviewed, 283 selected)
Infrastructure upgrade	>40 CCTV camera installed
Digitilaization upgrade	Online admission and fees payment
Revamping website	New website functional
Planning of Parents Teacher meeting	Successfully completed
Environment audit report	Completed. Received report

## **New Agendas**

### **Agenda-1: Review of NAAC Progress**

The coordinator and the team highlighted NAAC progress using ppt. The AQAR completion is foremost priority, 3 AQAR submitted. Work of AQAR 2020-21 in progress.

The work done in different sections was explained and overview was given. The committee member Dr. Butani suggested highlighting students' achievements on general notice board and highlighting top five students with their photographs. This increases competition and boosts students.

**Dr. Butani** - NAAC requires proper team work, strong feedback system suggested, connect with Ex-students, Photos of topper, highlight Exam Reforms (reassessment in internal exam), Documenting different kind of day celebration by students, Fee return policy for students with achievement/scholars.

**Jay Anjaria** - Addition of " Media corner" in website. The newspaper highlights, achievements, social media link to be added there, Scan copy of Ojas can be uploaded.



Hypha Khatri and Serena (Student mem.): Making instagram account suggested as most youth are active on it.

## **AGENDA -2: Increasing Quality Admission and reaching community**

The principal raised seriousness about decreasing number in B.Sc first year. Thus wide publicity to community required. Moreover, bringing quality students is advisable. The coordinator suggested to make society aware about the college, its courses and functionality.

Use of social media for the same suggested and accepted by all members.

Dr. Shroff, industrial expert - Arranging Student Awareness fair in online and offline mode for 12<sup>th</sup> students.

Dr. M G Thakker - School to school campaign, inviting schools to the college for various activities.

Dr. PJ Pandya : Proper orientation of students and parents about basic science and their scope. Online webinar for career in Basic science after 12<sup>th</sup> for awareness can be arranged.

## **AGENDA-3: Popularizing and broadcasting achievements**

Brief intro to agenda

Required to create positive impact of the college in society.

Principal - Poster and hording about college, brochure of the college with details

Coordinator - Showcasing our achievements in newspapers, Fb

Student mem. - Use of Instagram to reach more audience

Dr. MG Thakker - E-magazine of 8-10 page with popular articles, achievements, etc online on website. This can be coordinated by English Dept. and the E-ISBN/ISSN no. can be taken. This decreases printing cost of hardcopy and can widely spread.



### Short-term goals set

- Active FB account (Social Media)
- Increasing documentation
- Media corner in website
- Detailed overview of NAAC work to IQAC members and distribution among different teams
- Highlighting students achievements
- Completing pending AQAR
- B.Sc Career guidance camp/webinar/fair for 12<sup>th</sup> Science students.
- Upgradation of Video conference room

### Attendees

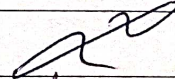
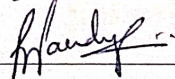

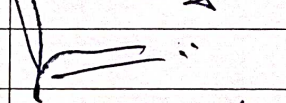
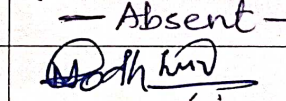
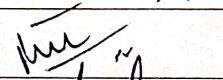
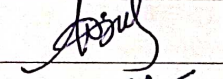
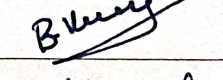
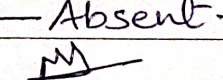

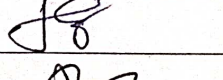
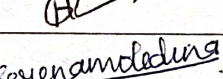
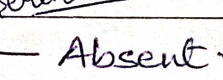
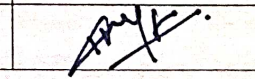

Dr. C.S. Jhala	Principal and IQAC Chair	
Dr. Pranav J. Pandya	IQAC Coordinator	
Dr. G. M. Butani	Registrar, KU	
Dr. M.G. Thacker	HOD, KU	
Dr. Giren Shroff	Sr.Manager -QA & QC, Sumitomo	
Dr. N.J. Gadhvi	Member	
Dr. Manoj B. Chhaya	Member	
Prof. B.K. Vaghela	Member	
Prof. M.S. Maheshwari	Member	
Ms. Ashaben H. Rajgor	Member	
Mr. Kamlesh Siju	Member	
Dr. Mihir M. Vora	Technical Head-ADLON	
Mr. Jay M. Anjariya	Project Coordinator, BBC, HIC.	
Ms. Serena Moledina	Student B.Sc.	
Ms. Hyfa Khatri	Student B.A.	

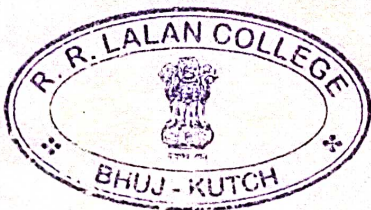
IQAC  
R. R. Lalan College, Bhuj.



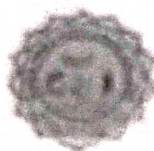
## IQAC Meeting Attendance

29<sup>th</sup> April 2022

Sr. No.	Name	Position	Signature
1	Dr C S Jhala	Principal & chairman	
2	Dr Pranav J. Pandya	Director, IQAC	
3	Dr. G M Butani	Member	
4	Dr M G Thakker	Member	
5	Dr Girin Shroff	Member	
6	Mr. Ruchir Someshwar	Member	— Absent —
7	Dr N J Gadhavi	Member	
8	Dr Manoj Chhaya	Member	
9	Mrs. M S Maheshwari	Member	
10	Mr. B K Vaghela	Member	
11	Mrs. Bindiya Pandya	Member	— Absent —
12	Dr Mihir Vora	Member	
13	Mr. Ajay Anjariya	Member	
14	Mr. Kamlesh Siju	Member	
15	Mrs. Ashaben Rajgor	Member	
16	Ms. Serena Moledina	Member	
17	Mr. Manorath Thacker	Member	— Absent —
18	Ms. Hyfa Khatri	Member	







# SHRI RAMJI RAVJI LALAN COLLEGE

Affiliated to Kanchi University

"NAAC REACCREDITED : B++ (3.85 CGPA)"

## Internal Quality Assurance Cell (IQAC)

YEAR 2021-22

Minutes of the Meeting held on 6<sup>th</sup> October 2021

Venue: Room 133, GE, RRLC, Time 11 am.

The meeting was chaired by Principal Dr. C.S. Jhala. The following members were present:

Sr.No.	Name and Position	Particulars	Desg.
1.	Dr. C.S. Jhala	Principal	Chairman, IQAC
2.	Dr. Pranav J. Pandya	HOD, RRLC	Director, IQAC
3.	Dr. M.G. Thacker	HOD, KU	Member
4.	Dr. Giren Shroff	Sr. Manager -QA & QC, Sumitomo	Employer/Industrialist Representatives
5.	Mr. Ruchir Somehsvar	Dy. Gen. Manager - HR, Agrocel	
6.	Dr. Manoj B. Chhaya	HOD, RRLC	Teacher Representatives
7.	Prof. B.K. Vaghela	Asst.Prof.	
8.	Prof. M.S. Maheshwari	Asst.Prof.	
9.	Ms. Ashaben H. Rajgor	OS, RRLC	Admin Members
10.	Mr. Kamlesh Siju	Sr.Clerk, RRLC	
11.	Dr. Mihir M. Vora	Technical Head-ADLON	Alumni Asso. Representative
12.	Mr. Jay M. Anjariya	Project Coordinator, BBC	Local Soc. Rep.
13.	Ms. Serena Moledina	Student B.Sc.	Student Representatives
14.	Mr. Manorath Thacker	Student BA	
15.	Ms. Hyfa Khatri	Student BA	





the meeting started with welcoming external members of IQAC to the meeting

- Director of IQAC Dr. Pandya welcomed the guests.
- Principal Dr. Jhala introduced the college to the external IQAC members and listed some of the ongoing quality initiatives and projects.
- This introduction was followed by a brief introduction to IQAC and NAAC, presented by Dr. Pandya & discussed previous agenda and work done as action so far as under;

S.No.	Agenda of Last meeting	Action Taken
1.	NAAC progress	Ongoing
2.	Science laboratory renovation and Expansion of Chemistry lab	Work is satisfactorily completed. Some of the work still remains pending due to budgetary limitations.
3.	Process of Scientific Purchase of instruments (KCG grant) for enhancing quality.	Instrument purchase process is fully completed as per the demand
4.	Green and Environment Audit	Work ongoing

New agendas discussed were as under;

**1. Agenda-1: Strengthening & restructuring IQAC**

As some of the members of college are transferred upgradation and addition to the IQAC committee members is done.

**2. Agenda-2: Preparation for NAAC**

IQAC member from Kachchh University and former principal of the college, Dr. M.G. Thacker pointed out some of the possible agenda for the next IQAC meeting, and suggested that each NAAC criterion be discussed in detail and brought to the notice of the stakeholders, so that it is easy for them to contribute towards quality. Dr. Thacker recalled his experiences from the first cycle of NAAC in 2008.

- Intimation letter will be send to the higher office for necessary fund release.

**3. Agenda-3: Planning of placement fair**

Dr. Jhala, pointed that as per every year routine, placement fair will be hosted by the college and best efforts will be given to increase the participation. Dr. M . G. Thakker also highlighted the need for the college to form a consortium of industrial stakeholders and involve them in quality management. He also suggested that more alumni be involved.

**4. Agenda -4: Installation of Fire safety instruments as per rules & infrastructure upgradation**

Principal also pointed a view of regular infrastructure upgradation and maintenance is required and ongoing. Also as per the Govt. directives, college is planning for installation of fire safety instruments and its upgradation.



**5. Agenda -5: Digital upgradation**

Members pointed out the need of digital upgradation as per the need of time. This includes digitization of administrative and academic processes. Library digitization going at good pace was also discussed and how the new sections can be added was discussed by members.

**6. Agenda-6: Revamping website**

Dr. Pandya also mentioned about the upgradation of website which is ongoing and invited suggestions. Representative of local society and member of IQAC, MR. Jay Anjaria shared his views on community participation and how his organization can collaborate with the college.

- Dr. Mihir Vora, secretary of alumni association and IQAC member, assured of alumni contribution and shared his impressions.

**7. Agenda-7 : Planning parents teacher meeting**

IQAC also suggested parent teacher meeting as a newer initiative which was welcomed and will be executed shortly as was assured by Principal and IQAC coordinator.

**8. Agenda -8: Preparation of Env. Audit report**

Dr. Pandya suggested a Green audit report preparation which can include energy , water and green audit. This should be done by third party where college already has lot of data and monitoring. The idea was welcomed and approval nod was given by members.

- Dr. Manoj Chhaya presented the vote of thanks


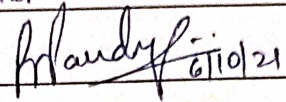
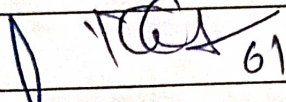

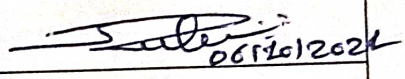
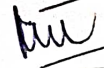
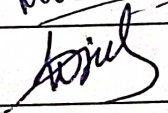
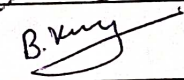

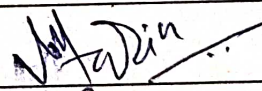


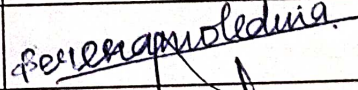
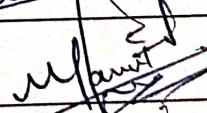
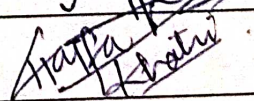


*Dr. Pandya*  
(IQAC Coordinator)



# IQAC MEETING ATTENDANCE

6<sup>th</sup> Oct, 2021

Sr. No	Name	Position	Signature
1	Dr. C. S. Jhala	Principal & Chairman, IQAC	
2	Dr. Pranav J. Pandya	Director, IQAC	 6/10/21
3	Dr. G. M. Butani	Member	— Absent —
4	Dr. M. G. Thakker	Member	 6/10/21
5	Dr. Girin Shroff	Member	 06/10/2021
6	Mr. Ruchir Someshwar	Member	 06/10/2021
7	Dr. N. J Gadhvi	Member	— Absent —
8	Dr. Manoj Chhaya	Member	
9	Mrs. M. S. Maheshwari	Member	
10	Mr. B. K. Vaghela	Member	 B.K.V.
11	Mrs. Bindiya Pandya	Member	— Absent —
12	Dr. Mihir Vora	Member	
13	Mr. Jay Anjaria	Member	
14	Mr. Kamlesh Siju	Member	
15	Ms. Ashabe Rajgor	Member	
16	Ms. Serena Moledina	Member	 Serena Moledina
17	Mr. Manorath Thacker	Member	
18	Ms. Hyfa Khatri	Member	 Hyfa Khatri





IQAC MEETING

6<sup>th</sup> Oct, 2021

Sr. No	Name	Position	E. mail id	Contact no.
1	Dr. C. S. Jhala	Principal & Chairman, IQAC		
2	Dr. Pranav J. Pandya	Director, IQAC	pranavpandya1@yahoo.com	9099952548
3	Dr. G. M. Butani	Member		
4	Dr. M. G. Thakker	Member		
5	Dr. Girin Shroff	Member	shroff105@gmail.com	9825595506
6	Mr. Ruchir Someshwar	Member	ruchir.someshwar@agrecel.net	7600030668
7	Dr. N. J Gadhvi	Member		
8	Dr. Manoj Chhaya	Member		
9	Mrs. M. S. Maheshwari	Member	manjula888@gmail.com	9712241024
10	Mr. B. K. Vaghela	Member		
11	Mrs. Bindiya Pandya	Member		
12	Dr. Mihir Vora	Member		
13	Mr. Jay Anjaria	Member	anjaria777@gmail.com	
14	Mr. Kamlesh Siju	Member		
15	Ms. Ashabe Rajgor	Member		
16	Ms. Serena Moledina	Member		
17	Mr. Manorath Thacker	Member		
18	Ms. Hyfa Khatri	Member		