

**Smt. N.C. Gandhi and Smt. B.V. Gandhi Mahila Arts and  
Commerce College, Bhavnagar**

Managed by Smt. R.D. Gardi Bhavnagar Stree Kelvani Mandal

**Internal Quality Assurance Cell (IQAC)**

Date: 28/11/2018

**Notice**

All the members of Internal Quality Assurance Cell (IQAC) are hereby informed that IQAC meeting will be held on 30/11/2018 at 12 pm in the IQAC Room to discuss the following agenda.

**Agenda:**

- To make seating and other necessary arrangements for the upcoming University examination.
- To discuss the results of students in Internal Evaluation and instruct them to make necessary improvement.

Presence of all members of IQAC is solicited.

Pandya J. N.

IQAC COORDINATOR  
IQAC

Smt. N. C. Gandhi & B. V. Gandhi  
Mahila Arts & Commerce College  
Bhavnagar-364001.



Principal

I/C. Principal  
Smt. N.C. Gandhi & B.V. Gandhi  
Mahila Arts & Commerce College  
BHAVNAGAR-364 001.

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**Internal Quality Assurance Cell (IQAC)**

**3<sup>rd</sup> IQAC MEETING MINUTES**

**Meeting Date: 30/11/2018**

**Meeting Time: 12 pm**

**Meeting Location: IQAC Room**

**Meeting Facilitator: IQAC Coordinator**

On 30<sup>th</sup> November, 2018 the IQAC meeting was held under the chairmanship of the principal at the IQAC Office at 12 pm. The Coordinator IQAC read out the minutes of the previous meeting and sought for the confirmation of the minutes. The members confirmed the minutes.

**Agenda:**

- To make seating and other necessary arrangements for the upcoming University examination.
- To discuss the results of students in Internal Evaluation and instruct them to make necessary improvement.

**Minutes:**

- In the meeting, all the faculties were asked to make necessary arrangement for the University exam and staff members were instructed to complete the syllabus.
- In the meeting, under the chairmanship of IQAC Co-ordinator, it has been decided that the faculties must complete the syllabus, provide the study material and other reference books so that students can prepare well for the exam.

*Pandit Sanjukta*  
IQAC Coordinator  
**COORDINATOR**  
IQAC  
Smt. N. C. Gandhi & B. V. Gandhi  
Mahila Arts & Commerce College  
Bhavnagar-364001.



*Principal*  
*J. M. S.*  
**I/C. Principal**  
Smt. N.C. Gandhi & B.V. Gandhi  
Mahila Arts & Commerce College  
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