

**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: 07/06/2021

Notice

All the members of Internal Quality Assurance Cell (IQAC) are hereby informed that IQAC meeting will be held on 08/06/2021 at 12 pm in the IQAC Room to discuss the following agenda.

Agenda:

- Review of Previous Meeting Minutes
- Academic and Administrative Audit (AAA)

Presence of all members of IQAC is solicited.

IQAC Coordinator

Pandya J. K.
CO-ORDINATOR
IQAC

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



Principal

[Signature]

I/C. Principal

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Internal Quality Assurance Cell (IQAC)**

1st IQAC MEETING MINUTES

Meeting Date: 08/06/2021

Meeting Time: 12 pm

Meeting Location: IQAC Room

Meeting Facilitator: IQAC Coordinator

On 8th June, 2021 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:

- Review of Previous Meeting Minutes
- Academic and Administrative Audit (AAA)

Minutes:

- The minutes of the previous IQAC meeting held on [Insert Date] were reviewed and approved by the members.
- The IQAC Coordinator discussed the upcoming Academic and Administrative Audit, scheduled for 2020-21. Members deliberated on the preparation strategies, assigning specific tasks to departments to ensure smooth conduct of the audit.

IQAC Coordinator

Pandya J. K.
CO-ORDINATOR

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