

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

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**Internal Quality Assurance Cell (IQAC)**

**1<sup>st</sup> IQAC MEETING MINUTES**

**Meeting Date: 08/06/2021**

**Meeting Time: 12 pm**

**Meeting Location: IQAC Room**

**Meeting Facilitator: IQAC Coordinator**

On 8<sup>th</sup> 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**

**IQAC**

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



**Principal**

**[Signature]**

**I/C. Principal**

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