



Sarvajanic Education Society
Maganlal Thakordas Balmukunddas Arts College
(Estd. in 1918)
(NAAC ACCREDITED 'A' GRADE)



(Affiliated to Veer Narmad South Gujarat University, Surat)

Address : Athwalines, Surat-395001. Dist. :-Surat, State : Gujarat, Country: India

Phone. : +91-261-2240025, 2660222, Fax : +91-261-2240025

E-mail : mtb.arts@rediffmail.com, Website : mtbarts.org

Ref. No. : IQAC/495/2014-15

Date 28/11/2014
29

To,
The Members of IQAC
MTB Arts College,
Surat.

Subject : Re-formation of IQAC for third cycle of NAAC Activity

Respected Members,

Our college has re-constituted the Internal Quality Assurance Cell (IQAC) after the second cycle of NAAC accreditation with A grade (3.16 CGPA) in September, 2014.

The IQAC will initiate planning and monitoring the quality enhancement activities of the college, which will lead us to academic excellence, growth and progress.

The IQAC will be as under :-

- (1) Chairperson
Head of the Institution
- (2) Senior Administrative officer
- (3) All the HODs.

1. Dr. M.S.Padvi. *M.S.Padvi*
2. Shri. S. K. Patel

3. Dr. B. J. Champaneri (Sanskrit) *B. J. Champaneri*
4. Dr. R. M. Vyas (Psychology) *R. M. Vyas*
5. Dr. R. T. Bhatt (Gujarati) *R. T. Bhatt*
6. Prof. L. J. Mistry (English) *L. J. Mistry*
7. Dr. M. J. Patel (History) *M. J. Patel*
8. Prof. D. K. Patel (Economics) *D. K. Patel*
9. Mr. C. M. Brahmhatt (Library) *C. M. Brahmhatt*

- (4) Member From Management (L.M.C.)
- (5) Nominees from Local society
- (6) Co-ordinator

10. Dr. Ashvin K. Desai *Ashvin K. Desai*
11. Sri Kadir Pirzada *Sri Kadir Pirzada*
12. Dr. Akash Acharya *Dr. Akash Acharya*
13. Dr. Chaitanya J. Desai *Chaitanya J. Desai*

Sign.

All the members are kindly requested to extend their whole-hearted support, concrete contribution in the smooth functioning of the IQAC to achieve its objectives.

At least one meeting will be held per term / semester to discuss the relevant and contemporary issues.

Please make it sure to attend the meeting without fail, as your active participation with suggestions will be highly commendable.

Thanking You,

Yours Faithfully,

M.T.B.
Principal,
M. T. B. Arts College
Athwalines, Surat.



Sarvajani Education Society
Maganlal Thakordas Balmukunddas Arts College
(Estd. in 1918)



(NAAC ACCREDITED 'A' GRADE)
(Affiliated to Veer Narmad South Gujarat University, Surat)
Address : Athwalines, Surat-395001. Dist. :-Surat, State : Gujarat, Country: India
Phone. : +91-261-2240025, 2660222, Fax : +91-261-2240025
E-mail : mtb.arts@rediffmail.com, Website : mtbarts.org

❁ NOTICE ❁

All the members of our Internal Quality Assurance Cell are requested to remain present at the first IQAC Meeting after the second cycle of NAAC Accreditation is over. We intend to discuss the avenues of future planning for quality assurance. The agenda of the Meeting will be as follows.

Kindly make it convenient to attend the meeting without fail, as your active participation with suggestions will be highly appreciated.

Date/Time of the Meeting : 8th Jan.2015, Thursday 4:00 p.m.

Venue : Principal's Office, MTB Arts College.

❁ AGENDA ❁

To discuss the recommendations made by the NAAC Peer Team to put them into practice.

To think and plan out the strategy to spend CPE Grant in its second Phase.

To plan various activities like Remedial classes, GPSC/UPSC classes, Multilingual Seminar etc.

To activate the Alumni Association and its activities.

Other items that may be proposed by the chair.

No. 580 / 2014-15

Date : 05/01/2015

Place : Surat

Principal

[Signature]
Principal,
M. T. B. Arts College
Athwalines, Surat

To

All the Members of IQAC.

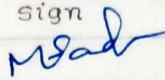
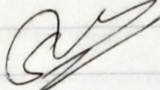
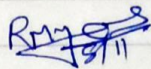
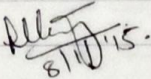
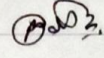
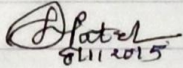

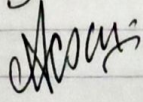
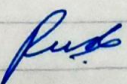
Dr. B. J. Champarneri *[Signature]*
Dr. R. M. Vyas *[Signature]*
Dr. R. T. Bhatt *[Signature]*
Prof. L. J. Mistry *[Signature]*
Prof. D. K. Patel *[Signature]*
Dr. M. J. Patel *[Signature]*

Dr. C. J. Desai (Coordinator) *[Signature]*
Shri Kadir Pizada *[Signature]*
Shri Akash Acharya *[Signature]*
Dr. AK Desai *[Signature]*
Shri SK Patel *[Signature]*

21/8-1-15

The first meeting of the **Internal Quality Assurance Cell** of M.T.B. Arts College was held in the post-NAAC Accreditation-II cycle, on 8th January, 2015, at 4.00 p.m. at the Principal's office, which was attended by the following members:

❁ **Members Present** ❁

name	sign
1. Prin. Dr. M.S. Padvi	
2. Shri. S. K. Patel (O.S.)	
3. Dr. B.J. Champaneri	B. Champaneri
4. Dr. R.M. Vyas	
5. Prof. L.J. Mistry	
6. Dr. M.J. Patel	
7. Prof. D. K. Patel	 8/1/2015
8. Mr. C.M. Brahmabhatt	
9. Dr. Ashvinbhai Desai	
10. Shri. Kadir Pirzada	

Criterion-1 - Curricular Aspects

5

11. Dr. Akash Acharya

Acharya

13. Dr. Chaitanya Desai.

Desai

14. Dr. Rekhaben T. Bhatt

Bhatt

□ Date: 8th January, 2015

□ Place: Surat.

❁ Minutes ❁

The 8th January, 2015 IQAC Meeting was attended by 12 members out of 13; and all the points of Agenda were discussed in detail. The minutes of the said meeting are as follows :-

- (1) Dr. Chaitanya Desai, the IQAC co-ordinator, read out the NAAC Peer Team Report, focusing on the Recommendations, which need our attention and planning of action. There were 105 positive points relating to seven criterion of evaluation, and 11 points which require our action to be taken.

The members present discussed the points one by one with their views and opinions.

Innovative programmes:-
To increase the employability of our students the following suggestions were made:

- (i) Short term courses, certificate/Diploma type, be started for —

- Travel & Tourism,
- Translation & Proof Reading,
- Language skills- Reading, writing
speaking, listening
- Spoken English

(ii) There must be planning for Research work to be undertaken by faculty members and even by PG students. Students can also be asked to prepare small projects applying re-search skills.

(iii) Regarding making the campus Wi-fi, the SES, Management should be informed and consulted. If it is done on a collective basis, all the colleges on the campus can get its benefit.

(iv) Tribal Research Centre & Museum be started with CPE Grant. Dr. Akash Acharya suggested the help from centre for social studies, VNSGU.

(v) Application for Autonomous college also should move from SES level.

2 (2) CPE II phase Action Plan was taken into discussion. Accordingly, Remedial classes, Public Service Exam coaching classes, NET/SLET coaching classes be started after proper planning.

- Expert lectures in different subjects must be thought of and organised by respective HoDs. Dr. M.J. Patel suggested that he is going to invite Prof. Khachar from Saurashtra for an expert lecture in the Department of History.
- In Folk literature and Folk Art various speakers were suggested:
 - Ganesh Devi
 - Bhagwandas Patel
 - Joravar sinh Jadar
 - Ambalal
 - V.K. Kalasva
- A Multi-lingual Seminar be planned in the next month. All the HoDs of Language Departments should meet and plan out the days, topics, theme, speakers etc. must be planned well in advance.

(3) Mr. Kadir Pirzada and Dr. Akash Acharya suggested that a cultural programme and allied activities be organised in co-ordination with Alumni & Parents Association.

(4) Dr. Ashvin Desai suggested that a cultural programme be organised to strengthen and activate the Alumni and Parents Association. It will be a launching pad for other allied activities to be conducted by the said Association.