

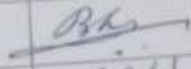
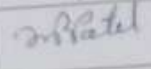
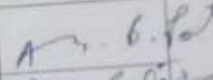



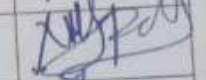
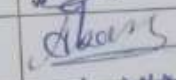
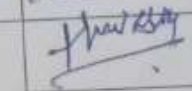
C P Patel & F H Shah Commerce (Autonomous) College

Managed by Sardar Patel Education Trust, Anand

Attendance of first Governing Body Meeting

Date :- 07-07-2023

Governing Body

Sr. No.	Name	Represent category	Position	Signature
1	Dr. Bhikhubhai N Patel	Managing Trustee & Secretary	Chairperson	
2	Smt. Mrudulaben B Patel	Joint Secretary	Member	
3	Shri Anveshbhai B Patel	Joint Secretary	Member	
4	Shri Rameshbhai M Patel	Joint Secretary	Member	
5	Shri Ghanshyambhai B Shah	Joint Secretary	Member	-
6	Shri Maheshbhai Savani	Industrialist	Member	-
7	Yet to be appoint	State Government Nominee	Member	-
8	Prof. Dr. Niranjan P Patel	University Nominee	Member	
9	Dr. R D Modi	Principal	Member	
10	Dr. Nayan S. Patel	Teacher's Representative	Member	
11	Dr. Akashkumar R Saundarva	Teacher's Representative	Member	
12	Shri Haribhai U Vasava	Administrative Staff	Member	

C P Patel & F H Shah Commerce College
(Autonomous College)
Managed by Sardar Patel Education Trust, Anand

MINUTES OF THE GOVERNING BODY MEETING

The governing Body's 1st meeting on 07-07-2023 at Sardar Patel Education Trust office, Anand was conducted by the Principal Dr. R D Modi. He extended hearty welcome to all members of the Governing Body.

On behalf of the Governing body Principal proposed to Dr. Bhikhubhai N Patel for the Chairing the meeting. Dr. Bhikhubhai N Patel accepted the Chairmanship of meeting.

The Meeting was held, under the Chairmanship of Hon. Dr. Bhikhubhai N Patel

The following members were present for the meeting:

1. Dr. Bhikhubhai N Patel
2. Smt Mrudulaben B Patel
3. Shri Anveshbhai B Patel
4. Shri Rameshbhai M Patel
5. Prof. (Dr) Niranjanbhai Patel
6. Dr. R D Modi (Principal)
7. Dr. Nayan S Patel
8. Dr. Akash R Saundarva
9. Shri Haribhai U Vasava

The Following members were not present:

1. Shri Maheshbhai Savani
2. Shri Ghanshyambhai B Shah

Hon. Principal Dr. R D Modi informed members on the floor the details of Autonomous Status to C P Patel & F H Shah Commerce College, Anand.

Item No. 1

Conferment of Autonomous Status to C P Patel & F H Shah Commerce College, Anand by the University Grants Commission.

Resolution No. 1 -

Principal Dr. R D Modi informed that UGC, New Delhi has conferred Autonomous Status to

Sardar Patel Education Trust managed C P Patel & F H Shah Commerce College, Anand with vide letter no. F. 2-10/2023(AC-Policy), dated on 03 June 2023.
Meeting took note and gave consent for the same for further implementation.

Item No.2-

Approval from the Sardar Patel University, Vallabh Viadhyanagar

Resolution No. 2 -

Principal Dr. R D Modi informed that Patel University grant the Autonomous Status vide letter no. K.1/1914, dated 27-06-2023.
Meeting took note and gave consent for the same for further implementation.

Item No.3 -

Appointment of Chairman of the Governing body among the five management nominated members for Governing Body

Resolution No. 3-

Principal Dr. R D Modi gave information regarding the University Grants Commission (Conferment of Autonomous Status to College and Measures for Maintenance of Standards in Autonomous Colleges Regulations, 2018. As per the rules and regulations of the autonomous status, the governing body is framed as per the norm.

Accordingly, Sardar Patel Education Trust has nominated following five members for GoverningBody -

Dr. Bhikhubhai N Patel

Smt. Mrudulaben B Patel

Shri Anveshbhai B Patel

Shri Rameshbhai M Patel

Shri Ghanshyambhai B Shah

The five members have consented for the same unanimously. The body attended the meeting.
The meeting approved the appointment of Shri Bhikhubhai N Patel, as chairman of the Governing body.

Item No.4 -

Approval for Autonomous status to the institution & issuing all rights to implement the protocol to Principal, C P Patel & F H Shah Commerce College, Anand

Resolution No. 4 -

This meeting issued all rights to the Principal, for implementation of the protocol for autonomous College. Following all rights issues framed by UGC and RUSA. For effective functioning of autonomous status all mandatory and non mandatory bodies will be framed and through this the college will run over the status as was informed by the Principal to the members.

Item No.5-

Nominations of the University representatives on the Governing Body.

Resolution No. 5 -

As per the norms given by the UGC for autonomous college, Prof. (Dr) Niranjanbhai Patel, (Vice Chancellor, Sardar Patel University, Vallabh Vidhyanagar) as University representatives was nominated on the Governing Body.

This meeting gave its approval for the same.

Item No.6 -

Nominations of Experts on the Governing Body

Resolution No. 6 -

As per the norms given by the UGC for autonomous college, Shri Maheshbhai Savani, expert as (Industrialist) P P Savani Group was nominated on the Governing Body.

This meeting gave its approval for the same.

Item No.7-

Nomination of teachers & administrative staff on the Governing Body.

Resolution No. 7 -

Dr. R D Modi proposed the Nomination of teachers on the Governing body. As per the norms given by the UGC for autonomous college following members were nominated (Teachers of the College & Administrative staff) by the Governing Body-

Dr. Nayan S Patel (Teachers of the College)

Dr. Akash R Saundarva (Teachers of the College)

Shri Haribhai Vasava (Administrative Staff)

This meeting gave its approval for the same.

Item No. 8 -

Nomination of Members on the Academic Council.

Resolution No. 8 -

As per the rules of UGC, following senior teachers from the college have nominated on the Academic Council by the Governing body

Dr. Nayan S Patel

Dr. Nital Soni

Dr. Chirayu Shastri

Dr. Sajena M Pillai

Dr. Hina J Padiya

Dr. Shefaliben D Zala

Dr. Akash R Saundarva

Dr. Kajal Deshmukh

As per the rules of UGC, following academicians from outside the Autonomous College have nominated on the Academic Council by the Governing body

Dr. S K Bhatt

Dr. Vijay Jariwala

Dr. Priti Sajja

Dr. Jignesh K Barot

All the nominated members will be on the period as described in the regulations of UGC.

The meeting gave approval to the nominations for the same.

- To give approval for the Board of Studies constituted as per the UGC Guideline.

Resolution No. 9 -

Following Board of Studies constituted as per UGC Guideline

Sr. No.	Board of Studies
01	Management
02	Accountancy
03	Commerce
04	Computer Science
05	Economics
06	Statistics & Mathematics
07	English
08	Vocational Studies
09	Indian Knowledge System

This meeting approved for the same.

Item No 10 -

Nomination of Member on the Finance Committee

Resolution No. 10 -

Dr. R D Modi proposed the subject No. 10 for approval of the nomination of following member by the governing Body on the Finance committee.

Sr. No.	Name	Represent Category	Position
01	Dr R D Modi	Prinipal	Chairman
02	Dr Kamlesh Patel	Nominated by Governing Body	Member
03	Dr Hina J Padiya	Senior- Most faculty member nominated by the Principal	Member
04	Mr Chirag Patel	Finance Officer	Member Secretary

This meeting approved for the same.

All the nominated members will be on the period as described in the regulations of UGC.

Item No. 11-

- Approval of New Program/Certificate Program.

- *Resolution No.11*

Dr. R D Modi informed the meeting about the Approval of new program/Certificate Course. As per our vision, to make skilled students in institution, Following Certificate Courses have been framed by all departments of BCA, BCOM., B Voc and as per recommendation of academic Body the governing Body gave its approval to of all certificate & Program courses.

- Master of Vocational in Banking & Financial Services; intake of 50
- Certificate course in Digital Banking from the academic year 2023-24.
- Certificate course in PC Assembling from the academic year 2023-24.
- Certificate course in E-Commerce from the academic year 2023-24.
- Certificate course in Digital Marketing from the academic year 2023-24.
- Certificate course in Interpersonal Skill Development from the academic year 2023-24.
- Certificate course in Personality Development and Etiquette from the academic year 2023-24.

Item No. 12-

Approval of Credit system of UG/PG Courses for evaluation –

Resolution No. 12

Principal Dr. R D Modi explained the Credit system of evaluation for UG as per NEP 2020 /PG courses. As per UGC/State Government/ Parent University norms will be followed. This meeting gave their consent to all UG PG credit system courses.

Item No. 13 -

Approval of Admissions, Eligibility and Examination protocol –

Resolution No. 13-

Dr. R D Modi proposed an approval for admission, eligibility and examination. College has prepared a detailed plan of action with timeline & allocation of admission, eligibility rules and examination rules.

This meeting has taken and gave the consent for implementation of the same.

Item No. 14 -

Approval for appointments on the vacant posts of faculty/staff by the standard procedure for fulfilling the said vacant posts.

Resolution No. 14 -

Dr. R D Modi gave information about the vacant positions and asked for permission and guidance of the Managing Trustee & Secretary about, appointments on vacant posts of faculty/staff as per the procedure.

Meeting gave consent to implement the procedure for fulfilling the said vacant posts.

Item No. 15 -

Proposed increase in intake considering the current demand for BCA & BBA (ITM) each programme from 88(80+8) to 120, Approval of one additional division for BCA program having 120 students' intake from academic year 2023-24 BBA General 80 to 110 & All Bvoc Programme intake from 50 to 80.

Resolution No. 15 -

The present age is the computer age, and as a result, students are increasingly drawn towards management and computer courses. Naturally, many students aspire to pursue a career in these fields by enrolling in BCA, BBA (ITM), BBA (General) & BVoc program. Therefore, we aim to increase the intake capacity from the current 88 (80+8) to 121 (110+11) for BBA (ITM) and BCA, BBA (General) 80 (80+8) to 110 (110+11) and Bvoc 50 (50+5) to 80 (80+8) starting from the academic year 2023-24. Additionally, we intend to establish an additional division in the BCA syllabus to align with the norms of an autonomous college, which you are already familiar with.

This meeting approved for the same.

Item No.16 -

Approval for recommendations of Finance Committee -

C P Patel & F H Shah Commerce (Autonomous) College

Managed by Sardar Patel Education Trust, Anand

Attendance of Second Governing Body Meeting

Date:- 19-02-2024

Governing Body

Sr. No.	Name	Represent category	Position	Signature
1	Dr Bhikhubhai N Patel	Managing Trustee & Secretary	Chairperson	
2	Shri Ghanshyambhai B Shah	Joint Secretary	Member	—
3	Smt Mrudulaben B Patel	Joint Secretary	Member	
4	Shri Anveshbhai B Patel	Joint Secretary	Member	
5	Shri Rameshbhai M Patel	Joint Secretary	Member	
6	Shri Maheshbhai Savani	Industrialist	Member	
7	Dr Jayesh Pujara	State Government Nominee	Member	
8	Prof (Dr) Niranjan P Patel	University Nominee	Member	
9	Dr R D Modi	Principal	Member Secretary	
10	Dr Nayan S. Patel	Teacher's Representative	Member	
11	Dr Akashkumar R Saundarva	Teacher's Representative	Member	
12	Shri Haribhai U Vasava	Administrative Staff	Member	

C P Patel & F H Shah Commerce College
(Autonomous College)
Managed by Sardar Patel Education Trust, Anand

MINUTES OF THE GOVERNING BODY MEETING

The Governing Body's 2nd meeting on 19-02-2024 at Sardar Patel Education Trust office, Anand was conducted by the Principal Dr. R D Modi. The meeting was held under the Chairmanship of Honorable Dr. Bhikhubhai N Patel.

The following members were present for the meeting:

1. Dr. Bhikhubhai N Patel
2. Smt Mrudulaben B Patel
3. Shri Anveshbhai B Patel
4. Shri Rameshbhai M Patel
5. Dr Jayesh Poojara
6. Prof. (Dr) Niranjanbhai Patel
7. Shri Maheshbhai Savani
8. Dr. R D Modi (Principal)
9. Dr. Nayan S Patel
10. Dr. Akash R Saundarva
11. Shri Haribhai U Vasava

The Following members were not present:

1. Shri Ghanshyambhai B Shah

Dr. R D Modi extended hearty welcome to all members of the Governing body and introduced the college and its progress to the members.

Item No. 1

Nominations of the State Government representatives on the Governing Body.

Resolution No. 1 –

Government of Gujarat has nominated Government representative to Dr. Jayesh Poojara, Principal, Government Arts College, Jhagadiya on the Governing Body. The members taken a note and accepted the membership.

Meeting gave its approval.

Item No. 2

To give approval to the new degree program Master of Science in Data Science with the intake of 30, effective from the academic year 2024-25, under the Science Faculty.

Resolution No. 2 –

To states that the Board of Studies for Computer Science has developed the syllabus for the Master of Science in Data Science program. The academic council has reviewed and approved the proposed syllabus. The members of the committee have taken note of this approval and unanimously supported it.

Item No. 3

To give approval the Certificate Course in English Enrichment and the Certificate Course Certificate Programme in Banking, Finance and Insurance (CPBFI) in collaboration with Bajaj Finance, in accordance with the guidelines outlined in the National Education Policy of 2020.

Resolution No. 3 –

Dr. R D Modi a member of the meeting, provided information about the certificate courses. The certificate courses have been designed by the vocational departments. Following the recommendation of the Academic Council, the Governing Body has given its approval to the following certificate courses:

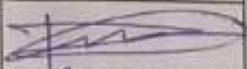
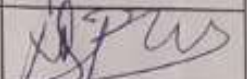

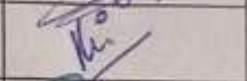

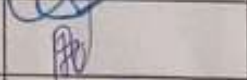
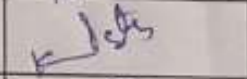
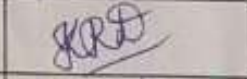
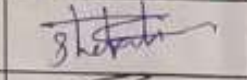
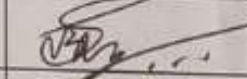
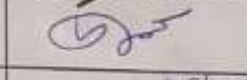
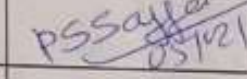
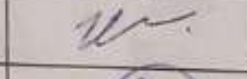
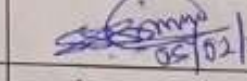
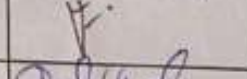
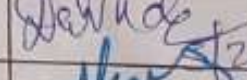
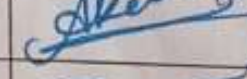
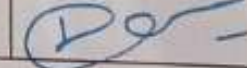
1. Banking, Finance, and Insurance (CPBFI) in collaboration with Bajaj Finance
 2. English Enrichment
- Meeting gave its approval.

C P Patel & F H Shah Commerce (Autonomous) College

Managed by Sardar Patel Education Trust, Anand

Attendance of 2nd Academic Council Meeting

Date :- 05-02-2024

Sr. No.	Name	Represent Category	Position	Sign
1	Dr. R D Modi	Principal	Chairman	
2	Dr. Nayan S Patel	Head of the Department	Member	
3	Dr. Sajena M Pillai	Head of the Department	Member	
4	Dr. Nital B Soni	Head of the Department	Member	
5	Dr. Chirayu Shastri	Head of the Department	Member	
6	Dr. Hina J Padiya	Teacher's Representative	Member	
7	Dr. Kamlesh L. Patel	Teacher's Representative	Member	
8	Dr. Kajal Deshmukh	Teacher's Representative	Member	
9	Dr. Shefali D Zala	Teacher's Representative	Member	
10	Dr. S K Bhatt	Nominated by Governing Body	Member	
11	Dr. Vijay Jariwala	Nominated by Governing Body	Member	
12	Dr. Priti Sajja	Nominated by Governing Body	Member	
13	Dr. Jignesh K Barot	Nominated by Governing Body	Member	
14	Dr. Saurabh Soni	University Representative	Member	
15	Dr. Mitesh Jayswal	University Representative	Member	
16	Dr. Yagnesh Dalvadi	University Representative	Member	
17	Dr. Akash R Saundarva	Controller of Examination	Member	
18	Prof. Daud B Gamit	Nominated by the Principal	Member Secretary	

C P Patel & F H Shah Commerce (Autonomous) College

(Managed by Sardar Patel Education Trust, Anand)

2nd Academic Council Meeting Agenda

Date: 05-02-2024

ITEM - 1

To give Approval of Adhoc NSS-NCC- Environmental Studies-Yog, Meditation & Fitness Board of Studies

ITEM - 2

Nominations of the Sardar Patel University representatives on the Academic Council.

ITEM - 3

Based on Approval of various proposed Board of Studies will frame new syllabus for the First Year Semester -II UG Programmes B.Com., BCA, B.Voc., BBA., BBA (ITM), & Diploma course Diploma in Banking, Diploma in Tax Practice

ITEM-4

Based on Approval of various proposed Board of Studies will frame new syllabus. For First Year Semester- II Syllabus of PG Programmes M.Com., M.Voc., PGDCA.

ITEM-5

To give approval of new degree programme of M.Sc. Data Science from the Academic year 2024-25 onwards under Computer Science department.

ITEM-6

To approval Certificate Course in English Enrichment, Certificate Course CPBFI in Collaboration with Bajaj Finance according to NEP-2020.

ITEM-7

Any other item with permission of the Chairman

- Approval of the following of Board of Studies

Sr. No.	BOS
01	NSS
02	NCC
03	YOG, MEDITATION & FITNESS
04	ENVIRONMENTAL STUDIES

Resolution No. 4 –

Principal Dr. R D Modi provided information regarding subjects/courses, along with their respective Board of Studies, are listed as follows:

Sr. No.	Courses/ Subject	BOS
01	NSS	NSS
02	NCC	NCC
03	YOG, MEDITATION & FITNESS	YOG, MEDITATION & FITNESS
04	ENVIRONMENTAL STUDIES	ENVIRONMENTAL STUDIES

The meeting has given its approval for these subjects/courses.

Item-5

Any other subject with the permission of the Chairman.

- Confirmation of the minutes of the previous meeting

Resolution No. 5 –

Dr. R D Modi read the minutes of the previous meeting held on July 7th, 2023. The Governing Body approved the minutes and made a note of their implementation. A copy of the previous meeting minutes was handed over to Dr. Jayesh Poojara.

As there were no further issues on the table, Dr. R D Modi expressed gratitude to all members. With the prior permission of the Chairman, the Governing Body meeting was concluded.



C P Patel & F H Shah Commerce (Autonomous) College

(Managed by Sardar Patel Education Trust, Anand)

Affiliated to Sardar Patel University, V V Nagar

AAA Accredited CGPA 3.56 - Grade 'A+'

NAAC Reaccredited CGPA 3.30 - Grade 'A+'

ISO 9001:2015, ISO 21001:2018, ISO 14001:2015

GUJARAT STATE INSTITUTIONAL RATING FRAMEWORK (4 Star)

☆☆☆☆



ITEM 1 :-

AD-HOC BOARD OF STUDIES CONSTITUTION

Sr. No.	Board of Studies
01	Board of Studies in NSS
02	Board of Studies in NCC
03	Board of Studies in Environmental Studies
04	Board of Studies in Yog, Meditation & Fitness

Near Sardar Patel Overbridge, N. S. Patel Circle, ANAND – 388 001. (Gujarat)

Post Box No.41 Web Site : cppfhsc.org

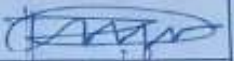




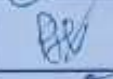
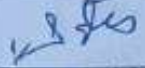



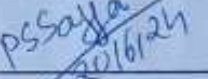
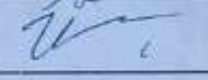

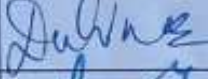
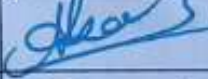

E-mail: cpcollege.anand@gmail.com, info@cppfhsc.org Phone / Fax : (02692) 250710

C P Patel & F H Shah Commerce (Autonomous) College

Managed by Sardar Patel Education Trust, Anand

Attendance of 3rd Academic Council Meeting

Date :- 20-06-2024

Sr. No.	Name	Represent Category	Position	Sign
1	Dr. R D Modi	Principal	Chairman	
2	Dr. Sajena M Pillai	Vice Principal	Member	
3	Dr. Nayan S Patel	Head of the Department	Member	
4	Dr. Nital B Soni	Head of the Department	Member	
5	Dr. Chirayu Shastri	Head of the Department	Member	
6	Dr. Hina J Padiya	Teacher's Representative	Member	
7	Dr. Kamlesh L Patel	Teacher's Representative	Member	
8	Dr. Kajal Deshmukh	Teacher's Representative	Member	
9	Dr. Shefali D Zala	Teacher's Representative	Member	
10	Dr. S K Bhatt	Nominated by Governing Body	Member	-
11	Dr. Vijay Jariwala	Nominated by Governing Body	Member	
12	Dr. Priti Sajja	Nominated by Governing Body	Member	
13	Dr. Jignesh K Barot	Nominated by Governing Body	Member	
14	Dr. Saurabh Soni	University Representative	Member	-
15	Dr. Mitesh Jayswal	University Representative	Member	
16	Dr. Yagnesh Dalvadi	University Representative	Member	
17	Dr. Akash R Saundarva	Controller of Examination	Member	
18	Prof. Daud B Gamit	Nominated by the Principal	Member Secretary	

C P Patel & F H Shah Commerce College

(Autonomous)

Managed by Sardar Patel Education Trust, Anand

Agenda for 3rd Academic Council (2024-25)

Date: 20-06-2024

Item -1

Confirmation of the minutes of the previous meeting.

ANNEXURE- 1

Item -2

To approve the new syllabus for the Second Year (Semester-III & Semester IV) of the following Undergraduate & Post Graduate Programs

BCOM/ MCOM (SF)

- ❖ Bachelor of Commerce (BCOM)
- ❖ Master of Commerce (MCOM)

BCOM/BBA (General)

- ❖ Bachelor of Commerce (BCOM)
- ❖ Bachelor of Business Administration (BBA)

Vocational Studies Department

- ❖ Bachelor of Vocation (Software Development)
- ❖ Bachelor of Vocation (Banking & Finance Services)
- ❖ Bachelor of Vocation (Export & Import Management)
- ❖ Diploma in Banking (DIB)
- ❖ Master of Vocation (Banking & Finance Services)

Computer Science Department

- ❖ Bachelor of Computer Application (BCA)
- ❖ Bachelor of Business Administration (ITM)
- ❖ Master of Science (Data Science)
- ❖ Post Graduate Diploma in Computer Application (PGDCA)

As above program syllabus formulated by the respective Board of Studies, in accordance with the guidelines outlined in the National Education Policy of 2020.

Sr. No	Board of Studies	Place	Date	Time	File No.
01	Economics	Principal's Office, C P Patel & F H Shah Commerce (Autonomous) College	04 th May 2024	09.00 am	01
02	English	Principal's Office, C P Patel & F H Shah Commerce (Autonomous) College	08 th May 2024	11.00 am	02
03	Vocational Studies	DDU auditorium 2, C P Patel & F H Shah Commerce (Autonomous) College	09 th May 2024	10.30 am	03
04	Computer Science	HOD's Office, BCA Department, C P Patel & F H Shah Commerce (Autonomous) College	09 th May 2024	11.00 am	04
05	Statistics & Mathematics	Principal's Office, C P Patel & F H Shah Commerce (Autonomous) College	09 th May 2024	04.00 pm	05
06	Accountancy & Commerce	Principal's Office, C P Patel & F H Shah Commerce (Autonomous) College	11 th May 2024	11.00 am	06
07	Management	Principal's Office, C P Patel & F H Shah Commerce (Autonomous) College	13 th May 2024	04.00 pm	07
08	NCC	Principal's Office, C P Patel & F H Shah Commerce (Autonomous) College	28 th May 2024	10.00 am	08
09	Environmental Studies	Principal's Office, C P Patel & F H Shah Commerce (Autonomous) College	28 th May 2024	10.00 am	09
10	Indian Knowledge System	Principal's Office, C P Patel & F H Shah Commerce (Autonomous) College	28 th May 2024	10.00 am	10
11	NSS	Principal's Office, C P Patel & F H Shah Commerce (Autonomous) College	11 th June 2024	10.00 am	11
12	Yoga, Meditation & Fitness	Principal's Office, C P Patel & F H Shah Commerce (Autonomous) College	11 th June 2024	10.30 am	12

Item -3

Approval of Add-On Programs

BCOM/ MCOM (SF)

File No.: 13

Proposal for new add-on programs:

Sr. No.	Program/Semester	Certificate Program	Faculty Name
01	B Com - I	English Grammar Structures and Conversational Practices	Dr M T Khan
02	B Com -II	Social Media Marketing	Prof. Asmita Padiyar

03	B Com – III	Forensic Accounting	Prof. Alpa Prajapati & Prof. Arpita Gosai
04	B Com – IV	Basics of Tally & GST	Prof. Alpa Prajapati
05	M Com – I	Effective Business Communication in Corporate Life	Dr M T Khan
06	M Com – II	Retail Marketing	Prof. Sweta Chavda
07	M Com – III	Banking & Insurance	Dr Hetal Lavantra
08	M Com – IV	Mutual Fund Management	Prof. Sweta Chavda & Prof. Asmita Padhiyar

BCOM/BBA (General)

File No.: 14

Proposal for new add-on programs:

Sr. No.	Program/Semester	Certificate Program	Faculty Name
01	B Com – I	Personality Development	Dr Shefali Zala
	BBA – I	E Commerce	Dr. Tejal Tanna
02	B Com –II	Basics of Stock Market	Dr Tejal Tanna
	BBA – II	Advanced Computer Skills	Dr. Anil Shah
03	B Com – III	Cyber Security	Prof. Ritesh Vankar
	BBA – III	Entrepreneurship Development	Dr. Tejal Tanna
04	B Com – IV	Self Defense	Prof. Ritesh Vankar
	BBA – IV		

Vocational Studies Department

File No.: 15

Proposal for new add-on programs:

Sr. No	Semester	Certificate Program	Faculty Name
01	B Voc	Yoga	Dr. Anil Shah
02	M Voc (I,III, &V)	E Commerce	Dr. Tejal Tanna
03		Advanced Computer Skills	Dr. Anil Shah
04		Soft Skills for Personality Development	Dr. Chirayu S Shastri
05		B Voc	Entrepreneurship Development
06	M Voc (II,IV& VI)	Export & Import Management	Dr. Chirayu S Shastri
07		Managing Self	Dr. Anil Shah
08		Communication and Workplace Skills	Dr. Anil Shah
09		Retail Banking and Financial Management	Dr. Chirayu S Shastri

Proposal for new add-on programs:

1. Certificate Program in Information & Communication Technology (ICT)
2. Certificate Program in Tally Accounting
3. Certificate Program in Personality Development

Add-On Program Details

- Each program will be 32 hours long.
- Enrollment is compulsory for all students.
- Examinations will be conducted, and certificates will be issued upon successful completion.

Faculty Remuneration for Add-On Programs

- Remuneration of Rs. 300/- per lecture for faculty, including external guest lecturers.
- Contingency plan for postponement to the next semester if programs are not conducted as scheduled.

Item -4

Admission and Transfer Policies for Students from Other Colleges

Bridge Course Test for Admission:

- Students seeking admission to our college from other colleges will be required to take a Bridge Course Test.
- Eligibility for admission into the second and Third years will be determined based on the results of this test.

Transfer Norms for Outgoing Students:

- We need to establish clear norms and guidelines for granting transfers to our students who wish to join other colleges.

This agenda item ensures that both incoming and outgoing student processes are clearly defined and fair.

Item -5

BCOM/MCOM (SF)

Introduction of Specialization Options in M COM SEM – I

Proposal to offer specialization options in M COM SEM - I

- Advanced Accounting
- Marketing Management
- Human Resource Management
- Financial Management
- Tax Planning and Management

ITEM-5

Eligibility Criteria for M. COM Admission

- Discuss & Approval of eligibility criteria: Graduation in B.COM, BBA, BVOC (Banking & Finance) & BVOC (Export & Import Management)

Item -7

Procedure for Approval of Eligible Faculty to Supervise Postgraduate Programs

- Discuss the procedure for approving eligible faculty to supervise postgraduate programs.

Item -8

Approval of Fees Structure

BCOM/ MCOM (SF)

Review and Approve the fees structure of the following program.

- 1. Bachelor of Commerce (BCOM)
- 2. Master of Commerce (MCOM)

ANNEXURE- 2.1

ANNEXURE- 2.2

BCOM/BBA (General)

Review and Approve the fees structure of the following program.

- 1. Bachelor of Commerce (BCOM)
- 2. Bachelor of Business Administration (BBA)

ANNEXURE- 3.1

ANNEXURE- 3.2

Vocational Studies Department

Review and Approve the fees structure of the following program.

- 1. Bachelor of Vocation (Banking & Finance Services)
- 2. Bachelor of Vocation (Export & Import Management)
- 3. Bachelor of Vocation (Software Development)
- 4. Master of Vocation (Banking & Finance Services)
- 5. Master of Vocation (Insurance & Financial Marketing)
- 6. Diploma in Banking (DIB)
- 7. Diploma in Tax Practice

ANNEXURE- 4.1

ANNEXURE- 4.1

ANNEXURE- 4.2

ANNEXURE- 4.3

ANNEXURE- 4.3

ANNEXURE- 4.4

ANNEXURE- 4.5

Computer Science Department

Review and Approve the fees structure of the following program.

- 1. Bachelor of Business Administration (BBA- ITM)
- 2. Bachelor of Computer Application (BCA)
- 3. Master of Science (Data Science)
- 4. Post Graduate Diploma in Computer Application (PGDCA)

ANNEXURE- 5.1

ANNEXURE- 5.2

ANNEXURE- 5.3

ANNEXURE- 5.4

Eligibility Criteria for Admission in M.Sc. Data Science Program

- Discuss and finalize the eligibility criteria for admission:
 - Any Science or Commerce Graduate.
 - Candidate must have cleared at least one paper related to Statistics or Mathematics at the graduate level from a recognized university.

Admissions Process for M.Sc. Data Science Program

- Review and approve the admissions process:
 - Admission is based on the merit of marks secured in the qualifying degree.
 - Discuss the steps and procedures for the admission process.

Any other item with permission of the Chairman

****End of Agenda****

INSTITUTIONAL PERSPECTIVE PLAN- 2023

S r/n.	Perspective Plan	Peer Team Member Recommendations
1	Better learning outcomes of the students	<p>Apply for and start new undergraduate programs to widen opportunities for perspective students.</p> <ul style="list-style-type: none"> • Introduce vocational and add on courses for improving the employability of students. • Introduce certificate courses for undergraduates and graduates for better career opportunities and professional development. • Upgrade UG departments to post graduate research departments for providing high quality, specialist education to graduates. • Collaborate with premier institutes in India and abroad, for launching student exchange programs.
2	Wider academic research	<ul style="list-style-type: none"> • <i>Engage our faculty in quality and productive research projects.</i> <ul style="list-style-type: none"> • Help faculty in achieving their research goals, by linking their research interests to curricular activities. • Incorporate the research plans of faculty into the financial plan of the institution. • Increase the applications of faculty for research grants. • Conduct workshops and seminars for faculty in research methodology and related topics
3	Student support and progression	<ul style="list-style-type: none"> • <i>Improve interaction with industry by inviting industry experts for workshops, promoting students to work on projects for industries and creating more industry linkages through MoUs.</i> • <i>Inculcate online teaching and learning resources into the curriculum and teaching strategies (INFLIBNET).</i> • <i>Form new clubs and forums for the promotion of cocurricular and extracurricular activities among students.</i> • <i>Renovation of the college library and expansion of the book collection.</i> • <i>Promote value added education through sensitization and contextual relevance of the curriculum and co curricular activities.</i> • <i>The college will accept competence</i>

		<p><i>enhancing strategies through skill development programs, enrichment programs and creation of new forums for the advanced learners</i></p> <ul style="list-style-type: none"> • <i>Inculcate the culture of research and entrepreneurship in academic works done by students</i>
4	Human Resource Development	<ul style="list-style-type: none"> • <i>Organize more faculty development programs.</i> • <i>Support and promote faculty to take up research work.</i> • <i>Motivate and depute teachers to orientation courses and refresher courses.</i> • <i>Promote faculty exchange programs.</i> • <i>Promote online courses of renowned universities and institutions among faculty for professional development and exposure.</i> • <i>Train non-teaching staff Soft skills, Office management skills, computer skills, service rules and waste management techniques to meet the challenges ahead.</i> • <i>Encourage students to participate in Co-curricular and Extracurricular activities both on and off Campus.</i> • <i>Urge students to take up online MOOC Courses to widen their scope of learning</i>
5	Ensure sustainable resources	<ul style="list-style-type: none"> • <i>Ensure financial resources are appropriate and sustainable.</i> • <i>Apply for AISHE,RUSA, NIRF, GSIRF, etc.</i> • <i>Install more LCD projectors, computers and increase the availability of internet to students and staff through better Wi-Fi.</i> • <i>Allocate more funds towards developing infrastructure to support the newly launching courses.</i> • <i>Develop more smart rooms with video conferencing facilities for supporting e-learning.</i>
6	Infrastructural Development	<ul style="list-style-type: none"> • <i>Toilets for Differently abled</i> • <i>Elevator</i> • <i>Ramps for Differently abled students</i> • <i>CCTV surveillance-HD Camera with 90 days backup, 60 CCTVs in the college</i> • <i>Girls common room upgraded - Toilet facilities improved</i> • <i>Newly furnished IQAC Room,</i>

		<ul style="list-style-type: none">• <i>Beautified canteen</i>• <i>Dress bank</i>• <i>New amplifier and sound mixer</i>• <i>Electric incinerators, land filling renewed, dumping ground regenerated</i>• <i>Two Movable digital display boards to inform about various programmes</i>• <i>Vermi compost unit</i>• <i>LED bulbs</i>• <i>Class room furniture upgraded</i>• <i>Computer lab refurnished</i>• <i>Computer, Printer and Internet connection in all departments.</i>• <i>LCD projector in all Departments</i>
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