

Vanita Vishram, Surat
SHETH P.T. MAHILA COLLEGE OF ARTS AND HOME SCIENCE

Minutes of the meeting held on 28th July, 2018

Staff meeting was held on **28th July, 2018** under the chairmanship of Dr. Pradip K. Desai, Chairman of Vanita Vishram and in the presence of Shri Ashvin Mehta (Vice-Chairman), Shri Haresh Mehta (Honorary Secretary), Dr. S.K. Mohanty (Honorary Secretary – D & P) and Dr. Pratibha Desai of Vanita Vishram Management.

Members Present:

Ms. Pinky Majhi (General Manager – General Administration)

Dr. Imran Surti (Academic Co-ordinator)

Ms. Arnaz Bhatporia (General Manager – VIEW)

Arts	Home Science	Science	Commerce
Dr. Smita B.Bhatt	Dr. Khushman J. Dholawala	Dr. Navnit Chothani	
Smt. Kala S. Bhabhor	Shri Virendra D. Joshi	Dr. Padmshree Patel	
Dr. Arvind D. Vasava	Dr. Rupam H. Bhatt		
Dr. Mukesh Chauhan	Smt. Purnima P. Pancholi		
Dr. Vishwanath Patel	Dr. Vitthal N. Solanki		
Shri Aditya Farsole	Smt. Minakshi Tripathi		
Dr. Vidushi Choksi	Smt. Anuaradha C. Shah		
	Smt. Jyoti Godre		
	Smt. Suhas A. Vaidya		
	Smt. Meena P. Raja		
	Smt. Archita R. Khaitan		
	Smt. Ruchika Agarwal		
	Smt. Smriti Juneja		
	Smt. Roshni Vakilna		
	Dr. Manjali Sharma		
	Dr. Shashi Saini		
	Dr. Shilpee Agrawal		

Agenda:

- NAAC Review

The following points were discussed:

- Dr. Pradip Desai addressed the gathering and extended his wishes to the faculty members of Sheth P.T. Mahila College of Arts & Science and Vanita Vishram Women's College of Commerce. He laid emphasis on the fact that the commitment, expectation and sensitization of the faculty members is of great importance and they must contribute to the fullest. He assured that the Management has always been supportive in the past and that it is ready to support both financially and morally in the future as well. He suggested that each individual must know their key competencies and the same must be passed on to the juniors as well. Performance of each individual must be analysed and care must be taken so that the quality of education does not suffer.
- Dr. S.K. Mohanty gave a presentation in which he stated the objectives of the meeting, history of Vanita Vishram and details of the members of Vanita Vishram. He also spoke about the Institutional goals of SAC. Dr. Mohanty informed that major academic development activities are being undertaken by the Management. He stated the role of Dr. Imran Surti as an Academic Coordinator and that the faculty must assist him whenever required. He emphasized that working in tandem is very important in order to achieve goals. He also instructed the staff that they must be pro-active and take up research work. Dr. Mohanty finally signed off by stating that working individually and collectively is very important for the betterment of staff and students.
- Dr. Imran Surti informed that August – September will be the target for the preparation of SSR. On 31st July, 2018, the duty list for the completion of sub-criteria of each of the 7 criterions will be submitted to Dr. S.K. Mohanty.
- Shri Ashvin Mehta emphasized that the work regarding NAAC is progressing very slowly and in spite of repeated meetings and discussions, nothing fruitful has happened till now. He threw light on the various developmental projects and aspects that the Management is looking into like:-
 - a) Installation of Solar system plant
 - b) Collar mikes for the faculty
 - c) Computers with high speed internet in the Library etc..

He emphasized on the importance of the Library and its full utilization.

- Shri Haresh Mehta gave the vote of thanks. He extended his gratitude to Dr. Pradip Desai for taking out time and being present for the meeting.

- Shri Ashvin Mehta also urged everyone to adhere to the time table strictly and meet the deadline.

The meeting was adjourned by giving thanks to the Members of Vanita Vishram Management.