

Notice for departmental meeting  
Department of Commerce.

Shah N.H. Commerce College, (NHCC)  
Tithal Road, Valsad.

Date : 15/01/2018

Monday

Notice.

All the faculty members of department of commerce are hereby informed to attend the quarterly staff meeting to be held on Tuesday the 16<sup>th</sup> January-2018 at 11.30 A.M. in the staff common room.

#### AGENDA

1. Welcome address by H.O.D.
2. Reading of the previous meeting Minutes and acceptance
3. Industry Visit planning.
4. Syllabus acquaintance to students.
5. Reference book for library.
6. Any other with the permission of chair.

Head of the  
Department of Commerce

*M. J. Jarwala*

To,




Faculty members:

- Prof. M.A. Mulla *M.A. Mulla*
- Dr. M.M. Jariwala *M.M. Jariwala*
- Prof. Chirag Rana *Chirag Rana*
- Prof. Avnit Kaur Chaudha *Avnit Kaur Chaudha*

## Meeting Minutes.

Department of Commerce.  
Shah N.H. Commerce College  
Tithal Road, Valsad.

A regular meeting of the Department of Commerce NHCC College Valsad was held at 11.30 A.M. on 16/01/2018 Tuesday in the NHCC staff common room under the Chairmanship of Prof. M.G. Patel. Head of the Department of Commerce. The attendees are included in the list as follows.

- Prof. M.G. Patel. H.O.D. 
- Prof. M.A. Mulla faculty member. 
- Dr. M.M. Jariwala Faculty member. 

• Prof. Chiray Rana.  • Prof. Armit Kaur Chadha 

Discussions:

The following points were discussed.

- Prof. M.G. Patel has given welcome speech and read out the minutes of the previous meeting which was accepted by the members.
- Prof. M.G. Patel instructed to faculty members to give curriculum points to the student of concern subject and also suggested planning of industry visit for practical reference of the subject.
- The professors were motivated to prepare the list of reference books to be purchased for library.

Meeting was adjourned at 12.00 P.M.



Prof. M.G. Patel  
H.O.D. Department of Commerce.