



Shah N.H. Commerce College, Valsad

(Accredited "B" by NAAC)

Department of Accountancy

2nd Meeting of Academic Year :2015-16

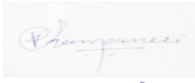


Notice of Meeting

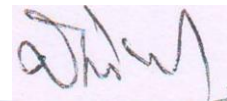
This is to inform all the professors of Accountancy Department that second departmental meeting of 2015-16 is scheduled on 7th September, 2015 from 2:20 PM to 2:45 PM.

Agenda of Meeting

No.	Agenda
1	Welcome
2	Discussion on topics covered in previous meeting
3	To have a discussion on syllabus completed and to plan for pending syllabus
4	To have a discussion on Paper Setting for Internal Test
5	To have a discussion on submission of Internal Test Answer sheets and Marksheets
6	Topics suggested by Head of Department

To the Professors of Department of Accountancy

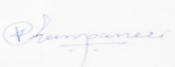


No.	Name	Sign
1	Prof. V.R. Champaneri	
2	Prof. S.Z. Patel	
3	Prof. K.C. Patel	



Head of Department of Accountancy

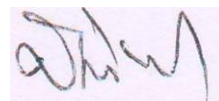
MINUTES OF A MEETING

Today on 7th September, 2015 second meeting of accountancy department for academic year 2015-16 was held at Principal's office under the chairmanship of Prin. Dr. J.M. Naik from 2:20 PM to 2:45 PM. Following members attended the meeting.

No.	Name	Sign
1	Prof. V.R. Champaneri	
2	Prof. S.Z. Patel	
3	Prof. K.C. Patel	

Following points were discussed in the meeting:

1	Welcome:	All the professors of department were heartily welcomed to the second meeting of the year by the Head of the Department.
2	Discussion on points covered in Previous Meeting:	The implementation of topics discussed in last meeting was verified from previous meeting notes by Head of the Department and satisfaction was expressed towards it.
3	Discussion on syllabus completed and to plan for pending syllabus	In this meeting all the members had a discussion the paper setting of BCOM semester 1,2 & 3 and MCOM semester 1 & 3 for the upcoming Internal Test.
4	Discussion on Paper Setting for Internal Test	All the members were provided useful guidance by the Head of the Department and other important topics were also discussed during this meeting.
5	Discussion on submission of Internal Test Answer sheets and Marksheets	All the professors were informed and suggested to complete the assessment of Internal Test answer sheets and to submit the marksheets to Admin office in given time period.



Head of Department of Accountancy