

## **Navjivan Arts & Commerce College , Dahod**

**2017-18**

Meeting Title: IQAC Meeting

Meeting Arranged By: IQAC

Meeting Date & Time: June 30 (Friday), 2017 at 11:15 am

Meeting Venue/Place: Navjivan Arts & Commerce College

Dear Sir/Madam,

A meeting of IQAC has been scheduled to discuss the topics enumerated below in the agenda. You are requested to attend the same.

Yours

IQAC Coordinator

### AGENDA:

- Admission Policy for FBA/BCom.
- Attendance policy
- Class presentation and Assignments
- API computation work for the post of Principal
- To begin admissions for newly introduced PG program in History and Psychology
- To organize GK classes for students
- Class presentation and Assignments
- To guide SC/ST students for Government scholarship
- To continue Remedial classes
- Planning co-curricular and extra- curricular activities
- Extension activities
- Wi fi enabled campus
- E Tablet distribution for Semester I students
- Framing and implementation of Time Table and Academic calendar
- Planning for Internal Exam

## MINUTES OF THE MEETING

In the meeting of the IQAC held on June 18 (Friday), 2016 at 11:15 am the following points were discussed:

- It was decided to prepare the Merit lists and give admission according to the rules of the University to maximum students.
- It was resolved to include the access of SC/ST/OBC, women, economically weaker sections and minority community in the college admission.
- To continue adherence to Anti- Ragging policy
- To emphasize regular attendance in the classes
- To decide a time slot for students' Class Presentation and Assignment
- It was decided to delegate the API computation work to IQAC
- Admissions to be given for newly introduced PG program in History and Psychology
- To decide the duration and number of beneficiaries for GK classes
- To ensure that maximum SC/ST/OBC students can avail government scholarship
- It was resolved to identify and continue Remedial coaching classes for weaker students
- The concerned committee was asked to frame the time table and academic calendar. The time slots for various co-curricular and extra- curricular activities were also debated upon and tentatively fixed. (To organize Program on Legal Awareness for Women, Yoga Training Program, GK classes for GPSC preparation and so on.)
- It was decided to inform and motivate NCC, NSS and CWDC to plan and carry out their respective activities.
- It was decided to make the campus wi fi enabled at the earliest
- To speed up the distribution of E- Tablets on procurement
- The Exam Committee and staff were briefed by the Principal regarding preparations to be made before Internal and University Exams.

## **Navjivan Arts & Commerce College , Dahod**

**2017-18**

Meeting Title: IQAC Meeting

Meeting Arranged By: IQAC

Meeting Date & Time: Jan.20 (Saturday), 2018 at 11:00 am

Meeting Venue/Place: Navjivan Arts & Commerce College

Dear Sir/Madam,

A meeting of IQAC has been scheduled to discuss the topics enumerated below in the agenda. You are requested to attend the same.

Yours

**IQAC Coordinator**

### **AGENDA:**

- To organize Rubella vaccination program
- To conduct Alumni and Parent Teachers' Meeting
- Swachh Bharat Abhiyaan
- Programs on Women Empowerment
- Program on Voter Awareness
- Career Counselling Program
- Program on Legal Awareness
- Facility of gym and canteen
- Program on Environmental Awareness
- Any other topics which the Coordinator feels necessary

## **MINUTES OF THE MEETING**

In the meeting of the IQAC held on Jan.12 (Thursday), 2017 the following points were discussed:

- Rubella vaccination for female students of the institution
- The dates for Alumni and Parent Teachers' Meeting were decided
- The dates for Annual Day and Musical Day were also discussed upon and tentatively fixed
- To organize programs under Swachh Bharat Abhiyaan
- To organize expert lectures and other relevant programs on Women Empowerment
- To conduct a program on Legal Awareness for Women, Gender sensitization, Career Counselling and Voter Awareness program
- Motivational lecture by Dr. Pravin Darji
- The Governing Body agreed to begin the construction of new canteen
- To conduct program on the benefits of herbs and medicinal plants