



NAVJIVAN ARTS & COMMERCE COLLEGE, DAHOD

[NAAC Accredited B (2.60)]

(Conducted By: DahodAnajMahajanSarvajanik Education Society)

P.B. No. 69, Jhalod Road, DAHOD – 389151

Ph. 02673 250039

INTERNAL QUALITY ASSURANCE CELL 2021-22

Meeting Title: IQAC Meeting

Meeting Arranged By: IQAC

Meeting Date & Time: June 21 (Monday), 2021 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

**Co-ordinator - IQAC
Navjivan Arts & Commerce
College, Dahod**

AGENDA:

- Admission policy
- Online and offline classes
- Problems and queries regarding online classes
- Framing and implementation of Time Table and Academic calendar in accordance with Government guidelines and Covid- 19 SOP.
- Resolve problems/issues faced on Micro Soft Teams software
- Add students on MS Teams for Online classes and make their groups subject and class wise.
- To conduct University Exams according to Government guidelines
- Policy regarding collection and assessment of Assignments
- Insistence on use of masks/ social distancing/ sanitization
- Induction meeting for BA/BCom semester I
- AQAR documentation/ data collection/typing
- Guidelines for offline classes



MINUTES OF THE MEETING :

In the meeting of the IQAC held on June 21 (Monday), 2021 at 11:00 am the following points were discussed:

- Admissions according to government guidelines
- To upload the lists of students on Teams
- Difficulties regarding upload were discussed and efforts made to tackle them satisfactorily
- Academic calendar and Time Table framed and followed according to the government guidelines
- Online classes to be held according to the time table
- Online guidance to be provided to the students
- Time slot for collection of Assignments discussed and tentative dates decided
- Every entry in the campus to be checked with thermal gun
- No entry without mask and sanitization
- Insistence on social distancing
- The Exam Committee and staff were briefed by the Principal regarding preparations to be made for University Term End Exams.
- Guidelines for offline classes
- AQAR documentation/ data collection/typing as and when time allows





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INTERNAL QUALITY ASSURANCE CELL 2021-22

Meeting Title: IQAC Meeting

Meeting Arranged By: IQAC

Meeting Date & Time: Dec.3 (Friday), 2021 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

Co-ordinator - IQAC
Navjivan Arts & Commerce
College, Dahod

AGENDA:

- Offline classes
- Every entry in the campus to be checked with thermal gun
- No entry without mask and sanitization
- Insistence on social distancing
- University Tern End Exam arrangements
- Offline classes keeping the Covid situation in mind
- Tentative dates for Assignments
- AQAR preparation and typing
- Strict adherence to government Guidelines



MINUTES OF THE MEETING:

In the meeting of the IQAC held on Dec.3 (Friday), 2021 the following points were discussed:

- Arrangements for offline classes
- Every entry in the campus to be checked with thermal gun
- No entry without mask and sanitization
- Insistence on social distancing
- Collection of Assignments with adherence to government guidelines
- Arrangements made for UG/PG University Term End Exams
- Offline classes keeping the Covid situation in mind
- AQAR work as and when possible

