



NAVJIVAN ARTS & COMMERCE COLLEGE, DAHOD

[NAAC Accredited B (2.60)]

(Conducted By: Dahod Anaj Mahajan Sarvajanik Education Society)

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

Ph. 02673 250039

INTERNAL QUALITY ASSURANCE CELL 2018-19

Meeting Title: IQAC Meeting

Meeting Arranged By: IQAC

Meeting Date & Time: June 22 (Friday), 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

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

AGENDA:

- Admission Policy for FBA/BCom.
- Induction Meeting for Freshers
- Attendance policy
- Framing and implementation of Time Table and Academic calendar
- Appointment of Visiting Faculty
- Tentative dates for Class presentation and Assignments
- Admission Policy for PG
- To organize Self Defence Training for Female students
- To organize GK classes for students
- To guide SC/ST students for Government scholarship
- To continue Remedial classes
- Meetings with Parents and Alumni
- Planning co-curricular and extra- curricular activities
- Extension activities
- Wi fi enabled campus
- Planning for Internal Exam
- Sanyukta Ramatotsav (Annual Sports Meet of all the Educational Institutions run by the Governing Body)



MINUTES OF THE MEETING

In the meeting of the IQAC held on June 22 (Friday), 2018 at 11:00 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 emphasize regular attendance in the classes
- To organize Induction meeting for Semester I students
- To decide a time slot for students' Class Presentation and Assignment
- It was decided to appoint Visiting Faculty as per requirement
- To decide the duration and number of beneficiaries for GK classes
- To organize Self Defence Training Program for female students
- 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
- Tentative time and dates were decided for Parent –Teachers and Alumni meetings
- 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
- The Exam Committee and staff were briefed by the Principal regarding preparations to be made before Internal and University Exams.
- Planning and Preparation work to host Sanyukta Ramatotsav





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INTERNAL QUALITY ASSURANCE CELL 2018-19

Meeting Title: IQAC Meeting

Meeting Arranged By: IQAC

Meeting Date & Time: Jan.18 (Friday), 2019 at 10:30 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:

- Tentative dates for Class presentation, Assignments and Internal Exams
- To conduct Alumni and Parent Teachers' Meeting
- Rubella Vaccination Program
- Swachh Bharat Abhiyaan
- Programs on Women Empowerment
- Program on Voter Awareness
- Career Counselling Program
- Program on Legal Awareness
- Annual Day
- Musical Day
- Facility of gym and canteen
- Program on Environmental Awareness
- Issue of overcrowded classes
- Any other topics which the Coordinator feels necessary



MINUTES OF THE MEETING

In the meeting of the IQAC held on Jan.18 (Friday), 2019 the following points were discussed:

- To decide a time slot for students' Class Presentation, Assignments and Internal Exams
- The dates for Annual Day and Musical Day were also discussed upon and tentatively fixed
- To organize Rubella Vaccination Program for Female students
- 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
- Construction of new canteen
- To conduct program on the benefits of herbs and medicinal plants
- Discussed the viability of self finance units at Semester I to solve the problem of over- crowding in the classes

