



Bahauddin Government Science College

Near Bhutnath Temple, Junagadh



मन्त्रमेव जयते

15/06/2023

Notice for First IQAC meeting for academic year 2023-2024


All members of Internal Quality Assurance Cell (IQAC) team are hereby informed that our first IQAC meeting of academic year 2023-2024 will be held on 16th June, 2023, Friday at IQAC meeting room. Following agendas are to be discussed:

1. To review the minutes of the previous year's IQAC meeting held on 15/04/2022 and discuss the action taken report.
2. To discuss the preparation of AQAR for the academic year 2023-2024.
3. To outline a quality enhancement strategy, initiatives, and action plan for the academic year 2023-2024 based on NAAC criteria.
4. As per the National Education Policy (NEP), admissions should be granted based on the intake capacity of each subject, and students should be provided with opportunities to choose majors, minors, and multidisciplinary subjects accordingly.
5. Plan for admitting students from other colleges into the second and third years based on merit.
6. The admissions for the first year exceeding 700 so, it is necessary to divide them into two classes and create timetables according to majors, minors, and multidisciplinary subjects.
7. Due to the high results of the 12th Science board and our increased intake, the admission merit has significantly dropped. Therefore, it is essential to organize remedial coaching for the incoming weaker students.
8. Regarding the organization of the placement fair.
9. Concerning the celebration of Guru Purnima festival and Independence Day.
10. About conducting orientation for the new incoming FY BSc students.
11. Plan for the enrolment of new students in the SCOPE program.
12. Concerning the meticulous planning of the mentor-mentee program to offer guidance on various professional competitive and entrance examinations
13. To create an academic calendar for the year 2023-2024.
14. Any other items that require discussion with the permission of the chair.

All the IQAC members are requested to attend the meeting.


Prof. R. R. Ram
Coordinator,
IQAC




Dr. R. P. Bhatt
Principal,
Bahauddin Science College,
Junagadh
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Bahauddin Government Science College

Near Bhutnath Temple, Junagadh



(Re-Accredited "B" by NAAC)

Attendance for first IQAC meeting for academic year 2023-2024

Date: 15/06/2023

SR.NO.	NAME	COMMITTEE DESIGNATION	SIGN
1	DR. R. P. BHATT	CHAIRPERSON	
2	Prof. R. R. RAM	IQAC COORDINATOR	
3	DR. M. M. JANI	NAAC COORDINATOR	
4	DR. M. M. CHAVDA	MEMBER	
5	DR. V. D. BAKOTRA	MEMBER	
6	DR. P. A. SHARMA	MEMBER	
7	DR. A. M. GAJJAR	MEMBER	
8	DR. V. T. SOLANKI	MEMBER	
9	SHREE P. D. THAKER	ALUMNI	
10	SHREE L. S. SURU	ADMIN (Senior Clerk)	
11	SHREE H. D. KARIYA	ADMIN (O.S. Forensic)	
12	SHREE VIPULBHAI CHATRBHUJI	LOCAL SOCIETY MEMBER	
13	BHAVIKA SOLANKI	STUDENT (T. Y. B.Sc., ZOOLOGY)	
14	DR. PREM LALCHANDANI	ALUMNI	
15	SHREE D. D. BAKARANIYA, FSL, JUNAGADH	ADVISER	
16	SHREE RAMESHBHAI PATEL(HR MANAGER, MOTHER DAIRY, JUNAGADH)	INDUSTRIALIST	
17	SHRI RAMBHAI RAM	PARENT	
18	DR. FIROZ A. SHAIKH, CO-ORDINATOR, IQAC, BKNMU (University Nominated)	ADVISER	



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Near Bhutnath Temple, Junagadh




June 16, 2023

Minutes of the IQAC Meeting-1 (2023-24)

1. The meeting commenced with a review of the minutes from the previous year's IQAC meeting held on April 15, 2022. Actions taken as a result of the previous meeting were discussed and evaluated for their effectiveness in addressing identified issues and objectives.
2. Preparations for the Annual Quality Assurance Report (AQAR) for the academic year 2023-2024 were discussed. The team deliberated on the necessary data collection, analysis, and reporting processes to ensure the AQAR accurately reflects the institution's quality assurance efforts.
3. Quality enhancement strategies for the upcoming academic year were outlined, supporting with the criteria set forth by the National Assessment and Accreditation Council (NAAC). Initiatives to improve academic standards, teaching methodologies, infrastructure, and student support services were considered.
4. Admissions procedures were examined in accordance with the guidelines outlined in the National Education Policy (NEP). The importance of adhering to intake capacity restrictions and providing students with opportunities to choose majors, minors, and multidisciplinary subjects was emphasized.
5. Plans for admitting students from other colleges into the second and third years based on merit were discussed. Consideration was given to ensuring a fair and transparent selection process.
6. Given the high number of admissions for the first year, exceeding 700, it was deemed necessary to divide the cohort into two classes. Timetables were to be created accordingly, taking into account majors, minors, and multidisciplinary subjects.
7. In response to the decreased admission merit due to high 12th Science board results, arrangements were made to provide remedial coaching for incoming weaker students. The goal was to ensure all students receive the support needed to succeed academically.
8. The organization of a placement fair was addressed, with plans outlined for engaging employers, scheduling events, and supporting students in their career development efforts.
9. Upcoming events such as the Guru Purnima festival and Independence Day celebrations were discussed, including arrangements for commemorative activities and student involvement.
10. Orientation sessions for new incoming FY BSc students were planned to facilitate their smooth transition into college life and academic expectations.
11. Strategies for enrolling new students in the SCOPE program, aimed at enhancing students' employability skills, were discussed and finalized.
12. The mentor-mentee program was highlighted as an essential component of academic support, particularly for guiding students through professional competitive and entrance examinations.
13. Finally, plans were made to develop an academic calendar for the year 2023-2024, ensuring alignment with curricular requirements, examination schedules, and institutional events.
14. The meeting concluded with a reminder for members to raise any additional items for discussion, with the approval of the chair.


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Action-taken Report 1 (2023-24)

Sr. No.	Agenda	Action taken on it
1	Review of Previous Year's IQAC Meeting Minutes and Action Taken Report.	Reviewed and confirmed minutes of the previous year's IQAC meeting.
2	Preparation of AQAR for Academic Year 2023-2024.	Initiated preparations for the Annual Quality Assurance Report (AQAR) for the academic year 2023-2024.
3	Quality Enhancement Strategy Based on NAAC Criteria.	Outlined quality enhancement strategies based on NAAC criteria. Each criterion head was given responsibility to prepare data in given format.
4	Admissions Procedure Based on NEP Guidelines.	Established admissions procedures in line with NEP guidelines, emphasizing intake capacity and subject choices. Admission committee was notified accordingly.
5	Admission of Students from Other Colleges.	Formulated plans for admitting students from other colleges based on merit in semester 3 and 5.
6	Division of First-Year Students and Timetable Creation.	Divided first-year students into three division and created timetables according to subjects. Batches for practical sessions were created.
7	Organization of Remedial Coaching for Weaker Students.	Organized remedial coaching sessions for incoming weaker students in semester 3 and 5 for their progress.
8	Planning for Placement Fair.	Initiated planning for the placement fair. Placement committee was instructed to encourage students for the same and plan for it.
9	Celebration of Guru Purnima Festival and Independence Day.	Scheduled events for the celebration of Guru Purnima Festival and Independence Day. Both events were celebrated.
10	Orientation for New FY BSc Students.	Planned orientation sessions for new FY BSc students, they received information regarding college, their new syllabi and timetable for their classes.
11	Enrolment of New Students in SCOPE Program.	Initiated enrolment procedures for students in the SCOPE program.
12	Planning of Mentor-Mentee Program.	Designed the structure and guidelines for the mentor-mentee program. Teachers were assigned duties for particular student-groups.
13	Creation of Academic Calendar.	Developed an academic calendar for the year 2023-2024 inclusive of curricular, co-curricular and extra-curricular activities.
14	Any Other Items with Permission of the Chair.	Addressed any additional items requiring discussion with the permission of the chair.



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Bahuddin Government Science College

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02/10/2023

Notice for Second IQAC meeting for academic year 2023-2024

All members of Internal Quality Assurance Cell (IQAC) team hereby informed that our second IQAC meeting of academic year 2022-2023 will be held on 5th October, 2023, Thursday at IQAC meeting room. Following agendas are to be discussed:

1. To confirm the minutes of the previous IQAC meeting held on 16/06/2023 and note the action taken report.
2. To request the progression report from all criteria heads for NAAC.
3. To make suitable arrangement regarding the organizing of the upcoming SY-TY practical exams.
4. Organize remedial lectures for FY.
5. To develop research aptitude in T.Y.B.Sc. Students under SSIP and the Innovation Club.
6. To identify slow learners and advance learners and arrange special teaching methodologies accordingly.
7. To take initiative for an energy and environment conservation drive.
8. To arrange a finishing school program for final-year students.
9. To prepare students for social services, especially NSS and NCC cadets.
10. Necessary planning for upcoming ISRO's exhibition in November.
11. Any other items with the permission of the chair. All the IQAC members are requested to attend the meeting.

All the IQAC members are requested to attend the meeting.

Prof. R. R. Ram
Coordinator,
IQAC



Dr. R. P. Bhatt
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Principal
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Bahauddin Government Science College

Near Bhutnath Temple, Junagadh



(Re-Accredited "B" by NAAC)

Attendance for second IQAC meeting for academic year 2023-2024 Date: 02/10/2023

SR.NO.	NAME	COMMITTEE DESIGNATION	SIGN
1	DR. R. P. BHATT	CHAIRPERSON	
2	Prof. R. R. RAM	IQAC COORDINATOR	
3	DR. M. M. JANI	NAAC COORDINATOR	
4	DR. M. M. CHAVDA	MEMBER	
5	DR. V. D. BAKOTRA	MEMBER	
6	DR. P. A. SHARMA	MEMBER	
7	DR. A. M. GAJJAR	MEMBER	
8	DR. V. T. SOLANKI	MEMBER	
9	SHREE P. D. THAKER	ALUMNI	
10	SHREE L. S. SURU	ADMIN (Senior Clerk)	
11	SHREE H. D. KARIYA	ADMIN (O.S. Forensic)	
12	SHREE VIPULBHAI CHATRBHUJI	LOCAL SOCIETY MEMBER	
13	BHAVIKA SOLANKI	STUDENT (T. Y. B.Sc., ZOOLOGY)	
14	DR. PREM LALCHANDANI	ALUMNI	
15	SHREE D. D. BAKARANJYA, FSL, JUNAGADH	ADVISER	
16	SHREE RAMESHBHAI PATEL(HR MANAGER, MOTHER DAIRY, JUNAGADH)	INDUSTRIALIST	
17	SHRI RAMBHAI RAM	PARENT	
18	DR. FIROZ A. SHAIKH, CO-ORDINATOR, IQAC, BKNMU (University Nominated)	ADVISER	



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October 5, 2023

Minutes of the IQAC Meeting-2 (2023-24)

1. The meeting commenced with the confirmation of the minutes from the previous IQAC meeting held on June 16, 2023. The action taken report was noted, and progress was reviewed regarding the resolutions and tasks outlined in the previous meeting.
2. Progression reports were requested from all criteria heads for NAAC accreditation. The importance of timely submission and accuracy in reporting was emphasized to ensure comprehensive assessment and improvement planning.
3. Arrangements for the upcoming SY-TY practical exams were discussed, including scheduling, venue allocation, invigilation, and provision of necessary equipment and materials. Ensuring a smooth and efficient examination process was prioritized.
4. Remedial lectures for FY students were organized to address any academic challenges they may face, ensuring that all students receive the necessary support to succeed in their studies.
5. Efforts to develop research aptitude among T.Y.B.Sc. Students under the Student Startup and Innovation Policy (SSIP) and the Innovation Club were discussed. Strategies to promote research culture, provide training, and facilitate project development were considered.
6. Special attention was given to identifying slow learners and advanced learners, with plans made to implement tailored teaching methodologies to meet their individual learning needs effectively.
7. An initiative for an energy and environment conservation drive was proposed, aiming to raise awareness among students and staff about sustainable practices and encourage participation in conservation efforts.
8. Arrangements were made to conduct a finishing school program for final-year students, focusing on enhancing their employability skills, professionalism, and readiness for the workforce.
9. Preparation of students for social services, particularly NSS and NCC activities, was discussed. Plans were outlined to engage students in community service projects and promote active participation in social welfare activities.
10. Necessary planning for the upcoming ISRO exhibition in November was addressed, including coordination with event organizers, student involvement, and logistical arrangements.
11. Members were invited to raise any additional items for discussion, with the permission of the chair.

Prof. R. R. Ram
Coordinator,
IQAC



Dr. R. P. Bhatt
Principal,
Bahauddin Science College,
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Principal
Bahauddin Science College,
Junagadh-46



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Action-taken Report 2 (2023-24)

Sr. No.	Agenda	Action taken on it
1	Confirmation of Minutes from Previous IQAC Meeting.	Confirmed the minutes from the previous IQAC meeting and noted the action taken report.
2	Progression Reports from Criteria Heads for NAAC Accreditation.	Requested progression reports from all criteria heads for NAAC accreditation, emphasizing the importance of timely submission and accuracy.
3	Arrangements for SY-TY Practical Exams.	Discussed arrangements for SY-TY practical exams, including scheduling and provision of necessary materials.
4	Organization of Remedial Lectures for FY Students.	Organized remedial lectures for FY students to address academic challenges they may face. These lectures were arranged in the morning time.
5	Development of Research Aptitude among T.Y.B.Sc. Students.	Explored strategies to develop research aptitude among T.Y.B.Sc. students under the SSIP and Innovation Club. SSIP coordinators were consulted for this.
6	Tailored Teaching Methodologies for Slow and Advanced Learners.	Planned tailored teaching methodologies to meet the individual learning needs of slow and advanced learners effectively. These was done separately in each paper.
7	Initiative for Energy and Environment Conservation Drive.	Proposed an initiative for an energy and environment conservation drive to raise awareness and encourage participation in sustainable practices. Various activities were planned, especially by NSS cell.
8	Conducting Finishing School Program for Final-Year Students.	Arranged finishing school program for final-year students to enhance their employability skills and professionalism for 20 full days.
9	Preparation of Students for Social Services (NSS and NCC Activities).	Discussed plans to prepare students for social services, particularly NSS and NCC activities, by engaging them in community service projects. NSS and NCC coordinators were informed accordingly.
10	Planning for ISRO Exhibition in November.	Addressed necessary planning for the upcoming ISRO exhibition in November, including coordination with event organizers and logistical arrangements. Physics department was given responsibility to oversee arrangements for the same.
11	Any Other Items with Permission of the Chair.	Invited members to raise additional items for discussion with the permission of the chair.



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Bahauddin Government Science College

Near Bhutnath Temple, Junagadh



01/12/2023

Notice for Third IQAC meeting for academic year 2023-2024

All members of Internal Quality Assurance Cell (IQAC) are hereby informed that our third IQAC meeting of academic year 2022-2023 will be held on 6th December, 2023, Wednesday at 4 pm in IQAC meeting room.

Meeting agenda is as below:

- 1) To conform the minutes of previous IQAC meeting held on 05/10/2023 and note the action taken report.
- 2) Regarding the evaluation of a successful event of ISRO.
- 3) Regarding creating a timetable for the second semester.
- 4) Regarding submission of reports of different co-curricular and extracurricular activities like NSS, Saptadhara, Finishing school, UDISA, Placement cell, SCOPE, DELL lab etc. before the next IQAC meeting in month of April.
- 5) To carry out feedback analysis and accordingly action taken report should be prepared as per the AQAR format before the next IQAC meeting in month of April.
- 6) Necessary planning and execution regarding educational tour and annual function.
- 7) To propose a national conference in this academic year on 28th February, the science Day.
- 8) To offer a new certificate course by each and every department for the students and common people.
- 9) To promote Green campus, Green audit and beyond campus environmental activities.
- 10) To initiate new best practices to benefit the students and society.
- 11) To motivate the faculties to propose research projects and bring excellence by securing awards conferred from government as well as external agencies.
- 12) To plan for the new MOU, faculties exchange, internship and field trip etc.
- 13) To make a suitable planning for both theory and practical for advance and slow learner.
- 14) To conduct "On Job training" and organizing skill base training for staff.
- 15) To conduct career guidance and counseling sessions for final year students.
- 16) Regarding celebrating cultural festivals like Vasant Panchami, Martyrs' Day, Republic Day, and Holi, and other events.
- 17) Any other item with the permission of chair.

All the IQAC members are requested to kindly make it convenient to attend the meeting.

Prof. R. R. Ram
Coordinator,
IQAC



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Bahauddin Government Science College Near Bhutnath Temple, Junagadh



(Re-Accredited "B" by NAAC)

Attendance for third IQAC meeting for academic year 2023-2024

Date: 01/12/2023

SR.NO.	NAME	COMMITTEE DESIGNATION	SIGN
1	DR. R. P. BHATT	CHAIRPERSON	
2	Prof. R. R. RAM	IQAC COORDINATOR	
3	DR. M. M. JANI	NAAC COORDINATOR	
4	DR. M. M. CHAVDA	MEMBER	
5	DR. V. D. BAKOTRA	MEMBER	
6	DR. P. A. SHARMA	MEMBER	
7	DR. A. M. GAJJAR	MEMBER	
8	DR. V. T. SOLANKI	MEMBER	
9	SHREE P. D. THAKER	ALUMNI	
10	SHREE L. S. SURU	ADMIN (Senior Clerk)	
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13	BHAVIKA SOLANKI	STUDENT (T. Y. B.Sc., ZOOLOGY)	
14	DR. PREM LALCHANDANI	ALUMNI	
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17	SHRI RAMBHAI RAM	PARENT	
18	DR. FIROZ A. SHAIKH, CO-ORDINATOR, IQAC, BKNMU (University Nominated)	ADVISER	 01/12/2023



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Bahauddin Government Science College

Near Bhutnath Temple, Junagadh




December 6, 2023

Minutes of the IQAC Meeting-3 (2023-24)

1. The meeting commenced with the confirmation of the minutes from the previous IQAC meeting held on October 5, 2023. The action taken report was reviewed, and progress on the resolutions and tasks from the previous meeting was noted.
2. Evaluation of the successful ISRO event was discussed, focusing on assessing its impact, feedback received, and lessons learned for future event planning and execution.
3. Creation of a timetable for the second semester was addressed, considering course schedules, faculty availability, and student preferences to ensure an organized and efficient academic calendar.
4. Reports of various co-curricular and extracurricular activities, including NSS, Saptadhara, Finishing School, UDISA, Placement Cell, SCOPE, DELL Lab, etc., were scheduled for submission before the next IQAC meeting in April. Emphasis was placed on timely and comprehensive reporting.
5. Feedback analysis was conducted to inform future improvement efforts, with action taken reports prepared in accordance with the Annual Quality Assurance Report (AQAR) format before the next IQAC meeting in April.
6. Necessary planning and execution regarding educational tours and the annual function were discussed, including logistics, budgeting, and scheduling to ensure successful and enriching experiences for participants.
7. A proposal for a national conference on February 28, Science Day, was discussed, including themes, speakers, and logistical arrangements to promote knowledge exchange and scholarly discourse.
8. The introduction of new certificate courses by each department for students and the general public was proposed, aiming to enhance skill development and expand educational opportunities.
9. Initiatives to promote a green campus, conduct green audits, and engage in environmental activities beyond the campus were discussed, emphasizing sustainability and environmental stewardship.
10. New best practices to benefit students and society were explored, with a focus on innovation, efficiency, and effectiveness in academic and administrative processes.
11. Faculty motivation to propose research projects and pursue excellence through securing awards from government and external agencies was encouraged, with support provided for proposal development and application processes.
12. Plans for new memorandums of understanding (MOUs), faculty exchanges, internships, and field trips were outlined, aiming to enhance academic collaboration and experiential learning opportunities.
13. Suitable planning for both theoretical and practical instruction for advanced and slow learners was discussed, ensuring inclusive and effective teaching methodologies tailored to individual student needs.
14. On-the-job training and skill-based training opportunities for staff were organized, enhancing their professional development and performance.
15. Career guidance and counseling sessions for final-year students were arranged to support their transition into the workforce or further academic pursuits.
16. Plans for celebrating cultural festivals such as Vasant Panchami, Martyrs' Day, Republic Day, and Holi, including event planning and coordination, were discussed to promote cultural awareness and inclusivity.
17. Members were invited to raise any additional items for discussion, with the permission of the chair.


Prof. R. R. Ram
Coordinator,
IQAC




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Action-taken Report 3 (2023-24)

Sr. No.	Agenda	Action taken on it
1	Confirmation of Previous IQAC Meeting Minutes and Action Taken Report.	Confirmed minutes of the previous IQAC meeting and noted action taken report.
2	Evaluation of ISRO Event.	Evaluated the ISRO event, measuring its wide impact and identified areas for improvement in future events. A report was made by the physics department of the college.
3	Creation of Timetable for Second Semester.	Created a timetable for the second semester, ensuring effective scheduling of classes in keeping with credit system devised in standard operating procedure in NEP 2020.
4	Submission of Reports for Co-curricular and Extracurricular Activities.	Submitted reports for various co-curricular and extracurricular activities, including NSS, Finishing School, and Placement Cell activities.
5	Feedback Analysis and Preparation of Action Taken Report.	Analyzed feedback received from teachers, students, parents and alumni and prepared action taken reports for improvement initiatives.
6	Planning and Execution of Educational Tours.	Planned and executed educational tours in various departments as well as in common divisions of first and second year successfully.
7	Proposal for National Conference on Science Day.	Proposed a national conference to be held on Science Day, February 28. Poster presentation competition was arranged in the same.
8	Introduction of New Certificate Courses.	Introduced new certificate courses across departments to enhance skill development as guided by IQAC of the college.
9	Promotion of Green Campus and Environmental Activities.	Promoted green campus initiatives and engaged in environmental activities. Lead was taken by NSS program of the college.
10	Initiation of New Best Practices.	Initiated new best practices to benefit students and the broader community.
11	Faculty Motivation for Research Projects and Awards.	Motivated faculty to propose research projects and secure awards. Various faculties applied for research projects under GUJ-COST and other funding agencies.
12	Planning for MOUs, Faculty Exchanges, Internships, and Field Trips.	MOUs, faculty exchanges, internships, and field trips were carried out to enhance academic collaboration and experiential learning with 7 different institutions.
13	Planning for Theoretical and Practical Instruction for Advanced and Slow Learners.	Tailored instruction for advanced and slow learners to meet individual learning needs effectively as per outcome received in the continuous internal evaluation.
14	On-the-Job Training and Skill-Based Training for Staff.	Provided on-the-job training and skill-based training opportunities for staff members.
15	Career Guidance and Counseling Sessions for Final-Year Students.	Conducted career guidance and counseling sessions for final-year students to support their transition into careers. UDISHA cell took the initiative.
16	Celebration of Cultural Festivals and Event Planning.	Celebrated cultural festivals and planned events to promote cultural awareness and inclusivity.



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Bahauddin Government Science College

Near Bhutnath Temple, Junagadh



01/04/2024

Notice for Fourth IQAC meeting for academic year 2023-2024

All members of Internal Quality Assurance Cell (IQAC) team are hereby informed that our Fourth IQAC meeting of academic year 2022-2023 will be held on 4th April, 2024, Thursday at IQAC meeting room.

Meeting agendas are as below:

- (1) To conform the minutes of previous IQAC meeting held on 06/12/2023 and note the action taken report.
- (2) Regarding the organization of SY – FY practical exams.
- (3) Regarding career guidance through the mentor-mentee system.
- (4) Regarding the smooth organization of theory exams.
- (5) Regarding duties related to the upcoming Lok Sabha elections and ensuring they do not affect educational activities.
- (6) To carry out the various responsibilities allocated by the college, university for the upcoming examinations to be conducted in a timely manner.
- (7) From the new academic year, i.e., June 2024, as the centralized admission will be implemented so, information according to intake should be put on the GCAS common admission portal and uploaded on the website also.
- (8) Regarding the formation of a committee for common admissions.
- (9) Regarding being present during the vacation due to elections.
- (10) Regarding starting a help desk at the college for admissions due to early results of 12th Science.
- (11) To discuss necessary up gradations on the college website.
- (12) To discuss arrangement for campus placement.
- (13) To make an arrangement for IIT JAM classes.
- (14) Any other item with the permission of the chair.

All the IQAC members are requested to attend the meeting.

Prof. R. R. Ram
Coordinator,
IQAC



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Bahauddin Government Science College Near Bhutnath Temple, Junagadh



(Re-Accredited "B" by NAAC)

Attendance for fourth IQAC meeting for academic year 2023-2024

Date: 01/04/2023

SR.NO.	NAME	COMMITTEE DESIGNATION	SIGN
1	DR. R. P. BHATT	CHAIRPERSON	<i>[Signature]</i>
2	Prof. R. R. RAM	IQAC COORDINATOR	<i>[Signature]</i>
3	DR. M. M. JANI	NAAC COORDINATOR	<i>[Signature]</i>
4	DR. M. M. CHAVDA	MEMBER	<i>[Signature]</i>
5	DR. V. D. BAKOTRA	MEMBER	<i>[Signature]</i>
6	DR. P. A. SHARMA	MEMBER	<i>[Signature]</i>
7	DR. A. M. GAJJAR	MEMBER	<i>[Signature]</i>
8	DR. V. T. SOLANKI	MEMBER	<i>[Signature]</i>
9	SHREE P. D. THAKER	ALUMNI	<i>[Signature]</i>
10	SHREE L. S. SURU	ADMIN (Senior Clerk)	<i>[Signature]</i>
11	SHREE H. D. KARIYA	ADMIN (O.S. Forensic)	<i>[Signature]</i>
12	SHREE VIPULBHAI CHATRBHUJI	LOCAL SOCIETY MEMBER	<i>[Signature]</i>
13	BHAVIKA SOLANKI	STUDENT (T. Y. B.Sc., ZOOLOGY)	<i>[Signature]</i>
14	DR. PREM LALCHANDANI	ALUMNI	<i>[Signature]</i>
15	SHREE D. D. BAKARANIYA, FSL, JUNAGADH	ADVISER	<i>[Signature]</i>
16	SHREE RAMESHBHAI PATEL(HR MANAGER, MOTHER DAIRY, JUNAGADH)	INDUSTRIALIST	
17	SHRI RAMBHAI RAM	PARENT	<i>[Signature]</i>
18	DR. FIROZ A. SHAIKH, CO-ORDINATOR, IQAC, BKNMU (University Nominated)	ADVISER	<i>[Signature]</i> 01/04/2023



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Bahauddin Government Science College

Near Bhutnath Temple, Junagadh



मत्स्यमेव जयते

April 4, 2024

Minutes of the IQAC Meeting-4 (2023-24)

1. The meeting commenced with the confirmation of the minutes from the previous IQAC meeting held on December 6, 2023. The action taken report was reviewed, and progress on the resolutions and tasks from the previous meeting was noted.
2. Organization of SY – FY practical exams was discussed, including scheduling, venue allocation, invigilation, and provision of necessary equipment and materials to ensure a smooth examination process.
3. Career guidance through the mentor-mentee system was emphasized as a valuable support mechanism for students, facilitating their personal and professional development through guidance and mentorship from faculty members.
4. Smooth organization of theory exams was prioritized, with plans made to ensure adequate planning, scheduling, and invigilation to minimize disruptions and maximize efficiency during examination periods.
5. Duties related to the upcoming Lok Sabha elections were addressed, with measures discussed to ensure that educational activities are not adversely affected by election-related responsibilities.
6. Various responsibilities allocated by the college and university for the upcoming examinations were reviewed, with emphasis placed on timely and effective completion of tasks to support the examination process.
7. Implementation of centralized admission from the new academic year, June 2024, was discussed. Information regarding intake should be put on the GCAS common admission portal and uploaded on the website to facilitate the admission process.
8. Formation of a committee for common admissions was proposed to streamline and coordinate the admission process effectively.
9. Attendance during the vacation due to elections was addressed, with plans made to ensure adequate staffing and coverage of essential duties during this period.
10. Starting a help desk at the college for admissions due to early results of the 12th Science board exams was proposed to provide assistance and guidance to prospective students during the admission process.
11. Necessary upgrades to the college website were discussed to enhance its functionality, user experience, and accessibility.
12. Arrangements for campus placement were addressed, including coordination with employers, scheduling of recruitment events, and preparation of students for job interviews and placement opportunities.
13. Arrangements for IIT JAM classes were made to support students preparing for the Joint Admission Test for Masters (JAM) conducted by the Indian Institutes of Technology (IITs).
14. Members were invited to raise any additional items for discussion, with the permission of the chair.

Prof. R. R. Ram
Coordinator,
IQAC



Dr. R. P. Bhatt
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सत्यमेव जयते

Action-taken Report 4 (2023-24)

Sr. No.	Agenda	Action taken on it
1	Confirmation of Minutes from Previous IQAC Meeting.	Confirmed the minutes from the previous IQAC meeting and noted the action taken report.
2	Organization of SY – FY Practical Exams.	Organized SY – FY practical exams, timetable was circulated.
3	Career Guidance through Mentor-Mentee System.	Implemented career guidance initiatives through the mentor-mentee system to support students' personal and professional development, especially of TY students.
4	Smooth Organization of Theory Exams.	Ensured smooth organization of theory exams, with careful planning and execution to minimize disruptions. Duties for senior supervisor and Invigilator were assigned to staff members.
5	Duties Related to Upcoming Lok Sabha Elections.	Coordinated duties related to the upcoming Lok Sabha elections to ensure they do not affect educational activities.
6	Timely Completion of Responsibilities for Upcoming Examinations.	Completed assigned responsibilities for upcoming examinations in a timely manner, supporting the examination process abiding the guidelines of the university.
7	Implementation of Centralized Admission Process.	Initiated the implementation of a centralized admission process from the new academic year, June 2024, by providing necessary information on the GCAS common admission portal and the college website. Admission cell and help center were formed accordingly.
8	Formation of Committee for Common Admissions.	Formed a committee for common admissions to streamline and coordinate the admission process effectively.
9	Attendance Arrangements during Vacation Due to Elections.	Arranged attendance coverage during the vacation period due to elections to ensure essential duties are performed.
10	Establishment of Help Desk for Early Results of 12th Science Admissions.	Established a help desk at the college for admissions due to early results of 12th Science, providing guidance and assistance to prospective students from Junagadh and surrounding districts.
11	Necessary Upgrades to College Website.	Identified necessary upgrades to the college website to enhance functionality and user experience. Instructions were passed to in-charge staff members.
12	Arrangements for Campus Placement.	Organized arrangements for campus placement, including coordination with employers and preparation of students for job interviews. Two such placement camps were successfully organized.
13	Arrangement for IIT JAM Classes.	Arranged IIT JAM classes to support students preparing for the Joint Admission Test for Masters (JAM).
14	Any Other Items with Permission of the Chair.	Invited members to raise any additional items for discussion with the permission of the chair.



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