



**Bahauddin Government Science College**  
Near Bhutnath Temple, Junagadh

(Re-Accredited "B" by NAAC)



24/06/2024

**Notice for First IQAC meeting for academic year 2024-2025**

All members of Internal Quality Assurance Cell (IQAC) team are hereby informed that our first IQAC meeting of academic year 2024-2025 will be held on 27<sup>th</sup> June, 2024, Wednesday at 4 pm in IQAC meeting room.

Following agendas are to be discussed:

1. To review the minutes of the previous year's IQAC meeting held on 04/04/2024 and discuss the action taken report.
2. To discuss the preparation of AQAR for the academic year 2024-2025.
3. To outline a quality enhancement strategy, initiatives, and action plan for the academic year 2024-2025 based on NAAC criteria.
4. As per the National Education Policy (NEP), admissions should be granted through GCAS (Gujarat Common Admission Services) 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. Regarding the preparation of Time table and academic calendar for new academic year
7. Concerning the celebration of Guru Purnima festival and Independence Day and other different cocurricular and extracurricular events
8. About conducting orientation for the new incoming FY BSc students.
9. Plan for the enrolment of new students in the SCOPE program.
10. Concerning the meticulous planning of the mentor-mentee program to offer guidance on various professional competitive and entrance examinations
11. To organization of the placement fair and Finishing school activities.
12. Make a preparation for Green Audit.
13. Preparation of SSR for NAAC and create of "Vidwan ID".
14. To prepare DPR for PM-USHA.
15. Any other items that require discussion with the permission of the chair.

All the IQAC members are requested to attend the meeting.

and also.

**Prof. R. R. Ram**  
Coordinator,  
IQAC

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

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**Minutes of the First IQAC Meeting for the Academic Year 2024–2025**

The first meeting of the Internal Quality Assurance Cell (IQAC) for the academic year 2024–2025 was held on 27th June 2024, Wednesday, at 4 pm in the IQAC meeting room. The meeting was chaired by the principal. All IQAC members were present.

**Agenda-wise discussions and outcomes:**

1. The minutes of the previous IQAC meeting held on 4th April 2024 were reviewed. The action taken report was discussed and approved.
2. It was resolved to begin the preparation of AQAR for the academic year 2024–2025. Tasks were distributed among the criteria heads.
3. A general action plan and strategy for quality enhancement were discussed, keeping the NAAC criteria in view. Each criterion head will prepare a plan of work.
4. The IQAC noted the guidelines under NEP regarding GCAS-based admissions. Members discussed implementing flexibility for majors, minors, and multidisciplinary options.
5. A merit-based admission procedure for second and third-year students from other colleges was proposed keeping in view the guideline provided by the University.
6. Members agreed to prepare the academic calendar and class timetable at the earliest to accommodate curricular, co-curricular and extra-curricular activities.
7. It was decided to plan Guru Purnima, Independence Day, and other co-curricular and extracurricular events with coordination from respective committees.
8. Orientation for FY BSc students will be conducted in the first week of the new academic session.
9. Students will be informed and encouraged to register for the SCOPE program. Enrolment support will be arranged by the English department of the college.
10. The mentor-mentee program will be structured to include guidance for competitive and entrance exams.
11. A placement fair and finishing school training sessions will be organized. Dates and roles will be fixed in the next meeting.
12. Preparation for the Green Audit will begin. Necessary data and documentation will be collected.
13. Work will begin on compiling the SSR for NAAC and creating "Vidwan ID" for faculty members.
14. It was decided to start drafting the Detailed Project Report (DPR) under the PM-USHA scheme.
15. No other items were raised for discussion. The meeting ended with a vote of thanks to the chair.

  
**Prof. R. R. Ram**  
Coordinator,  
IQAC

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



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IQAC First meeting on Dated: 27/06/24 for academic year 2024-2025

SR.NO.	NAME	SIGN
1	DR. R.P. BHATT	
2	Prof. R. R. RAM	
3	DR. M. M. JANI	
4	DR. M. M. CHAVDA	
5	DR. V. D. BAKOTRA	
6	DR. P. A. SHARMA	
7	DR. A . M. GAJJAR	
8	DR. V. T. SOLANKI	
9	SHREE P. B. THAKER	
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12	SHREE VIPULBHAI CHATRBHUJI	
13	PRANJAL MEHATA	
14	DR. PREM LALCHANDANI	
15	SHREE D. D. BAKARANIYA, FSL, JUNAGADH	
16	SHREE RAMESHBHAI PATEL (HR MANAGER, MOTHER DAIRY, JUNAGADH)	
17	SHRI RAMBHAI RAM	
18	DR. FIROZ A. SHAIKH, CO-ORDINATOR, IQAC, BKNMU (University Nominated)	

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**Action taken report for the agendas discussed in first IQAC meeting on 27/06/2024**

Agenda (in short)	Action Taken
To confirm minutes of previous IQAC meeting	Minutes were confirmed and action taken report was noted
To begin AQAR preparation for 2024–2025	Tasks were distributed and preparation was initiated
To outline quality enhancement plan based on NAAC criteria	Instructions were given to criterion heads to prepare a plan of work
To implement GCAS-based admission process as per NEP	Guidelines discussed and flexibility for subject choices was agreed upon
To admit students from other colleges in higher semesters	Procedure was discussed and guidelines were proposed
To prepare timetable and academic calendar	It was decided to prepare them at the earliest
To celebrate Guru Purnima and Independence Day and plan other events	Events were assigned to respective committees for planning
To conduct orientation for FY BSc students	Orientation session was scheduled in the first week of academic session
To enrol students in SCOPE program	Students were encouraged to register; support was arranged
To plan mentor-mentee program for exams and guidance	Structure was finalized to include exam support
To organize placement fair and finishing school activities	Plans were initiated for the same
To prepare for Green Audit	Documentation and data collection were started
To compile SSR and create Vidwan IDs	Work on SSR and faculty ID creation was initiated
To prepare DPR for PM-USHA	Work on drafting DPR was started

  
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21/10/2024

**Notice for Second IQAC meeting for academic year 2024-2025**

All members of Internal Quality Assurance Cell (IQAC) team hereby informed that our second IQAC meeting of academic year 2024-2025 will be held on 26<sup>th</sup> October, 2024, Saturday at 4 pm in IQAC meeting room. Following agendas are to be discussed:

1. To confirm the minutes of the previous IQAC meeting held on 27/06/2024 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 FY 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 prepare students for social services, especially NSS and NCC cadets.
9. To arrange for counselling class for IIT JAM and other competitive examination.
10. Any other items 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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**Minutes of the Second IQAC Meeting for the Academic Year 2024–2025**

The second meeting of the Internal Quality Assurance Cell (IQAC) for the academic year 2024–2025 was held on 26th October 2024, Saturday, at 4 pm in the IQAC meeting room. The meeting was chaired by the principal. All IQAC members were present.

**Agenda-wise discussions and outcomes:**

1. The minutes of the previous IQAC meeting held on 27th June 2024 were confirmed. The action taken report was noted and accepted.
2. It was resolved to collect the progression reports from all criterion heads for the preparation of the NAAC documentation.
3. Arrangements were discussed and decided for the smooth conduct of the upcoming FY practical examinations.
4. It was decided to organize remedial lectures for FY students based on subject-wise requirements.
5. Suggestions were made to promote research interest among T.Y.B.Sc. students under SSIP and the Innovation Club. A plan will be prepared in coordination with respective departments.
6. Members agreed to identify slow learners and advanced learners, and to adopt appropriate teaching methods tailored to their needs.
7. An initiative for an energy and environment conservation drive was approved. Awareness activities and student involvement will be planned.
8. It was resolved to motivate students, especially those in NSS and NCC, to take part in social service activities during the semester.
9. The arrangement of a counselling session for IIT JAM and other competitive exams was discussed. Necessary facilities and timings were discussed and approved.
10. No other items were raised for discussion.

The meeting ended with a vote of thanks to the chair.

*R. R. Ram*

**Prof. R. R. Ram**  
Coordinator,  
IQAC

*R. P. Bhatt*

**Dr. R. P. Bhatt**  
Principal,  
Bahauddin Science College,  
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IQAC Second meeting on Dated: 26/10/24 for academic year 2024-2025

SR.NO.	NAME	SIGN
1	DR. R.P. BHATT	
2	Prof. R. R. RAM	
3	DR. M. M. JANI	
4	DR. M. M. CHAVDA	
5	DR. V. D. BAKOTRA	
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**Action taken report for the agendas discussed in 2<sup>nd</sup> IQAC meeting on 26/10/2024**

Agenda (in short)	Action Taken
To confirm minutes of previous IQAC meeting	Minutes were confirmed and report was noted
To collect progression reports from NAAC criterion heads	Reports were requested from all heads
To organize FY practical exams	Necessary arrangements were made
To conduct remedial lectures for FY	Remedial sessions were planned and initiated
To promote research among T.Y.B.Sc. students	Students were encouraged through Innovation Club and SSIP
To identify and support slow and advanced learners	Teaching strategies were planned accordingly
To start energy and environment conservation drive	Awareness activities were planned
To prepare students for social service	NSS and NCC students were motivated for participation
To arrange IIT JAM and competitive exam guidance	Counselling sessions were scheduled

  
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21/01/2025

**Notice for Third IQAC meeting for academic year 2024-2025**

All members of Internal Quality Assurance Cell (IQAC) are hereby informed that our third IQAC meeting of academic year 2024-2025 will be held on 25<sup>th</sup> January, 2025, Saturday at 4 pm in IQAC meeting room.

**Meeting agenda is as below:**

- 1) To conform the minutes of previous IQAC meeting held on 26/10/2024 and note the action taken report.
- 2) Regarding the evaluation of a successful event of ISRO.
- 3) 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.
- 4) 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.
- 5) Necessary planning and execution regarding educational tour and annual function.
- 6) To preparation for scientific event on 28<sup>th</sup> February, the science Day.
- 7) To conduct a certificate course offered by each department for the students and common people.
- 8) To initiate new best practices to benefit the students and society.
- 9) To motivate the faculties to propose research projects and bring excellence by securing awards conferred from government as well as external agencies.
- 10) To plan for the internship and field trip.
- 11) To make a suitable planning for both theory and practical for advance and slow learner.
- 12) To conduct "On Job training" and organizing skill base training for staff.
- 13) To conduct career guidance and counseling sessions for final year students.
- 14) 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

**Dr. R. P. Bhatt**  
Principal,  
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**Minutes of the Third IQAC Meeting for the Academic Year 2024–2025**

The third meeting of the Internal Quality Assurance Cell (IQAC) for the academic year 2024–2025 was held on 25th January 2025, Saturday, at 4 pm in the IQAC meeting room. The meeting was chaired by the Principal. All IQAC members were present.

**Agenda-wise discussions and outcomes:**

1. The minutes of the previous IQAC meeting held on 26th October 2024 were confirmed. The action taken report was reviewed and noted.
2. The successful completion of the ISRO-related event was appreciated. A brief evaluation was shared, and documentation of the event was suggested.
3. It was resolved that all departments and units including NSS, Saptadhara, Finishing School, UDISHA, Placement Cell, SCOPE, and DELL Lab should submit their activity reports before the next IQAC meeting in April.
4. It was decided to carry out feedback analysis from students and stakeholders, and prepare an action taken report as per AQAR format before the next meeting.
5. Planning and execution of the educational tour and annual function were discussed. Committees will be formed to manage logistics and coordination.
6. It was resolved to prepare for the scientific event to be held on 28th February on the occasion of National Science Day.
7. Each department was encouraged to conduct a certificate course for students and interested members of the community.
8. Suggestions were made to identify and initiate new best practices that can benefit both students and society.
9. Faculty members were encouraged to submit proposals for research projects and aim for recognitions and awards from government and external agencies.
10. The need for well-planned internships and field trips was discussed. Departments will prepare proposals accordingly.
11. Special planning for theory and practical teaching was advised, keeping in mind the requirements of both advanced and slow learners.
12. It was decided to organize "On Job Training" and skill-based training sessions for teaching and non-teaching staff.
13. Career guidance and counselling sessions will be conducted for final year students before the end of the academic year.



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IQAC Third meeting on Dated: 25/01/25 for academic year 2024-2025

SR.NO.	NAME	SIGN
1	DR. R.P. BHATT	
2	Prof. R. R. RAM	
3	DR. M. M. JANI	
4	DR. M. M. CHAVDA	
5	DR. V. D. BAKOTRA	
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**Action taken report for the agendas discussed in IQAC meeting on 25/01/2025**

Agenda (in short)	Action Taken
To confirm minutes of previous IQAC meeting	Minutes were confirmed and noted
To evaluate ISRO event	Event was appreciated and evaluation was noted
To submit reports of various activity units	Reports were requested to be submitted before next meeting
To analyse feedback and prepare action report	Feedback analysis was initiated as per AQAR format
To plan educational tour and annual function	Planning responsibilities were assigned
To prepare for National Science Day event	Scientific event planning was initiated
To conduct departmental certificate courses	Departments were instructed to propose courses
To initiate new best practices	Suggestions were invited and noted
To encourage research projects and recognition	Faculty members were motivated to apply for projects and awards
To arrange internship and field trips	Departments were asked to plan accordingly
To plan for slow and advanced learners	Strategies were discussed for theory and practical support
To organize skill training and on-job training	Training sessions were planned for staff
To conduct career guidance for final year students	Counselling sessions were scheduled

  
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Date: 25/04/2025


**Notice for Fourth IQAC meeting for academic year 2024-2025**


All members of Internal Quality Assurance Cell (IQAC) team are hereby informed that our Fourth IQAC meeting of academic year 2024-2025 will be held on 28<sup>th</sup> April, 2025, Thursday at IQAC meeting room.

Meeting agendas are as below:

- (1) To conform the minutes of previous IQAC meeting held on 25/01/2025 and note the action taken report.
- (2) To prepare syllabus as per NEP for Third year as our senior HOD are member of Study Board in their respective subject.
- (3) Regarding the organization of SY – FY practical exams.
- (4) Regarding career guidance through the mentor-mentee system.
- (5) Regarding the smooth organization of theory exams.
- (6) Regarding duties related to the upcoming state by-elections and ensuring they do not affect educational activities.
- (7) Regarding the formation of a committee for GCAS common admissions.
- (8) Regarding being present during the vacation due to elections.
- (9) Regarding starting a help desk at the college for admissions due to early results of 12th Science.
- (10) To discuss necessary up gradations on the college website.
- (11) To discuss arrangement for campus placement.
- (12) 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

  
Dr. R. P. Bhatt  
Principal,  
Bahauddin Science College,  
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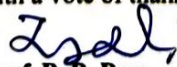
**Minutes of the Fourth IQAC Meeting for the Academic Year 2024–2025**


The fourth meeting of the Internal Quality Assurance Cell (IQAC) for the academic year 2024–2025 was held on 28th April 2025, Thursday, in the IQAC meeting room. The meeting was chaired by the Principal. All IQAC members were present.

**Agenda-wise discussions and outcomes:**

1. The minutes of the previous IQAC meeting held on 25th January 2025 were confirmed. The action taken report was noted and approved.
2. It was resolved that senior faculty members who are part of the Board of Studies will assist in the preparation of the third-year syllabus in alignment with the National Education Policy (NEP).
3. Arrangements for smooth conduct of SY and FY practical examinations were discussed and necessary responsibilities were assigned.
4. It was agreed that career guidance under the mentor-mentee system will be strengthened to support students in their academic and professional planning.
5. Members discussed steps to ensure proper conduct of theory examinations with adequate supervision and coordination.
6. It was noted that upcoming state by-elections should not affect educational activities. Measures will be taken to manage duties without disruption to academics.
7. A committee will be formed to manage GCAS common admissions in accordance with government norms.
8. Members agreed to remain available during the vacation period as required by election duties and institutional responsibilities.
9. It was resolved to set up an admission help desk at the college due to early announcement of 12th Science results.
10. The need for certain upgrades on the college website was discussed. Relevant changes will be taken up with the technical support team.
11. Planning for upcoming campus placement activities was initiated. Coordination with the Placement Cell will follow.
12. No other items were raised for discussion.

The meeting ended with a vote of thanks to the chair.

  
Prof. R. R. Ram  
Coordinator,  
IQAC

  
Dr. R. P. Bhatt  
Principal,  
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IQAC Fourth meeting on Dated: 28/04/25 for academic year 2024-2025

SR.NO.	NAME	SIGN
1	DR. R.P. BHATT	
2	Prof. R. R. RAM	
3	DR. M. M. JANI	
4	DR. M. M. CHAVDA	
5	DR. V. D. BAKOTRA	
6	DR. P. A. SHARMA	
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Prof. R. R. Ram  
Coordinator,  
IQAC

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**Action taken report for the agendas discussed in 4<sup>th</sup> IQAC meeting on 28/04/2025**

Agenda (in short)	Action Taken
To confirm minutes of previous IQAC meeting	Minutes were confirmed and action report was approved
To prepare syllabus as per NEP for third year	Preparation was assigned to Board of Studies members
To organize SY and FY practical exams	Planning and arrangements were discussed
To provide career guidance through mentor-mentee system	Mentor support was strengthened for career guidance
To manage smooth theory examinations	Coordination measures were discussed
To handle by-election duties without disrupting academics	Members were informed and preparations were made
To form committee for GCAS admissions	A committee was proposed for the same
To ensure availability during vacation for duties	Members agreed to remain available if required
To start help desk for admissions	Help desk was proposed due to early 12th result
To upgrade college website	Website improvement requirements were discussed
To arrange for campus placement	Placement activities were discussed and initiated

  
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14. No other items were raised for discussion.
15. The meeting ended with a vote of thanks to the chair.

**Prof. R. R. Ram**  
Coordinator,  
IQAC

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