



The H.N.S.B. Ltd. Science College , Himatnagar

IQAC Meeting - 1 Notice

Date: 11/6/2016

Venue: Principal's office

All the IQAC members are requested to remain present in the meeting of IQAC dated on 16/6/2016.,
11.30 to 12.30 pm.

The agenda of the meeting as follows.

➤ Agenda

- 1) To confirm the minutes of the previous meeting
- 2) To design academic calendar for the year 2016-2017
- 3) To design activities of the Saptdhara initiatives of KCG for academic year 2016-2017
- 4) To make Linkages, MOUs with Pharmaceutical Industries, Educational institutes and NGOs
- 5) To Form Students Council Committee
- 6) To submit College data on AISHE portal
- 7) To arrange end semester examinations

Sr. No.	Name	Designation	Position	Signature
1	Dr. B.S.Patel	Principal	Chairperson	
2	Dr.Z.M.Gadhawala	Associate professor	Coordinator	
3	Dr. S.S.Andher	Associate professor	Member	
4	Dr.J.S.Patel	Associate professor	Member	
5	Dr.M.N.Paramar	Associate professor	Member	
6	Dr. M.M.Prajapati	Associate professor	Member	
7	Dr. N.I.Patel	Associate professor	Member	
8	Dr.S.P.Vyas	Assistant professor	Member	
9	Dr. B.A.Patel	Librarian	Member	
10	Mr. R.R. Mankadiya	Head Clerk	Member	
11	Mr.P.D.Patel	Junior Clerk	Member	
12	Mr. Prahladbhai Somani	Secretary	Member	
13	Mr. Vicky Vanzara	Alumni	Member	
14	Dr.Moin Modasiya	Local society	Member	
15	Dr.Gani M.Lala	Industrialist	Member	
16	Mr.Arun Malaviya	Employer	Member	
17	Mr.Vicky I.Vanzara	P.G.Student	Member	

Convener
IQAC.....Committee
The H.N.S.B. Ltd. Science College
Himatnagar

Principal
The H.N.S.B.Ltd.Science College
Himatnagar-383 001.





IQAC

Minutes of meeting - 1

(Year: 2016 - 17)

Meeting: 1 Date: 16/06/2016

Place: Principal's office

Time: 11:30 to 12:30 PM

The 1st IQAC meeting is held under the chairmanship of Principal Dr. B.S.Patel. The meeting session started by welcoming of IQAC members by the coordinator Dr.Z.M.Gadhawala

The following IQAC members were present

Sr. No.	Name	Designation	Position	Signature
1	Dr. B.S.Patel	Principal	Chairperson	
2	Dr.Z.M.Gadhawala	Associate professor	Coordinator	
3	Dr. S.S.Andher	Associate professor	Member	
4	Dr.J.S.Patel	Associate professor	Member	
5	Dr.M.N.Paramar	Associate professor	Member	
6	Dr. M.M.Prajapati	Associate professor	Member	
7	Dr. N.I.Patel	Associate professor	Member	
8	Dr.S.P. Vyas	Assistant professor	Member	
9	Dr. B.A.Patel	Librarian	Member	
10	Mr. R.R. Mankadiya	Head Clerk	Member	
11	Mr.P.D.Patel	Junior Clerk	Member	
12	Mr. Prahladbhai Somani	Secretary	Member	
13	Mr. Vicky Vanzara	Alumni	Member	
14	Dr.Moin Modasiya	Local society	Member	
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16	Mr.Arun Malaviya	Employer	Member	
17	Mr.Vicky I.Vanzara	P.G.Student	Member	

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Agenda No.	Agenda	Discussion point	Responsibility given
1	To confirm the minutes of the previous meeting	Nil	Coordinator
2	To design academic calendar for the year 2016-2017	Academic calendar should prepare with keep in mind curriculum , co-curriculum & examination schedule	IQAC coordinator
3	To design activities of the Saptdhara initiatives of KCG	Extension activities should be design as per NAAC guidelines	All conveners of the Saptdhara
4	To make MOUs/Linkages with Pharmaceutical industries, Educational institutes and NGOs	After discussion, it is decided to make MOUs/Linkages with Pharmaceutical Industries, Educational Institutes and NGOs	Dr.S.G.Patel
5	To form Students Council Committee	It is decided that Students Council Committee will be form to support other students of the College in various activities and empower the students in gaining leadership	Principal
6	To submit data on AISHE portal	Discussion about the information of AISHE portal	Dr. S.S.Andher
7	To arrange end semester examinations	End semester examination program designed with respect to syllabus completion in all semester	Coordinator of examination committee


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• **Action taken report (till end of odd semester)**

- Agenda 1 : To confirm the minutes of the previous meeting
 - The minutes of the previous meeting of IQAC were read out & confirmed
- Agenda 2 : To design academic calendar for the year 2016-2017
 - The academic calendar was designed as pre given suggestion of the IQAC committee & circulated in the departments & displayed on notice board.
 - Agenda 3 : To design activities of the Saptdhara initiatives of KCG for academic year 2016-2017
 - All conveners of the Saptdhara have designed activities like Quiz Competition, Drawing Competition, Rangoli Competition, Mahendi Competition, Spot Photography, etc.
- Agenda 4: To make MOUs, Linkages with Pharmaceutical Industries, Educational Institutes and NGOs
 - MOUs and Linkages have been signed with different Pharmaceutical industries, Educational Institutes and NGOs for Placement activities, Faculty exchange, Students exchange, Training purpose and for Social awareness Programmes.
- Agenda 5: To form student council committee
 - Student Council Committee was formed under the guidance of Principal Dr.B.S.Patel, & guidelines are given to all council members to co-operate students of the College in various activities
- Agenda 6 : To submit data on AISHE portal
 - Necessary data was successfully submitted dated on 3/01/2017 under the guidance of Dr.S.S.Andher.
- Agenda 7 : To arrange end semester examinations
 - ESE schedule was designed by the exam coordinator & informed to all stakeholders

The meeting ended with vote of thanks to the chair.


Dr. B.S. Patel

(Chair Person of IQAC)

Principal

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Dr. Z.M. Gadhawaal

(Coordinator of IQAC)

Convenor

The IQAC.....Committee

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