



Ph. : (O) 02673 - 250346

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Navjivan Science College, Dahod

(Conducted by : Dahod Anaj Mahajan Sarvajanic Education Society)

Affiliated to Govind Guru University, Godhra

Re - Accredited by NAAC with B Grade with a CGPA of 2.31

Accredited "AAA" B Grade with a CGPA of 2.65

Dr. H. R. Dabhi

(Officiating Principal)

M : 9427533110

E-mail : dr.harishdabhi@gmail.com

Post Box No. 135,

Jhalod Road, DAHOD - 389151

Dist. : Dahod (Gujarat State)

E-mail : navjivan_73@yahoo.co.in

Date: 02/07/2021

Minutes of IQAC meeting. -1

The meeting of principal, IQAC Co-Ordinator, head of the departments of all disciplines, staff members and administrative staff members was arranged to discuss 1 to 7 criterions of NAAC. The meeting was started sharp 9.00 am. The principal welcomes all and allow session open for discussion. Mr. P.C. Pavar head of mathematics department was a speaker of today's meeting. He discussed all criterion deeply followed by questions and answer at the end of each criterion. Finally the meet was concluded by IQAC co-ordinator at 1.00 pm. The discussion rendered the strength and weaknesses of the institute moreover it will helpful to plan for NAAC of next coming cycle.

Teaching staff			
No.	Name	Dept.	SIGN
1	Dr. H. R. Dabhi	Chemistry	
2	Dr. R. K. Rai	Chemistry	
3	Dr. J. M. Patel	Chemistry	
4	Smt. N. A. Vohra	Zoology	
5	Dr. K. J. Mehta	Botany	
6	Dr. G. J. Kharadi	Chemistry	
7	Dr. V. J. Chauhan	P.E.	
8	Dr. N. M. Vaghela	Chemistry	
9	Mr. P. C. Pavar	Mathematics	
10	Dr. R. R. Patel	Physics	
11	Dr. V. R. Jain	Physics	
12	Dr. S. A. Patel	Chemistry	
13	Dr. K. T. Joshi	Chemistry	
14	Rucha Parikh	Admin	
15	Vinod Gadariya	Admin	
16	Devendra	Admin	

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Date: 31/07/2021

Minutes of IQAC meeting - 2

The meeting of principal, IQAC co-ordinator, head of the departments of all disciplines, staff members and administrative staff members was arranged at NAAC office on 31st July, 2021. The meeting was started sharp 9.00 am. The annual reports of various activities done during the year 2020-21 were collected. The certificates of the achievements of faculty members were also collected. Moreover the plan of action or work to be done for the month of August 2021 was prepared and assign work to respective departments and faculty members. The academic calendar of the institute was discussed and upgraded as per suggestion of the faculty members. The newly prepared academic calendar of the academic year 2021-22 was uploaded on college website. The online classes of UG and PG students were started at per institutional academic calendar papered by IQAC. Finally the meet was concluded by IQAC co-ordinator at 11.00 am.

Teaching staff			
No.	Name	Dept.	SIGN
1	Dr. H. R. Dabhi	Chemistry	
2	Dr. R. K. Rai	Chemistry	
3	Dr. J. M. Patel	Chemistry	
4	Smt. N. A. Vohra	Zoology	
5	Dr. K. J. Mehta	Botany	
6	Dr. G. J. Kharadi	Chemistry	
7	Dr. V. J. Chauhan	P.E.	
8	Dr. N. M. Vaghela	Chemistry	
9	Mr. P. C. Pavar	Mathematics	
10	Dr. R. R. Patel	Physics	
11	Dr. V. R. Jain	Physics	
12	Dr. S. A. Patel	Chemistry	
13	Dr. K. T. Joshi	Chemistry	
14	Rucha Parikh	Admin	
15	Vinod Gadariya	Admin	
16	Devendra	Admin	

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Plan of Action of August 2021

Dr. K. J. Mehta :-

1. Botanical recursion – filed visit
2. Preparation of syllabus for B. Sc. sem-I & II subject Biotechnology NJNM
3. Participated different national and International on conferences, seminar, webinar.
4. Guidance to the T. Y. students for project preparation.
5. To establish new Laboratory for Microbiology and Biotechnology

Dr. S. A. Patel :- (N. S. S.)

1. N. S. S Committee
2. Tree Plantation
3. Rakshabandhan

Dr. V. J. Chauhan :- (Sports)

1. Inter Class chess competition
2. Cross Country competition
3. Webinar of sports

Dr. V. R. Jain :- (Placement)

1. Nuclear power related Lecture
2. Placement fair for B. Sc Sem-6 and M. Sc students

Miss. Jayshreeben :- (Librarian)

1. INFLIBNET
2. SOUL
3. MAGAZINE / JOURNAL
 1. Drashti
 2. Suganitam
 3. Rojgar samachar
 4. Liberty Magazine
 5. Employment News
 6. Safar
 7. Reader digest
 8. Research Journal
 9. NAAC News
 10. UGC grant list

Dr. R. R. Patel :- (Student Union)

1. Student Union formation for the academic Year 2021-22

Dr. K. T. Joshi :-

1. Finishing school

Dr. K. T. Joshi, Dr. S. A. Patel and Dr. G. J. Kharadi

Feedback collection and its analysis for B.Sc. Semester 2, 4, 6 and M.Sc. Sem- 4 students.

Dr. H. R. Dabhi :-

1. Mentoring system for B. Sc students
2. Faculty Development
 - Computer
 - English
 - Project proposed writing
 - Quiz competition
 - Department wise webinar
 - **Student list of each year Email Gender, E. No. Name, Sem.**
 - **Result Soft copy in Excel**
 - Information of students goes for higher education
 - SSS
 - Feedback
 - College Email ID to contact students



Day celebration :- To be add in academic calendar (GS)

1. 28th July :- World Nature & conservation day
2. 9th August :- World Indigenous Day
3. 16th September :- Ozone Day
4. 11th October :- International Day of Girl Child
5. 10th November :- World Science Day
6. 24th January :- World Children Day
7. 28th Feb: - National Science Day
8. 8th March :- International women's Day
9. 14th March :- π Day
10. 22nd March :- World Water day





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Date: 13/09/2021

Minutes of IQAC meeting - 3

The meeting of principal, IQAC co-ordinator, head of the departments of all disciplines, staff members and administrative staff members was arranged at NAAC office on 7th September, 2021. The meeting was organized under the chairman ship of our convener Shri. Mihir Shah. All faculty members were requested to keep the list of their requirements needed. The meeting was started sharp 11.45 am. The points discussed in the meeting and response of management were listed below.

Teaching staff			
No.	Name	Dept.	SIGN
1	Dr. H. R. Dabhi	Chemistry	
2	Dr. R. K. Rai	Chemistry	
3	Dr. J. M. Patel	Chemistry	
4	Smt. N. A. Vohra	Zoology	
5	Dr. K. J. Mehta	Botany	
6	Dr. G. J. Kharadi	Chemistry	
7	Dr. V. J. Chauhan	P.E.	
8	Dr. N. M. Vaghela	Chemistry	
9	Mr. P. C. Pavar	Mathematics	
10	Dr. R. R. Patel	Physics	
11	Dr. V. R. Jain	Physics	
12	Dr. S. A. Patel	Chemistry	
13	Dr. K. T. Joshi	Chemistry	
14	Rucha Parikh	Admin	
15	Vinod Gadariya	Admin	
16	Devendra	Admin	

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Sr. No	Requirements	Discussed/ Suggested	Action Taken
1.	Extension of COC Programme (1.2.2.1, 1.2.3)	The college already UGC approved carrier oriented programme in Pharmaceutical Chemistry, Computer Programming Microbial Biotechnology	Do for extension of COC programme for B. Sc Students
2.	Establish Smart classes for ICT based teaching and learning (2.3.2.)	Five smart classes is needed (Each for specialized subject) Please see suggestion of peer team visited in 2014 – Page No. 2 (2.2.3)	Management will find possibility for it.
3.	Establish research facility to catalyzed research activities in the institute (3.1.1, 3.1.2, 3.1.3, 3.2.2, 3.3.1, 3.3.2, 3.3.3)	Total 11 faculty members have research guide ship. Students are doing research under their guide ship but there is no adequate research facility available at institute. Low pass out in Ph. D entrance exam is a key issue for the research guide. Please see suggestion of peer team visited in 2014 – Page No. 3 (2.3.2, 2.3.3)	Management needs detail about research laboratory, i.e Area/ cost and facilities needed in research laboratory. Faculty members are suggested to advice /organized coaching for NET/SLET and Ph. D. entrance examination.
4.	DSLR camera	Institute is doing number of activities during the year and to keep record of it we needs Geo-tagged photos of all events.	Purchase approved to purchase DLSR camera
5.	MoU with other institutions, universities, industries, corporate houses	Management will look for possibility for it	Management will look for possibility for it
6.	Sport facilities for indoor and outdoor sports activities Auditorium for cultural activity	Director of physical education already send their requirements to the management Please see suggestion of peer team visited in 2014 – Page No. 6, (3.3) Under Progress	Already Discussed Under Progress



7.	Appointment of Librarian Atomization of library facility Adequate computer with internet facility for students Subscription of E - resources	Institute have no permanent librarian hence the library facility affects very badly <ul style="list-style-type: none"> ➤ It is very difficult to keep library record ➤ Atomization of library is needed ➤ Library with computers having internet facility is needed (For Student) Please see suggestion of peer team visited in 2014 – Page No. 4, (2.4.2) INFLIBNET Subscription	Management will look for possibility for it Already done
8.	Implementation of E-governance in area if operation	It is under process and finished soon ERP based programme which manage versatile data of the students, faculty members and admin	Under process Yet to discussed
9.	Waste management facilities at the institute	Find possibilities for it at institutional level	Do at institute level
10.	Water conservation	Done	Done
11.	Disable Friendly and barrier free environment	Ramp from parking to main gate passage is needed Disable Friendly Toilet, Ramp needed	Under process
12.	Revision of various committee like Discipline committee, Anti ragging committee, CWDC, IQAC etc.	To be done	Do at institute level



13.	Established renewable energy source in the institute	Solar roof top at institute	Yet do decide about it.
14.	NCC	Take follow up of NCC	Do it at college level
15	Research Project	Insist all faculty member for to prepare research project proposal	Do it at college level





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Date: 21/09/2021

Tuesday

Minutes of IQAC meeting - 4

The meeting of principal, wise principal, convener and IQAC co-ordinator, of the college was arranged at principal's office on 21st September, 2021. The agenda of the meeting was to assign work to the faculty members as per their expertise. The meeting was organized under the chairman ship of our convener Shri. Mihir Shah. The meeting was started sharp

Teaching staff			
No.	Name	Dept.	SIGN
1	Dr. H. R. Dabhi	Chemistry	
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10	Dr. R. R. Patel	Physics	
11	Dr. V. R. Jain	Physics	
12	Dr. S. A. Patel	Chemistry	
13	Dr. K. T. Joshi	Chemistry	
14	Rucha Parikh	Admin	
15	Vinod Gadariya	Admin	
16	Devendra	Admin	

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11.45 am. The work was assigned to the faculty members are listed below.

Sr. No	Requirements	Discussed/ Suggested	Action Taken	Assigned faculty
1.	Extension of COC Programme (1.2.2.1, 1.2.3)	The college already UGC approved carrier oriented programme in Pharmaceutical Chemistry, Computer Programming Microbial Biotechnology	Do for extension of COC programme for B. Sc Students	Dr. R. K. Rai
2.	Establish Smart classes for ICT based teaching and learning (2.3.2.)	Five smart classes is needed (Each for specialized subject) Please see suggestion of peer team visited in 2014 – Page No. 2 (2.2.3)	Management will find possibility for it.	Use Existing ICT facilities and Keep its record, All Head of the departments
3.	Establish research facility to catalyzed research activities in the institute (3.1.1, 3.1.2, 3.1.3, 3.2.2, 3.3.1, 3.3.2, 3.3.3)	Total 11 faculty members have research guide ship. Students are doing research under their guide ship but there is no adequate research facility available at institute. Low pass out in Ph. D entrance exam is a key issue for the research guide. Please see suggestion of peer team visited in 2014 – Page No. 3 (2.3.2, 2.3.3)	Management needs detail about research laboratory, i.e Area/ cost and facilities needed in research laboratory. Faculty members are suggested to advice /organized coaching for NET/SLET and Ph. D. entrance examination.	Prepare research, committee Principal and Wise principal Principal and Wise principal



4.	DSLR camera	Institute is doing number of activities during the year and to keep record of it we needs Geo-tagged photos of all events.	Purchase approved to purchase DLSR camera	Ask IT expert For Geo-Tech Photograph Dr. N. M. Vaghela
5.	MoU with institutions, other universities, industries, corporate houses	Management will look for possibility for it	Management will look for possibility for it	Research committee, NSS programme officer (Keep its record)
6.	Sport facilities for indoor and outdoor sports Auditorium for cultural activity	Director of physical education already send their requirements to the management Please see suggestion of peer team visited in 2014 – Page No. 6, (3.3) Under Progress	Already Discussed Under Progress	Dr. V. J. Chauhan
7.	Appointment of Librarian of Atomization of library facility Adequate computer with internet facility for students	Institute have no permanent librarian hence the library facility affects very badly ➤ It is very difficult to keep library record ➤ Atomization of library is needed	Management will look for possibility for it	Principal and Wise principal



	Subscription of E - resources	<p>➤ Library with computers having internet facility is needed (For Student)</p> <p>Please see suggestion of peer team visited in 2014 – Page No. 4, (2.4.2)</p> <p>INFLIBNET Subscription</p>	Already done	
8.	Implementation of E- governance in area if operation	<p>It is under process and finished soon</p> <p>ERP based programme which manage versatile data of the students, faculty members and admin</p>	<p>Under process</p> <p>Yet to discussed</p>	Management itself
9.	Waste management facilities at the institute	Find possibilities for it at institutional level	Do at institute level	<p>NSS</p> <p>Programme officer</p> <p>(Keep its record)</p>
10.	Water conservation	Done	Done	<p>NSS</p> <p>Programme officer</p> <p>(Keep its record)</p>
11.	Disable Friendly and barrier free environment	<p>Ramp from parking to main gate passage is needed</p> <p>Disable Friendly Toilet, Ramp needed</p>	Under process	<p>Management and Principal</p> <p>(Please do reminder while construction work has been</p>



				started)
12.	Revision of various committees like Discipline, committee, Anti ragging committee, CWDC, IQAC etc.	To be done	Do at institute level	Principal and Wise principal (Keep its record)
13.	Established renewable energy source in the institute	Solar roof top at institute	Yet do decide about it.	Management will find possibility.
14.	NCC	Take follow up of NCC	Do it at college level	Dr. G. J. Karadi
15	Research Project	Insist all faculty member for to prepare research project proposal	Do it at college level	Principal and Wise principal
16	Alumni	Do it at college level	Do it at college level	Dr. J. M. Patel (Keep its record)

