2023-2024 The HNSB.Ltd.Science College,Himatnagar, IQAC Meeting-1- Notice

Date: 26-06-2023

Venue: Seminar Hall

All the IQAC members are requested to remain present in the offline meeting of IQAC dates on 30-06-2023 on 2.00 pm to 3.00 pm.

The agenda of the meeting as follows.

Agenda:

- 1. To confirm the minutes of the previous meeting.
- 2. Discussion about Academic calendar for the year 2023-2024.
- 3. Discussion about formation of various committees.
- 4. Discussion about NEP: 2020
- 5. To Start B.Sc. & M.Sc. Programme Lectures and practical.
- Discussion about arrangement of Induction program for B.Sc.Sem-1 and M.Sc.Sem-1.
- 7. Discussion about formation of Students Council Committee for year 2023-24.
- To start certificate and Value-added courses, Field project and Intership in the B.Sc. and M.Sc. Programs.
- 9. To arrange alumni meet for 2023-2024.
- To decide outreach program and programs for universal vales and ethics and women empowerment.
- 11. To arrange faculty and administrative staff development program.
- 12.Discussion about MOUs and collaborations with other institutes.
- 13.Discussion about State, National level seminar arrange by the institute.

14.Scrutiny of CAS of teaching staff.

The HNSB.Ltd. Science College . Mimatnagar (S.K.) Gujarat



Dr.J.S.Patel

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

THE HNSB.LTD.SCIENCE COLLEGE,HIMATNAGAR IQAC COMPOSITION 2023-2024 IQAC Meeting

Date :30 - 06-2023

SR. NOS.	NAME OF MEMBERS	DESIGNATION	SPECIFICATION	SIGNATURE
1	DR.J.S.PATEL	CHAIR PERSION	DC PRINCIPAL	1.t.
2	DR.M.M.PRAJAPATI	CO ORDINATOR	ASSO.PROFESSOR	200:
3	DR.Z.M.GADHAWALA	EX.CO ORDINATOR	P.G.INCHARGE	THE
4	DR.M.R.CHAVDA	MEMBER	HOD.CHEMISTRY	BS
5	DR.M.N.PARMAR	MEMBER	HOD.PHYSICS	Tons
6	MR.HANI SHAH	MEMBER	HOD.MICROBIOLOGY	
7	DR.N.LPATEL	MEMBER	ASSO.PROFESSOR	Com.
8	DR.S.P.VYAS	MEMBER	ASSI.PRO/1/SSOR	Ses
9	DR.B.A.PATEL	MEMBER	LIBRARIAN	Tany
10	MR.N.R.SADHU	MEMBER	SK clerk	and
11	MR.T.N.PATEL	MEMBER	STORE KIPPER	ON
12	MR.MAYURSINH RAHEVAR	MEMBER	JRALEARK	-
13	MR.GOPALSINH N.RATHOD	MEMBER	I/C PRESIDENT	Gerlip
14	DR.VAIDEHI C.PANDYA	MEMBER	LIBRARIAN. LAW COLLEGE,HMT.	1
15	MR.CHIRAG N.PATEL	MEMBER	INDUSTRIALIST.HMT.	deig
16	MR.VIKRAM VANJARA	MEMBER	ALUMNI ASSO.	all
17	MR.ARUN M.MALAVIA	MEMBER	EMPLOYER	
18	MR.SARTHI K.PATEL	MEMBER	SENIOR	
			STUDENT(P.G.)	

IQAC Coordinator

The HNSSLas, Science Color at Hindunager (S.N.) Gujaras



Principal

Vc. Principal The H. N. S. B. Ltd, Science College Himainagar-383091, S.K.

The HNSB.Ltd.Science College,Himatnagar. IQAC Meeting (2023-2024)

Action Taken Report

Date of Meeting: 30-06-2023 Venue: Seminar Hall. Agenda with Action Taken:

Agenda 1: Confirmation of the Minutes of the Previous Meeting

Action Taken: Minutes confirmed and circulated to all members.

Agenda 2: Discussion about Academic Calendar for the Year 2023-2024

Action Taken: Finalized academic calendar shared with all departments.

Agenda 3: Discussion about Formation of Various Committees

Action Taken: Committees formed and members assigned. Initial meetings scheduled.

Agenda 4: Discussion about NEP: 2020

Action Taken: Recommendations drafted for integrating NEP guidelines into the curriculum.

Agenda 5: To Start B.Sc. & M.Sc. Programme Lectures and Practical

Action Taken: Lectures and practicals scheduled to commence on [insert date].

Agenda 6: Discussion about Arrangement of Induction Program for B.Sc. Sem-1 and M.Sc. Sem-1 Action Taken: Induction program planned for [insert date], with activities outlined.

Agenda 7: Discussion about Formation of Students Council Committee for Year 2023-24

Action Taken: Election process initiated, scheduled for [insert date].

Agenda 8: To Start Certificate and Value-Added Courses, Field Project, and Internship in B.Sc. and M.Sc. Programs

Action Taken: Departments requested to submit proposals for courses by [insert date].

Agenda 9: To Arrange Alumni Meet for 2023-2024

Action Taken: Alumni meet scheduled for [insert date]. Invitations being prepared.

Agenda 10: To Decide Outreach Program and Programs for Universal Values and Ethics and Women Empowerment

Action Taken: Initiatives outlined; partnerships in progress.

Agenda 11: To Arrange Faculty and Administrative Staff Development Program

Action Taken: Development program scheduled for [insert date], focusing on skill enhancement.

Agenda 12: Discussion about MOUs and Collaborations with Other Institutes

Action Taken: Committee formed to explore collaboration opportunities.

Agenda 13: Discussion about State, National Level Seminar Arrange by the Institute Action Taken: Plans initiated for hosting a seminar in [insert month/year].

Agenda 14: Scrutiny of CAS of Teaching Staff

Action Taken: Review process established; feedback to be communicated to staff.

110.300

Gul. State

383001

hagat,

om IGAC Coordinator The HNSB.Ltd. Science College Himatnagar (S.K.) Gujaret

THE HNSB, LTD. SCIENCE COLLEGE, HIMATNAGAR

YEAR: 2023-2024

IQAC Meeting (1) with Faculties Notice

Date: 08-07-2023

10

 \sim

Venue: Seminar Hall

All the IQAC members and faculties are requested to remain present in the offline meeting of IQAC dates on 14-07-2023 on 2.30 pm to 3.30 pm at seminar Hall.

The agenda of the meeting as follows. Agenda:

- 1. To read the results and Strengths of the semesters.
- 2. Discussion about formation of various committees for the academic year 2023-2024
- 3. To discuss about Departmental activities like Field project, Educational-Toor, Certificate course etc.
- Formation of mentor- mentees system.
- Discussion about participation in (Research Papers, Seminars, Workshops, E-books, Projects etc.) Research activities, e-content development and Formation of YouTube channels for Theory and Practical's.
- 6. Discussion about Policies and activities for Slow & Advanced learners.
- 7. Discussion about designing of COs, POs, for B.Sc. Sem- 1(NEP), B.Se.Sem.3 and Sem-5.
- 8. Discussion about MOUs, Linkages and Collaborations.
- Discussion about experimental learning, Participative learning, Problem solving, internship, Field work/field visit/industrial visit.
- 10. To discuss about internal academic audit of various department.
- 11. discussion about professional development programs for teaching staff.

Dr.N.I.Patel IQAC Coordinator IGACCommittee H.N.S.B. Ltd. Science College Guj. State 383001 14

Dr.J.S.Patel Ic. Principal

The H, N. S. B. Ltd. Science College Himatnagar-283001, S.K.

THE HNSB. LTD.SCIENCE COLLEGE, HIMATNAGAR **IQAC Meeting With Teaching Staff**

-	3: 2023-24		IVICETING	DATE: 14-07-20
SR.NO	NAME OF MEMBERS	DESIGNATION	SPECIFICATION	SIGNATURE
1	DR.J.S.PATEL .	CHAIR PERSION	I/C PRINCIPAL	1.1.th
2	DR.N.LPATEL	COORDINATOR	ASSO. PROFESSOR	am
3	DR.Z.M.GADHAWALA	EX.CO ORDINATOR	P.G.INCHARGE	tout
4	DR.M.R.CHAVDA	IQAC MEMBER	HOD. CHEMISTRY	alund
5	DR.M.N.PARMAR	IQAC MEMBER	HOD.PHYSICS	100
6	MR.HANI SHAH	IQAC MEMBER	HOD. MICROBIOLOGY	hen
7	DR.M.M.PRAJAPATI	IQAC MEMBER	HOD.BOTANY	ma
8	DR.S.P.VYAS	IQAC MEMBER	ASSI. PROFESSOR	hul
9	DR.B.A.PATEL -	IQAC MEMBER	LIBRARIAN	TEMP
10	MR.N.R.SADHU	IQAC MEMBER	HEAD CLEARK	and .
11	MR.T.N.PATEL	IQAC MEMBER	STORE KIPPER	(2) Patr
3.00	MR.MAYURSINH RAHEVAR	IQAC MEMBER	JR.CLEARK	· RAME
1.1	MR.GOPALSINH N. RATHOD	IQAC MEMBER	I/C PRESIDENT	Gebin
14	DR.SHUNILBHAI SHAH	IQAC MEMBER	PRINCIPAL(BBA)	Any
15	MR.CHIRAG N.PATEL	IQAC MEMBER	INDUSTRIALIST, HMT,	The
16	MR.VIKRAM VANJARA	IQAC MEMBER	ALUMNI ASSO.	Cather
17	DR.BHARATŖHAI R.PATEL	IQAC MEMBER	EMPLOYER	8m
18	MR.SHUBHAM B.KOTHARI	IQAC MEMBER	SENIOR STUDENT(P.G.)	Subam
	Dr. M.A.PATEL	Staff Member	Chemistry Dept'	(PQ
	Dr. S.G.PATEL	Staff Member	Chemistry Dept'	Take .
and the second data	the second se	Staff Member	Chemistry Dept'	Bar
		Staff Member	Botany Dept'	THEPO.
Concession of the local division of the loca		Staff Member	Sports Dept'	erodela.
		Staff Member	Chemistry Dept'	
_	the second se	Staff Member	Physics Dept'	JOSE -
COLUMN TWO IS NOT			Chemistry Dept'	120.
_			Chemistry Dept'	1. 1993
	the second se	Staff Member	Micro Dept'	L
29 N	MS.TANVI LIMBACHIYA		Botany Dept'	No.



THE HNSB, LTD. SCIENCE COLLEGE, HIMATNAGAR

Scienco

YEAR: 2023-2024 IQAC Meeting (1) with Faculties Action Taken Report

Date of Meeting: 14-07-2023

Agenda with Action taken:

- 1. To read the results and Strengths of the semesters.
 - Results and Strength of all Semester 1,3,5 read by Principal.
- Discussion about formation of various committees for the academic year 2023-2024.
 - After the discussion, the first action taken would be to identify the various committees
 required for the smooth functioning of the academic year 2023-2024. Each committee's
 roles and responsibilities will be clearly defined to ensure that there is no ambiguity
 about their functions. This will help committee members understand their duties and
 execute them effectively.
- To discuss about Departmental activities like Field project, Educational Toor, Certificate course etc.
 - Following the discussion, faculty members and department heads will be encouraged to submit proposals for various departmental activities, such as field projects, educational tours, workshops, and certificate courses. These proposals should outline the objectives, expected outcomes, budgetary requirements, and logistics of the activities. Detailed documentation of each activity, including its objectives, outcomes, and participant feedback, will be recorded. This documentation will be valuable for academic reviews, accreditation, and future planning.
- 4. Formation of mentor- mentees system.
 - A structured mentor-mentee program will be designed. This will include defining the
 objectives, expected outcomes, and the roles and responsibilities of mentors and
 mentees. Mentors will be selected from faculty members and staff. List of students and
 mentors will be display on website.
- Discussion about participation in (Research Papers, Seminars, Workshops, E-books, Projects etc.) Research activities, e-content development and Formation of YouTube channels for Theory and Practical's.
 - To encourage participation in research activities, e-content development, and the formation of YouTube channels, an awareness campaign will be initiated. Faculty members will play a crucial role in guiding and inspiring students to participate in research activities. They will be encouraged to mentor and collaborate with interested

students on research projects. Regular research seminars and workshops will be organized to provide students with insights into various research methodologies, publication processes, and how to present their work effectively.

- 6. Discussion about Policies and activities for Slow & Advanced learners.
 - The first step is to conduct a comprehensive needs assessment to identify the specific requirements of slow and advanced learners. This assessment will help in understanding their strengths, weaknesses, learning styles, and any additional support they may need Based on the needs assessment, personalized learning plans will be developed for both slow and advanced learners.
- 7. Discussion about designing of COs, POs, for B.Sc. Sem- 1(NEP), B.Sc.Sem.3 and Sem-5.
 - After discussion, COs, POs, for B.Sc. Sem- 1(NEP), B.Sc.Sem.3 and Sem-5 will be display on website and also discuss in class room before starting topics or units.
- 8. Discussion about MOUs, Linkages and Collaborations.
 - A needs assessment will be conducted to identify the specific areas in which collaboration is needed or can be beneficial. This assessment will help determine the focus and scope of the MOUs and collaborations. Once potential partners are identified, negotiations will take place to draft MOUs and collaboration agreements. These documents will outline the terms, objectives, roles, and responsibilities of each party involved. The MOUs and collaboration agreements will go through an internal approval process, involving relevant departments, administration, and legal counsel if necessary, to ensure that they are in line with the institution's policies and guidelines.
- Discussion about experimental learning, Participative learning, Problem solving, internship, Field work/field visit/industrial visit.
 - To foster discussion and engagement on topics related to experimental learning, participative learning, problem-solving, internships, and field work/field visits/industrial visits. By implementing these actions, learners can gain a deeper understanding of experimental learning, participative learning, problem-solving, internships, and field work/field visits/industrial visits, leading to enhanced learning outcomes and practical skills that can be applied in real-life scenarios.

10. To discuss about internal academic audit of various department.

Scian

Stale

 To facilitate a discussion about the internal academic audit of various departments. Clearly outline the objectives of the internal academic audit. Provide participants with access to previous audit reports to understand the areas of improvement identified in the past and the progress made in addressing those issues. Assign specific responsibilities to individuals or teams for conducting the internal academic audit, gathering data, and preparing reports.

- 11. Discussion about professional development programs for teaching staff.
 - The implementation of professional development programs for the teaching staff was successfully carried out, fostering a culture of continuous learning and growth among faculty members. The institution remains committed to further enhancing these programs and ensuring the holistic development of its teaching staff.

Dr.N.I.Patel **IQAC** Coordinator

IQAC Coordinator The HNSB.Ltd. Science College Himatnagar (S.K.) Gujarat



4.5. Ch Dr.J.S.Patel

Ic. Principal Vo. Principal The H. N. S. B. Ltd. Science College Himstnagar-363001, S.K.

THE HNSB. LTD. SCIENCE COLLEGE, HIMATNAGAR

YEAR: 2023-2024

IQAC Meeting (1) with Administrative and Supporting staff Notice

Date: 08-07-2023.

Venue: Seminar Hall

All the IQAC members and Administrative and Supporting staff are requested to remain present in the offline meeting of IQAC dates on 14-07-2023 on 3.30 to 4.30 pm at Seminar Hall.

The agenda of the meeting as follows.

Agenda:

- 1. Discuss about organize the programs for Administrative and Supporting staff.
- 2. To discuss about the support in various curricular and cocurricular activities.
- Discuss about maintain record of strengths, results, scholarships, TC, Annual Maintains contract, Expanses of green initiatives etc.
- To discuss about prepared record of staff member who have availed duty leaves, medical leaves and maintain service book of staff.
- 5. To provide copies of invoices of Internet and Computer repairing, Printer repairing and other repairing bills to IQAC.

Dr.N.I.Patel **IQAC** Coordinator onvener IQAC Committee. H.N.S.B. Jack Goldence Colle 10 tal min mary an Guj. State 383031 intra of

Dr.J.S.Patel Ic.Principal

I/c. Principal The H. N. S. B. Etd. Science Collego Himatnagar-383001, S.K.

		MEETING PRESEN		E: 14-07-2023
R.NO	and the second se	DESIGNATION	SPECIFICATION	SIGNATURE
1	DR.J.S.PATEL	CHAIR PERSION		-s-stated
2	DR.N.I.PATEL	COORDINATOR	ASSO. PROFESSOR	administ
3	DR.Z.M.GADHAWALA	EX.CO ORDINATOR	P.G.INCHARGE	the
4	DR.M.R.CHAVDA	IQAC MEMBER	HOD. CHEMISTRY	De
5	DR.M.N.PARMAR	IQAC MEMBER	HOD.PHYSICS	indas
6	MR.HANI SHAH	IQAC MEMBER	HOD. MICROBIOLOGY	Far
7	DR.M.M.PRAJAPATI	IQAC MEMBER	HOD.BOTANY	12431
8	DR.S.P.VYAS	IQAC MEMBER	ASSI. PROFESSOR	Ø-
9	DR.B.A.PATEL	IQAC MEMBER	LIBRARIAN	They
10	MR.N.R.SADHU	IQAC MEMBER	HEAD CLEARK	8 aut
11	MR.T.N.PATEL	IQAC MEMBER	STORE KIPPER	(Dreat)
12	MR.MAYURSINH RAHEVAR	IQAC MEMBER	JR.CLEARK	pane
13	MR.GOPALSINH N. RATHOD	IQAC MEMBER	I/C PRESIDENT	Grebs
14	DR.SHUNILBHAI SHAH	IQAC MEMBER	PRINCIPAL(BBA)	Anul
15	MR.CHIRAG N.PATEL	IQAC MEMBER	INDUSTRIALIST, HMT.	ding
16	MR.VIKRAM VANJARA	IQAC MEMBER	ALUMNI ASSO.	Gold
17	DR.BHARATBHAI R.PATEL	IQAC MEMBER	EMPLOYER	Kgn
18	MR.SHUBHAM B.KOTHARI	IQAC MEMBER	SENIOR STUDENT(P.G.)	Subhum
19	MR.K.S.UPADHYAY	Staff Member	Gas Mechenics	Ks. badrys
20	MR.S.B.PRAJAPATI	Staff Member	Lab Assitance	SBRITT
21	MS.M.A.AAKHUNJI	Staff Member	Lab Assitance	willing-
22	MR.K.C.PATEL	Staff Member	Suporting Staff	0-
23	MR.A.K.VANKAR	Staff Member	Suporting Staff	(Lesh1
24	MR.K.J.BARANDA	Staff Member	Suporting Staff	an
25	MR. V.J.JOSHI	Staff Member	Suporting Staff	Cig
26	MR. P.M.PARMAR	Staff Member	Suporting Staff	Arganzan:
27	MR. C.P.TARAL	Staff Member	Suporting Staff	0.00
28	MR. P.B.PARMAR	Staff Member	Suporting Staff	2A.CA. unit
29	MR.BHAVIK P.CHAUHAN	Staff Member	Suporting Staff	Thurk &.
30	MR.RAHUL K.RABARI	Staff Member	Suporting Staff	Rupatan
31	MR.SUNIL K.PRAJAPATI	Staff Member	Suporting Staff	BAR F.

TO AC Comulted H.N.S.B. Lt Science College Himatnagat

THE HNSB. LTD. SCIENCE COLLEGE, HIMATNAGAR

YEAR: 2023-2024

IQAC Meeting (1) with Administrative and Supporting staff Notice

Action Taken Report

Date of Meeting: 14-07-2023 (4.30 PM)

Agenda with Action taken:

- 1. Discuss about organize the programs for Administrative and Supporting staff.
 - Based on the needs assessment, design training programs that cater to the identified skill
 gaps and professional development needs of the staff. The programs may cover areas
 such as communication skills, time management, customer service, office productivity
 tools, and other relevant topics. Arrange for experienced facilitators or trainers to
 conduct the programs. They should have expertise in the respective areas and be skilled
 in delivering effective training sessions.
- 2. To discuss about the support in various curricular and cocurricular activities.
 - To facilitate a discussion about providing support in various curricular and co-curricular activities from the supporting staff. To discuss the importance of supporting both curricular and co-curricular activities in the educational institution.
- Discuss about maintain record of strengths, results, scholarships, TC, Annual Maintains contract, Expanses of green initiatives etc.
 - To effectively maintain records of strengths, results, scholarships, TC (Transfer Certificates), annual maintenance contracts, expenses of green initiatives, and other relevant information. Implement a comprehensive record management system that organizes and stores all relevant information in a secure and easily accessible manner. Utilize digital platforms or software to manage electronic records efficiently. Establish standardized procedures for data collection from various sources, including academic departments, finance, scholarship committees, and green initiatives teams.
- To discuss about prepared record of staff member who have availed duty leaves, medical leaves and maintain service book of staff.
 - Set up a centralized and secure record management system for staff leaves and service books. This system can be digital or physical (paper-based) or a combination of both. Create individual service books for each staff member to record their employment details, promotions, salary revisions, awards, and other significant career milestones. Regularly update service books with relevant information, including annual performance evaluations, training records, and any changes in employment status.

- To provide copies of invoices of Internet and Computer repairing, Printer repairing and other repairing bills to IQAC.
 - Identify the Invoices and gather all the relevant invoices for internet and computer repairing, printer repairing, and other repairing bills that need to be submitted to the IQAC. Organize the invoices according to their categories (internet, computer, printer, etc.). This will make it easier to locate and manage the documents. Provide the compiled digital copies of the invoices, to the designated contact person or office within the IQAC. Ensure that the submission is done within the specified timeline or deadline.

Đr.N.I.Patel

IQAC Coordinator

IQAC Coordinator The HNSB.Ltd. Science College Himstnagar (S.K.) Gujarat



Dr.J.S.Patel

Ic.Principal I/c. Principal The H. N. S. B. Ltd. Science College Himatnagar-383001, S.K.

2023-2024 The HNSB.Ltd.Science College, Himatnagar.

IQAC Meeting- 2- Notice

Date: 04 -12 - 2023

Venue: Principal office

All the IQAC members are requested to remain present in the offline meeting of IQAC dates on 11-12 -2023 on 2.00 to 3.00 pm

The agenda of the meeting as follows.

Agenda:

- 1. To confirm the minutes of the previous meeting.
- 1. Submission of AQAR of year 2022-2023.
- 2. Participation in the GSIRF & NIRF for 2023-2024.
- 3 Scrutiny of received Principal applications and API by the IQAC.
- To Start Certificate and Value-Added Courses, Field project, Internships, Career Guidance Seminar and arrange Workshop on Yoga Fitness, Seminar on ICT Skills, Webinar on Entrepreneurship webinar on IPR & Research Ethics.
- 5. To Arrange PTA Meet.
 - 6. To decide outreach program and programs for universal values, ethics
- 7. And Gender equity activities.
 - 8. To arrange faculty and administrative staff development programs.
 - Discussion about to arrange sports activities, Birth & Death anniversary celebration of Indian Leaders, National & International day celebration.
 - 10-Discussion about campus interviews.
 - 11. To decide celebration of annual day.
 - 12. Discussion about Feedback collection, Analysis & Action taken.
 - To Arrange NSS annual camp, Swatchh Bharat Abhiyan activities for beyond the campus environment protection.
 - 14. Discussion about Green Audit, Energy Audit and Environmental Audit.
- 15: Discussion for Self-Appraisal system for teaching & nonteaching staff.
- 16 Discussion about Internal & External Academic Audit of the departments (16)

Dr.N.I.Patel IQAC Coordinator The HNSB.Ltd. Science College Himatnagar (S.K.) Gujarat

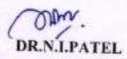


Dr.J.S.Patel - College

The H.N.S.B.L. Science College Himanegar-359 001.

THE HNSB. LTD.SCIENCE COLLEGE, HIMATNAGAR IQAC MEET 2 DATE: 11-12-2023

SR.NO	NAME OF MEMBERS	DECIONITION		1
	THE OF MEMBERS	DESIGNATION	SPECIFICATION	SIGNATURE
1	DR.J.S.PATEL	CHAIR PERSION	I/C PRINCIPAL	->. / .P.
2	DR.N.I.PATEL	CO ORDINATOR	ASSO. PROFESSOR	m
3	DR.Z.M.GADHAWALA	EX.CO ORDINATOR	P.G.INCHARGE	- ARS-
4	DR.M.R.CHAVDA	MEMBER	HOD. CHEMISTRY	10 0
5	DR.M.N.PARMAR	MEMBER	HOD.PHYSICS	and
6	MR.HANI SHAH	MEMBER	HOD. MICROBIOLOGY	HGM
7	DR.M.M.PRAJAPATI	MEMBER	HOD.BOTANY	man
	DR.S.P.VYAS	MEMBER	ASSI. PROFESSOR	as.
and the second se	DR.B.A.PATEL	MEMBER	LIBRARIAN	Time
	MR.N.R.SADHU	MEMBER	HEAD CLEARK	Multy
11	MR.T.N.PATEL	MEMBER	STORE KIPPER.	XMUM
12	MR.MAYURSINH RAHEVAR	MEMBER	JR.CLEARK	RETWER
13 1	MR.GOPALSINH N. RATHOD	MEMBER	I/C PRESIDENT	
14 1	DR.SHUNILBHAI SHAH	MEMBER	PRINCIPAL(BBA)	
	MR.CHIRAG N.PATEL	MEMBER	INDUSTRIALIST, HMT,	
	IR.VIKRAM VANJARA	MEMBER	ALUMNI ASSO.	700
17 E	R.BHARATBHAI R.PATEL	N AND AND AND AND AND AND AND AND AND AN	EMPLOYER	20 Fm
18 N	AR.SHUBHAM B.KOTHARI	MEMBER	SENIOR	Subhen



IQAC Coordinator The HNSB.Ltd. Science College Himatnegar (S.K.) Gujarat

DR.J.S.PATEL

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



2023-2024 <u>The HNSB.Ltd.Science College, Himatnagar.</u> <u>Meeting Date: 11</u>	
Action 7 Action 7	SB. Ltd. Science Coll
I **C	383001)3
	Paroince
and the starte been documented and shared with all attendeed	
- The AQAR for the year 2022-2023 has been prepared and submitted	
 Relevant data and achievements have been incorporated into the report. 3. **Participation in GSIRF & NIRF for 2023-2024:** 	
 Plans for participation in GSIRF and NIRF for the academic year 2023-2024 have been Responsible parties have been assigned to handle the submission process. 	discussed.
 Scrutiny of Received Principal Applications and API by the IQAC: The IQAC has completed the scrutiny of received principal applications and Academic Indicators (API). Feedback and evaluations have been provided for further consideration. 	Performance
5. **Initiation of Certificate and Value-Added Courses, Field Projects, Internships, etc.:**	

- Plans have been outlined to start certificate courses, value-added courses, field projects, and internships.

 Workshops on Yoga Fitness, seminars on ICT skills, webinars on entrepreneurship, and IPR & Research Ethics have been scheduled.

6. **Arrangement of PTA Meet:**

- The Parent-Teacher Association (PTA) meet has been organized, fostering communication and collaboration between parents and faculty.

Decision on Outreach Programs, Universal Values, Ethics, and Gender Equity Activities:

 Outreach programs and activities promoting universal values, ethics, and gender equity have been decided upon.

- The implementation plan is underway.

8. **Arrangement of Faculty and Administrative Staff Development Programs:**

- Faculty and administrative staff development programs have been scheduled.

- Topics and schedules have been communicated to the concerned parties.

 Discussion on Sports Activities, Birth & Death Anniversary Celebrations, National & International Day Celebrations:

 Plans for sports activities, birth & death anniversary celebrations, and national & international day celebrations have been discussed and finalized.

- Relevant committees have been formed for execution.

10. **Discussion about Campus Interviews:**

- Strategies for campus interviews have been discussed, and arrangements have been made to facilitate the process.

11. **Decision on Celebration of Annual Day:**

 A decision has been made regarding the celebration of the annual day, including themes, activities, and coordination.

- 12. **Discussion on Feedback Collection, Analysis & Action Taken:**
 - Protocols for feedback collection, analysis, and subsequent action have been established.
 - The process is being implemented, with continuous improvements in response to feedback.
- 13. ** Arrangement of NSS Annual Camp, Swachh Bharat Abhiyan Activities:**
 - Plans for the NSS annual camp and Swachh Bharat Abhiyan activities have been outlined.
 - Activities for environmental protection beyond the campus have been organized.
- 14. **Discussion about Green Audit, Energy Audit, and Environmental Audit:**
 - Discussions have taken place regarding green audit, energy audit, and environmental audit.
 - Plans for conducting audits and implementing sustainable practices are in progress.
- 15. **Discussion on Self-Appraisal System for Teaching & Non-Teaching Staff:**
 - The self-appraisal system for both teaching and non-teaching staff has been discussed.
 - Guidelines have been shared, and the process is set to commence.

16. **Discussion on Internal & External Academic Audit of Departments:**

- Plans for internal and external academic audits of departments have been discussed.
- Criteria and timelines have been established for the audit process.

This report summarizes the actions taken on each agenda item, reflecting progress and decisions made during the meetings.

IQAC Coordinator The HNSB.Ltd. Science College Himstnagar (S.K.) Gujarat

Dr.J.S.Patel Uc. Principal The H. N. S. B. Ltd. Science College Himatnagar-383001, S.K.



2023-2024 <u>The HNSB.Ltd.Science College,Himatnagar.</u> <u>IQAC Meeting with Faculties - 2 - Notice</u> Date: 12-2023 Venue: Seminar Hall

All the IQAC members and faculties are requested to remain present in the offline meeting of IQAC dates on 12-12-2023 on 3.00 to 4.00 pm The agenda of the meeting as follows.

Agenda:

- 1. To confirm the minutes of the previous meeting.
- 2. To read the results & Strengths of the semesters
- Discussion about mentoring process through knows your mentor on online base.
- Discussion about participation and organization of (Research Papers, seminars, workshops, E-books, Projests etc.) Research activities, e-content development and Formation of YouTube channels for Theory & practicals.
- To start activities for Slow & Advanced learners in B.Sc.Sem-2, 4, 6 & M.Sc.Sem. - 4
- 6. Discussion about MOUs, Linkages and Collaborations.
- Discussion about experimental learing, Participativelearing, Problem solving activities.
- Discussion about submission of Self Appraisal Report of Faculties for the academic Year 2028-2024-
- To discuss about financial help (freeships) from the Management and staff for economically poor Students.
- 10.Discussion about NSS camp
- 11.Discussion about annual day celebration.

The HNSB.Ltd. Science College Himatnagar (S.K.) Gujarat

Dr.J.S.Patel

1d ...

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

THE HNSB. LTD.SCIENCE COLLEGE, HIMATNAGAR IQAC Meeting 2 With Teaching Staff

_	YEAR: 2023-24 M	EETING PRESENT	DATE:	12-12-2023
SR.NO	NAME OF MEMBERS	DESIGNATION	SPECIFICATION	SIGNATURE
1	DR.J.S.PATEL	CHAIR PERSION	I/C PRINCIPAL	-s-s-let
2	DR.N.I.PATEL	COORDINATOR	ASSO. PROFESSOR	On
3	DR.Z.M.GADHAWALA	EX.CO ORDINATOR	P.G.INCHARGE	
4	DR.M.R.CHAVDA	IQAC MEMBER	HOD. CHEMISTRY	Rus
5	DR.M.N.PARMAR	IQAC MEMBER	HOD.PHYSICS	
6	MR.HANI SHAH	IQAC MEMBER	HOD. MICROBIOLOGY	Ferri
7	DR.M.M.PRAJAPATI	IQAC MEMBER	HOD.BOTANY	meto:
8	DR.S.P.VYAS	IQAC MEMBER	ASSI. PROFESSOR	8.5.
9	DR.B.A.PATEL	IQAC MEMBER	LIBRARIAN	-0
10	MR.N.R.SADHU	IQAC MEMBER	HEAD CLEARK	Out
11	MR.T.N.PATEL	IQAC MEMBER	STORE KIPPER	
12	MR.MAYURSINH RAHEVAR	IQAC MEMBER	JR.CLEARK	portez_
13	MR.GOPALSINH N. RATHOD	IQAC MEMBER	I/C PRESIDENT	
14	DR.SHUNILBHAI SHAH	IQAC MEMBER	PRINCIPAL(BBA)	
15	MR.CHIRAG N.PATEL	IQAC MEMBER	INDUSTRIALIST,H MT.	1
16	MR.VIKRAM VANJARA	IQAC MEMBER	ALUMNI ASSO.	Off-
17	DR.BHARATBHAI R.PATEL	IQAC MEMBER	EMPLOYER	
18	MR.SHUBHAM B.KOTHARI	IQAC MEMBER	SENIOR STUDENT(P.G.)	Sublem
19	Dr. M.A.PATEL	Staff Member	Chemistry Dept'	- ma
20	Dr. S.G.PATEL	Staff Member	Chemistry Dept'	Eng
21	Dr. H.K.PATEL	Staff Member	Chemistry Dept'	Ber
22	Dr. M.P.TINTISARA	Staff Member	Botany Dept'	Mio e
23	SHRI R.N.GADASA	Staff Member	Sports Dept'	
24	Dr. K.P.DAMOR	Staff Member	Chemistry Dept'	rb. Dans
25	SHRI A.R.SARDVA	Staff Member	Physics Dept'	All
26	Dr. K.V.GOSWAMI	Staff Member	Chemistry Dept'	
27	SHRI A.P.KHAMAR	Staff Member	Chemistry Dept'	010
28	MS.KAJAL J. CHAUHAN	Staff Member	Micro Dept'	E.
29	MS.TANVI LIMBACHIYA	Staff Member	Botany Dept'	Tanu

re Go



DR.J.S.PATEL Uc. Principal The H. N. S. B. Ltd. Science College Himatnagar-383001, S.K.

rel

THE HNSB. LTD. SCIENCE COLLEGE, HIMATNAGAR

YEAR: 2023-2024

IQAC Meeting (2) with Faculties

Action Taken Report

Date of Meeting: 12-2023 (3.00 PM at seminar room)



Agenda with Action taken:

- 1. **Confirmation of Minutes:**
 - Call for any corrections or additions to the minutes of the previous meeting.
 - Once corrections are made, ask for a motion to approve the minutes.
 - Take a vote to officially approve the minutes.
- 2. **Reading Results & Strengths of Semesters:**
 - Have the relevant person or department present the results and strengths.
 - Allow time for questions and discussion on the presented information.
- 3. **Discussion about Mentoring Process:**
 - Present the 'Know Your Mentor' online process.
- Discuss its effectiveness and any potential improvements.
- Seek input on how to enhance the mentoring experience.
- **Discussion about Research Activities and Content Development:**
 - Review current and upcoming research activities.
 - Discuss plans for organizing seminars, workshops, and other activities.
 - Explore the formation of YouTube channels and e-content for educational purposes.
- 5. **Activities for Slow & Advanced Learners:**
 - Brainstorm and plan activities tailored for students in B.Sc.Sem-2, 4, 6 & M.Sc.Sem. 4.
 - Consider adaptive teaching methods and additional support for both slow and advanced learners.
- 6. **MOUs, Linkages, and Collaborations:**
 - Provide updates on existing MOUs and collaborations.
 - Discuss potential new partnerships and ways to strengthen existing ones.
- 7. **Discussion about Learning Activities:**

 Explore strategies for experimental learning, participative learning, and problem-solving activities.

- Encourage faculty input on effective teaching methods.
- 8. **Submission of Self Appraisal Report:**
 - Discuss the self-appraisal process and its importance.
 - Set deadlines for the submission of reports.
 - Provide guidance on the content and format of the reports.
- 9. **Financial Help for Economically Poor Students:**
 - Discuss available resources and potential sources for financial help.
 - Explore ways to provide financial assistance to economically disadvantaged students.
- 10. **Discussion about NSS Camp:**
 - Review the objectives and plans for the NSS camp.

- Address logistical details and any concerns.
- Encourage faculty and student participation.
- 11. **Annual Day Celebration:**
 - Discuss plans for the annual day celebration.
 - Assign responsibilities for organizing and executing the event.
 - Consider themes, activities, and any special guests.

Remember to allocate sufficient time for discussion, decision-making, and action items during the meeting.

Dr.N.I.Patel

IQAC Coordinator The HNSB.Ltd. Science College Himstnager (S.K.) Gujarat

Dr.J.S.Patel Vc. Principal The H. N. S. B. Ltd. Science College Himatnagar-383001, S.K.



2023-2024 <u>The HNSB.Ltd.Science College,Himatnagar.</u> <u>IQAC Meeting with Administrative & Supporting staff - 2 - Notice</u>

Date: 05-12-2023

Venue: Seminar Hall

All the IQAC members and Administrative & Supporting staff are requested to remain present in the offline meeting of IQAC dates on 12-12-2023 on 4.00 to 5.00 pm

The agenda of the meeting as follows.

Agenda:

- 1. To confirm the minutes of the previous meeting.
- Discuss about programs for Professional development activities for Administrative & supporting staff.
- Discussion about plastic free campus with support of NSS unit & Supporting Staff.
- 4. Discussion about Self appraisal system for non teaching staff.
- Discussion about maintain record of strengths, results, TC and necessary library data according to NAAC format.
- Discussion about to design Performa for student's scholarships data, students higher progression data according to NAAC format.

Dr.N.I.Patel IQAC COOT dinator The HNSB.Ltd. Science College Himstnager (S.K.) Gujarat



Dr.J.S.Patel

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

THE HNSB. LTD.SCIENCE COLLEGE, HIMATNAGAR IQAC Meeting 2 With Suporting Staff

	YEAR: 2023-24	AR: 2023-24 MEETING PRESENT DATE: 12-12-		E: 12-12-2023
SR.NO	NAME OF MEMBERS	DESIGNATION	SPECIFICATION	SIGNATURE
1	DR.J.S.PATEL	CHAIR PERSION	I/C PRINCIPAL	s.s. fet!
2	DR.N.I.PATEL	COORDINATOR	ASSO. PROFESSOR	Orm
3	DR.Z.M.GADHAWALA	EX.CO ORDINATOR	P.G.INCHARGE	Tang
4	DR.M.R.CHAVDA	IQAC MEMBER	HOD. CHEMISTRY	Cland
5	DR.M.N.PARMAR	IQAC MEMBER	HOD PHYSICS	
6	MR.HANI SHAH	IQAC MEMBER	HOD. MICROBIOLOGY	Fani
7	DR.M.M.PRAJAPATI	IQAC MEMBER	HOD.BOTANY	mdo.
8	DR.S.P.VYAS	IQAC MEMBER	ASSI. PROFESSOR	as
9	DR.B.A.PATEL	IQAC MEMBER	LIBRARIAN	Bours
10	MR.N.R.SADHU	IQAC MEMBER	HEAD CLEARK	alant
11	MR.T.N.PATEL	IQAC MEMBER	STORE KIPPER	No.4
12	MR.MAYURSINH RAHEVAR	IQAC MEMBER	JR.CLEARK	prover
13	MR.GOPALSINH N. RATHOD	IQAC MEMBER	I/C PRESIDENT	
14	DR.SHUNILBHAI SHAH	IQAC MEMBER	PRINCIPAL(BBA)	
15	MR.CHIRAG N.PATEL	IQAC MEMBER	INDUSTRIALIST,HM	A .
16	MR.VIKRAM VANJARA	IQAC MEMBER	ALUMNI ASSO.	Del-
17	DR.BHARATBHAI R.PATEL	IQAC MEMBER	EMPLOYER	
18	MR.SHUBHAM B.KOTHARI	IQAC MEMBER	SENIOR STUDENT(P.G.)	System
19	MR.K.S,UPADHYAY	Staff Member	Gas Mechenics	KS. Jadier
the second se	MR.S.B.PRAJAPATI	Staff Member	Lab Assitance	SBAnn
	MS.M.A.AAKHUNJI	Staff Member	Lab Assitance	Pinter
	MR.K.C.PATEL	Staff Member	Suporting Staff	In annin
	MR.A.K.VANKAR	Staff Member	Suporting Staff	20,014
		Staff Member	Suporting Staff	ave
		Staff Member	Suporting Staff	Gover.
			Suporting Staff	
			Suporting Staff	and the second s
		and the second se	Suporting Staff	211. CA. une
	A LEAST AND A REAL PROPERTY AND A REAL PROPERT		Suporting Staff	Bhule 6_
			Suporting Staff	RKREbasi
31 1	MR.SUNIL K.PRAJAPATI		Suporting Staff	Dama F.

Id. Scie

Guj. State

383001

athagat,

8

(the M

DR.N.I.PATEL IQAC Coordinator The HNSB.Ltd. Science College Himstnagar (S.K.) Gujarat

DR.J.S.PATEL Vc. Principal The H. N. S. B. Ltd. Science College Himatnegar-383001, S.K.

THE HNSB. LTD. SCIENCE COLLEGE, HIMATNAGAR

YEAR: 2023-2024

IQAC Meeting (2) with Administrative and Supporting staff Notice

Action Taken Report

Science

Date of Meeting: 12-2023 (4.00 PM)

Agenda with Action taken:

- 1. **Confirmation of Minutes:**
 - Open the meeting by asking if there are any corrections to the minutes.
 - If there are no corrections, call for a motion to approve the minutes.
 - Conduct a vote to officially approve the minutes.
- 2. **Professional Development for Administrative & Supporting Staff.**
 - Identify the responsible party to lead the discussion.
 - Discuss potential professional development programs.
 - Consider staff input and preferences for training areas.
 - Establish a plan for implementing the selected programs.

3. **Plastic-Free Campus Discussion:**

- Assign someone to present the idea of a plastic-free campus.
- Discuss how the NSS unit and supporting staff can contribute.
- Brainstorm actionable steps and initiatives.
- Establish a timeline for implementation.
- 4. **Self-Appraisal System for Non-Teaching Staff:**
 - Present the concept of the self-appraisal system.
 - Discuss the importance of self-assessment for non-teaching staff.
 - Establish guidelines and criteria for the self-appraisal process.
 - Set deadlines for the submission of self-appraisal reports.
- 5. **Record Maintenance According to NAAC Format:**
 - Assign a responsible party to discuss the NAAC format.
 - Discuss the importance of maintaining records in the specified format.
 - Identify the departments responsible for specific data (strengths, results, TC, library data).
 - Establish a system for regular updates and compliance.

6. **Designing Performa for Student Data:**

- 2

.

- Form a committee to design the Performa for student scholarships and higher progression data.
- Consider NAAC format requirements during the design process.
- Ensure the designed forms are user-friendly and efficient.
- Set a deadline for the completion of the Performa design.

Remember to encourage active participation, gather input from relevant stakeholders, and document decisions and action items for follow-up.

Dr.N.I.Patel

The HNSB.Ltd. Science College Himatnagar (S.K.) Gujarat



-1. 1.

Dr.J.S.Patel I/c. Principal The H. N. S. B. Ltd. Science College Himatnagar-383001, S.X.



THE H.N.S.B. LTD. SCIENCE COLLEGE, HIMATNAGAR

Alumni Meeting Notice (Circular)



Date: 20/08/2023

This is here by informing to all members of alumni association that we will organize Alumni meeting to discuss following agenda.

Kindly remain present on venue and date as per shown below.

Date: 26/08/2023

Time: 9.30am to 11.00am .

Venue: The HNSB Ltd Science College, Himatnagar NAAC Room

Agenda:

Scien

- 1. To arrange awareness lecture for Career guidance seminar on "Awareness about career opportunity in the chemical industry.
- 2. Registration of final year students for alumni association.
- 3. To decide future program for UG and PG students.
- 4. Feedback collection on online base.

-5 Dr. J.S.Patel (Principal) (Chairperson)

Vc. Principal Himatnagar-383001, S.K.

Mr. Vikram Vanzara (President of Alumni committee) President Alumni Association The H. N. S. B. Ltd. Science College The HNSB. LTD. Science Colleg. Himatnagar

Dr. H.K.Patel (Convener of Alumni Committee)

Convenier Alzummy Hasp : Committee H.N.S.B. Ltd. Science College Himminegar

ALUMNI MEET (2023-24)

Minutes & Action Taken

Agenda: 1. To arrange awareness lecture for Career guidance seminar on "Awareness about career opportunity in the chemical industry.

2. Registration of final year students for alumni association.

3. To decide future program for UG and PG students.

4. Feedback collection on online base.

Minutes: 1. To arrange awareness lecture for Career guidance seminar on "Awareness about career opportunity in the chemical industry.

Awareness lecture on Job opportunity in Career guidance seminar on "Awareness about career opportunity in the chemical industry dated on 14th Dec.2023 by Mr. Kalpesh Patel (Zydus life science) has delivered her thoughts among students.

Minutes: 2. Registration of final year students for alumni association.

At the end year the registration forms were given to students. Apart from this 179 students of UG and PG program was registered.

Minutes: 3.To decide future program for UG and PG students.

The following program was decided for betterment of students.

(1)How can we crack competition Exams?

(2) Career Awareness program.

Minutes: 4. We have collected feedback on online based during 1/1/2024 to 30/01/2024. Total 32 alumni ware given feedback.

The meeting was ended with vote of thanks to all.

Dr.N.I.Patel

Scien.

Dr.H.K.Patel

Dr. J.S.Patel

(Coordinator of IQAC)(Convener of Alumni Association) (Chair person of IQAC) IQAC Coordinator The HNSB.Ltd. Science College Himathagar (S.K.) Gujarat

Sr. No	Name	Designation	Signature
1	DSJSPatel .	Psincipal (2/c)	- sult
2	DB. H.K. Patel	Asso, Proff Convines Atumni Asla	and
3	Ds. M. M. Psajapadi	Asso. Pooff Member Alumi Asso.	godi.
4	Ms. Hamiben shah	Assi. Poold Members Alumni Asso.	Flori
5	D.S. M. R. chouda	Asso. Proff IGAC Member.	Phil
6	D.S. M. N. Posmos	4	7000
7	D.S. N.J. Pately	Asso Poott IGAE- convines.	On .
8	D.S. B.A. Podey	Libsasian Isre member.	
9	Mis. Viksom H Vovjesa	Ally Asso Phesident	~ Chili
10	MA Akash Joshi	Membes Allu Asso	Dagh
11	Ms. Aspit Podey		mat
12	M3. Konshal Psojatidi	a	Oprijapati.
13	Ms. Atsi Poundut	h	ali torout
14	Ms. Rahw URadhyay	ti	R. Ugand.
15			

THE HNSB.LTD SCIENCE COLLEGE, HIMATNAGAR Attendance sheet (Alumni Association)

Dr. J.S.Patel (Principal) (Chairperson)

Mindaw.

I/c. Principal Alumni Association The H. N. S. B. Ltd. Science College The HNSB. LTD. Science College Himatnagar-383001, S.K.

Mr. Vikram Vanzara (President of Alumni committee) President Alumní Association

Himatnagar

Dr. H.K.Patel (Convener of Alumni Committee)

Allamen ASSO - Connelline N.N.S.D. L.N. Connelline Filmetanger