

**Mahatma Jyotiba Fule Mahavidyalaya, College road,
Parvati Nagar, Amravati**

Minutes of IQAC

2014-15

Today, on 2nd May 2014, at 9 a.m. the meeting of the IQAC was held under the chairmanship of Dr. Santosh Thakare Sir.

Minutes :-

Item No:1

Minutes of last meeting confirmed.

Item No:2

Follow up of last meeting done.

Item No:3

Analysis of year round activities: An analysis of the entire activities carried out through out the year was taken by the chairman.

Item No:4

Preparation for the new session: All the activities to be conducted in the new session were discussed and finally chalked out with the consent of all members.

Item No:5

Distribution of duties: As per the programme planned and accepted by the cell, the work distribution under different heads was done.

Item No:6

Apply for conference/Seminar, Minor/major research projects. It was decided that every department will apply for national level seminar/Conferences and those with Ph. D will apply for major research projects and all the others for minor research projects.

Item No: 7

Bifurcation of and utilization of the funds of IQAC: As per the directions of UGC and IQAC the funds allotted by the IQAC was bifurcated and planned to be utilized under the sanctioned heads.

Item No: 9

Tree plantation for rainy season: It was decided that during the rainy season, to make the campus more green, airy and beautiful, different types of trees will be planted.

Item No: 10

Proposal to UGC for women's hostel and sports training hall: For the purpose of constructing women's hostel to enhance the admission of girls and to avail facilities of sports to students, proposal will be submitted to UGC.

Item No: 11

Up gradation of AV theatre: for the smooth and well conduct of different activities for the students, the AV theatre will be upgraded. And there will be two full fledged LCD projectors attached halls for the purpose of better teaching learning for all the teachers to use. It was decided that all will strive hard to better their performance in the new session.

The meeting ended with a vote of thanks.

Members present**Chairman**

1. Prof. A. K. Karmarkar
2. Dr. Meenal S. Thakare
3. Shri G. R. Ratnaparkhi
4. Shri D. U. Ambore
5. Shri A.M. Gomase
6. Shri A. D. Wankhade
7. Dr. Tommy Jose
8. Dr. B.P. Yeole
9. Dr. Mariam Thomas

Today, on 12/07/2014, at 10 a.m., the meeting of the IQAC was held under the chairmanship of Dr. Santosh Thakare Sir.

Minutes:-

Item No: 1

Minutes of last meeting confirmed.

Item No: 2

Follow up of last meeting taken.

Item No: 3

Analysis of the results of university exams:

A detailed analysis of the results of various subjects in the university examination was done by the chairman and the committee and it was decided to tell the teachers whose results are less to improve their results.

Item No: 4

Implementation of the decisions taken on the last meeting: The chairman had told all the committee members to see to it that all the decisions taken in the last meeting get implemented.

Item No: 5

Apply for autonomy. It was decided that we will submit application for obtaining autonomy status to the college and all the necessary preparations for the same will be taken care of by the staff.

Item No: 6

Sanction of maternity leave to Ms. Pradhnya Ingale and appointment of CHB lecturers in Sanskrit. As Ms. Pradhnya Ingale had applied for maternity leave, it was discussed and decided in the meeting that she will be granted leave. At the same time, to avoid the loss of students 3 CHB lecturers will be appointed for the subject.

Item No: 7

Appointment of teachers in the department of Commerce:

It was decided that efficient and good teachers will be appointed for commerce to run the department smoothly.

The meeting ended with vote of thanks.

Members present

Chairman

1. Prof. A. K. Karmarkar
2. Dr. Meenal S. Thakare
3. Shri G. R. Ratnaparkhi
4. Shri D. U. Ambore
5. Shri A.M. Gomase
6. Shri A. D. Wankhade
7. Dr. Tommy Jose
8. Dr. B.P. Yeole
9. Dr. Mariam Thomas

Today, on 18/10/2014, Saturday at 1 p.m., the meeting of the IQAC was held under the chairmanship of the Principal.

Minutes:-

Item No:1

Minutes of last meeting confirmed.

Item No:2

Follow up of last meeting taken.

Item No:3

The Chairman had taken a detailed report regarding all the curricular and co curricular activities

a) Curricular activities:

- i) Applied for seminar, conference and workshops in total 7 subjects. National seminars in English, Marathi, Music, Political Science, Library Science, Geography.
- ii) Applied for major research projects in English and Music.
- iii) Submitted application for minor research projects in political science, Geography and library science.
- iv) Two unit tests conducted so far in all subjects and the result is ready.
- v) Inaugurated the study circles of social science and Literacy association of all the languages.
- vi) Organized lectures by the departments of Geography, Hindi and Music. Other departments will conduct lecture and programmes later; some before Diwali vacation like Political Science, Philosophy etc and some after Diwali vacation as in Psychology, Marathi, Sanskrit, English etc.
- vii) In Library Science Department, the birthday of Dr. Ranganathan was celebrated by organizing a grand programme in the reading room. Rich tributes were paid to Dr. Ranganathan.
- viii) Issued and circulated notice among students for articles for Kasturi-Yearly college magazine.

b) Co- Curricular activities:

- i) Conducted NSS rally to campaign for voters' awareness.
- ii) Tree plantation programme under NSS was conducted.
- iii) Blood donation camp was organized.
- iv) Under Women cell, a programme on attitudinal change was conducted for girl students and female staff.

- v) Ku. Arti Layber of B.A. III was selected in inter college level and later in university level in Fine Arts to represent SGBAU, Amravati.
- vi)

Item No:4

It was decided in the committee that all preparations will be done to face the committee for autonomy as ours is the first Arts College to apply for autonomy, the chairman had opined that we are going to lift the Shivdhanushya of autonomy. All the departments have to prepare their own syllabus, programmers, Board of Management, Board of exams etc.

Item No:5

A review of the completion of courses in the different subjects so far was taken. More than 50% of the syllabus is complete.

Item No:6

Decision to start UGC courses for skill development and community college was taken and necessary steps will have to be completed.

Item No:7

It was decided that an international conference in Philosophy, Music and Physical Education will be organized in collaboration with the department of physical education and recreation, SGB Amravati University, Amravati. Necessary preparations have to be done by all the staff members.

Item No:8

The teachers whose placements are due have to be sent for refresher courses and Dr. Babita Yeole, Ku. R.A. Kale, Dr. Swati Girase and Shri Sanjay Bhagat will benefit from this. Shri Shridhar Dhakulkar and Shri Gajanan Ratnaparkhi too had been benefitted.

The meeting ended with a vote of thanks by secretary.

Members present**Chairman**

1. Prof. A. K. Karmarkar
2. Dr. Meenal S. Thakare
3. Shri G. R. Ratnaparkhi
4. Shri D. U. Ambore
5. Shri A.M. Gomase
6. Shri A. D. Wankhade
7. Dr. Tommy Jose
8. Dr. B.P. Yeole
9. Dr. Mariam Thomas

Today, on 20/04/2015, Monday at 9.30 a.m., the meeting of the IQAC was held under the Chairmanship of the Principal.

Minutes:

Item No:1

Minutes of last meeting confirmed.

Item No:2

The chairman had taken a report of all the actions taken of the last meeting. Results of university exams were analyzed. The college had applied for autonomy. Maternity leave was sanctioned to Mrs. Pradhnya Ingale and CHB Lecturers were appointed. We had applied for Seminar/Conference in seven subjects and 4 of them got sanctioned. Though two proposals for major research projects, and in 3 subjects for minor research projects were sent, no reply had come yet. All the departments had organized lecture in different subjects. In Academic as well as Co-curricular fields, many programmes were organized as per plan. To face anutonomy, maximum preparations are complete. The international conference was successfully organized on 9th and 10th of March. Four teachers had been sent for Refresher Course.

Item No:3

The reports submitted by committees of various curricular and co-curricular activities were checked by the chairman and he told everyone to be serious and sincere with one's duties. He stressed on the need for all to do works before time.

Those who haven't yet registered for Ph. D are asked to register fast. Those who had already registered had to submit their thesis at the earliest.

Item No:4

University had granted permission to organize 4 Conferences out of the 7 applied for and the funds for English, Hindi and Library Science had been granted, but the funds of Music hasn't yet been received. It was decided that the Conferences will be organized in the beginning of the new session itself. All 3 national seminars will be conducted in the college itself and that of Music being International will be held in the University. All the 3 National Seminars will be held consecutively. Teachers are asked to do the preparations in the best possible manner. Those

subjects that were not sanctioned and those in which proposals were not submitted, has to submit proposals for 2016-17; So that every year we can conduct 3,4 conference/Seminars. The chairman exhorted all to take care to limit the expenses within the budget.

Subjects like Psychology, Geography, Marathi, Political Science and Philosophy has to apply for national and in English for International Conference for two days in collaboration with P.G. Department of English, SGBAU Amravati University, will have to be applied for.

Item No:5

After thorough discussion, it was decided that, to improve the performance of students and also to increase their attendance in class regular tests, Group Discussions and Seminar will be conducted. Teachers will allow senior students to teach junior students as well as every student will be motivated to teach at least for 5 minutes. Then Remedial Coaching for the weak students and special coaching for advanced learners will be conducted. All are asked to keep a record of this activity in their diary.

Item No:6

All teachers who have attended refresher courses have to submit their reports to the Secretary.

Item No:7

It was decided that after the preparation of AQAR a meeting of IQAC will be called and the report will be kept before the committee before finalizing it.

The principal opined that all the faculty members have to understand the importance of IQAC and they have to find it on their own.

In the vacation all the faculty members have to do university examination paper valuation and also they have to update themselves, their subject knowledge and also regarding UGC guidelines. It is expected that the committee for autonomy may visit the college during the vacation also.

Item No:8

It was decided that a cleanliness committee will be constituted which will start functioning from the new academic session and its functioning and activities will be closely monitored by the IQAC. The committee comprised of

1. Shri. S. R. Dhakulakar, Chairman
2. Shri. Sanjay Bhagat
3. Shri. J.K. Bawane
4. Dr. Sushant Thoke

The meeting ended with vote of thanks.

Members present**Chairman**

1. Prof. A. K. Karmarkar
2. Dr. Meenal S. Thakare
3. Shri G. R. Ratnaparkhi
4. Shri D. U. Ambore
5. Shri A.M. Gomase
6. Shri A. D. Wankhade
7. Dr. Tommy Jose
8. Dr. B.P. Yeole
9. Dr. Mariam Thomas

2015-16

Today, on 20/07/2015, Monday at 10.30 a.m., the meeting of the IQAC was held under the chairmanship of the Principal.

Minutes:

Item No:1

Minutes of last meeting confirmed.

Item No:2

The Chairman had taken a detailed report of all the actions taken of the last meeting.

Reports submitted by various committees both curricular and co-curricular were checked.

Ph. D thesis was submitted by S.R. Dhakulkar and all those registered are working fast to submit their thesis.

Preparations for Seminar/Conferences are going on in full swing. Total 7 proposals for Seminar/Conferences were submitted in Political Science, Psychology, Geography, Sociology, Marathi, Sanskrit and Philosophy. Group discussion, Seminars and tests are conducted to improve the performance of students. Remedial teaching and special coaching will be conducted. Teachers who have attended refresher course have reported orally. AQAR submitted and acceptance received. Duties of University examination and valuation had been completed by all faculty members.

Item No:3

Organization of National Conference / Seminar in October 2015.

Previously we had received grants for 3 subjects for National conference / Seminars. Again we received grant for Political Science. Already we have sent circulars to all colleges and have received good response from them. It will be conducted from 5th Oct. to 8th Oct. All the other preparations are on in full swing.

Item No:4

The result of 1st year English is only 17.65%. The valuation of the university is very poor in the subject English especially. Students should attend lectures regularly. Give them proper guidance about solving paper. In the next staff meeting all staff will be advised on this topic.

Item No:5

The AQAR of the college after preparation, had been presented before the IQAC, and after gaining the consent and approval had been sent to the NAAC office online with the necessary enclosure before the stipulated time, i.e. on 27/06/2015 and acceptance for the same was received online from the office concerned.

Item No:6

Advertisement for teachers on CHB was given in newspaper and interview was conducted and appointments were made. In commerce, nobody came for interview in English.

Item No:7

Regarding permission from UGC for organizing international conference in Music: Though we got permission, grants were not received.

The meeting ended with a vote of thanks.

Members present**Chairman**

1. Prof. A. K. Karmarkar
2. Dr. Meenal S. Thakare
3. Shri G. R. Ratnaparkhi
4. Shri D. U. Ambore
5. Shri A.M. Gomase
6. Shri A. D. Wankhade
7. Dr. Tommy Jose
8. Dr. B.P. Yeole
9. Dr. Mariam Thomas

Today, on 28/09/2015 Monday, at 11 a.m. the meeting of the IQAC was held under the chairmanship of the Principal.

Minutes:

Item No:1

Minutes of last meeting confirmed.

Item No:2

The Chairman had taken a detailed report of all the actions taken of the last meeting.

For the National Conferences/Seminar to be organized all preparations are going on as per schedule.

To improve the results of B.A. 1st year, students were asked to attend classes regularly. The HOD of English had suggested certain steps to the other faculty member to increase his result. The AQAR had already been submitted and acceptance received. Appointment of faculty on clock hour basis completed. As grants for international conference in Music was not received it was not conducted.

Item No:3

Preparations for National Conference/ seminar from 5th to 8th October 2015: After circulars, brochure in each subject was sent to all colleges coming under SGBAU, Amravati, R.T.M. Nagpur University, S.R.T.M. Nanded University, and to almost all colleges in Maharashtra and Madhya Pradesh. All research papers received were edited for publication in the Conference / Seminar proceedings by respective faculty members. The Resource persons were contacted and their reservation, accommodation arrangements etc were made.

Item No:4

Constitution of various committees:

Various committees were constituted for the smooth and well conducting of the event.

The committees are as under:-

A) Registration Committee:

- 1) Mr. G.R. Ratnaparkhi
- 2) Dr. S.R. Dhakulkar

- 3) Mr. D.U. Ambore
- 4) Mr. S. J. Bhagat
- 5) Ku. R.A. Kale
- 6) Mr. Sunil Bhonde

B) Reception Committee:-

- 1) Dr. Meenal Thakare
- 2) Ku. Sonali Shiledar
- 3) Dr. Mariam Thomas
- 4) Mr. J. K. Ingole
- 5) Mr. Amol Wadve

C) Stage Decoration:-

- 1) Dr. Swati Girase
- 2) Ku. Vidya Ambhore
- 3) Ku. P.V. Ingale
- 4) Mr. D. S. Wankhade
- 5) Ku. P. Kukadkar

D) Welcome Song:-

- 1) Mr. J. K. Ingole
- 2) Mr. Amol Wadve

E) Accommodation Committee:-

- 1) Mr. J. K. Bawane
- 2) Dr. Atul Wankhade
- 3) Dr. Sushant Thoke

F) Catering Committee:-

- 1) Mr. G. B. Kale
- 2) Mr. Gajanan Ketkar
- 3) Ku. P. V. Ingale
- 4) Ku. Sonali Asarkar
- 5) Mr. Pramod Sonare

G) Brochure & Souvenir

- 1) Dr. Atul Wankhade
- 2) Dr. Mariam Thomas
- 3) Dr. Sushant Thoke

- 4) Mr. Jagdish Bawane
- 5) Dr. Babita Yeole

H) Press / Publicity

- 1) Mr. D.S. Wankhade
- 2) Mr. J. K. Ingole

I) Technical Presentation:-

- 1) Mr. Rajendra Padar
- 2) Mr. Bakhtar
- 3) Mr. Ajay Lanjewar

Other than these 10 volunteers from students were also selected.

Item No:5

Distribution of Duties:-

After constituting different committees, a meeting was taken of all the staff members and they were informed of the duties they have to do during the different events. The same committees will perform their duties in all the events.

Item No:6

Finalizing guests for the Inaugural and valedictory sessions.

Eminent scholars and academicians to be invited to grace these occasions were checked out and they were informed in advance and their consent was sought and taken. On all the 4 days great and renowned personalities and scholars were made available to add to the grace and impact of the event. This being the first National event conducted in our new campus, after the NAAC visit, all preparations were done with utmost care and efforts.

The chairman exhorted all the members to try their level best to make this academic endeavor a great success.

The meeting ended with a vote of thanks by the Coordinator.

Members present

Chairman

1. Prof. A. K. Karmarkar
2. Dr. Meenal S. Thakare
3. Shri G. R. Ratnaparkhi
4. Shri D. U. Ambore
5. Shri A.M. Gomase
6. Shri A. D. Wankhade
7. Dr. Tommy Jose
8. Dr. B.P. Yeole
9. Dr. Mariam Thomas

Today, on 04/12/2015 Friday, at 11.00 a.m. the meeting of IQAC was held under the chairmanship of the Principal.

Minutes:-

Item No:1

Minutes of last meeting confirmed.

Item No:2

The Chairman had taken a detailed report about all the actions taken in the last meeting.

All the three National Conferences and the National Seminar were conducted very nicely with good number of participants, paper presenters and chairman had congratulated and appreciated the hard work of one and each and every activity was performed better than it was chalked out.

Item No:3

The chairman was quite satisfied with all the arrangements and organization of the events.

Item No:4

Placement of 4 Asst. Professors to the next AGP:

As proposed earlier, it was decided that the placement of 4 Asst. Professors, i.e. of Dr. Mariam Thomas from AGP 7000 to 8000 and that of Shri. Gajanan Ratnaparkhi, Dr. Swati Girase and Ku Rajani Kale from AGP 6000 to 7000 will be done. Steps required for the same will be completed.

Item No:5

To improve the performance of students and also of the college it was decided that continuous evaluation programmes will be adopted. Remedial coaching for the slow learners as well as special guidance to the brilliant students will be conducted as far as possible, personal attention to every student will be given.

Item No:6

After thorough discussion it was decided that to avoid inconvenience to students due to the poor condition of roads, applications will be submitted to the municipal commissioner and different authorities to get the road repaired.

Item No: 7

As before this year also the grand function of Kulsavitri Award distribution and 'Kalavedh' the cultural programme of students will be conducted on 03/01/2016 on Savitribai Fule Jayanti, though it is a Sunday. Different committee will be selected and entrusted with the responsibilities.

Item No: 8

The chairman exhorted all the faculty members to work jointly for the success of the NSS camp at Pandhri Village.

Item No: 9

Equipments under UGC schemes were purchased.

The meeting ended with a vote of thanks by the coordinator.

Members present**Chairman**

1. Prof. A. K. Karmarkar
2. Dr. Meenal S. Thakare
3. Shri G. R. Ratnaparkhi
4. Shri D. U. Ambore
5. Shri A.M. Gomase
6. Shri A. D. Wankhade
7. Dr. Tommy Jose
8. Dr. B.P. Yeole
9. Dr. Mariam Thomas

Today, on 30/04/2016, Saturday at 10.00 a.m., the meeting of IQAC was held under the chairmanship of the principal.

Minutes:-

Item No: 1

Minutes of last meeting confirmed.

Item No: 2

The chairman had taken a detailed report regarding all the actions taken in the last meeting.

All the four National Seminars / Conference were well organized and appreciated by one and all. The placement of 4 Asst. professors was completed with the committee that met on 21/03/2016.

Continuous evaluation programme like regular assignments, class test, seminars, Group discussion were carried out to improve the performance of students. Remedial coaching for backward students and special guidance for selected brilliant and advanced learners had been carried out. Application for repair of College road was submitted to Municipal Commissioner and other authorities by the faculty and students.

Kulsavitri award ceremony and Kalavedh were successfully organized on 03/01/2016. Equipments were purchased.

Sau. Sunita Hiwrale, Mardi, was felicitated with Kulsavitri award for adopting a girl child suffering from sickle cell disease.

Item No: 3

Report of all curricular and co-curricular activities conducted during this session.

Almost all the committees had submitted their reports.

Item No: 4

Discussion on how to improve the overall performance of the college:

Various steps were discussed to improve the performance of students and college, like taking regular attendance, insisting students to be on uniform with I-card and to attend all lectures. Special coaching for brilliant students and remedial coaching for backward, slow learners were conducted and will be continued in future also.

Item No: 5

Discussion on AQAR

AQAR is in the making. Different committees of NAAC are preparing their reports some have submitted today. AQAR will be submitted in June.

Item No: 6

The chairman had taken a detailed report of the functioning of Cleanliness Committee which is found satisfactory.

Item No: 7

It was decided that 1 Student member and 1 Industrialist will be added to the existing IQAC.
The meeting ended with vote of thanks.

Members present**Chairman**

1. Prof. A. K. Karmarkar
2. Dr. Meenal S. Thakare
3. Shri G. R. Ratnaparkhi
4. Shri D. U. Ambore
5. Shri A.M. Gomase
6. Shri A. D. Wankhade
7. Dr. Tommy Jose
8. Dr. B.P. Yeole
9. Dr. Mariam Thomas

2016-17

Today, on 07/07/2016, Thursday at 10.00 a.m., the meeting of IQAC was held under the chairmanship of the Principal.

Minutes :-

Item No: 1

Minutes of last meeting confirmed.

Item No: 2

The Chairman had taken a detailed report on all the actions taken in the last meeting.

Reports of all curricular and co-curricular committees submitted. How to improve the results were discussed and various steps noted down. AQAR is ready for submission. Only B.Com II year result yet to be published. The functioning of the cleanliness committee was found satisfactory. As decided 1 Student and 1 Industrialist had been selected and added to the existing IQAC.

Item No: 3

AQAR was shown to all the members and was approved in the committee.

Item No: 4

A detailed analysis of the entire result of the college and especially that of the university was taken and it was decided that this year that has to be improved.

It is necessary that all teachers should prepare students throughout the year and let them solve the question papers of last 5 years. Teachers should take painful efforts to improve the result.

It was decided that one more Staff Council meeting will be conducted to discuss this poor result. Teachers should prepare answer of questions, give to students and make them to write the answer, continuous and regular evaluation must be taken. One increment will be deducted of those whose results are poor. Those teachers whose results are below 50% will be given notice by the Principal.

Item No: 5

Advertisement for Clock Hour Basis teachers will be published and appointments will be done.

Item No: 6

Seminars, Conference, Workshops and Symposia will be conducted every year.

Item No: 7

Signature to withdraw money from UGC A/c will be the sole authority of the Principal.

Item No: 8

Every teacher should give a list of books needed in their subject to the library.

The meeting ended with a vote of thanks.

Members present

Chairman

1. Prof. A. K. Karmarkar
2. Dr. Meenal S. Thakare
3. Shri G. R. Ratnaparkhi
4. Shri D. U. Ambore
5. Shri A.M. Gomase
6. Shri A. D. Wankhade
7. Dr. Tommy Jose
8. Dr. B.P. Yeole
9. Dr. Mariam Thomas

The Agenda for 2nd Meeting of IQAC

Session 2016- 17

Today, on 03/09/2016 Saturday at 10.00 a. m., the second meeting of IQAC was held under the chairmanship of the Principal.

The Agenda is as under:-

1. Confirmation of Minutes of last meeting.
2. Action taken report
3. Introduction of new IQAC member.
4. Publication of at least two research papers in Conference Proceeding/Journals.
5. Use of ICT in teaching and at least one PPT in each subject fortnightly.
6. Inviting Experts in every subject to guide students once in a month and conducting competition.
7. Preparation of separate Academic Calendar for the smooth conduct of extracurricular activities.
8. Regarding Inauguration of Literacy Associations and Study Circle.
9. Any other point with the permission of chair.

Minutes

Item No. : 1

Minutes of last meeting confirmed.

Item No. : 2

The chairman had taken a detailed report on the actions taken in the last meeting. Efforts were taken by teachers to improve the results of their respective subjects. Appointment of Clock Hour Basis teachers completed. Seminar/workshops were conducted. List of books to Library were submitted by all teachers.

Item No.: 3

Each new member of the IQAC was introduced and welcomed by the chairman.

Item No. : 4

The chairman had suggested that every teacher has to publish at least two research papers either in conference proceedings or reputed Journals

Item No. : 5

It was decided that ICT has to be used in teaching and every teacher has to prepare at least one PPT in his/her subject fortnightly.

Item No. : 6

In each subject experts will be invited once in a month to guide the students and to conduct various competitions to motivate students.

Item No. : 7

It was decided that a separate academic calendar will be prepared to help the smooth conduct of extracurricular activities.

Item No. : 8

Inauguration of literacy association and study circles will be conducted with the involvement of all to facilitate year round activities in every subject.

The members have approved all the suggestions and discussions unanimously and meeting ended with a vote of thanks by the Secretary

Members present**Chairman**

1. Prof. Mukul Bhonde
2. Prof. Chandrasekhar Sawarkar
3. Dr. Shridhar Dhakulkar
4. Dr. Atul Wankhade
5. Shri D. U. Ambore
6. Prof. Jagdish Bawane
7. Prof. G.R. Ratnaparkhi
8. Prof. Sonali Asarkar
9. Mr. Uday Mahure
10. Dr. Mariam Thomas
11. Ku. Ashwini Lohakpure

The Agenda for 3rd Meeting of IQAC

Today on 03/12/2016 Saturday, at 10.00 a.m., the third meeting of IQAC was held under the chairmanship of the Principal.

The Agenda is as under:

1. Confirmation of Minutes of last meeting
2. Action taken report.
3. Establishment of student welfare fund.
4. Conduct inter collegiate competitive exam.
5. About conducting workshop in collaboration with student welfare department of SGBAU, Amravati
6. Distribution of bicycles and competitive exam books to poor and needy students.
7. Regarding extra efforts for better results.
8. Conduct common test in February last week.
9. Any other point with the permission of the chair.

Minutes of the Meeting

Item No. 1

Minutes of last meeting confirmed.

Item No.2

The chairman had taken a detailed report on all the actions taken in the last meeting. New IQAC members were introduced. Two or more research papers were published. ICT is being used as well as PPT in all subjects. Experts were invited to guide the students. Separate academic calendar has been prepared. Literary association and study circle inauguration was a grand success.

Item No. 3

It was decided that student welfare fund will be established with financial contribution from all the teachers to help the poor and needy students.

Item No. 4

To motivate and train students as to how to face competitive exams and to enable them to perform well, it was decided that an inter-collegiate competitive examination will be conducted.

Item no. 5

A workshop on “sexual harassment of women at workplace prevention, Prohibition and Redressal” has to be conducted with collaboration of student welfare dept. of SGBAU, Amravati, for helping students to face life situations fearlessly.

Item No. 6

From the money collected through student welfare fund, it was decided that the poor and needy but studious learners will be distributed bicycles and competitive exam books to improve their performance.

Item No. 7

It was decided that every teacher will take extra efforts to produce better results in the ensuing examination.

Item no. 8

Common test will be conducted in the last week of February.

Item no. 9

Presentation of AQAR for the approval of committee members: The AQAR of Session 2015-16 was presented to all the members and was approved by one and all. It will be sent to NAAC shortly.

The members have approved all the suggestions and discussions unanimously and the meeting ended with a vote of thanks by the secretary.

Members present**Chairman**

1. Prof. Mukul Bhonde
2. Prof. Chandrasekhar Sawarkar
3. Dr. Shridhar Dhakulkar
4. Prof. D. U. Ambore
5. Prof. Jagdish Bawane
6. Prof. G.R. Ratnaparkhi
7. Prof. Sonali Asarkar
8. Mr. Uday Mahure
9. Dr. Mariam Thomas
10. Ku. Ashwini Lohakpure

The Agenda for 4th Meeting of IQAC

Today on 22/04/2017 Saturday, at 10.00 a.m., the fourth meeting of IQAC was held under the chairmanship of the Principal.

The Agenda is as under:

1. Confirmation of Minutes of last meeting
2. Action taken report.
3. Discussion about the activities and future plans of IQAC.
4. Review of all the curricular and co-curricular activities during the session.
5. Regarding Submission of API forms.
6. Monitoring and review of activities of Cleanliness Committee.
7. Regarding change in uniform For B.A. I and B.Com. I year students.
8. Any other point with the permission of the chair.

Minutes of the Meeting

Item No. 1

Minutes of last meeting confirmed.

Item No.2

The chairman had taken a detailed report on all the actions taken in the last meeting. Student welfare fund established. Inter colligate competitive examination conducted. Workshop was successfully organized. Bicycles and competitive exam books distributed. Extra effort for better result was taken. Common test was conducted as per plans.

Item No. 3

An analysis of all the activities done under IQAC was completed. Then it discussed about the future plans and to perform better than before.

Item No. 4

A review of all the curricular and co-curricular activities carried out during the entire session was taken and found satisfactory.

Item No. 5

It was decided that teachers have to submit their API forms duly filled and write all Xerox copies of certificates to Dr. Shridhar Dhakulkar before the end of the session.

Item No. 6

All the works carried out by Cleanliness Committee was reviewed and monitored and was found up to the mark.

Item No. 7

The uniforms of B.A.I year and B. Com. I year students were decided to be new from the session-2017-18. A committee will be formed to take care of this.

The members have approved all the suggestions and discussions unanimously and the meeting ended with a vote of thanks by the secretary.

Members present**Chairman**

1. Prof. Mukul Bhonde
2. Prof. Chandrasekhar Sawarkar
3. Dr. Shridhar Dhakulkar
4. Dr. Atul Wankhade
5. Shri D. U. Ambore
6. Prof. Jagdish Bawane
7. Prof. G.R. Ratnaparkhi
8. Prof. Sonali Asarkar
9. Mr. Uday Mahure
10. Dr. Mariam Thomas
11. Ku. Ashwini Lohakpure

The Agenda for 1st Meeting of IQAC

Session: 2017-18

Today, on 21/06/2017 Wednesday at 10.00 a.m., the first meeting of IQAC was held under the chairmanship of Principal.

The Agenda is as under

1. Confirmation of Minutes of last meeting.
2. Action taken report
3. Review of University Results.
4. Preference of students with higher percentage in admission process.
5. Students with achievement in cultural, sports activities to be preferred.
6. Preparation of separate room for ICT Project.
7. Regarding purchase of books in Library, as per new syllabus.
8. Inviting experts in every subject to guide students twice in the session.
9. Regarding AQAR.
10. Any other point with the permission of the chair.

Minutes of the Meeting

Item No. 1

Minutes of last meeting confirmed.

Item no. 2

The chairman had taken a detailed report on all the actions taken in the last meeting. Plans and activities of IQAC are carried out smoothly. In the last session all curricular and co-curricular activities were performed well. All teachers have submitted their API forms and documents to Dr. Shridhar Dhakulkar. Cleanliness committee has taken proper care of the neatness and hygienic conditions to be maintained in the campus. Uniform of B.A. and B. Com –Ist year had been changed.

Item No.3

Only the results of B.A. III and B.Com. III were published. The chairman had directed all the concerned teachers whose results were less to take special efforts and to give better results next year.

Item no. 4

It was decided that students with higher percentage will be given preference in admission as from this session semester pattern has been introduced.

Item No. 5

The chairman had directed the admission committee to prefer students with creditable achievement in cultural and sports activities for admission.

Item no. 6

A separate room for ICT will be prepared to enable all faculty members to teach with the help of technology.

Item no. 7

In most of the subjects syllabus has changed on account of semester pattern. Hence it was decided that to help the poor students more books will be purchased and added to the library.

Item No. 8

It was suggested that in each subject, experts will be invited to guide students twice in a session.

Item No. 9

AQAR of 2016-17 has to be prepared as per the new format which will be published either in the end of July or starting of August. The members have approved all the suggestions and decisions unanimously and the meeting ended with a vote of thanks by the secretary.

Members present**Chairman**

1. Prof. Mukul Bhonde
2. Prof. Chandrasekhar Sawarkar
3. Dr. Shridhar Dhakulkar
4. Dr. Atul Wankhade
5. Shri D. U. Ambore
6. Prof. Jagdish Bawane
7. Prof. G.R. Ratnaparkhi
8. Prof. Sonali Asarkar
9. Mr. Uday Mahure
10. Dr. Mariam Thomas
11. Ku. Ashwini Lohakpure
12. Shri. Mahesh Gattani

The Agenda for 2nd Meeting of IQAC

Today, on 12/08/2017 Saturday at 10.00 a.m., the Second meeting of IQAC was held under the chairmanship of Principal.

The Agenda is as under

1. Confirmation of Minutes of last meeting.
2. Action taken report
3. Use of ICT room at least once in a week
4. Conducting surprise test.
5. Preparation of AQAR
6. Progress of work of Ph.D. registered teachers.
7. Modification of Music/Psychology Laboratory.
8. Organization of one day workshop on career guidance.
9. Guidance of Dr. Dharmadhikari, member of Peer Team
10. To conduct Extra coaching classes for competitive exam. by Dhyeya e-learning coaching center.
11. Organization of 3 days national level Music Workshop collaborating with Mahila Mahavidyalaya, Amravati
12. Guidance on SGPA.
13. Any other point with the permission of the chair.

Minutes of the Meeting

Item no.1

Minutes of last meeting confirmed.

Item No. 2

The chairman had taken a detailed report on all the actions taken in the last meeting. Review of University result taken and those with less percentage were given show cause notices. Preference was given for students of better percentage in the admission process and also with good performance in sports and cultural activities. Separate room for ICT project prepared and started using. Books were purchased as per new syllabus and semester pattern. Experts have come and guided students in some subjects and others will follow suit. AQAR preparation is underway.

Item No. 3

It was decided that in every subject each teacher has to teach with the help of ICT at least one lecture per week. Time table is also prepared as such.

Item No. 4

Every faculty has to conduct surprise test in their subjects to evaluate progress of the student and to promote their learning better.

Item No. 5

Due to the information that AQAR will be in new format this year it was awaited. But as new format hasn't yet arrived so far it was decided that it will be prepared soon as per the existing format.

Item no. 6

The chairman enquired about the level of progress of works undertaken so far by every Ph.D. registered faculty and told them to complete their work soon.

Item No. 7

It was decided that the laboratories of Music and Psychology department will be modified and made more spacious and motivating.

Item No. 8

One day workshop on career guidance will be organized for encouraging, guiding and inspiring the students of our college and other colleges to appear and perform well in competitive exams.

Item No. 9

It was decided that the college will invite Dr. Nagraj Dharmadhikari, Pune member of Peer team to guide our faculty members regarding the change in NAAC criteria.

Item No. 10

In the meeting it was unanimously decided that in this session we will organize extra coaching classes in our college itself to facilitate better participation of students by Director, Dhyeya e-learning coaching center just after college hours.

Item No. 11

A National level workshop in music for three days will be conducted in collaboration with Mahila Mahavidyalaya, Amravati and all help will be provided to them by our college.

Item No. 12

To enlighten faculty members about the newly introduced CGPA a guidance session will be organized. Some of the faculty will also attend workshop on the same organized by any agency.

The members have approved all the suggestions and discussions unanimously and the meeting ended with the vote of thanks by the coordinator.

Members present**Chairman**

1. Prof. Mukul Bhonde
2. Prof. Chandrasekhar Sawarkar
3. Dr. Shridhar Dhakulkar
4. Dr. Atul Wankhade
5. Shri D. U. Ambore
6. Prof. Jagdish Bawane
7. Prof. G.R. Ratnaparkhi
8. Prof. Sonali Asarkar
9. Mr. Uday Mahure
10. Dr. Mariam Thomas
11. Ku. Ashwini Lohakpure
12. Shri. Mahesh Gattani

The Agenda for 3rd Meeting of IQAC

Today, on 09/12/2017 Saturday at 10.00 a.m., the Third meeting of IQAC was held under the chairmanship of Principal.

The Agenda is as under

1. Confirmation of Minutes of last meeting.
2. Action taken report
3. Organization of first semester exam in college.
4. Preparation of mark list as per SGPA University guidelines.
5. Conducting practical exam, seminar, projects within time allotted.
6. Organization of inter collegiate competitive exam in the last week of December.
7. Regarding programme on 3rd January and annual gathering.
8. Conducting common test.
9. Review of academic compliance report.
10. Presentation of AQAR in IQAC.
11. Organization of parent teacher meeting and Alumni meet.
12. Any other point with the permission of the chair.

Minutes of the Meeting

Item no.1

Minutes of last meeting confirmed.

Item No. 2

The chairman had taken a detailed report on all the actions taken in the last meeting. Most of the teachers have taken lectures with the help of ICT. Surprise test is conducted in most of the subjects. AQAR is prepared. Those doing research have to submit their Ph. D thesis. Department of Music and Psychology have been modified. Workshop on career guidance was conducted. Some of our faculty had attended the workshop of Dr. Nagraj Dharmadikari held at Bhartiya Mahavidyalaya, Amravati and the details were communicated to other faculty members and guidance given by faculty who attended the workshop. Extra coaching classes for competitive exams had already been started. National level Workshop on Music in collaboration with Mahila Mahavidyalaya, Amravati has been conducted. Guidance session on CGPA has to be organized in college.

Item No. 3

From this year onwards Ist Sem. exams will be conducted in the college and hence all preparation for the same are over.

Item No. 4

Mark lists of B.A. and B.Com Part-I had already been planned as per CGPA University guidelines.

Item No. 5

Preparation for conducting Practical exams, Seminars, Projects of B.A. and B.Com part I have been carried out smoothly.

Item No. 6

Intercollegiate competitive exam was conducted very nicely last year. This year the prize amount has been increased and it is the 1st inter collegiate competitive exam conducted in SGB Amravati University. The pattern of the exam is just like MPSC and is very helpful for students. This year we expect more participation. Local member Prof. Sawarkar had suggested to conduct a guidance session just before the competitive exam and to get sponsorship for helping students.

Item No 7

It was decided that on 3rd January cycles and competitive exam books will be distributed from Student Welfare Fund. This year more poor and needy students will be helped who are regular and good in studies. Help of sponsors can also be availed. For the inaugural programme the V.C. will be invited.

Item No. 8

Common test of IInd and 3rd year will be conducted in the last week of Feb.

Item No. 9

Academic Compliance Report will enable better preparation of NAAC and format was presented in the meeting. It was decided that every department should conduct different activities and that ICT room has to be utilized by all faculty members. In every subject information on global and world scenario has to be correlated. Topics related to curriculum can also be used.

Item No. 10

AQAR was presented in the meeting which was accepted unanimously.

Item No. 11

Alumni meeting was held on 9th Dec. itself and Parent Teacher meeting will be conducted soon. It was decided that alumni can be given chance to help in conducting bridge courses, guest lecture etc. Creation of a face book page of the Alumni will help to contact more members. Entrepreneurship of the Alumni can be utilized to help current students. It was decided to create Face book page of Placement Committee also. Industrial visits for commerce students have to be arranged.

Item No.12

Useful and interesting Diploma and Advance Diploma courses with a community touch has to be introduced. Such as Beautician courses, Fashion designing, Mobile repairing, Musical Instrument repairing etc. Training can be given about Mutual funds, Banking etc. First of all decide which course to be conducted, then call resource persons and design the course with his help which will be effective in developing skills in students and to enable them to make a living.

Item No. 13

Placement Cell should coordinate with industrialists and help students to “earn while they learn”. A system should be developed to use the potential of our students. All the members have unanimously decided that whatever activity will be done has to be result -oriented and that every faculty must do something other than teaching. Every fourth Saturday guest lecture will be conducted by a member from the Alumni association.

The members have approved all the suggestions unanimously and the meeting ended with a vote of thanks.

Members present

Chairman

1. Prof. Mukul Bhonde
2. Prof. Chandrasekhar Sawarkar
3. Dr. Shridhar Dhakulkar
4. Dr. Atul Wankhade
5. Shri D. U. Ambore
6. Prof. Jagdish Bawane
7. Prof. G.R. Ratnaparkhi
8. Prof. Sonali Asarkar
9. Mr. Uday Mahure
10. Dr. Mariam Thomas
11. Ku. Ashwini Lohakpure
12. Shri. Mahesh Gattani

The Agenda for 4th Meeting of IQAC

Today, on 23/04/2018 Monday at 09.00 a.m., the fourth meeting of IQAC was held under the chairmanship of Principal.

The Agenda is as under

1. Confirmation of Minutes of last meeting.
2. Action taken report
3. Design new strategies and policy for session 2018-19
4. Regarding Add on courses :-
 - i) Mobile Repairing
 - ii) Fashion Designing
 - iii) Photography

Item No. 5

Conduct NAAC/IQAC workshop in July and on Intellectual Property Rights in second session.

Item No. 6

Prepare special departmental calendar.

Item No. 7

Send Proposal for National Seminar under UGC Schemes in Marathi, Sanskrit, Geography and Sociology.

Item No. 8

Start admission in PG Diploma course.

Item No. 9

Conduct Parent Teacher and Alumni meeting.

Item No. 10

Prepare co-curricular and Academic calendar

Item No.11

Conduct inspection of Administrative and Academic Audit in July 2018.

Item No 12

Regarding Admission and Prospectus committee

Item No. 13

Any other point with the permission of the chair

Minutes of the Meeting**Item no.1**

Minutes of last meeting confirmed.

Item No. 2

The chairman had taken a detailed report on all the actions taken in the last meeting.

First Semester exam was conducted in the college with all preparations. Mark lists of B.A. part-I and B.Com. Part-I had been distributed to students. Practical exams, Seminars, Projects of B.A. Ist and B.Com.Ist completed. Intercollegiate competitive exam and guidance session along with that will be conducted next year. Programme on January 3rd and cycles and competitive exam books distribution were held as per plan. Common test of 2nd year and 3rd year were conducted. Academic Compliance Report was filled in and submitted and all preparations carried out. AQAR was sent to NAAC office and was received by them. Alumni Association and PTA Meetings were conducted. Alumni had come to guide our students on 4th Saturday of every month. One session of guidance was held. Two of our Alumni Shri Pradip Ghadekar and Pradhnyashil Nawale had guided students so far. Face book page of the Alumni and Placement Committee have been created. Courses with a community touch [Add on courses] like Faison designing, Android Mobile Repairing and

Photography will be started soon. Lectures of industrialists, LIC experts will be conducted in the next session. This will help students “to earn while they learn”.

Item No. 3

For session 2018-19 new strategies and policies have to be designed as the college is going for second cycle of NAAC.

Item No. 4

Dr. Meenal Thakare Madam, our Principal was felicitated and appreciated by all the members for winning the election to become a Senate member of SGBAU, Amravati.

Item No. 5

Android Mobile Repairing course will be started soon. Pamphlets are ready. Preparations for other courses are going on.

Item No. 6

Workshop of NAAC/IQAC will be conducted in the next session. Dharmadikari sir will be called for that purpose.

Item No.7

Special Departmental calendar is compulsory and every department has to prepare that.

Item No. 8

HOD's of Geography, Sociology, Marathi and Sanskrit are asked to submit their proposals for National Seminars under UGC scheme on 28/04/2018.

Item No. 9

Admission for PG Diploma course in Performing Folk Arts will be started in 2018-19 session.
Course coordinators has to be finalized.

Item No. 10

Parent Teacher Association and Alumni meeting has to be conducted on time.

Item No. 11

Co-curricular and academic calendar has to be prepared on time.

Item No. 12

Inspection of AAA has to be conducted in July 2018. The report is almost ready.

Item No. 13

Prospectus committee has to include in it regarding “Earn and Learn” scheme. The external members had strongly advocated to involve students in some works of the college like DTP work, typing, college magazine works etc. which will financially benefit the students. Even filling in of exam forms of students can be done in college with the help of expert students who will get some financial help.

Item No. 14

Preparations have to be completed with the plan of submitting IIQA in November 2018 itself.

Item No. 15

Feedback form and teachers’ assessment test will be conducted in the next session with a special format.

Item No. 16

Building Committee and Planning Board will be constituted when UGC grants are available.

Item No.17

Recommendations of peer team during the last cycle of NAAC visit has to be implemented.

- i) Ramp has to be constructed
- ii) Cycle/Vehicle stand to be modified
- iii) College Calendar has to be prepared meticulously to reflect departmental activities also.
- iv) Solar electricity panel /Rain water Harvesting to be done before next session.
- v) Canteen will be restarted for students.
- vi) Get sponsors instead of waiting for UGC grants to donate for library and sports equipments etc.
- vii) Conduct guest lectures of external examiners to save time and efforts.
- viii) Develop college website; existing website has to be updated and made more active. Yearly activities have to be uploaded. Photo gallery must be updated.
- i) Implement institutional e-mail ID and connect every departmental, college, individual teacher's mail etc. Buy SMS pack for students, staff and for parents to inform them of the activities, students' attendance etc. Use the link of notice/news line and mention all upcoming events. All ICT related curriculum prepared has to be uploaded on the website.
- ii) E-learning software has to be utilized.
- iii) M.A. in Marathi and Psychology will be started.

Item No.18

In June 2018 workshop on following will be arranged.

- 1) Computer orientation for teaching and non-teaching faculty.
- 2) API (new format) and NAAC related.
- 3) How to use e-resources in teaching

The members have approved all the suggestions unanimously and meeting ended with a vote of thanks by the coordinator.

Members present

Chairman

1. Prof. Mukul Bhonde
2. Prof. Chandrasekhar Sawarkar
3. Dr. Shridhar Dhakulkar
4. Dr. Atul Wankhade
5. Shri D. U. Ambore
6. Prof. Jagdish Bawane
7. Prof. G.R. Ratnaparkhi
8. Prof. Sonali Asarkar
9. Mr. Uday Mahure
10. Dr. Mariam Thomas
11. Ku. Ashwini Lohakpure
12. Shri. Mahesh Gattani

Agenda for 1st Meeting of IQAC

Session: 2018-19

Today, on 03/07/2018 Tuesday at 10.00 a.m., the First meeting of IQAC was held under the chairmanship of Principal.

The Agenda is as under

1. Confirmation of Minutes of last meeting.
2. Action taken report
3. Regarding Admissions to various courses.
4. To give add in the news paper for admission and appointment of faculty on CHB.
5. To conduct workshop on IPR
6. To organize ICT awareness programme for teaching and non-teaching faculty
7. Regarding bridge courses and various certificate courses
8. Execution of points discussed criteria wise in guidance by NAAC committee member Dr. Darmadhikari
9. Presentation of AQAR before the members.
10. About purchase of text books and reference books in library as per new syllabus of III Sem.
11. Regarding Inauguration of study circle/Literacy association of all subjects in August
12. Purchase of instruments for the course of Performing Folk Arts.
13. Utilization of prize money (of Mozari Music competition) for purchasing keyboard.
14. Opening of “student Utility center”.
15. Extension of two rooms for better facility.
16. To start registration fees for membership of Alumni Association.
17. Any other point with the permission of the chair.

Minutes of the Meeting

Item no.1

Minutes of last meeting confirmed.

Item No. 2

The Chairman had taken a detailed report on all the actions taken in the last meeting. New strategy and policy were designed. Certificate courses for this session have to be started. Quality Culture Development workshop by Dr. Darmadhikari was conducted. Special departmental calendar was under preparation. Proposals for National Seminars are ready for submission. Preparation for starting PG Diploma in Performing Folk Arts is going on. Preparation for Parent Teacher and Alumni Association meetings are going on. Academic Calendar is ready. AAA inspection has to be carried out. Students' Facility Center will function under "Earn & Learn" Scheme. Preparations to submit IIQA is in full swing. Feedback forms and Teacher Assessment test new format under preparation. Building Committee and Planning Board constituted. Most of the recommendations of peer team during last cycle will be implemented. Proposal for M.A. in Marathi/ Psychology, M.Com will be submitted. Some Workshops have been conducted and the remaining will be done soon.

Item No. 3

Admission process going on smoothly and will be completed within the stipulated period.

Item No. 4

Advertising for admission and for the appointment of the Teachers on CHB has to be given in all regional papers.

Item No.5

Workshop on Intellectual Property Rights has to be conducted in the month of July itself.

Item No. 6

It was decided that ICT awareness programme for teaching and non-teaching faculty will be conducted soon.

Item No. 7

Bridge courses have already been started. All faculty members have to prepare and submit proof of the work they are doing. Certificate Courses outline has been submitted by all. In August Communication Skill course in English will be conducted followed by other courses.

Item No. 8

All faculty members have to complete their various assigned duties as per the guidance given by Dr. Dharmadhikari, NAAC committee member.

Item No. 9

The Completed AQAR with Annexure was presented in the meeting and after going through it they have accepted it and will be submitted soon.

Item No. 10

As per the changed syllabus of B.A., B. Com. and M.A. Sem. III and IV new text books and reference books will have to be purchased.

Item No. 11

It was decided that various Study Circles/ Literacy Associations will be inaugurated in the month of August.

Item No. 12

To conduct the course of Performing Folk Arts necessary equipments have to be purchased.

Item No. 13

The Prize money received from the competition held at Mozari to our students of Music Dept. will be utilized for purchasing keyboard.

Item No. 14

It was decided that for the benefit of students, a Student Utility Center will be opened during this session under “Earn and Learn” scheme.

Item No. 15

To provide better facility to students and faculty two rooms will be extended in this session.

Item No. 16

To strengthen the scope and activities of Alumni Association it was decided that a membership fees of Rs. 300/- will be charged as registration fees from this session.

The members approved all the suggestions and proposals unanimously and the meeting ended with a vote of thanks by the coordinator.

Members present

Chairman

1. Prof. Mukul Bhonde
2. Prof. Chandrasekhar Sawarkar
3. Dr. Shridhar Dhakulkar
4. Dr. Atul Wankhade
5. Shri D. U. Ambore
6. Prof. Jagdish Bawane
7. Prof. G.R. Ratnaparkhi
8. Prof. Sonali Asarkar
9. Mr. Uday Mahure
10. Dr. Mariam Thomas
11. Ku. Geeta H. Verma
12. Shri. Mahesh Gattani

Agenda for 2nd Meeting of IQAC

Today, on 03/09/2018, Monday, at 10.00 a.m., the Second meeting of IQAC was held under the chairmanship of the Principal.

The Agenda is as under

1. Confirmation of Minutes of last meeting.
2. Action taken report
3. Submission of completed criteria by each criteria committee chairman.
4. Fulfillment of suggestions given by last NAAC Peer Team.
5. To conduct Stress Management programme for teaching and non-teaching faculty.
6. Regarding online examination
7. Formation of Student Council
8. Calculation of hours as per new API on weekly basis in academic diary.
9. Completion of research work/Ph. D at the earliest by faculty.
10. Review of results of first unit test
11. To prepare students for active participation and quality performance in youth festival/sports competitions.
12. Review of Vidarbha level Music competition organized in collaboration with Sangeet Kalopasak Sabha.
13. Regarding the organization of different academic/ co- curricular activities in the first semester.
14. Any other point with permission of the chair.

Minutes of the Meeting

Item no.1

Minutes of last meeting confirmed.

Item No. 2

The Chairman had taken a detailed report on all the actions taken in the last meeting. Admissions of B.A.I, B.Com.I and M.A.I &II, B.A. III and B.Com. III is going on as results were declared very late. (of B.A II Sem. and B.Com II Sem). Advertisement for admission and appointment of CHB lecturers given, interview conducted and selection of faculty also completed. Workshop on Intellectual Property Rights conducted in July. ICT awareness programme has also been conducted. Bridge courses are completed. Certificate Course in English Communication Skills and Sugam Sangeet in Music started from First August. Other subjects are also ready with their courses. Under Dr. Darmadikari's guidance NAAC works are going on. AQAR had been submitted. New books as per the syllabus haven't yet arrived in market. Inauguration of Literacy Association/Study Circle will be in the 1st week of September. Equipments for Performing Folk Arts purchased. With the prize money from Mozari competition keyboard has been purchased. Students Utility Center has been opened and is functioning well. Two rooms extension work is going on and will be completed soon. The registration fees and Alumni's contribution were discussed in the last Alumni meet held on 23/07/2018.

Item No 3

Some committees had submitted their criteria but some are yet to be hence all are reminded of early submission.

Item No. 4

Some of the suggestions are complete, the remaining ones will be completed soon at least by submission of IIQA.

Item No. 5

Stress Management programme for teaching and non-teaching faculty will be a great boost for all the members to function more efficiently. Hence it will be conducted soon. It was decided that well known Dr. Mohana Kulkarni will be invited for the same.

Item No. 6

As per Perspective Plan online exam has to be conducted. The main responsibility for the same is given to JK Bawane sir.

Item no. 7

It was decided that Student Council will be constituted as per the time allotted in the perspective plan. Dr. Dhakulkar is the in charge of the same.

Item No. 8

In the new format of API various duty performed by faculty have to be mentioned by hours hence it was decided that every week each teacher will enter in his diary the hours on duty performed by him. So that it will be easy to assess in the end.

Item No. 9

Madam and all the members of the Cell had expressed the desire that as the number of ph. D. awarded faculty is not even 50%, those who are doing their research have to complete it as early as possible.

Item No. 10

The chairman had taken a review of the results of first unit test and requested all subject teachers to motivate students to perform better.

Item no. 11

It was decided that for an excellent performance in the ensuing Youth Festival students will be given proper guidance and good practice both in cultural as well as sports activities.

Item No. 12

A review of the success of Vidarbha level Music competition was conducted. The competition started at 9.00 am on 01/09/2018 Saturday and ended at 6.00 pm was a grand success. Hence all have suggested to conduct it on State level from next year.

Item no. 13

It was decided that various curricular and co curricular activities planned for first semester will be carried out as per the schedule assigned in the Perspective Plan.

The members approved all the suggestions and proposals unanimously and the meeting ended with a vote of thanks by the coordinator.

Members present

Chairman

1. Prof. Mukul Bhonde
2. Prof. Chandrasekhar Sawarkar
3. Dr. Shridhar Dhakulkar
4. Dr. Atul Wankhade
5. Shri D. U. Ambore
6. Prof. Jagdish Bawane
7. Prof. G.R. Ratnaparkhi
8. Prof. Sonali Asarkar
9. Mr. Uday Mahure
10. Dr. Mariam Thomas
11. Ku. Geeta H. Verma
12. Shri. Mahesh Gattani

The Agenda for 3rd Meeting of IQAC

Today, on 19/01/2019 Monday, at 10.00 a.m., the third meeting of IQAC was held under the chairmanship of Principal.

The Agenda is as under

1. Confirmation of Minutes of last meeting.
2. Action taken report
3. Submission of all documents required for SSR by each criteria head.
4. To start an award for best contribution in teaching and non-teaching.
5. Review of Mega placement drive of 10 Dec. 2018.
6. Regarding steps to increase attendance and performance of students.
7. Organization of three workshops by Commerce dept.
8. Conduct a workshop on the different criteria of NAAC.
9. Inspection of Administrative and Academic Audit in the session.
10. Regarding PTA /Alumni meeting.
11. Preparation for gathering and of the poetry recital competition on 21/01/2019
12. Regarding the effect of starting prayer before classes.
13. Organize a programme for the benefit of all students under Women Cell.
14. Any other point with the permission of the chair.

Minutes of the Meeting

Item no.1

Minutes of last meeting confirmed.

Item No. 2

The Chairman had taken a detailed report on all the actions taken in the last meeting. All criteria heads have submitted their completed criteria, but some final touch is left. Before the submission of IIQA all preparations must be complete. Stress Management workshop was well attended and was a great success. Online test has to be conducted. Student Council is yet to be constituted. Teachers have to mention in their Diary hours of different duties performed. Those doing Ph.D. are trying to finish their work fast. Students are motivated to perform better. Students were properly guided in sports and cultural activities. Vidarbha level Music competition was a great success. All curricular and co curricular activities were carried out as per Perspective Plan.

Item No 3

It was decided that heads of each Criteria Committee has to submit all the documents to be uploaded with the SSR at the earliest to the coordinator.

Item No. 4

It was decided that an award for both teaching and non-teaching for their excellent performance will be given from this year in the gathering. Last year's best performer will also be felicitated.

Item No. 5

Mega Placement Drive conducted from 10th Dec. 2018 went on for two more days and was a great success. Many colleges have participated in this drive.

Item No. 6

It was suggested that every teacher should attempt to motivate for raising the attendance and result of students. Due to severe cold attendance was less in this month.

Item No. 7

Commerce Dept. had organized a Certificate Course of one month duration in Skill Development programme and Accounting and Office Management from 01/09/2018 to 30/09/2018. They have organized 3 workshops on Banking System on 17/1/19, Industrial Workshop on 18/01/2019 and on GST on 19/01 /2019. A successful visit to Jadhav Industries was also organized in this month.

Item No. 8

It was decided that a one day workshop will be organized on the various Criterias of NAAC as per the availability of prof. Shital Tayade of Ramkrushna Mahavidyalaya, Darapur to enable all criteria committees to complete their works perfectly.

Item No. 9

The inspection of AAA will be carried out in this session itself.

Item No. 10

Parent Teacher Association meeting as well as Alumni Association meeting will have to be conducted before the end of March.

Item No. 11

Gathering will be from 21/01/2019 till 25/01/2019. Prof. D.U. Ambore is the in-charge of the same. On 21st January there will be Poetry Recital competition (Inter collegiate level) started from last year by Alumnus Uday Mahure. On 22nd there is singing competition and other competitions like sari day, signature day etc. On 23rd there is the Inaugural function and the Convocation ceremony. On 24th Sports day will be conducted and on 25th there will be cultural programme by students to show their multi faceted personality and also for recreation purposes.

Item No. 12

Starting the day's academic activities with a prayer will boost positivity and motivate all to perform better was the opinion of one and all.

Item No.13

It was decided that under Women's Cell a programme will be organized for the benefit of all the participants.

The Members approved all the suggestions and recommendations and the meeting ended with a vote of thanks by the coordinator.

Members present**Chairman**

1. Prof. Mukul Bhonde
2. Prof. Chandrasekhar Sawarkar
3. Dr. Shridhar Dhakulkar
4. Dr. Atul Wankhade
5. Shri D. U. Ambore
6. Prof. Jagdish Bawane
7. Prof. G.R. Ratnaparkhi
8. Prof. Sonali Asarkar
9. Mr. Uday Mahure
10. Dr. Mariam Thomas
11. Ku. Geeta H. Verma
12. Shri. Mahesh Gattani

Minutes of the Meeting

Item no. 1

Minutes of last meeting confirmed.

Item No. 2

The chairman had taken a detailed report on all the actions taken in the last meeting.

Criteria heads are collecting documents and submit soon. Award for teaching and non teaching is yet to be finalized. Mega placement drive successfully completed. Teachers are motivating student to attend college regularly and to study well. All activities of Commerce Department went well.

Workshop on NAAC by Shital Tayade conducted soon. PTA and Alumni meetings were held as proposed. All programmes of Gathering well organized. Starting of prayer before college was a great success. Programme under women cell was organized.

Item No. 3

It was decided that draft SSR must be ready during the vacation hence all teaching faculty will come to college and help in the preparation and submission of their criteria .

Item No. 4

All teachers will have to prepare and submit academic plan on the day of reopening of college.

Item No. 5

It was decided that perspective plan has to be ready to the last working day.

Item No. 6

To enhance the activities of the college proposal for starting B.Voc courses will be submitted soon.

Item No. 7

It was decided that walking competition will be conducted for nearby people to raised their awareness about physical fitness and exercise .

Item No.8

Application for the placement of 10 teachers will be submitted soon.

Item No.9

Every preparation to face the committee for research center for Ph.D. will be done.

Item No.10

A review of how the works of University exams are going on will be taken by madam.

Item No. 11

All staff members will try to strive to improve the admission by B.C.A.

Madam exhorted everyone to work sincerely for the good performance in NAAC. The meeting ended by the vote of thanks by the coordinator.

Members present**Chairman**

1. Prof. Mukul Bhonde
2. Prof. Chandrasekhar Sawarkar
3. Dr. Shridhar Dhakulkar
4. Dr. Atul Wankhade
5. Shri D. U. Ambore
6. Prof. Jagdish Bawane
7. Prof. G.R. Ratnaparkhi
8. Prof. Sonali Asarkar
9. Mr. Uday Mahure
10. Ku. Geeta H. Verma
11. Shri. Mahesh Gattani
12. Dr. Mariam Thomas

2019-20

Internal Quality Assurance Cell (IQAC)

Agenda for 1st Meeting of IQAC

Today on 31/07/2019 Wednesday at 10 a.m. the first meeting of IQAC was held under the chairmanship of the Principal.

The Agenda is as under :-

1. Confirmation of minutes of last meeting
2. Action taken report
3. review of results of University Exams.
4. Presentation of draft SSR
5. Starting 'Tailoring zone' in college
6. Conduct NIRF and ISO
7. Review of admission process
8. Purchase of new books in Library as per challenged syllabus
9. Subscription of Journals, Research books, and purchase of software for research center for Ph.D.
10. Submission of Ph.D. Thesis by faculty whose research is going on
11. Step to improve discipline, regularity and performance of students
12. Awareness to students regarding their role in NAAC visit
13. To conduct orientation programme for student
14. To start Mahatma Jyotiba Fule study center in college
15. Inauguration of Literacy Association/Study Circle in August
16. Any other point with the permission of the chair.

Minutes of the Meeting

Item No. 1

Minutes of last meeting confirmed.

Item No. 2

The chairman had taken a detailed report on all the action taken in the last meeting. Draft SSR is ready. Academic plan of some are to be submitted. Perspective plan was ready in time. Proposal for B. Voc. courses submitted and got sanctioned. Walking competition was successfully conducted. Placement process of 10 teachers completed. Committee visit of research center for Ph. D. over but permission is a waited review of works of University exams taken. Steps to improve B.C.A. admission in progress.

Item no. 3

Result of B.A. and B.Com. III year only Declared, result of some subject are poor on account of poor attendance of students. Hence all should care and try for improving attendance of students in class.

Item No. 4

Draft SSR is ready and changes will be made office reading and discussing it with all concern.

Item No. 5

Tailoring zone started has to be popularized among student.

Item No. 6

ISO certification will be done soon and Dr. Dhakulkar sir will take care of it.

Item No. 7

Admission process is going on. As it is the more crucial issue for all of us, everyone must try their level best to bring more admission.

Item No. 8

List of books needed is collected by the librarian and the books will be made available once it comes in market.

Item No. 9

Everything required for research center will be submitted and purchased soon.

Item No. 10

Bawane sir and Ingole sir will submit their Ph. D. Thesis soon.

Item No. 11

With the formation of student council discipline and performance of students will be given more importance.

Item No. 12

Every teacher has to play a major role in increasing the awareness of student about their role in NAAC visit. Teachers have to implament their best practice in subject and must help in conducting SSS

Item No. 13

On 9th Aug. in the Orientation programme different cells and communities will be introduced and explain to students.

Item No. 14

Works of Starting Mahatma Jyotiba Fule study center in college will be shouldered by Dr. Sushant Thoke and Dr. Swati Girase. In the Indoor stadium facility for meditation M.J.F. Study center will be procided for this books have to be purchased and lecture will also be arranged.

Item No. 15

After admission process all subject Literacy Association and study circle will be Inaugurated.

Item No. 16

A workshop will be organized on Value Education. A workshop on Saving and Investment by Maheshbau Gattani will be conducted for teaching and non teaching

faculty soon and for students after the completion of admission process.

The meeting ended with a vote of thanks.

Members present

Chairman

1. Prof. Mukul Bhonde
2. Prof. Chandrasekhar Sawarkar
3. Dr. Shridhar Dhakulkar
4. Dr. Atul Wankhade
5. Shri D. U. Ambore
6. Prof. Jagdish Bawane
7. Prof. G.R. Ratnaparkhi
8. Prof. Sonali Asarkar
9. Mr. Uday Mahure
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