

## Minutes of IQAC Meeting – Dated 22/08/2017

1<sup>st</sup> meeting of IQAC was held on 22.08.2017 at 3.00 pm in IQAC office.

Following members attended the meeting-

<b>Sr.No.</b>	<b>Name</b>	<b>Capacity</b>
1.	Dr. Mangala A. Sabadra	Chairperson
2.	Mr.V.S.Patil	Sr. Administrative Officer
3.	Dr.J.S.Dhande	Teacher Representative
4.	Mrs.J.P.Talegaonkar	Teacher Representative
5.	Mrs.J.V.Bonde	Teacher Representative
6.	Mrs.S.C.Patil	Teacher Representative
7.	Mr.K.C.Suryawanshi	Teacher Representative
8.	Miss.R.S.Gajare	Teacher Representative
9.	Mr.S.S.Patil	Teacher Representative
10.	Mr.Dipesh M. Kotecha	Mgt. Member
11.	Mr.Rajesh S. Surana	Stakeholder Nominee
12.	Mr.J.V.Dhanvij	Co-ordinator

Subjects discussed in the meeting as per agenda are given below-

### **1. To discuss and confirm the minutes of previous meeting.**

The minutes of previous meeting held on 13.5.2017 were discussed and confirmed.

### **2. To discuss rough draft of AQAR 2016-17.**

The coordinator of IQAC presented the rough draft of AQAR 2016-17 for the observation and verification by members present in the meeting. The members of IQAC suggested a few corrections.

It was decided that the draft should be put in management meeting for observation and then after it should be sent to NAAC office by September end.

### **3. To discuss on new guidelines of NAAC.**

The co-ordinator read new guidelines of NAAC and all present members took part in the discussion. It was decided that as per new guidelines, SSR will be prepared and submitted online to NAAC in a stipulated period.

### **4. To develop linkages with various institutions and organizations.**

One of the members of IQAC focused on importance of collaboration and he further told that our institution has collaboration with four different institutions and organizations. It was decided that linkage with K.Narkhede College, Bhusawal should be signed in the next month.

**5. Any other timely issue.**

Prof. V.S. Patil raised the issue of Alumni registration. Principal of the college eventually declared that we are going to register alumni in this year. The meeting was over at 5.00 pm with the permission of the Chair.

Minutes prepared by  
Coordinator

Minutes approved by  
Chairman

## Minutes of IQAC Meeting – Dated 04/12/2017

Second meeting of IQAC was held on 04.12.2017 Monday at 4.00 pm in IQAC office in presence of following members-

<b>Sr.No.</b>	<b>Name</b>	<b>Capacity</b>
1.	Dr. Mangala A. Sabadra	Chairperson
2.	Mr.V.S.Patil	Sr. Administrative Officer
3.	Dr.J.S.Dhande	Teacher Representative
4.	Mrs.J.P.Talegaonkar	Teacher Representative
5.	Mrs.J.V.Bonde	Teacher Representative
6.	Mrs.S.C.Patil	Teacher Representative
7.	Mr.K.C.Suryawanshi	Teacher Representative
8.	Miss.R.S.Gajare	Teacher Representative
9.	Mr.S.S.Patil	Teacher Representative
10.	Mr.Dipesh M. Kotecha	Mgt. Member
11.	Dr.Sujata kelkar	Local Society Nominee
12.	Ku. Dipali Chandulal Sonar	Alumni Nominee
13.	Mr.Rajesh S. Surana	Stakeholder Nominee
14.	Dr.J.V.Dhanvij	Co-ordinator

### **1. To discuss and confirm the minutes of previous meeting 22.8.2017.**

Minutes of previous meeting held on 22.8.2017 were taken for discussion and confirmed.

### **2. To take overview of the rough draft of SSR and to discuss further process regarding it's submission.**

The coordinator of IQAC read the rough draft of SSR in detail. It was then taken for discussion. To enhance the quality of SSR, the management representatives as members of IQAC gave some suggestions. All the members present readily accepted the suggestions.

It was decided that final report should be completed in the month of May and should be submitted in the month of June.

### **3. To discuss the schedule to organize National Seminar sanctioned to Department of Languages.**

The Chairman of the Proposal Committee informed that three of the departments namely Commerce, Language and Chemistry had submitted their proposals to BCUD, NMU, Jalgaon through committee. Out of the three, the university has sanctioned seminar proposal submitted by Department of Languages.

It was decided that this two days National Seminar should be organized in the month of February.

**4. Any other timely issue.**

Dr. J.V. Dhanvij informed that Solar Street Lights and LED tube lights are installed in the campus. It is an important step towards environment protection. The members present in the meeting expressed their sincere gratitude towards Hon. Sunil Kotecha and Hon. Ashok Kotecha, member of management who donated Solar Street Lights and LED tube lights. The meeting was dissolved at 6.30 pm with kind permission of the chair.

Minutes prepared by  
Coordinator

Minutes approved by  
Chairman

## Minutes of IQAC Meeting – Dated 20/01/2018

Third meeting of IQAC committee was held on 20.01.2018 at 3.30 pm in IQAC Office.

Following members were present–

<b>Sr.No.</b>	<b>Name</b>	<b>Capacity</b>
1.	Dr. Mangala A. Sabadra	Chairman
2.	Mr.V.S.Patil	Sr. Administrative Officer
3.	Dr.J.S.Dhande	Teacher Representative
4.	Mrs.J.P.Talegaonkar	Teacher Representative
5.	Mrs.J.V.Bonde	Teacher Representative
6.	Mrs.S.C.Patil	Teacher Representative
7.	Mr.S.D.Vanjari	Teacher Representative
8.	Mr.K.C.Suryawanshi	Teacher Representative
9.	Miss.R.S.Gajare	Teacher Representative
10.	Mr.S.S.Patil	Teacher Representative
11.	Dr. J.V.Dhanvij	Coordinator

### **1. To discuss and confirm the minutes of previous meeting.**

Minutes of 2<sup>nd</sup> meeting were read and confirmed.

### **2. To discuss to organize Training programme for non-teaching staff.**

The Principal of the college suggested that to develop belongingness, sincerity, positive thinking, commitment, cooperation and sharing of knowledge, non-teaching staff should be given training by a hired trainer.

The members present in the meeting accepted the suggestion and it was decided that proposal of training programme should be prepared and sent to BCUD, NMU, Jalgaon for sanction in this month.

### **3. To discuss the issue of promotion of faculty members under CAS.**

Dr. Shubhangi D. Rathi, Department of Political Science and Dr. Sumitra V. Pawar, Department of Economics had submitted their proposals to IQAC for verification of API for Professor from stage IV to stage V as per 4<sup>th</sup> amendment of UGC.

To verify their documents, members of the API Computation Committee were nominated.

### **4. Any other timely issue**

There was no timely issue for the discussion, so the meeting closed at 6.00 pm with the permission of the Chair.

Minutes prepared by  
Coordinator

Minutes approved by  
Chairman

## Minutes of IQAC Meeting – Dated 21/06/2018

Fourth meeting of IQAC committee was held on 21.06.2018 at 10.00 am in IQAC Office.

Following members were present–

<b>Sr.No.</b>	<b>Name</b>	<b>Capacity</b>
1.	Dr. Mangala A. Sabadra	Chairman
2.	Mr.V.S.Patil	Sr. Administrative Officer
3.	Dr.J.S.Dhande	Teacher Representative
4.	Mrs.J.P.Talegaonkar	Teacher Representative
5.	Mrs.J.V.Bonde	Teacher Representative
6.	Mrs.S.C.Patil	Teacher Representative
7.	Mr.S.D.Vanjari	Teacher Representative
8.	Mr.K.C.Suryawanshi	Teacher Representative
9.	Miss.R.S.Gajare	Teacher Representative
10.	Mr.S.S.Patil	Teacher Representative
11.	Mr.Dipesh M. Kotecha	Mgt. Member
12.	Mr.Rajesh S. Surana	Stakeholder Nominee
13.	Dr. J.V.Dhanvij	Coordinator

### **1. To discuss and confirm the minutes of previous meeting.**

Minutes of 3<sup>rd</sup> meeting were read and confirmed.

### **2. To discuss new format of AQAR.**

The coordinator informed the members about over all nature and format of new AQAR which is revised as per revised accreditation framework in November,2017.All seven criteria were discuss in details and it is decided that rough draft of AQAR will put in next meeting for discussion.

### **3. To prepare the Perspective Plan of 2018-19.**

After the discussion with the members, following Perspective Plan for the academic year 2018-19 was proposed –

- Organization of seminars/conferences/workshops/training programmes etc. for teaching and non-teaching staff.
- To start new certificate courses.
- To conduct surveys on social issues.
- To take measures for environment protection.
- To develop National Linkages/MoUs.

- To introduce new PG programmes.
- To start NET/SET coaching classes for PG students.
- To establish Commodity Bank/Cloth Bank.
- To strengthen the Language Laboratory.

#### **4. Any other timely issue**

There was no timely issue for the discussion, so the meeting closed at 6.00 pm with the permission of the Chair.

Minutes prepared by  
Coordinator

Minutes approved by  
Chairman