

Minutes of IQAC Meeting

First meeting of IQAC committee of academic year 2018-19 was held on 18/09/2018 at 8.00 am in IQAC Office.

Following members were present–

Sr.No.	Name	Capacity
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.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 last meeting held on 21.06.2018 were read and confirmed.

2. To discuss rough draft of AQAR 2017-18.

IQAC co-ordinator availed the rough draft of AQAR 2017-18 for the observation and discuss with members present in the meeting. It is decided that corrected AQAR shall be put in the forthcoming management meeting for observation.

3. Organization of seminars/ conferences under various schemes.

One University level seminar and National level conference are sanctioned by Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon. After discussion with members present in the meeting, it is decided that University level seminar will be organized in the last week of October and National level conference in the last week of December.

4. To constitute new composition of the IQAC as per new guidelines.

IQAC coordinator gave information of latest guidelines published by NAAC to members.

As per new guidelines of NAAC composition of IQAC is formed as follows-

Sr.No.	Name	Capacity
1	Dr. Mangala A. Sabadra	Chairperson
2	Dr. Shilpa C. Patil	Sr. Administrative Officer
3	Dr. J. S. Dhande	Teacher Representative
4	Dr. V.S. Patil	Teacher Representative
5	Dr. Janhavi P. Talegaonkar	Teacher Representative
6	Dr. Rajkuvar S. Gajare	Teacher Representative
7	Mr. S. D. Vanjari	Teacher Representative
8	Mr. K. C. Suryawanshi	Teacher Representative
9	Mrs. Meena S. Chaudhari	Teacher Representative
10	Hon. Mr. Dipesh M. Kotecha	Management Member
11	Hon. Mr. Mukesh V. Agrawal	Local Society Nominee
12	Hon. Bhavesh C. Tank	Stakeholder Nominee
13	Miss. Ezuwa Dishita	Student Nominee
14	Smt. Sonal Fegade	Alumni Nominee
15	Dr. J. V. Dhanvij	Coordinator

5. To discuss the issue of promotion of faculty members under CAS.

IQAC has received nine proposals from Assistant Professors of various departments for verification of API from stage I to stage II and stage II to stage III. API committee verifies all the proposals as per University and UGC norms and sent for further process to Joint Director office, Jalgaon.

6. Any other timely issue.

There was no timely issue for the discussion, so the meeting closed at 10.00 am with the permission of the Chair.

Dr.J.V.Dhanvij
IQAC Coordinator

Dr. Mangala A. Sabadra
Principal

Minutes of IQAC Meeting

Second meeting of IQAC committee of academic year 2018-19 was held on **15.04.2019** at **9.30am in IQAC office.**

Following members were present–

Sr.No.	Name	Capacity
1.	Dr. Mangala A. Sabadra	Chairperson
2.	Dr. Shilpa C. Patil	Sr. Administrative Officer
3.	Mr.V.S.Patil	Teacher Representative
4.	Dr.J.S.Dhande	Teacher Representative
5.	Mrs.J.P.Talegaonkar	Teacher Representative
6.	Mrs. Meena S.Chaudhari	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.Dipesh M. Kotecha	Mgt. Member
11.	Hon. Mr. Mukesh V. Agrawal	Local Society Nominee
12.	Hon. Bhavesh C. Tank	Stakeholder Nominee
13.	Miss. Ezuwa Dishita	Student Nominee
14.	Smt. Sonal Fegade	Alumni Nominee
15.	Dr. J.V.Dhanvij	Coordinator

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

Minutes of last meeting held on 18/09/2018 were read and confirmed.

2. Discussion on overall feedback of the Institution from stakeholders.

Feedback Analysis Committee Chairman has given information about analyzed feedback which was taken from Students, Alumni, Teachers and Parents during the academic year 2018-19. The members present in the meeting took into consideration all those suggestions and each issue was discussed in details and forwarded the same for the necessary action to be taken by the administration.

3. To discuss recommendations given by NAAC Peer Team.

Recommendations given by NAAC Peer Team were read by co-ordinator and discussed thoroughly.

4. To discuss five years perspective plan of the Institution as per recommendations given by NAAC Peer Team.

After the discussion among members, following **perspective plan** of the **Institution** was proposed –

- ❖ Commencing ICT base certificate such as GST, Tally, and computer based account system.
- ❖ Organization of Seminars/Conferences/Workshops by various departments.
- ❖ To organize faculty development programme/training programme for teaching and non-teaching staff.
- ❖ To increase no. of research publications and published in reputed journals.
- ❖ To enhance extension activities (Collaboration with GOs &NGOS).
- ❖ To strengthen Alumni.
- ❖ Strengthen the competitive examination cell.
- ❖ To upgrade commerce laboratory with latest software and data base.
- ❖ To upgrade Language laboratory with latest software and computers hardware.
- ❖ To apply for major research projects to National and International funding agencies and carry out inter and multi –disciplinary projects.
- ❖ Enhancement of activities of Placement cell and SC/ST/OBC etc.
- ❖ Subscribe Hindi National news papers and magazines in the library for competitive examinations.
- ❖ To provide transportation facilities for outsides students.

5. Any other timely issue.

There was no any other timely issue for the discussion, so the meeting was dissolved at 12.30 pm with kind permission of a chairperson.

Dr.J.V.Dhanvij
IQAC Coordinator

Dr. Mangala A. Sabadra
Principal

Minutes of IQAC Meeting

Third meeting of IQAC committee of academic year 2018-19 was held on **19.06.2019 at 8.30am** in IQAC office.

Following members were present–

Sr.No.	Name	Capacity
1.	Dr. Mangala A. Sabadra	Chairperson
2.	Dr. Shilpa C. Patil	Sr. Administrative Officer
3.	Mr.V.S.Patil	Teacher Representative
4.	Dr.J.S.Dhande	Teacher Representative
5.	Mrs.J.P.Talegaonkar	Teacher Representative
6.	Mrs. Meena S.Chaudhari	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.Dipesh M. Kotecha	Mgt. Member
11.	Hon. Mr. Mukesh V. Agrawal	Local Society Nominee
12.	Hon. Bhavesh C. Tank	Stakeholder Nominee
13.	Miss. Ezuwa Dishita	Student Nominee
14.	Smt. Sonal Fegade	Alumni Nominee
15.	Dr. J.V.Dhanvij	Coordinator

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

Minutes of last meeting held on 15/04/2019 were read and confirmed.

2. To prepare the perspective plan of academic year 2019-20 of the Institution.

After the discussion among the members, following **perspective plan** of the **Institution** was proposed –

- ❖ Organization of Seminars/Conferences/Workshops by various departments.
- ❖ To start Nursery certificate course and Phenyl consultancy project.
- ❖ To organize faculty development programme for teaching & non-teaching staff.
- ❖ To conduct collaborative extension activities with NGOs.
- ❖ To strengthen the activities of Competitive Examination and Placement Cell.

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

IQAC has received 7 proposals from Assistant Professors of various departments for verification of API from stage I to stage II and stage II to stage III. API committee verifies all the proposals as per University and UGC norms and sent for further process to approval section KBC, NMU, Jalgaon.

4. Any other timely issue.

There was no any other timely issue for the discussion, so the meeting was dissolved at 11.00 am with kind permission of a chairperson.

Dr.J.V.Dhanvij
IQAC Coordinator

Dr. Mangala A. Sabadra
Principal

Action Taken Report based on 2018-19 IQAC Meetings

Sr.No.	Decision Taken in the Meeting regarding	Action Taken
1	Preparation of AQAR 2017-18	AQAR 2017-18 was prepared and submitted to NAAC office on 29 Oct. 2018.
2	Organization of seminars/ conferences under various schemes	Organized Four National Level & One University Level Conferences by Commerce & Management, Library, Humanities, Botany & Geography and History Departments on 11/03/2019, 22/12/2018 & 20/10/2018 respectively and which has been sponsored by KBCNMU, Jalgaon.
3	Organization of Training programme for non-teaching staff.	KBC, North Maharashtra University, Jalgaon sponsored one day Training Programme for non-teaching staff has been organized by IQAC, on Skill Development on 27 February 2019.
4	Constitute new composition of the IQAC as per new guidelines	As per new guidelines of NAAC composition of IQAC has been formed.
5	Discussion on recommendations given by NAAC Peer Team.	Institution accredited B+ grade with CGPA 2.53 on 8/02/2019.NAAC peer team visited on 23-24 Jan 2019 & given some recommendations. On the basis of recommendations IQAC has prepared five year perspective plan.
6	Promotion of faculty members under CAS	Received Proposal of 11 faculty members to promote them from stage I to stage II and stage II to stage III. The members of the IQAC committee went through the proposals and computed API according to guidelines of UGC & KBC, North Maharashtra University. Out of 11proposals 02 proposals were rejected by University due to some technical problems and rest of forwarded to Join Director Office, Jalgaon for further action.
7	Preparation of perspective plan for the year 2018-19.	Perspective plan for academic year 2018-19 accepted and action is initiated.

Dr.J.V.Dhanvij
Coordinator IQAC

Dr. Mangala A. Sabadra
Principal