

Minutes Of The Meeting Of The IQAC members Held On 11.07.2013

A meeting of IQAC members was held on 11th JULY, 2013 at 11.30 am in room no. 23. The following IQAC members were present in meeting .

1 Dr. C. B. Masram	Chairperson
2 Dr. P.P. Dehliwal	Coordinator
3 Shri Rajendra Jain	Management Representative
4 Shri R. B. Tiwari	Member from local society
5 Shri N.T. Titiramare	Member from local society
6 Dr. M.T. Lambat	Member from teacher
7 Dr. A.K. Shukla	Member from teacher
8 Dr. M.F. Jadhao	Member from teacher
9 Dr. K. N. Sathawane	Member from teacher
10 Shri V. W Mandpe	Member from teacher
11 Dr. R. K. Dipte	Member from teacher
12 Dr(Mrs) L.S.Agale	Member from teacher
13 Shri V.V. Warhate	Member from teacher
14 Ku. A.S. Bawankar	Member from teacher
15 Dr. S.P.Pawar	Member secretary

The Principal, chairman was on the chair of the house of IQAC and the following Items on agenda were discussed.

Item No.1 : To read and confirm the minutes of the last meeting

Res. 1: Dr.P.P. Dehliwal, coordinator read out the previous meeting's minutes. All members agreed, and confirmed the minutes. Resolution was passed unanimously.

Item No.2 : Review on the submission of AQAR-12-13

Res. 2: A discussion on AQAR preparation was held and Dr. Dehliwal informed the house that yet some criteria in-charges had not submitted the data. Dr. Masram asked the members if they were facing any problem while collecting the data. The members put forth the problems they were facing. The principal assured them of solving their issues and problems. Again, it was unanimously decided to fulfill data requirement conditions for AQAR. The matter was resolved ,confirmed unanimously with a promise to provide data at the earliest.

Item No.3 : To hold discuss on feedback system

Res. 3: Dr. Masram , chairman of IQAC shared his views as to why it became necessary to take feedback from stakeholders viz, Alumni, Parents, Students and Employers. He stated further that these were the indicators of the college development . It was decided that there should be separate committee with individual convener . All agreed to form different committees after consulting staff members. Members were satisfied and the matter was unanimously resolved, confirmed and passed on the formation of committees.

Item No.4 : To discuss the outcome achieved in the last Academic session 2012-13

Res. No.4 Dr. P.P. Dehliwal read out the outcomes of the previous session. About 80-90 per cent planned work was completed and unanimously it was decided to keep and complete the uncompleted work in the next session . The matter was resolved, confirmed and passed unanimously.

Item No.5 Reviewing the academic calender and time table implementation.

Res. No.5: Dr. Masram asked the conveners concerned to explain the present situation on this matter. Dr. Dehliwal informed the house that Academic calendar was circulated to all concerned faculties. The time - table incharges also informed the house that tentative time-tables were published and the full fledged time table were ready for display. Dr. Masram congratulated all the conveners concerned. All members were satisfied over the situation and the matter was resolved unanimously, confirmed and passed.

Item No.6: Any other matter with the permission of chair

Res. No.6: No matter remained for discussion, since, there was no query from the members.

At the end of the meeting, in presidential address, Dr. Masram guided the house by expressing his views on importance of team work. He appealed to all members to come with new ideas while discussing. At last, Dr. Dehliwal proposed the vote of thanks to the chair and members on the behalf of the college and staff members, and concluded the meeting.

(Dr. P.P.Dehliwal)
Coordinator
IQAC

(Dr. C. B. Masram)
Principal and chairman
IQAC

Minutes Of The Meeting Of The IQAC members Held On 06.12.2013

A meeting of IQAC members was held on 06th December, 2013 at 12.30 pm in room no. 23. The following IQAC body members were present in the meeting .

1 Dr. C. B. Masram	Chairperson
2 Dr. P.P. Dehliwal	Coordinator
3 Shri Rajendra Jain	Management Representative
4 Shri R. B. Tiwari	Member from local society
5 Shri N.T. Titiramare	Member from local society
6 Dr. M.T. Lambat	Member from teacher
7 Dr. A.K. Shukla	Member from teacher
8 Dr. M.F. Jadhao	Member from teacher
9 Dr. K. N. Sathawane	Member from teacher
10 Shri V. W Mandpe	Member from teacher
11 Dr. R. K. Dipte	Member from teacher
12 Dr(Mrs) L.S.Agale	Member from teacher
13 Shri V.V. Warhate	Member from teacher
14 Ku. A.S. Bawankar	Member from teacher
15 Dr. S.P.Pawar	Member secretary

The Principal, chairman was on the chair of house of the IQAC and the following Items on agenda were discussed.

Item No.1 : To read and confirm the minutes of the last meeting

Res. 1: Dr.P.P. Dehliwal, coordinator read out the previous meeting's minutes . Dr. Dehliwal asked members for any suggestion or changes; no one suggested any change. All members agreed, confirmed the minutes and resolution was passed unanimously.

Item No.2 : Review on the submission of AQAR-12-13

Res. 2: A discussion on AQAR submission was held and Dr. Dehliwal informed the house that due to non- availability of data he could not submit AQAR 12-13. Dr. Masram warned the members that this was beyond tolerance. Members informed Dr. Masram that office staff is not cooperating with them in this regard. Dr. Masram assured, he would look into the matter. The matter was resolved and confirmed unanimously with promise to provide data at the earliest.

Item No.3 : To work for the best practices

Res. 3: Dr. Dehliwal requested Dr. Masram , chairman of IQAC, to educate the house about the best practices. Dr. Masram in his speech shared that in a college there should be at least 4-5 best practices to be implemented every year. The aim behind this is to inculcate the good habit, good moral, value education, good manners, polite behavior, kind nature among the students, thereby s/he would be a civilized, wise and prudent element of society. While imparting curricular activities, such extracurricular activities have also equal importance. Members

suggested number of different activities which could be implemented as the best practices. After discussion, all agreed to work at their level for implementation of the best practices. Members were satisfied and the matter was unanimously resolved, confirmed and passed.

Item No.4 : Discussion on newly adopted pro- forma of AQAR

Res. No.4 Dr. P.P. Dehliwal informed the house that NAAC has adopted new pro- forma for AQAR submission from October, 2013. Discussion was held on new pro- forma criteria . It was ,then decided that Dr. Sathawane would take responsibility to download and circulate the new pro- forma of AQAR for study. The matter was resolved, confirmed and passed.

Item No.5: Any other matter with the permission of chair

Res. No.5: No matter remained for discussion, since, there was no query from the members.

At the end of the meeting, in the presidential address, Dr. Masram guided the house by expressing his views on importance and role of IQAC.

At last, Dr. Dehliwal expressed his gratitude on the behalf of college and staff member for their valuable time given on IQAC meeting towards the chairman and members of IQAC and concluded the meeting.

(Dr. P.P.Dehliwal)
Coordinator
IQAC

(Dr. C. B. Masram)
Principal and chairman
IQAC

Minutes Of The Meeting Of The IQAC members Held On 29.04.2014

A meeting of IQAC members was held on 29th April, 2014 at 1.00 pm in room no.23. The following IQAC members were present in the meeting .

1 Dr. C. B. Masram	Chairperson
2 Dr. P.P. Dehliwal	Coordinator
3 Shri Rajendra Jain	Management Representative
4 Shri R. B. Tiwari	Member from local society
5 Shri N.T. Titiramare	Member from local society
6 Dr. M.T. Lambat	Member from teacher
7 Dr. A.K. Shukla	Member from teacher
8 Dr. M.F. Jadhao	Member from teacher
9 Dr. K. N. Sathawane	Member from teacher
10 Shri V. W Mandpe	Member from teacher
11 Dr. R. K. Dipte	Member from teacher
12 Dr(Mrs) L.S.Agale	Member from teacher
13 Shri V.V. Warhate	Member from teacher
14 Ku. A.S. Bawankar	Member from teacher
15 Dr. S.P.Pawar	Member secretary

The meeting was presided over by Principal Dr. C. B. Masram, chairman of the IQAC . The proceeding of meeting began with introduction of newly nominated Coordinator of IQAC Dr. K.N. Sathawane as Dr. Dehliwal expressed his inability to continue co- ordinatorship due to his health and other personal problems . On his request Dr. C. B. Masram Principal and chairman of IQAC, suggested the name of Dr. K. N. Sathawane. Dr. K. N. Sathawane expressed his readiness to shoulder the responsibility. All congratulated Dr. Sathawane and proceeding was continued . The following item on agenda were discussed in the meeting.

Item No.1 : To read and confirm the minutes of the last meeting

Res. 1: The minutes of the previous meeting were read out by the coordinator. Dr. Sathawane requested members to confirm or suggest change/s in any items . No one suggested any change. All members agreed confirme, the minutes and resolution was passed unanimously.

Item No.2 : To handover the charge of IQAC coordinator to Dr. K.N. Sathawane

Res. 2: In the staff council meeting dated 26.4.14, on request of Dr. P.P.Dehliwal's unwillingness to work as the coordinator of IQAC due to his personal reasons, the staff council nominated Dr. K. N. Sathawane as the coordinator of IQAC. In this connection Dr. P.P.Deahliwal handed over the charge of IQAC coordinatorship by passing IQAC meeting book to Dr. K. N. Sathawane in the presence of the members of IQAC. The matter was resolved ,confirmed and passed unanimously.

Item No.3 : Discussion on newly adopted AQAR format of NAAC and formation of IQAC body

Res. 3: Dr. Sathawane informed the house that from the session 2013-14 college has to submit AQAR in the new format . Dr. Sathawane handed over the new format to each criterion in charge and requested the chair to form the new IQAC body as per the new guideline of NAAC . All agreed and had discussion on the formation of the body. At last, all members came to consensus on the IQAC body composition. The body of IQAC is as under:-

- Chairperson : Dr. C. B. Masram, Principal
- Members from teaching staff : 1.Dr. A. K. Shukla, 2. Shri S. P. Pawar, 3. Dr. P.P. Dehliwal, 4.Dr. M. F. Jadhao, 5. Dr. R.K. Dipte, 6. Dr. R. J. Bhagat 7.Ku. B.D. Katekhaye, 8. Ku A.S. Bawankar.
- Members from Administrative/ technical staff : 1. Shri R. D. Ramteke, 2. Shri G.M. Warkhade.
- Members from students : 1. Ku Boby B. A Khandekar 2. Ku Anjum M. Poptani
- Members from Alumni : 1. Dr. G.G. Baghamar 2. Shri Ganesh Barve
- Member from management : 1. Smt. Varshatai P. Patel
- Members from industry/employer/ stakeholder/external expert : 1. Shri R. B. Tiwari Chairman Clarion Drugs 2. Shri Vitthal Kahalkar secretary, Samadhan Patsanstha , Khapa
- Members from local Society : 1. Shri Vijaykumar Dekate
- Coordinator : 1. Dr. K. N. Sathawane

All members approved the body of IQAC. Dr. Sathawane discussed 1 to 7 criteria in detail with members .Members were satisfied and the matter was unanimously resolved , confirmed and passed.

Item No.4 : Discussion on Feedback system.

Res. No.4 Discussion was held on feedback system adopted by the NAAC in new AQAR format .According to this, four feedbacks were to be filled from different stakeholders. It was also decided to form committees to work on feedback system. The following names were suggested by members for the feedback collection, namely:

- | | |
|-----------------------------------|---------------------|
| 1. Student feedback on teachers - | Dr. J. V. Gadpayale |
| 2. Alumni Feedback - | Shri S. P. Pawar |
| 3. Parents Feedback- | Dr. B. R. Tembhurne |
| 4. Employer Feedback- | Ku. K.K. Lende |

It was decided that, Dr. R. J. Bhagat would analyze the data statistically.

It was also decided that every year at the end of the session, the report should be ready and submitted to IQAC or Principal's office.

The matter was resolved, confirmed and passed unanimously.

Item No.5: Any other matter with the permission of chair

Res. No.5: No matter remained for discussion, since, there was no query from the members.

At the end of the meeting, in presidential address, Dr. Masram guided the house by expressing his views on importance of such meeting and discussion for the good health of the college atmosphere. He appealed to all members to come forward with new ideas while discussion. DR. Masram chairman adjourned the meeting till 11.00 am the next day for discussion on plan for the next year- 2014-15. At last Dr. Sathawane proposed the vote of thanks to the chair and members on the behalf of the college and staff members.

The adjourned meeting resumed for discussion on preparation of plan for the next year - 2014-15 on 30.04.2014 at 11.00 am. There was discussion on preparation of plan for the session - 2014-15. At the end of discussion, the plan for next year came out as under:

Academic Plan of the session 2014-15

- ❖ To prepare and implement Academic calendar for the session 2014-15
- ❖ To complete the uncompleted work of the previous year's plan.
- ❖ To execute the work allotted to different committees in the college.
- ❖ To take initiative for academic and administrative audits.
- ❖ To strengthen the ICT enabled teaching and learning process in the college.
- ❖ To encourage the faculty members for the outreach extension programs.
- ❖ To encourage the faculty members for the research project submission.
- ❖ To strengthen the career and guidance cell of the college.
- ❖ To organize workshop/conference for the teachers/ ST category students .
- ❖ To improve the games and Sports department facilities for the students.
- ❖ To work for the updating of the college library.
- ❖ To hold meeting with stakeholders
- ❖ To start short term course in commerce.
- ❖ To establish Task Force Committee for women.

- ❖ To organize activities for the students for expressing /presenting their innovative ideas/ thoughts at intercollegiate level, viz. *Avishkar*.
- ❖ To work for the beautification of college premises.
- ❖ To promote and maintain the eco- friendly atmosphere in the college.
- ❖ Most of the scheduled academic, extracurricular and co-curricular activities of the Academic Calendar of the college are executed through different committees /Association /In charges/ activities.

All agreed, the matter was resolved, confirmed and passed unanimously.

(Dr. K.N. Sathawane)
Coordinator
IQAC

Dr. C. B. Masram)
Principal and chairman
IQAC