

Minutes Of The Meeting Of The IQAC members Held On 14.07.2014

A meeting of the IQAC members was held on 14th July, 2014 at 1.30 pm in room no. 23. The following IQAC members were present in the meeting .

- Dr. C. B. Masram, Principal...Chairperson
- Dr. A. K. Shukla, Members from teaching staff
- Shri S. P. Pawar,
- Dr. P.P. Dehliwal,
- Dr. M. F. Jadhao,
- Dr. R.K. Dipte,
- Dr. R. J. Bhagat
- Ku. B.D. Katekhaye,
- Ku A.S. Bawankar.
- Shri R. D. Ramteke,..... Members from Administrative/
- Shri G.M. Warkhade. technical staff
- Ku Bobby B. A Khandekar..... Members from students
- Ku Anjum M. Poptani
- Dr. G.G. Baghamar..... Members from Alumni
- Shri Ganesh Barve
- Smt. Varshatai P. Patel..... Member from Management (President)
- Shri R. B. Tiwari Members from industry/employer/
Chairman Clarion Drugs stakeholder/external
- Shri Vitthal Kahalkar
secretary, Samadhan
Patsanstha , khapa
- Shri Vijaykumar Dekate..... Members from local Society
- Dr. K. N. Sathawane..... Coordinator

Dr. Masram, Principal chaired the house and the proceeding was begun. The following items on agenda were discussed.

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

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

Item No.2 : Review on effectiveness of action plan 2013-14

Res. 2: Dr. Sathawane, coordinator read out the implemented plan of the session-2013-14 before the house . Most of the planned activities were executed effectively. The uncompleted work was passed on to the next session. Members expressed their satisfaction over the effective execution of the action plan of 2013-14. The matter was resolved, confirmed and passed, unanimously.

Item No.3 : Preparation of AQAR

Res. 3: Dr. Sathawane informed the house that AQAR 12-13 was in the final stage of preparation and would be submitted probably in the month of October, 2014. Members showed their discomfort over delay in submission. Dr. Masram instructed Coordinator to take essential steps for early submission of AQAR. All members were of the same opinion. Members were satisfied on coordinator's assurance for early submission of AQAR. The matter was unanimously resolved, confirmed and passed.

Item No.4: Any other matter with the permission of chair

Res. No.4: Dr. M.F. Jadhao raised question on the status of Feedbacks .Dr. Sathawane answered the chair that the last session's feedbacks have been received and duly analyzed. Dr. R.J. Bhagat suggested that a computer literacy workshop for staff members should be organized by computer department as all must have soft skill awareness, to which Dr. Sathawane answered that such a workshop would be organized surly. No matter remained for discussion, since, there was no further query from the members.

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

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

(Dr. Dr. Sathawane)
Coordinator
IQAC

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

Minutes Of The Meeting Of The IQAC members Held On 17.12.2014

A meeting of IQAC members was held on 17th , December 2014 at 2.30 pm in ROOM NO. 23. The following IQAC members were present in the meeting .

- Dr. C. B. Masram, Principal...Chairperson
- Dr. A. K. Shukla, Members from teaching staff
- Shri S. P. Pawar,
- Dr. P.P. Dehliwal,
- Dr. M. F. Jadhao,
- Dr. R.K. Dipte,
- Dr. R. J. Bhagat
- Ku. B.D. Katekhaye,
- Ku A.S. Bawankar.
- Shri R. D. Ramteke,..... Members from Administrative/
- Shri G.M. Warkhade. technical staff
- Ku Bobby B. A Khandekar..... Members from students
- Ku Anjum M. Poptani
- Dr. G.G. Baghamar..... Members from Alumni
- Shri Ganesh Barve
- Smt. Varshatai P. Patel..... Member from Management (President)
- Shri R. B. Tiwari Members from industry/employer/
Chairman Clarion Drugs stakeholder/external
- Shri Vitthal Kahalkar
secretary, Samadhan
Patsanstha , khapa
- Shri Vijay kumar Dekate..... Members from local Society
- Dr. K. N. Sathawane..... Coordinator

Dr. Masram, Principal, chairman was on the chair of house of the IQAC and the proceeding was begun. The following Item on agenda were discussed.

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

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

Item No.2 : Discussion on Academic calendar for the session 2014-15

Res. 2: Dr. Sathawane, coordinator requested Academic Calendar committee convener DR. Dehliwal to explain current position of Academic calendar. Dr. Dehliwal informed the house that Academic calendar was prepared well in advance and got sanctioned from the principal. and the same had been supplied to every faculty for implementation. Dr. Masram also informed the house that he had gone through the calendar before commencement of the college. Members expressed their satisfaction over the Academic calendar issue. The matter was resolved and confirmed and passed unanimously.

Item No.3 : Discussion on implementation of Best Practices

Res. 3: Dr. M.F. Jadhao suggested that in every session there should be 4 to 5 best practices in practice. Dr. Shukla opposed, saying that it should be reduced to 2-3, which would be easier to handle. All agreed to have 2-3 best practices in a session. Dr. Pawar said that knowingly or unknowingly in the college there were many best practices. If we could select best ones and implement them, most effectively that would serve the purpose. All agreed and left matter of selection of Best practices on IQAC coordinator. The matter was unanimously resolved, confirmed and passed.

Item No.4 : Submission of AQAR 12-13

Res. 4: Dr. Sathawane informed the house that AQAR 12-13 was sent to NAAC on 07.10.2014. He further stated that the remaining AQAR work was in progress and would send in next session. Members congratulated Dr. Sathawane. The matter unanimously resolved, confirmed and passed.

Item No.5 : To undertake SWOC analysis for the college.

Res. 5: Dr. Sathawane informed the house that as per the new guidelines college has to specify its **Strength, Weakness, Opportunity and Challenges** in the form of **SWOC Analysis**. Dr. Masram suggested that Dr. Sathawane and Dr. Pawar would work on this task. Members had discussion on various aspect and angles on SWOC analysis parameters. Dr. Sathawane and Dr. Pawar came out with some parameters on which the SWOC analysis could be undertaken. All members agreed with some modification and the matter was resolved, confirmed and passed unanimously.

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

Res. No.6: Dr. M.F. Jadhao raised question on the installation of separate node for internal assessment marks entry. Dr. Masram assured house that he would instruct the computer science department to take responsibility of mark entry. Members were satisfied, No matter remained for discussion, since; there was no further query from the members.

At the end of the meeting, in presidential address, Dr. Masram expressed his view on the future scenario of the college.

At last, Dr. Sathawane proposed vote of thanks on behalf of the college and staff member for their valuable time given on IQAC meeting to the chairman and members of IQAC and expected such cooperation in the future and concluded the meeting.

(Dr. Dr. Sathawane)
Coordinator
IQAC

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

Minutes Of The joint meeting Of The IQAC and staff council held On 25.04.2015

A joint meeting of IQAC members and staff council members was held on 25th April, 2015 at 11.00 am in room no. 23. The following IQAC members were present in meeting .

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

A joint meeting of IQAC and staff council members was presided over by Principal Dr. C. B. Masram, chairman 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. K.N. Sathawane, coordinator read out the previous meeting's minutes held on 17.12.2014. No suggestions were offered by the members. All members agreed, confirmed the minutes, resolution was passed unanimously and recorded.

Item No.2 : Discussion on formation of different committees.

Res. 2: Dr. Sathawane informed the house that the committees of Appraisal Performance Indicator (API) Screening, Academic and Administrative Audit, Feedback, etc. were required. A discussion on formation of different committees was made, and at last, the following conveners along with members were nominated on the committees.

1. Appraisal Performance Indicator (API) Screening committee:

Dr. R. J. Bhagat---Convener

Dr. M. T. Lambat---Member

Dr. M. F. Jadhao ---Member

2. Academic and Administrative Audit committee:

Dr. S.P. Pawar----Convener

Dr. P.P.Dehliwal---Member

Dr. R.K. Dipte ---Member

Dr. G.G. Baghmar---Member

Shri V. V. Warhate ---Member

3. Feedback committees:

Students feedback on Teacher-----Dr. J. V. Gadpayade----Convener

Alumni Feedback ----- Dr. S.P. Pawar -----Convener

Parent Feedback ----- -- Dr. B. R. Tembhurne---Convener

Employers Feedback ----- Ku.K.K.Lende -----Convener

Dr. Masram instructed all conveners and members of committees to start their work at the earliest, and submit the report so that they could be incorporated in AQAR.

All conveners agreed on such type of task. The matter was unanimously resolved, confirmed and passed.

Item No.3 : Discussion on constructing an ICT room in the college.

Res. 3: IQAC coordinator Dr. Sathawane brought to the notice of Dr. C. B. Masram that there was an urgent need to adopt modern teaching tools like ICT based teaching learning process to keep pace with the modern age, in addition to the CAL technologies. He and other members requested principal to make arrangement of for ICT hall/ room. Dr. Masram stated that he would try for construction of ICT hall/ room subjected to availability of funds. The matter was unanimously resolved, confirmed and passed with the hope to have ICT hall/room.

Item No.4 : Discussion on Feedback progress.

Res. No.4 Discussion was held on feedback progress. Dr. Sathawane informed the house that all feedback conveners with their members were busy in collecting forms from different stakeholders and Dr. Bhagat was busy in analyzing the reports and very soon report would be available with us. Members were satisfied with the discussion and the matter was resolved unanimously , confirmed and passed.

Item No.5 Discussion on the next year plan i.e., 2015-16.

Res. No.5: The plan to be implemented in the next session was a point of discussion among the members. Members suggested their views/ ideas. Dr. Masram also suggested that they would get sanction to the activity like *Avishkar* from the affiliating university, which would benefit students. Dr. Jadhao added that the Career and guidance cell should be strengthened further. Other members also shared their views. At last, all members came out with a common agreement on the following plan to be implemented in the next session -2015-16.

Academic Plan of the session 2015-16

- ✓ To prepare and implement Academic calendar for the session 2015-16.
- ✓ Formation of various committees for smooth functioning of the college.
- ✓ To execute the work allotted to different committees in the college.
- ✓ Further strengthen the ICT enabled teaching and learning process in the college.
- ✓ Further encourage the faculty members for the outreach extension programmes .
- ✓ To provide platform to students for expressing /presenting their innovative ideas/ thoughts at intercollegiate level, i.e., through *Avishkar, Indradhanushya*.
- ✓ To enhance the research and publication activities in the college.
- ✓ Increase the number of short term course.
- ✓ Further strengthen the Career and Guidance Cell of the college.
- ✓ Organize programmes on women development.
- ✓ Further strengthen the games and Sports facilities to the students.
- ✓ Updating of college library.
- ✓ To hold regular meetings with stakeholders
- ✓ Further strengthen the short term certificate courses on research methodology.
- ✓ Work for the beautification of the college premises.
- ✓ To execute most of the scheduled academic, extracurricular and co-curricular activities mentioned in the Academic Calendar of the college through different committees/ association/in-charges/ activities.

All members approved the above plan of work, resolved the matter 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 the presidential address, Dr. Masram requested members to work hard for students welfare. At last, Dr. Sathawane, coordinator proposed the vote of thanks to the chair and members on the behalf of the college and staff members, and concluded the meeting.

(Dr. K.N. Sathawane)
Coordinator
IQAC

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