

Minutes Of The Meeting Of The IQAC members Held On 10.07.2015

A meeting of IQAC members was held on 10th July, 2015 at 11.30 am 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 Nalini Meshram..... Members from students
- Ku Saniya F.Pathan
- 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 and chairman chaired the house of IQAC, 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 urged members to put forth any suggestions or changes; however, none suggested any change. All members agreed, confirmed the minutes, and resolution was passed unanimously.

Item No.2 : Review on effectiveness of action plan 2014-15

Res. 2: Dr. Sathawane, coordinator read out the action taken on plan of the session 2014-15 before the house. Most of the planned activities were implemented and executed effectively. However, some activities like, enhancing the ICT based teaching and learning process could not be implemented. Members requested Dr. Masram to do something for ICT, since; it became the need of the modern world. He assured that everything possible would be done, subject to the approval from the management. The uncompleted work was passed on to the next session. Members expressed their satisfaction over the effective execution of the action plan of 2014-15. The matter was resolved, confirmed and passed unanimously.

Item No.3: Review of implementation of Academic Calendar and Time- Tables

Res. No.3: Conveners of Academic calendar and time-table committees were fortunately present in the meeting .Dr. Sathawane requested them to put forth developments regarding the respective committees before the house. Dr. Dehliwal, convener briefed that Academic calendar had already been circulated well in advance to different faculties for implementation of co-curricular and extra-curricular activities' in the college. Dr. Masram agreed with Dr. P.P.Dehliwal's statement. Different faculties time table in-charges also informed the house that their respective faculty time-tables have been notified well in time, and circulated among different departments for effective implementation of curriculum. All members appreciated the work of conveners. The matter was resolved, confirmed and passed unanimously.

Item No.4 : Preparation of AQAR

Res. 4: Discussion on preparation of AQAR was held. Members showed their discomfort over delay in submission. Answering to the members, Dr. Sathawane said that delay in writing was due to non- availability of information from the committee/ cell members. Dr. Masram assured the house that he would take necessary steps for the early submission of information to the coordinator. Members were satisfied on Dr. Masram's assurance. The matter was unanimously resolved, confirmed and passed.

Item No.5: Discussion on organization of Avishkar

Res. No.5: Dr. Masram informed the house that on the eve of Golden Jubilee year of the college, he would request the authorities of university to allow the college to hold *Avishkar*. Dr. Masram proposed the name of Dr. Sathawane as the convener for the event and requested him to start planning. Dr. Sathawane agreed to shoulder the responsibility. All members appreciated Dr. Masram for his keen interest and efforts for *Avishkar- like* activity in the college, and hope that in near future our college would organize *Avishkar* for benefit of students. The matter was unanimously resolved, 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 further query from the members.

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

(Dr. K.N.. Sathawane)
Coordinator
IQAC

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

Minutes Of The Meeting Of The IQAC members Held On 21.12.2015

A meeting of IQAC members was held on 21st December, 2015 at 12.30 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 Nalini Meshram..... Members from students
- Ku Saniya F.Pathan
- 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

The Principal, Dr. C. B. Masram, chairman was on the chair of the house 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. Dr. Sathawane asked members for any suggestions 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

Res. 2: A discussion on AQAR submission was held and Dr. Jadhao raised question on why submission of AQAR was getting late. Dr. Sathawane informed the house that due to non - availability of data he was unable to submit AQAR. Dr. Masram warned the members that the

delay due to lack of data was beyond acceptance. Members informed Dr. Masram that the office is not cooperating in this regard. Dr. Masram assured that he would look into the matter. The matter was resolved, confirmed unanimously with promise to provide data at the earliest.

Item No.3 : Discussion on organization of a one day workshop .

Res. 3: Dr. Sathawane informed the house that the computer science department organized a one day workshop on 'Use of MS office in computer working'. Many teaching and non-teaching members participated. The House thanked Shri Kharwade, HoD Computer Science Department. The college Zoology department also organized a one day workshop for students and teachers on 'Conservation of useful insects'. All members also extended their gratitude to the staff of Zoology department. Members were satisfied and the matter was unanimously resolved, confirmed and passed.

Item No.4 Developments in Internal Academic and Administrative Audit (AAA) work.

Res. No.4 Dr. Sathawane, coordinator requested Dr. S. P. Pawar to brief on the development in AAA work. Dr. Pawar said that AAA committee members met to discuss mechanism and working of AAA. In the meeting, the decision was taken on format content, for collection of data from academic and administrative wings. Currently, data collection process is in progress and in short period of time, they would be able to prepare report and submit it. Dr. Masram told Dr. Pawar that he would consider all stakeholders' views in the report, so that, they would get proper scenario of the college about the progress and lacunae in the system. All members agreed with the views of Dr. Masram. 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 meeting, in presidential address, Dr. Masram guided the house by expressing his views on the role and importance of AAA for the college.

At last, Dr. Sathawane extended vote of thanks to Chair and members on the behalf of the college and staff members for their valuable time given on IQAC meeting, and concluded the meeting.

(Dr. K.N.Sathawane)
Coordinator
IQAC

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

Minutes Of The Meeting Of The IQAC members Held On 29.04.2016

As per the Resolution No. 07 of staff council meeting dated 28.4.2016, a meeting of IQAC members was held on 29th April, 2016 at 11.30 pm in room no. 23. The following IQAC members attended 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 Nalini Meshram..... Members from students
- Ku Saniya F.Pathan
- 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 and chairman was on the chair of the house of the IQAC, 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 suggestions or changes; however, no one suggested any change. All members agreed, confirmed the minutes and resolution was passed unanimously.

Item No.2 : Review on successful organization of Avishkar-15

Res. 2: Dr. Sathawane, convener of *Avishkar* informed the house that the college IQAC organized *Avishkar-15* in the month of December, 2015. Students of colleges from Gondia and Bhandara districts participated in different categories. Selected students were sent to the University *Avishkar* for further competition level- III. In this activity about 25 students participated. The college provided high Tea and Lunch to all participants and Judges from different colleges. In Valedictory function mementos and certificates were awarded at the

hands of the guests. Members expressed their satisfaction over the effective execution and successful organization of *Avishkar-15*. Members congratulated Dr. Sathawane for his skillful organizing qualities. The matter was resolved, confirmed and passed unanimously.

Item No.3: Discussion on the plan for the next year- 2016-17

Res. No.3: IQAC members participated in the preparation of plan for the next year 2016-17. At the end of debate and deliberation, members finalized at the plan with consensus for the session 2016-17. The plan is as under:

Academic Plan of the session 2016-17

- ✓ To prepare and implement Academic calendar for the session 2016-17.
- ✓ To complete the incomplete work of the previous year plan.
- ✓ Formation of various committees for smooth functioning of the college work.
- ✓ To execute the work allotted to different committees in the college.
- ✓ To strengthen the ICT enabled teaching and learning process in the college.
- ✓ To encourage the faculty members for the research project submission.
- ✓ To further encourage the faculty members for the outreach extension programmes .
- ✓ To enhance the research and publication activities in the college.
- ✓ To further strengthen the Career and Guidance Cell of the college.
- ✓ To organize programmes on women's development.
- ✓ To improve the games and Sports facilities to the students.
- ✓ To increase the students' participation in games and sports tournaments.
- ✓ To update the college library.
- ✓ To hold regular meetings with stakeholders
- ✓ Work for the beautification of the college premises.
- ✓ To promote and maintain the eco-friendly environment 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 members approved the above plan of work to be implemented from the session 2016-17. The matter was resolved, confirmed and passed unanimously.

Item No.4: Review of the work of the College Research Cell.

Res. 4: Dr. Sathawane, requested Dr. M. F. Jadhao to brief the developments in the College Research cell. Dr. Jadhao informed the house that in the session 2015-16 and till date, 35 research papers were published in different journals and in conference proceedings, 12 books were published and one chapter was contributed to the edited book by our staff members. Botany and Mathematics departments have established linkages with higher learning institutes. 09 students were registered for Ph.D under the staff members and one student was awarded Ph. D. degree by RTMN University under the staff's guidance. Under Dr. Belokar, one research project was on-going. Sociology department of college has been publishing a National journal on Social Issues and Problem with ISSN 22783199. Dr. Jadhao informed that efforts were on to submit research proposal for the sanction of funds. Dr. Masram advised to research cell office

bearers that they should work for outreach project. The outcome of such projects would benefit society. All members congratulated Dr. Jadhao for his work and the matter was unanimously resolved, confirmed and passed.

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

Res. No.5: With the prior permission of the chair, Dr. Pawar requested Dr. Jadhao to establish linkages with industries so that students would get expertise and jobs. All members agreed with Dr. Pawar's opinion. Dr. Jadhao assured the house that he would explore possibilities on this matter in future. The matter was unanimously resolved, confirmed and passed. No matter further 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 Research and Development.

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

(Dr. K.N.. Sathawane)
Coordinator
IQAC

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