

Minutes Of The Meeting Of The IQAC members Held On 19.07.2017

A meeting of the IQAC members was held on 19th July, 2017 at 12.00 noon in room no. 23. The following IQAC members were present in the meeting.

- Dr. C. B. Masram, Principal...Chairperson
- Shri S. P. Pawar, Members from teaching staff
- 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 S.M. Borghare Members from students
- Mr. Asif Sheikh
- 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. C. B. Masram, Principal was on the chair of the house. The proceeding was begun. The following items on agenda were discussed.

Item No.1 : Reading and confirmation of the minutes of the previous 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 : Inclusion of new nominated members and distribution of criteria for NAAC preparation.

Res. 2: Dr. Sathawane, coordinator briefed before the members regarding the NAAC preparation. He stated that in the next year on 04.01.2018 the college accreditation would be expired. To reaccredit, the college had to go for the 3rd cycle of accreditation. In this regard, the college had to distribute the work. He also requested the members to nominate the name of a teacher in the place of of Dr. Shukla , since he had attained superannuation. After discussion, the name of Shri V. W. Mandpe , Dr. J. M. Maskey and Dr. B. R. Tembhone were suggested by the members. In the house, members discussed the formation of steering committee, which would take care of the college accreditation procedure. At last, all agreed on the following 11 member committee to look after the work of 3rd cycle of accreditation.

- Dr. C. B. Masram, Principal and Chairperson
- Dr. R.K. Dipte, Coordinator, Steering committee
- Dr. K. N. Sathawane, , Coordinator, IQAC
- Dr. P.P. Dehliwal, Criteion Incharge -I
- Ku. A. S. Bawankar, Criteion Incharge -II
- Dr. M. F. Jadhao, Criteion Incharge -III
- Dr. B.R. Tembhone, Criteion Incharge- IV
- Dr. J. M. Maskey, Criteion Incharge -V
- Shri. V. W. Mandape, Criteion Incharge -VI
- Ku. B.D. Katekhaye, Criteion Incharge -VII
- Dr. S.P. Pawar, Special Invitee

Dr. Sathawane, provided the blank pro-forma and educated the members about how to collect the data, reporting of proof and reporting of any event / activity, etc. For more details members may explore additional material on NAAC website. IQAC chairman, Dr. C. B. Masram welcomed the newly nominated members on the Steering committee and requested them to work for the college development. The matter was resolved, confirmed and passed unanimously.

Item No.3 : Preparation and submission of AQAR.

Res. 3: Dr. Masram asked Dr. Sathawane to inform the house about the developments in AQAR preparation and submission. Dr. Sathawane informed the house that AQAR 2013-14 was sent to NAAC on 07.06.2017 and the AQAR 2014-15 was under process and would be sent to NAAC in a short while. Dr. Sathawane assured the members that he would submit the remaining AQARs in time, that is, before the expiry period. Members were satisfied on coordinator's assurance regarding submission of AQARs. The matter was unanimously resolved, confirmed and passed.

Item No.4 :Review on implementation of recommendation of NAAC PEER team.

Res. No.4: Dr. Sathawane read out the recommendations made by the PEER team of NAAC. Dr. Sathawane informed the house that the following recommendations were fully / partially fulfilled by the college. Those were as under-

1. Skill oriented add - on- programmes may be offered.
 - Fulfilled partially by starting Certificate courses in Banking and Research Methodology.
2. Teachers be motivated to take-up research in locally relevant areas.
 - Fulfilled partially by UGC sanctioned MRP.
3. Linkages with local NGOs be established.
 - Established by organizing joint activities for students' welfare.
4. The infrastructural facilities may be expanded on priority basis for long term development.
 - Laboratory expansion proposals are pending at the management office.
5. Sports facilities to be further created by constructing an indoor stadium with UGC assistance.
 - Applied to UGC for sanction.
6. A perspective plan for future development may be created.
 - Long term perspective plan has been prepared.
7. Quality enhancement efforts to be further strengthened by providing support to IQAC.
 - Partially achieved.

Out of nine recommendations made by the PEER team, near about seven recommendations were fulfilled, fully or partially by the college. All members were satisfied and the issue related to recommendations was resolved, confirmed and passed unanimously with the hope to complete the unfulfilled recommendations.

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

Res. No.5: No matter came up for discussion, since; there was no further query from the members.

At the end of the meeting, in the presidential address, Dr. Masram guided the house on the recommendations of PEER team. At last, Dr. Sathawane proposed the vote of thanks on the behalf of the college and staff members to the chairman and members of the IQAC for their valuable time given on IQAC meeting, and thus, 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 19.12.2017

A meeting of the IQAC members was held on 19th December, 2017 at 11.00 am in room no.

23. The following IQAC members were present in the meeting.

- Smt. Varshatai P. Patel : President Gondia Education Society
- Dr. C. B. Masram, : Principal and Chairperson
- Dr. R.K. Dipte, : Coordinator, Steering committee
- Dr. K. N. Sathawane, : Coordinator, IQAC
- Dr. P.P. Dehliwal, : Criterion Incharge -I
- Ku. A. S. Bawankar, : Criterion Incharge -II
- Dr. M. F. Jadhao : Criterion Incharge -III
- Dr. B.R. Tembhurne, : Criterion Incharge- IV
- Dr. J. M. Maskey, : Criterion Incharge -V
- Shri. V. W. Mandape, :Criterion Incharge -VI
- Ku. B.D. Katekhaye, :Criterion Incharge -VII
- Dr. S.P. Pawar, :Special Invitee
- Shri R. D. Ramteke :Members from Administrative/
technical staff
- Shri G.M. Warkhade.
- Ku S.M. Borghare : Members from students
- Mr. Asif Sheikh
- Dr. G.G. Baghamar : Members from Alumni
- Shri Ganesh Barve
- 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

The meeting 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. Sathawane, coordinator read out the previous meeting's minutes which was held on 19.07.17 before the members. Dr. Sathawane requested the members to suggest any corrections or to accept the minutes as they are. All members agreed, and confirmed the minutes. The resolution was unanimously passed.

Item No.2 : Progress in AQAR preparation and submission..

Res. 2: Dr. Sathawane, being coordinator of IQAC, informed the house that AQAR for 2014-15 was submitted to NAAC on 29.11.2017. The AQAR for the year 2015-16 would soon be

submitted to NAAC, as it was under preparation, and would be submitted between March and April 2018 to NAAC. All members congratulated Dr. Sathawane and Dr. Masram. The matter was resolved, and passed unanimously.

Item No.3 : Planning on Student Satisfaction Survey(SSS)

Res. 3: Dr. Sathawane informed all members that in the new accreditation methodology, Student Satisfaction Survey (SSS) was included; and it carries 50 marks in criterion -II. NAAC assessment team requires names of the enrolled students, contact numbers, e-mail IDs, etc, for person to person contact. Hence, Dr. Sathawane requested the members to form a committee for the smooth functioning of SSS activity. Dr. Masram suggested the name of Dr. A.S. Agashe as the convener, while Dr. Pawar added the name of Dr. Kalyani, Shri. Amol Khandwe and Shri. Arun Chauhan as the members. Dr. Sathawane explained the working of SSS to the house. All SSS committee members were satisfied. The matter was resolved, confirmed and passed unanimously.

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

Res. No.4: 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 Student Satisfaction Survey introduced by the NAAC to evaluate the college working through the college students' opinion. At the end, Dr. Sathawane 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

Minutes Of The Joint Meeting Of The IQAC and Staff Council Held On 8.04.2018

A joint meeting of IQAC members and staff council members was held on 28th April, 2018 at 11.00 am in room no. 23. The following IQAC members were present in meeting.

- Smt. Varshatai P. Patel : President Gondia Education Society
- Dr. C. B. Masram, : Principal and Chairperson
- Dr. R.K. Dipte, : Coordinator, Steering committee
- Dr. K. N. Sathawane, : Coordinator, IQAC
- Dr. P.P. Dehliwal, : Criterion Incharge -I
- Ku. A. S. Bawankar, : Criterion Incharge -II
- Dr. M. F. Jadhao : Criterion Incharge -III
- Dr. B.R. Tembhurne, : Criterion Incharge- IV
- Dr. J. M. Maskey, : Criterion Incharge -V
- Shri. V. W. Mandape, :Criterion Incharge -VI
- Ku. B.D. Katekhaye, :Criterion Incharge -VII
- Dr. S.P. Pawar, :Special Invitee
- Shri R. D. Ramteke :Members from Administrative/
technical staff
- Ku S.M. Borghare : Members from students
- Mr. Asif Sheikh
- Dr. G.G. Baghamar : Members from Alumni
- Shri Ganesh Barve
- 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 management

A joint meeting of the 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 19.12.2017. No suggestions were offered by the members. All members agreed. The minutes were confirmed, recorded, the matter was resolved unanimously, and passed.

Item No.2 : Review of the progress in AQAR submission.

Res. 2: Dr. Jadhao expressed his worries about the submission of AQAR, as in the next few months college would go for the 3rd cycle of accreditation. Other members also expressed their apprehension as Dr. Jadhao's. While answering to Dr. Jadhao and others, Dr. Sathawane

informed the house that AQAR-15-16 and AQAR-16-17 had been sent to NAAC on 27.03.2018 and 26.04.2018, respectively. All members congratulated Dr. Sathawane and team and it was decided to work hard for NAAC accreditation preparation. The matter was resolved, confirmed and passed unanimously.

Item No.3 : Review of the preparation for NAAC accreditation 3rd cycle.

Res. 3: IQAC coordinator, Dr. Sathawane brought to the notice of the house that in the recent past i.e., on 5.1.2018 the college accreditation had expired. Hence, the college needed to go for the 3rd cycle of accreditation. Dr. C. B. Masram said that from the point of view of preparation, all members had to maintain the records as per the guidelines of NAAC, in addition to this, all the activities and events organized by the college through different committees / cell / associations had also to be arranged properly. Dr. Sathawane added that all quality initiatives taken by the college had to be focused properly in the reports. Other members also put forward their views on different issues. At last, it was unanimously decided that under the guidance of Dr. C. B. Masram and the steering committee members, all would work hard for NAAC accreditation preparation. The matter was resolved, confirmed and passed unanimously.

Item No.4 : Chalk out the plan for the session 2018-19.

Res. No.4 :The plan to be implemented in the next session that is 2018-19, was discussed among the members. Members suggested their views and ideas. Dr. Masram took part in the discussion. At the end of the discussion all members agreed on the following plan of work to be implemented in the session 2018-19.

Academic Plan of the session 18-19

- ✓ To prepare and implement Academic calendar for the session 2018-19.
- ✓ 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 further strengthen the ICT enabled teaching and learning process in the college.
- ✓ To establish linkages with industries, institutes and NGOs.
- ✓ To encourage the faculty members to apply for the MRP.
- ✓ To 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 expedite the activities of placement cell.
- ✓ To organize programmes on women development and gender sensitization.
- ✓ To increase the students participation in games and sports.
- ✓ To update the college library.
- ✓ To hold regular meetings with stakeholders.
- ✓ To promote and maintain the eco- friendly environment in the college.

- ✓ To increase the extension activities.
- ✓ To start self financed career oriented certificate courses.
- ✓ To organize conferences/workshops/symposia, etc.
- ✓ To re-start short term courses.

All members approved the above plan of work and resolved. The matter was unanimously 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 requested members to work hard for preparation of NAAC accreditation. 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