

Minutes Of The Meeting Of The IQAC members Held On 12.07.2018

A meeting of the IQAC members was held on 12th July, 2018 at 12.30 pm 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 the Principal Dr. C. B. Masram, chairman of the IQAC and 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 held on 28.04.18. Dr. Sathawane requested members for any suggestions or changes; however, none suggested any change. All members agreed, confirmed the minutes, and resolution was passed unanimously.

Item No.2 : Review of effectiveness of action plan of 2017-18.

Res. 2: Dr. Sathawane, coordinator read out the implemented plan of 2017-18, before the house. About 70% activities were implemented out of the planned work to be implemented for the session 2017-18. Dr. Sathawane added that a few activities could not be executed due to some problems related with administration. Members expressed their satisfaction over the effective execution of the action plan of 2017-18. The matter was resolved, confirmed and passed unanimously.

Item No.3 : Review of progress in AQAR submission

Res. 3: Dr. Masram asked Dr. Sathawane to inform the house about the developments in AQAR 2017-18 submissions. Dr. Sathawane briefed before all members of the house that NAAC extended the date of submission of AQAR till December 2018 in the old format and after December, 2018 NAAC would accept AQAR in the new format online. Dr. Sathawane assured the house that he would submit the AQAR -2018 before December, 2018 to NAAC, since proof reading was in progress.

Members were satisfied on Dr. Sathawane's statement. The matter was resolved, confirmed and passed unanimously.

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

Res. No.4: With the permission of chair, Dr. Pawar informed the house that there should be MoU between the college and the industries, so that our students would get skill and would be exposed to industries' working. All members were also of the same opinion. Dr. Masram asked Dr. Sathawane that what could be done. Dr. Sathawane informed the house that he had established contact with 'Ruchi bio-fertilizer', Gondia. Most probably, in next session he would establish linkage /collaboration with industry for the benefit of the students. All members were satisfied on Dr. Sathawane's assurance. The matter was resolved, confirmed and passed unanimously, since; there were no further queries for discussion.

At last, in the presidential address, Dr. Masram guided the house on the importance of timely submission of AQAR to NAAC and requested coordinator to work hard for the AQAR-2018 submission and hoped that he would submit the AQAR 2018 to NAAC in stipulated time.

At the end of the meeting, 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 the meeting was concluded.

(Dr. Dr. Sathawane)
Coordinator
IQAC

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

Minutes Of The Meeting Of The IQAC members Held On 29.12.2018

A meeting of the IQAC members was held on 29th December, 2018 at 12.00 noon 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 proceedings of the meeting was begun with offering the chair of the house to Dr. C. B. Masram, Principal of the college. In the meeting, 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 12.07.2018 in the house. Dr. Sathawane asked members to suggest any corrections. No one suggested any correction. All members agreed, and confirmed the minutes. The resolution was unanimously passed.

Item No.2 : Discussion on submission of AQAR-2017-18.

Res. 2: Dr. M.F. Jadhao, a senior member reminded Dr. Sathawane regarding the submission of AQAR17-18 in the month of December 2018. Other members also expressed the same concern. Dr. Sathawane, being coordinator of IQAC informed the house that AQAR for 2017-18 was

submitted to NAAC the last day, i.e., on 28.12.2018 and in near future the college has to submit the AQAR online in the new format. All members congratulated Dr. Sathawane and Dr. Masram. The matter was resolved, confirmed and passed unanimously.

Item No.3 : Review on preparation for NAAC accreditation

Res. 3: Dr. Pawar expressed his deep concern on delay in 3rd cycle of NAAC accreditation as 11 months have passed as the college being non accredited. Dr. Jadhao also was of the same opinion. Dr. Masram asked Dr. Sathawane as to why the delay in NAAC accreditation process was taking place. Dr. Sathawane informed the house that the delay was due to change in accreditation procedure as the members had taken time to understand the process, and the members were busy in collecting data along with the documentary evidences. Secondly, the college website had been under construction, as NAAC stated that all documents needed to be uploaded on the college website and therefore, the website should be strong enough and dynamic. In this direction, our college team has been working under the supervision of IQAC. The team comprised Dr. Kalyani, Shi. Khandwe and Shri. Warhate. Hopefully, we would be able to upload college SSR in the next six months. Dr. Masram told the members that during uploading of SSR there would occur obstacles; however, members had to overcome these obstacles, if any, during uploading of SSR. Dr. Sathawane assured the house that with collective efforts of all members, we would be able to upload SSR and get accredited very soon. The matter was resolved, confirmed and passed unanimously.

Item No.4 : Review of preparation on Student Satisfaction Survey(SSS).

Res. 4: Dr. (Ku) A. S. Bawankar, in charge of criterion-II, asked Dr. Sathawane about the progress of Student Satisfaction Survey (SSS), since, it carries 50 marks and reflects the college functioning through students' views. Dr. Sathawane informed all members that Dr. S. R. Agashe, in charge of the SSS along with the committee members, Shri. Amol Khandwe, Dr. Kalyani and Shri.A. Chauhan had worked hard. They completed the assigned task and the information regarding students' mobile numbers, e-mail IDs, addresses, etc. are available with the convener, Dr Agashe. Members were satisfied on Dr. Sathawane's statement. The matter was resolved, confirmed and passed unanimously.

Item No.5: Any other matters 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 delivering lecture on procedure of NAAC accreditation. He explained about the online Registration, IIQA filling, and SSR uploading.

At last, Dr. Sathawane proposed the vote of thanks to the chair and members on the behalf of the college and staff members, and the meeting was concluded.

(Dr. K.N. Sathawane)
Coordinator
IQAC

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

Minutes Of The Meeting Of The IQAC members Held On 25.04.2019

A meeting of the IQAC members was held on 25th April, 2019 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. The following items on agenda were discussed in the meeting.

Item No.1 : Reading and confirmation of the previous meeting minutes.

Res. 1: With the permission of the chair, Dr. K. N. Sathawane, Coordinator, read out the minutes of the previous meeting's which was held on 29.12.2018 for the approval of the members. Dr. Sathawane asked members to suggest any change. None of the members suggested any change. The minutes of the previous meeting were approved, confirmed and passed by all present members.

Item No.2 : Chalk out the plan for the session 2019-20.

Res. 2: Dr. Sathawane requested all members to putforth their plans for the next session. All members participated in the discussion on plan for the session 2019-20. At the end of the

debate on various aspects of the college development, members reached at a consensus with a plan to be implemented in the session 2019-20.

The plan is as under-

Academic Plan of the session 2019-20

- ✓ To prepare college Academic calendar for the session 2019-20.
- ✓ To form and execute the work allotted to different committees in the college
- ✓ To construct the ICT hall/ room for ICT enabled teaching and learning in the college.
- ✓ To establish linkages with industries, institutes and local NGOs.
- ✓ To encourage the faculty members for the outreach extension programmes.
- ✓ To further strengthen the Career and Guidance Cell of the college.
- ✓ To organize programmes on women development and gender sensitization.
- ✓ To enhance the students' participation in games and sports activities.
- ✓ To organize socio-economical survey in nearby villages.
- ✓ To organize students' workshop on skill development.
- ✓ To enhance the research and publication activities in the college.
- ✓ To undertake plantation programme in college and nearby public places.

All members confirmed the above activities to be implemented in the session 2019-20. The matter was resolved, confirmed and passed unanimously.

Item No.3 : Discussion on performing Academic and Administrative Audit for the session 2016-17,17-18 and 18-19.

Res. 3: Dr. Masram, chairman, asked Dr. Pawar to express his view on AAA. Dr. Pawar, in charge of AAA committee informed the house that in August, 2015, the process of AAA was started and in subsequent months, AAA was performed by the college internal AAA committee. The report of AAA was submitted to the IQAC, accordingly. He told that it was also decided that after every three years, there would be AA Audit in the college. Dr. Pawar suggested that during the A and A audit would be performed through external agency or inviting other college IQAC coordinator, so that the college audit would be more crystal clear. The second term AA audit was due for the session 2016-17,17-18 and 18-19.

Dr. Sathawane asked Dr. Pawar when AAA would be performed. Dr. Pawar replied that it would be performed in the next session, i.e., 2019-20. All present members agreed on performing external AA audit. The matter was resolved unanimously, confirmed and passed.

Item No.4 : Discussion on progress in NAAC accreditation.

No.4 : Being the chairman of the IQAC, Dr. Masram asked Dr. Sathawane to explain the progress in NAAC accreditation process. Dr. Sathawane informed the members of the house that the college had communicated with NAAC for the registration, hopefully college would get registered in the first fortnight of May, 2019. Regarding I/QA, the documents were about to be ready and the I/QA filling process would be completed in the month of June, 2019. Regarding

SSR, final review was taken on seven criteria and it was found that the work of all criteria was about to be completed, however, some documents were still needed. The college website work was in the final stages. Most probably, the college SSR would be uploaded in the month of June or July, 2019. All members expressed their deep concern on submission of SSR and requested Dr. Sathawane for the earliest submission of SSR. Dr. Sathawane assured members that he was working with full efficiency for the submission of SSR. The matter was resolved, confirmed and passed unanimously with hope for the early submission of SSR.

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

Res. No.5: With the permission of the chair Dr. Sathawane requested the chairman, Dr. C. B. Masram to reconstitute the IQAC, since, most of the members would superannuate in the next two - three years. Dr. Masram expressed his affirmative consent, however, reconstitution would be after the accreditation process, he told.

In the presidential speech, Dr. Masram requested all members to work hard for NAAC accreditation. Dr. Masram explained the importance of Academic and Administrative Audit from an external agency. No matter remained for discussion, since; there was no query from the members.

At last, Dr. Sathawane, coordinator, on the behalf of the college and staff members proposed the vote of thanks to the present members and the chairperson, and the meeting was concluded.

(Dr. K.N. Sathawane)
Coordinator
IQAC

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