

INTERNAL QUALITY ASSURANCE CELL (IQAC)

MINUTES OF REGULAR MEETINGS OF IQAC

1. 06/08/2019

The first meeting of the Internal Quality Assurance Cell of the college for the session- 2019-20 was held today at 12.30 p.m. The meeting was chaired by Hon'ble Dr. Shankar Kukreja, Principal of the college.

Following members of IQAC were present in the meeting-

1. Shri Jagdish Sharma
2. Shri Motilal Kukreja
3. Principal Dr. Shankar Kukreja
4. Dr. J. P. Deshmukh
5. Dr. H. M. Kamdi
6. Dr. H. B. Dhote
7. Prof. N. A. Bodele
8. Dr. R. D. Chawake
9. Dr. D. N. Kamdi
10. Mr. M. P. Tarvatkar (Students' Representative)
11. Mr. Bharat Shamdasani (Alumni Representative)
12. Adv. Vijay Dhore (Society Representative)
13. Dr. S. G. Gahane (IQAC Coordinator)

Following issues were brought forward for discussion in the meeting. All the hon'ble members of IQAC expressed their views on various topics and made some innovative suggestions for quality enhancement and overall development of the college.

1. To read and confirm the minutes of the last meeting.

Dr. Shriram Gahane, IQAC Coordinator read the minutes of the last meeting of IQAC held on 30/04/2019. All the members expressed satisfaction on the overall performance of IQAC in the last year and confirmed the minutes unanimously.

2. To discuss the outcome of the Plan of Action for the session- 2018-19.

The Plan of Action chalked out for the session- 2018-19 was brought for discussion in the meeting. It was decide to work upon the plan and direct the faculty accordingly. Few of the important activities mentioned in the plan need to be continued in the current

session also. The members also agreed to sustain innovative initiatives taken in 2018-19.

3. To discuss the Plan of Action for the session- 2019-20.

The Plan of Action for the current session as mentioned in the AQAR of 2018-19 was explained in the meeting. Various new initiatives were mentioned in the plan. The members felt happy and asked the administration to continue working on the points mentioned in the AQAR.

4. To prepare the AQAR for 2018-19 and send it to NAAC.

Dr. Gahane put forward the rough draft of the AQAR for 2018-19 in the meeting. He requested the Cell to distribute various criteria among the teachers so that exact and authentic report could be prepared. Accordingly, it was decided to distribute different criteria among the members of the Taskforce. They were asked to collect exact and authentic information from all the sources and submit it to IQAC Coordinator before 30th Nov. 20219.

5. Introduction of New Best Practices.

Various innovative and student-friendly activities are run in the college. The members felt the need to identify two innovative Best Practices to be mentioned in the AQAR. It was decided that 'Felicitation of Meritorious Students with their Parents' and 'Organization of University level Competition' should be projected as the Best Practices of the institution as they have been organized continuously and successfully for a long time. It was also decided to ask the teachers to go for new Best Practices in the current session.

6. To motivate the faculty for the use of ICT-based facilities effectively.

As the ICT-based Teaching-Learning methodology has proved the effective medium of teaching, it was suggested that the teachers should make optimum use of ICT facilities in the college. The Coordinator was asked to issue notice to the faculty in this regard.

7. To motivate the faculty to write and publish research papers.

Majority of the permanent faculty in the college are Ph. D. Supervisors and many have completed their Ph. Ds. They should

continue writing research papers and publish them, preferably in Journals in UGC Care list or Journals with impact factor. It was decided that every teacher should publish at least Three research papers during the session.

8. To prepare yearly plan of Activities of various departments.

Beside the Academic Calendar of the institution, there is the need to prepare yearly detailed plan of activities of various departments. Accordingly, it was decided to give the responsibility to the Academic Council to prepare calendar of various activities to be organized by different departments.

9. To plan various activities of IQAC during 2019-20.

The IQAC has been functioning actively in the college since its inception. It has taken many quality initiatives till today. The IQAC Coordinator explained the plans of IQAC for 2019-20. He assured the Cell to continue with new initiatives and innovative activities for the welfare of the institution and its stakeholders.

10. To start new Skill-Based Certificate Courses in the college.

All the members expressed their concern on this issue. They agreed to start some new skill-based certificate courses. The responsibility to start such courses was given to the Principal and IQAC Coordinator.

11. Any other topic with the permission of the chair.

As no other topic came for discussion, the meeting was closed.

2. 22/02/2020

The regular meeting of the Internal Quality Assurance Cell (IQAC) of the college for the session- 2019-20 was held today at 12.30 p.m. The meeting was chaired by Hon'ble Dr. Shankar Kukreja, Principal of the college.

Following members of IQAC were present in the meeting-

1. Shri Jagdish Sharma
2. Shri Motilal Kukreja
3. Principal Dr. Shankar Kukreja
4. Dr. H. M. Kamdi
5. Dr. J. P. Deshmukh
6. Dr. H. B. Dhote
7. Prof. N. A. Bodele
8. Dr. R. D. Chawake
9. Dr. D. N. Kamdi
10. Mr. M. P. Tarvatkar
11. J. W. Sapate
12. Dr. S. G. Gahane

Following issues were discussed in the meeting and resolutions were passed accordingly.

1. To read and confirm the minutes of the last meeting.

The IQAC Coordinator, Dr. Shriram Gahane, presented the minutes of the last meeting of IQAC held on 06/08/2019. All the members expressed their satisfaction on the overall quality maintenance and the performance of the institution during 2019-20 and confirmed the minutes unanimously.

2. To review the Plan of Action for 2019-20.

The plan of action for the session- 2019-20 was brought for discussion. Almost every point in the plan was discussed in detail. The members asked the institution to work on the plan and fulfill all the points before the end of the session.

3. To discuss and act on the pending activities of the Plan for 2019-20.

Few issues which were still pending needed to work upon. The members expressed their concern and asked the institution to work upon the pending activities.

4. To discuss the AQAR for 2018-19.

Dr. Shriram Gahane, IQAC Coordinator, updated the IQAC about the current status of the AQAR for 2018-19. He informed the Cell that as he consulted with various sources, the AQAR of 2018-19 needed to be submitted online by registering on NAAC portal. He further informed that he got registered on NAAC portal but the window for 2018-19 was not open. After inquiry it was found that the window will open after 30th April 2020. He said that the AQAR was ready for the submission.

5. To discuss and forward the proposal

Of Dr. H. M. Kamdi for promotion as Professor.

The IQAC received an application from Dr. H. M. Kamdi regarding his proposal for promotion as Professor. It was placed and discussed in the meeting. It was decided and resolved that the IQAC Coordinator will go through the proposal and, after consultation with the Principal, will forward it to the University for further action.

6. To organize Degree distribution Ceremony in the College.

As per the letter from the Gondwana University, Gadchiroli, it is mandatory for all the colleges to organize Degree Distribution Programmes based on the Convocation Programmes of the University. Such Degree Distribution Programmes are to be organized within a month after Convocation Ceremony of the University. Hence, it was resolved to organize the Degree Distribution Ceremony in the college within due period. The responsibility to organize it was assigned to the Academic Council of the college.

7. Other topics with the permission of the chair.

1. The IQAC Coordinator, Dr. Shriram Gahane, proposed to organize a National level Seminar on some quality issue. He appealed all the members to cooperate in the organization. The Seminar would be organized in the month of May 2020. All the members of the Cell approved the proposal and assured to assist in the organization. It was decided that the coordinator would work upon the selection of the Topic and sub-themes and will finalize them by consulting with the Principal.
2. As no other topic came for discussion, the meeting was closed.