

Minutes of IQAC Meeting

First meeting of IQAC committee of academic year 2019-20 was held on 09/09/2019 at 4.00 pm in IQAC Office.

Following members were present–

Sr.No.	Name	Capacity
1.	Dr. Mangala A. Sabadra	Chairperson
2.	Dr. Shilpa C. Patil	Sr. Administrative Officer
3.	Mr.V.S.Patil	Teacher Representative
4.	Dr.J.S.Dhande	Teacher Representative
5.	Mrs.J.P.Talegaonkar	Teacher Representative
6.	Mrs. Meena S.Chaudhari	Teacher Representative
7.	Mr.S.D.Vanjari	Teacher Representative
8.	Mr.K.C.Suryawanshi	Teacher Representative
9.	Miss.R.S.Gajare	Teacher Representative
10.	Mr.Dipesh M. Kotecha	Mgt. Member
11.	Hon. Mr. Mukesh V. Agrawal	Local Society Nominee
12.	Hon. Bhavesh C. Tank	Stakeholder Nominee
13.	Miss. Ezuwa Dishita	Student Nominee
14.	Smt. Sonal Fegade	Alumni Nominee
15.	Dr. J.V.Dhanvij	Coordinator

1. To discuss and confirm the minutes of previous meeting.

Minutes of last meeting held on 19.06.2019 were read and confirmed.

2. To motivate the faculty for major/minor research projects.

Chairperson of the IQAC informed the members about STRIDE Scheme of UGC and IMPRESS. She appealed to all members to motivate the teachers for preparing major research project proposals under these schemes. IQAC coordinator explained the objectives of STRIDE and appealed to all teacher representatives to motivate the faculty to apply for minor research projects under different funding agencies.

3. Organization of Seminars/Conferences/Workshops by various departments.

Chairman, UGC and others funding agency Committee reported that he appealed to all staff members to prepare proposals for Organization of Conferences /Seminars/Workshops/Symposia to various financial agencies.

One proposal has been sent to Director, UGC HRD, Savitribai Phule University Ganeshkhind ,Pune for organizing "STC workshop on MOOCS and E-content Development on Aug 10,2019.He also reported that two proposals received by History and Sports departments to the Proposal Committee. The members decided that those proposals received should be sent to BCUD, KBCNMU, Jalgaon for the sanction at earliest.

4. To plan faculty development programme for teaching and non-teaching staff.

Chairperson of the IQAC suggested that to develop belongingness, sincerity, positive thinking, commitment, cooperation and better communication, teaching and non-teaching staff should be given training by a Motivational speaker.

The members present in the meeting accepted the suggestion and it was decided that training programme should be organized in second semester.

5. To strengthen the activities of Competitive Examination and Placement Cell.

Chairman, Competitive Examination and Placement Cell reported that we have purchased 37 latest reference books for strengthening Competitive Examination Department. The Cell conducted lectures by eminent personalities and organized practice test for registered students for preparation of Competitive Examination. It also arranged campus interview for final year students and six students were selected as a Teacher in English medium school. The members present in the meeting appealed to the members to use social and electronic media platform like whatsapp, email and others for sharing information in this regard.

6. Any other timely issue.

There was no timely issue for the discussion. So the meeting closed at 6.00 pm with the permission of the Chair.


Dr.J.V.Dhanvij
IQAC Coordinator


Dr. Mangala A. Sabadra
Principal

Minutes of IQAC Meeting

Second meeting of IQAC committee of academic year 2019-20 was held on **27.12.2019** at **8.00am** in IQAC office.

Following members were present–

1. Dr. Mangala A. Sabadra	Chairperson
2. Dr. Shilpa C. Patil	Sr. Administrative Officer
3. Mr.V.S.Patil	Teacher Representative
4. Dr.J.S.Dhande	Teacher Representative
5. Mrs.J.P.Talegaonkar	Teacher Representative
6. Mrs. Meena S.Chaudhari	Teacher Representative
7. Mr.S.D.Vanjari	Teacher Representative
8. Mr.K.C.Suryawanshi	Teacher Representative
9. Miss.R.S.Gajare	Teacher Representative
10. Mr.Dipesh M. Kotecha	Mgt. Member
11. Hon. Bhavesh C. Tank	Stakeholder Nominee
12. Miss. Ezuwa Dishita	Student Nominee
13. Dr. J.V.Dhanvij	Coordinator

1. To discuss and confirm the minutes of previous meeting.

Minutes of last meeting held on 09/09/2019 were read and confirmed.

2. To discuss rough draft of AQAR 2018-19.

The coordinator of IQAC presented the rough draft of AQAR 2018-19 for the observation and overview by members present in the meeting. The members of IQAC suggested a few corrections.

It was decided that the draft should be availed in management meeting for their observation and then after it should be submitted online to NAAC.

3. To start Nursery Certificate Course and Phenyl Consultancy Project.

One of the IQAC members informed that Nursery Certificate Course was started by Botany department and Phenyl Consultancy Project has been started by Chemistry department in the month of September 2019.

4. To conduct collaborative extension activities with NGOs.

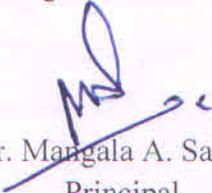
One of the member present in the meeting suggested that girl's students of the college should be taught about importance of extension activities along with curriculum learning.

The member's present in the meeting accepted suggestion. It was decided that programmes such as Pulse Polio Abhiyan in collaboration with Municipal Hospital Bhusawal, Road Safety Abhiyan in collaboration with Traffic Police Department, Bhusawal and Awareness Rallies in collaboration with Red Ribbon Club will be organized.

5. Any other timely issue.

There was no any other timely issue for the discussion. So the meeting was dissolved at 10.00 am with kind permission of a chairperson.


Dr. J. V. Dhanvij
IQAC Coordinator


Dr. Mangala A. Sabadra
Principal

Minutes of IQAC Meeting

Third meeting of IQAC committee of academic year 2019-20 was held on **19.03.2020 at 8.30am** in IQAC office. Following members were present—

Sr.No.	Name	Capacity
1.	Dr. Mangala A. Sabadra	Chairperson
2.	Dr. Shilpa C. Patil	Sr. Administrative Officer
3.	Mr.V.S.Patil	Teacher Representative
4.	Dr.J.S.Dhande	Teacher Representative
5.	Mrs.J.P.Talegaonkar	Teacher Representative
6.	Mrs. Meena S.Chaudhari	Teacher Representative
7.	Mr.S.D.Vanjari	Teacher Representative
8.	Mr.K.C.Suryawanshi	Teacher Representative
9.	Miss.R.S.Gajare	Teacher Representative
10.	Mr.Dipesh M. Kotecha	Mgt. Member
11.	Hon. Mr. Mukesh V. Agrawal	Local Society Nominee
12.	Smt. Sonal Fegade	Alumni Nominee
13.	Dr. J.V.Dhanvij	Coordinator

1. To discuss and confirm the minutes of previous meeting.

Minutes of last meeting held on **27.12.2019** were read and confirmed.

2. To take the overview of Seminars/Conferences/Workshops /Training programme organized by various departments.

IQAC Coordinator reported that Department of Physical Education & Sports and Mathematics jointly organized One Day National Conference sponsored by KBCNMU, Jalgaon on “Empowerment of Women through Physical Education and Sports and Health” on 7th March 2020. Department of Commerce organized One Day University Level Workshop on “Goods and Service Tax” for Commerce and Management students on 6 Oct.2019.

IQAC arranged Two day Training Programme conducted on “Better Communication with Sub-conscious Mind” for teaching and non-teaching staff on 22 and 23 Feb. 2020. Hon. Shri Nawanath Gaikwad, Founder Lessons of Life; Motivational speaker ; expert trainer on stress and strain management ; ex- faculty, Yashda, Pune was invited as a resource person.

Chairperson, IQAC appealed to all members to organize Webinars during the lockdown period due to the COVID-19 pandemic. The members present in the meeting accepted the suggestion and it was decided that Webinars will be organized by Department of Hindi, English and IQAC in forthcoming days.

3. To discuss on online teaching-learning and feedback system.

One of the members present in the meeting suggested that training programme for Teachers should be conducted on **online teaching-learning platform** by the Institution and it was necessary to also motivate teachers to participate in various webinars conducted by other Institutions also.

IQAC coordinator reported that we are collecting feedback about the functioning of Institution in manual mode but from this year we will collect it online. The members present in the meeting accepted the suggestion and it was decided that from 2019-20 feedback about the Institution from stakeholder will be collected online.

4. Any other timely issue.

There was no any other timely issue for the discussion. So the meeting was dissolved at 10.30 am with kind permission of a chairperson.


Dr. J. V. Dhanvij
IQAC Coordinator


Dr. Mangala A. Sabadra
Principal

Minutes of IQAC Meeting

Last meeting of IQAC committee of academic year 2019-20 was arranged through **zoom app** on **19.06.2020 at 3.30 pm**. Following members were present–

Sr.No.	Name	Capacity
1.	Dr. Mangala A. Sabadra	Chairperson
2.	Dr. Shilpa C. Patil	Sr. Administrative Officer
3.	Mr.V.S.Patil	Teacher Representative
4.	Dr.J.S.Dhande	Teacher Representative
5.	Mrs.J.P.Talegaonkar	Teacher Representative
6.	Mrs. Meena S.Chaudhari	Teacher Representative
7.	Mr.K.C.Suryawanshi	Teacher Representative
8.	Miss.R.S.Gajare	Teacher Representative
9.	Mr.Dipesh M. Kotecha	Mgt. Member
10.	Hon. Mr. Mukesh V. Agrawal	Local Society Nominee
11.	Miss. Ezuwa Dishita	Student Nominee
12.	Dr. J.V.Dhanvij	Coordinator

1. To discuss and confirm the minutes of previous meeting.

Minutes of last meeting held on **19.03.2020** were read and confirmed.

2. To prepare the perspective plan of academic year 2020-21 of the Institution.

The members participated in discussion regarding preparation of the perspective plan of Institution for 2020-21. After the discussion, following perspective plan of the Institution was proposed –

- Organization of National/State/University level **Webinars**.
- To construct Smart Class Room / Video Recording Room.
- To implement Cloud based ERP –Centralized Campus Management System (CCMS) in college.
- Strengthen the activities of Alumni Association.
- To increase no. of research publications and to publish those in reputed/UGC notified journals.

3. To discuss about preventive measure to be taken regarding COVID-19 pandemic to prevent spread of corona virus in the college premises.

IQAC Coordinator reported that, as per the guidelines of UGC, Govt. of Maharashtra and University we have to take preventive measures like wearing mask, physical distancing, sanitizing or washing hands with soap frequently and there is a need to provide thermal scanning for all while entering in the college premises.

The members present in the meeting accepted the suggestion and it was decided that as early as possible purchase Infrared thermometer, displayed banner of such preventive measures on college main gate and avail sanitizer/washing hands soap in the washrooms.

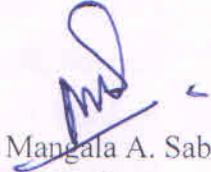
4. Any other timely issue.

Hon. Dipesh M. Kotecha, Management Member informed that we have received CSR fund from ISC Project Private Limited for development of Smart Class Room/Video Recording Centre and MIS software. The members present in the meeting expressed their sincere gratitude towards Chairman & Managing Director of ISC Project Private Limited.

There was no any other timely issue for the discussion. So the meeting was ended at 4.50 pm with kind permission of a chairperson.



Dr.J.V.Dhanvij
IQAC Coordinator



Dr. Mangala A. Sabadra
Principal

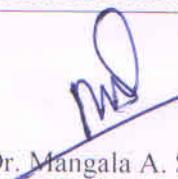
Action Taken Report based on 2019-20 IQAC Meetings

Sr.No.	Decision Taken in the Meeting regarding	Action Taken
1	Preparation of AQAR 2018-19	AQAR 2018-19 was prepared and submitted online to NAAC on 18.04.2020.
2	Organization of Seminars/ Conferences / Workshops by various departments.	Department of Physical Education & Sports and Mathematics jointly organized One Day National Conference sponsored by KBCNMU, Jalgaon on "Empowerment of Women through Physical Education and Sports and Health" on 7 th March 2020. Department of Commerce organized One day University Level Workshop on "Goods and Service Tax" for Commerce and Management students on 6 Oct.2019.
3	To conduct Webinars during lockdown period by various departments.	Webinars on हिंदी साहित्य मे विविध विमर्श conducted by Department of Hindi on 02/05/2020 and Indian English Literature by English Dept. on 24/05/2020. IQAC conducted Online workshop on E-Content Development on 21 April 2020 and National Level Webinar on Learning Management System on 9 th May 2020.
4	Organization of Training programme for teaching and non-teaching staff.	IQAC arranged Two Day Training Programme conducted on Better Communication with Sub-conscious Mind for teaching and non-teaching staff on 22 and 23 Feb. 2020 by Hon. Shri Nawanath Gaikwad, Founder Lessons of Life; Motivational speaker, Pune.
5	Strengthen the activities of Competitive Examination and Placement Cell.	Conducted lectures by eminent personalities for all students and organized practice test for registered students for preparation of Competitive Examination. It also arranged campus interview for final year students and six students were selected as a Teacher in English medium school. Competitive Examination Department purchased 37 latest reference books and it avail to students in library.

6	Implementation of Nursery certificate Course and Phenyl consultancy project.	Nursery Certificate Course and Phenyl Consultancy Project have been started by Botany and Chemistry department respectively in the month of September 2019.
7	NSS Conducts collaborative extension activities with GOs and NGOs.	Programmes such as Pulse Polio Abhiyan in collaboration with Municipal Hospital Bhusawal, Road Safety Abhiyan in collaboration with Traffic Police Department, Bhusawal and Awareness Rallies in collaboration with Red Ribbon Club were organized by NSS department.
8	Implementation of Cloud based ERP – Centralized Campus Management System (CCMS) in college.	College have received CSR fund from ISC Project Private Limited during this year for the development of Smart Class Room/Video Recording Centre and MIS software. Cloud based ERP –Centralized Campus Management System (CCMS) has been implemented from this year and work of Smart Class Room/Video Recording Centre is going on.
9	Preparation of perspective plan for the year 2020-21.	Perspective plan for academic year 2020-21 accepted and action is initiated.


Dr. J.V. Dhanvij

Coordinator IQAC


Dr. Mangala A. Sabadra

Principal