



Balaghat Shiskhan Santha's
Arts, Science & Commerce College Naldurg

INTERNAL QUALITY ASSURANCE CELL 2016-2017

Notice of the Meeting

Date: 16/06/2016

All the members of IQAC are here by informed that a meeting IQAC is scheduled on 20/06/2016 to discuss and decide on the following issues on agenda

Place of the Meeting: IQAC office









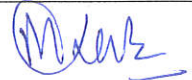
Time of the Meeting: 2.30 P.M.

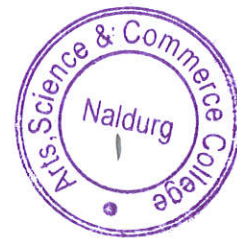
Agenda for the Meeting:

1. Confirming the Minutes and Action Taken Report of Last Meeting
2. Discussion of Result of 2015-16
3. Introducing Value Added Courses
4. Introducing Field Projects
5. Strengthening the Mentor –Mentee Scheme
6. Participation and Paper presentation I seminar & conference
7. Workshop on Hand Craft and painting (22/09/16)
8. Linkage and collaborations
9. Bridge Course
- 10.Placement drive
- 11.Upgradation of softwares : Library / Office / Language Lab
- 12.Internal audit / External audit
- 13.Best Practice
- 14.Formation of various comittees

(Dr. M. C. Zade)
Co-Ordinator
Internal Quality Assurance Cell
Arts, Science And Commerce College,
Naldurg, Dist. Osmanabad

(Dr. M. C. Zade)
Co-Ordinator
Internal Quality Assurance Cell
Arts, Science And Commerce College,
Naldurg, Dist. Osmanabad

Sr. No.	Name	Designation	Signature
1	Principal Dr. Suresh S. Shinde	Chairman	
2	Shri Baburao M. Chavan	Member from Management	
3	Dr. Ramdas K. Dhokle	Teacher Representative	
4	Dr. Vijay S. Sawant	Teacher Representative	
5	Dr. Rohini M. Mahindrakar	Teacher Representative	
6	Shri. Limbraj N. Mote	Office Representative	
7	Shri Gunwant Birajdar (TISS)	Member from the Alumni	
8	Shri Santosh M. Chavan	Member from the Local Society	
9	Miss. Bele Rashmi Manoj	Student Representative	
10		Representative of Employer	
11	Shri Dharne Sangmeshwar	Nominee from Stakeholders	
12	Shri. Rajeshwar Reddy	Nominee from Industry	
13	Dr. Manoj C. Zade	Co-Ordinator	



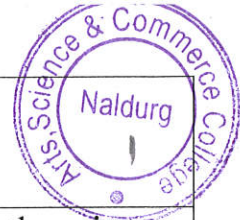
INTERNAL QUALITY ASSURANCE CELL 2016-2017

Minutes of the Meeting

Date: 20/06/2016

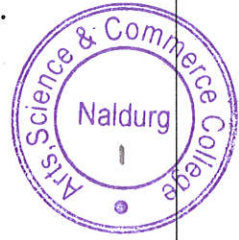
A Meeting of IQAC was held on 20/06/2016 in the IQAC office at 2.30 PM. The following members were present for the meeting. Principal Dr. S. S. Shinde Chaired the meeting. The discussion took place as per agenda of the meeting and the discussions were taken accordingly.

Sr. No.	Name	Designation	Signature
1	Principal Dr. Suresh S. Shinde	Chairman	
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Sr. No.	Agenda	Minutes	Resolution
1	Confirming the Minutes and Action Taken Report of Last Meeting	Dr. M.C. Zade read the minutes and action taken report of the last meetings	The IQAC approved the minutes and action taken report of the last meeting
2	Discussion of Result of 2015-16	Dr. V. S. Sawant give a brief description of the result of year 2015-16	
3	Introducing Value Added Courses	The Principal, Dr. S. S. Shinde expresses the need of organizing value added courses in specific subjects	It was decided that a willing participation and initiative should be taken by the departments to conduct value added courses on the topic related to the subject.
4	Introducing Field Projects	The Principal, Dr. S. S. Shinde also express the need to conduct field project from students in order to involve students in research on society related topic	Accordingly the IQAC directed to assign the topic for field projects to the concerned departments.
5	Strengthening the Mentor –Mentee Scheme	Dr. V. S. Sawant pointed out that the mentor –mentee scheme should be strengthen to boost a bond between teachers and students.	Dr. V. S. Sawant is directed to revise the mentor mentee scheme so that the student may frequently come in contact with teacher and a familial bond between teachers and students be strengthened.
6	Participation and Paper presentation in seminars and conferences.	Dr. M. C. Zade pointed out that most of the faculties in institute are participating in	The IQAC ordered the principal to conduct a meeting with all the faculty in regard with this point and direct them to present and

		conferences or seminars without presenting any paper, so in order to increase the institutions contribution to research there is need to present papers in conference / seminars	publish more research papers related to their subject.
7	Workshop on Hand Craft and painting	Dr. R. M. Mahindrakar informed the IQAC that Women's Cell intends to organize a Workshop on Hand Craft and painting for students.	The IQAC approved the proposal of Dr. R. M. Mahindrakar and directed her to conduct the workshop in the first semester.
8	Linkage and collaborations	Dr. R. K. Dhokale pointed out the need of establishing the MoUs, Linkages and Collaborations of the various departments in the institutes with other institutes/industries in order to boost the research activities.	The IQAC directed the Principal-in-charge Dr. S. S. Shinde to issue a notice to all faculties to work effectively towards formation of MoUs, Linkages and Collaborations.
9	Bridge Course	Dr. R. K. Dhokale informed that students coming from vocational stream needs to have the basic knowledge of	The IQAC assigned the task of conducting bridge course for such students to Dr. S. B. Patil and Dr. P.S. Gaikwad





		Chemistry, Physics and other subjects for which a bridge course is to be conducted for such students	
10	Placement drive	Dr. M. C. Zade pointed out that there is need to increase the employability chances of our students and the college needs to arrange placement drive to achieve this.	The Carrier Guidance and Counselling Cell will be inform to arrange in-campus placement drives as well as to increase the participation of the students in off campus drive, if possible.
11	Upgradation of softwares : Library / Office / Language Lab	Shri L. N. Mote informed that the software of office management needs to be upgraded.	IQAC resolved to upgrade all the software being used in the institute and recommend the same to LMC.
12	Internal audit / External audit	Shri L. N. Mote informed the IQAC about the status of audit conducted in FA 2015-16	The IQAC asked Shri L. N. Mote to conduct internal audit also, for stock verification in all departments and also for the academic and infrastructure facilities available in the institute.
13	Best Practice	Dr. M. C. Zade emphasized the need of effective implementation of the institutional Best Practices.	The IQAC decided to publicize the best practices of the institute for creating an awareness about these among staff and the students for their effective implementation.
14	Formation of various committees	Dr. S. S. Shinde informed the IQAC the	The IQAC gave the responsibility to Dr. M. C. Zade to formulate all

		need of formation of various committees in the institution for the proper execution of all the activities being conducted in the institution.	the committees as per the need of IQAC and liking of the faculty.
15	Vote of Thanks	Dr. M. C. Zade proposed the vote of Thanks to all the member present for meeting	



Co-Ordinator
Internal Quality Assurance Cell
Arts, Science And Commerce College,
Naldurg, Dist. Osmanabad





INTERNAL QUALITY ASSURANCE CELL 2016-2017

Meeting Notice

Date : 14/09/2016


All the respected members of IQAC are here by informed that a meeting IQAC is scheduled on 21/09/2016 to discuss and decide on the following issues on agenda

Place of the Meeting : IQAC office

Time of the Meeting : 2.30 P.M.

Agenda for the Meeting :

- 1) Research Activities and Publications
- 2) Extension Activities - NSS - strengthening
 - a) Plantation in Campus
 - b) Extension activities in collaboration with Govt. & NGOS
- 3) NCC
- 4) Financial Support from institution Rs.41150/- 80 stds
- 5) Strengthening CGS
- 6) Placement drive
- 7) Sports and Cultural activities
- 8) Upgradation of softwares : Library / Office / Language Lab
- 9) Facilities for differently abled students
- 10) Shelter and food support for pilgrims during Dussera


Dr. M. C. Zade.

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12	Shri. Rajeshwar Reddy	Nominee from Industry	
13	Dr. Manoj C. Zade	Co-Ordinator	



INTERNAL QUALITY ASSURANCE CELL 2016-2017

Minutes of the Meeting

Date : 21/09/2016

A Meeting of IQAC was held on 21/09/2016 in the IQAC office at 2.30 PM. The following members were present for the meeting. Principal Dr. S. S. Shinde Chaired the meeting. The discussion took place as per agenda of the meeting and the discussions were taken accordingly.

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Sr. No.	Agenda	Minutes	Resolution
1	Research Activities and Publications	Dr. M.C. Zade informed that research activities in the college need to be increase not only by the faculty but also form the students. One of the best practices of the college is concerned with the research among the students.	The IQAC decided to appoint Dr. U. N. Bhale and Dr. H.K. Jadhav has head for research Committee, who will be responsible for motivating the students and teachers to undertake research. The students will be motivated to participate in university sponsored Avishkar.
2	Financial Support from institution	Student Representative, Miss. Bele Rashmi Manoj invited attention of IQAC towards Financial Support from institution to the needy students.	The Principal informed IQAC that college has designed a scheme for financial support and in consultation with the management will implement in this academic year.
3	Extension Activities - NSS - strengthening a) Extension activities in collaboration with Govt. & NGOS b) Plantation in Campus	a) Dr. R. K. Dhokale pointed out that extension activities in the college should be done in collaboration with Govt. and Non-Govt. organization so that students may get exposure and there will be a connection with society as well.	a) It was decided to communicate with all the Govt. and Non-Govt. organization in order to increase the participation of the students in extension activities sponsored by them. b) On the occasion on Independence Day, NSS to be directed to plant 50 trees in the campus.



		b) In accordance with one of the best practices of the institute, "Green Campus Clean Campus" there is need to plan more trees in the campus.	
4	Strengthening Career Guidance and Counselling Cell	Dr. M. C. Zade called attention to the need of strengthening 'Career Guidance and Counselling Cell' for improving the performance of students in Competitive examinations and other career oriented activities.	Shri N. G. Shere is appointed as in charge of Career Guidance and Counselling Cell and directed to conduct maximum activities in this department.
5	Shelter and food support for pilgrims during Dussera	Dr. V. S. Sawant informed the IQAC that a special programme has to be designed for Shelter and food support for pilgrims during Dussera.	It was decided that a committee will monitor the wellbeing of the pilgrims, their shelter, food and medical help.
6	Vote of Thanks	Dr. M. C. Zade proposed the vote of Thanks to all the member present for meeting	

Co-Ordinator
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Arts, Science And Commerce College,
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INTERNAL QUALITY ASSURANCE CELL 2016-2017

Meeting Notice

Date : 16/11/2016

All the respected members of IQAC are here by informed that a meeting IQAC is scheduled on 18/11/2016 to discuss and decide on the following issues on agenda

Place of the Meeting : IQAC office



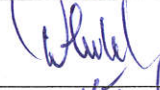



Time of the Meeting : 2.30 P.M.

Agenda for the Meeting :

- 1) Feedback System
- 2) Participation in Avishkar
- 3) Activities to increase awareness about female foeticide:
Essay Competition, Rangoli Competition, Poster Competition
- 4) One day workshop on "Sexual Harassment of student and women at work place"
- 5) Alumni Meet
- 6) Internal audit / External audit
- 7) Strengthening parent Teacher activities.
- 8) Lecture on Health and diet for Girl students
- 9) Nirmalya collection during Ganesh Chaturthi and cleanliness drive during Khandoba Yatra
- 10) Blood donation
- 11) Formation of Various committees

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Minutes of the Meeting

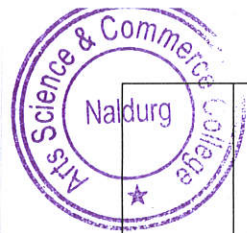
Date : 18/11/2016

A Meeting of IQAC was held on 18/11/2016 in the IQAC office at 2.30 PM. The following members were present for the meeting. Principal Dr. S. S. Shinde chaired the meeting. The discussion took place as per agenda of the meeting and the discussions were taken accordingly.

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Sr. No.	Agenda	Minutes	Decision
1	Confirming the Minutes and Action Taken Report of Last Meeting	Dr. M.C. Zade read the minutes and action taken report of the last meetings	The IQAC approved the minutes and action taken report of the last meeting
2	Feedback System	DR. M.C. Zade pointed out the need to conduct feedback as per the guideline of NAAC. The structured feedback is available with IQAC	The feedback on curriculum and basic faculties available is to be collected from the stakeholders. The proper analysis and action taken report should be brought before IQAC.
3	Participation in Avishkar	Dr. V. S. Sawant informed that university sponsored "Avishkar" is to be held to boost research activities of the students	Dr. U. N. Bhale is to be informed to invite the application from students for participation in Avishkar
4	Activities to increase awareness about female foeticide:	Dr. R.M. Mahindarkar briefed about the need to conduct activities on female foeticide	The Women's Cell is directed to conduct Essay Competition, Rangoli Competition, Poster Competition on the topic female foeticide
5	One day workshop on "Sexual Harassment of student and women at work place"	Dr. R. M. Mahindarkar briefed about the need to conduct One day workshop on "Sexual Harassment of student and women at work place"	The Women's Cell is directed to conduct One day workshop on "Sexual Harassment of student and women at work place"
6	Alumni Meet	Dr. V. S. Sawant informed IQAC in that a meeting of Alumni is to	IQAC granted permission to arrange a meeting of Alumni



		be organized in the month of February.	and suggested to arrange it on II or IV Saturday so that maximum no. of Alumni may be present for it. It also suggested to give wide publicity to the meeting.
7	Internal audit / External audit	Shri L. N. Mote briefed the IQAC on the present status of Financial audit for the current year.	IQAC decided to conduct an Internal audit along with the financial audit. In the Internal audit the present academic and Infrastructural facilities are to be assessed. A report is to be submitted in the next meeting of IQAC.
8	Lecture on Health and diet for Girl students	The Women's Cell coordinator Dr. R.M. Mahindarkar sought the permission to conduct a lecture on Health and diet for Girl students	IQAC granted the permission to conduct the lecture
7	Vote of Thanks	Dr. M. C. Zade proposed the vote of Thanks to all the member present for meeting	


Co-Ordinator
Internal Quality Assurance Cell
Arts, Science And Commerce College,
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INTERNAL QUALITY ASSURANCE CELL 2016-2017

Meeting Notice

Date : 07/03/2017

All the respected members of IQAC are here by informed that a meeting IQAC is scheduled on 14/03/2017 to discuss and decide on the following issues on agenda

Place of the Meeting: IQAC office

Time of the Meeting : 2.30 P.M.

Agenda for the Meeting :

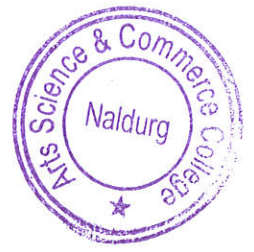
- 1) Confirming the Minutes and Action Taken Report of Last Meeting
- 2) Review of the yearly activities
- 3) Any other Issue with permission of the chairperson
- 4) Vote of Thanks

A handwritten signature in blue ink, appearing to be "M. S. K." with a stylized flourish.

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Sr. No.	Agenda	Minutes	Decision
1	Confirming the Minutes and Action Taken Report of Last Meeting	Dr. M.C. Zade read the minutes and action taken report of the last meetings	The IQAC approved the minutes and action taken report of the last meeting
2	Review of the yearly activities	Dr. V.S. Sawant presented a review of all activities conducted during the year 2016-17. He also pointed out that almost 80% of the planned activities were conducted .	The IQAC appreciated the effort taken by all the faculties for conducting various activities for the over all development of the students.
3	Vote of Thanks	Dr. M. C. Zade proposed the vote of Thanks to all the member present for meeting.	

Co-Ordinator

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