

Arts, Science & Commerce College Naldurg

INTERNAL QUALITY ASSURANCE CELL 2017-2018



Meeting Notice

Date: 10/06/2017

All the respected members of IQAC are here by informed that a meeting IQAC is scheduled on 20/06/2017 to discuss and decide on the following issues on agenda

Place of the Meeting: IQAC office

Time of the Meeting: 3.30 P.M.

Agenda for the Meeting:

- 1) Confirming the Minutes and Action Taken Report of Last Meeting
- 2) Academic calendar to be prepared for effective implementation of quality programme.
- 3) Mentor – Mentee Scheme Analysis and actions to be taken for its Effective implementation
- 4) Plantation drive in the campus Under Best Practice “Green Campus Clean Campus”
- 5) As a Part of Best Practice “Creation of research culture among undergraduate students” conduct Field projects
- 6) Value Added Courses Introduced for the students
- 7) Linkage and collaborations
- 8) Upgradation of softwares : Library / Office / Language Lab
- 9) Internal audit / External audit
- 10) Formation of various committees
- 11) Organising University level Inter Collegiate Kho-Kho Tournament
- 12) Extending Financial Support from institution to the needy students

PRINCIPAL

Arts Science & Commerce College
Naldurg, Dist.Osmanabad-413602

Co-Ordinator

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

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Arts Science & Commerce College
Naldurg, Dist.Osmanabad-413602



Sr. No.	Name	Designation	Signature
1	Principal Dr. Suresh S. Shinde	Chairman	
2	Dr. Vijay S. Sawant	Teacher Representative	
3	Dr. Ramdas K. Dhokale	Teacher Representative	
4	Dr. Rohini M. Mahindrakar	Teacher Representative	
5	Shri. Limbraj N. Mote	Office Representative	
6	Shri Netaji Birajdar	Alumni	
7	Shri Vinayak Ahankari	Local Society	
8	Miss. Gire Siddhi Dhananjay	Student Representative	
9	Dr. Manoj C. Zade	Co-Ordinator	

Co-Ordinator
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Arts, Science & Commerce College Naldurg

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Minutes of the Meeting

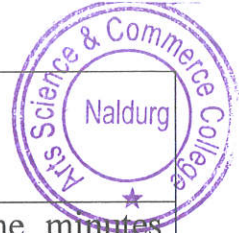
Date: 20/06/2017

A Meeting of IQAC was held on 20/06/2017 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~~ ^{decisions} were taken accordingly.

Sr. No.	Name	Designation	Signature
1	Principal Dr. Suresh S. Shinde	Chairman	
2	Dr. Vijay S. Sawant	Teacher Representative	
3	Dr. Ramdas K. Dhokale	Teacher Representative	
4	Dr. Rohini M. Mahindrakar	Teacher Representative	
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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	Academic calendar to be prepared for effective implementation of quality programme.	Dr. M. C. Zade stated the significance of Academic Calendar in all the activities of the institute.	Dr. V. S. Sawant informed IQAC that a draft of Academic Calendar for A. Y. 2017-18 is ready and placed it before IQAC. IQAC directed to include dates for departmental and extension activities.
3	Mentor – Mentee Scheme Analysis and actions to be taken for its Effective implementation	Dr. V. S. Sawant pointed out that the results of the mentor – mentee scheme are visible and it should further 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.
4	Plantation drive in the campus Under Best Practice “Green Campus Clean Campus”	Dr. M. C. Zade emphasized the need of effective	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.
5	As a Part of Best Practice “Creation of research culture among undergraduate	implementation of the institutional Best Practices.	Departments of Marathi, Political Science, History, Economics and Chemistry are to be directed to involve students in field projects.



	students” conduct Field projects		
6	Value Added Courses Introduced for the students	As an add on to the present curriculum, value added courses are to be introduced to the undergraduate students.	Departments of English, Hindi, Physics, Chemistry, Botany, Mathematics, Zoology, Fishery Science are to be directed to conduct Value Added Courses and submit report to IQAC.
7	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.	It is decided to circulate a notice to all faculties to work effectively towards formation of MoUs, Linkages and Collaborations.
8	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 Career 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.
9	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.
10	Internal audit /	Shri L. N. Mote	The IQAC asked Shri L. N. Mote



	External audit	informed the IQAC about the status of audit conducted in FA 2016-17	to conduct internal audit also, for stock verification in all departments and also for the academic and infrastructure facilities available in the institute.
11	Formation of various committees	Dr. S. S. Shinde informed the IQAC the need of formation of various committees in the institution for the proper execution of all the activities being conducted in the institution.	The IQAC gave the responsibility to Dr. M. C. Zade to formulate all the committees as per the need of IQAC.
12	Organising University level Inter Collegiate Kho-Kho Tournament	Dr. R. K. Dhokale expressed willingness of sports department to conduct university level Kho-Kho Tournament.	It is decided to organize University level Inter Collegiate Kho-Kho Tournament in college campus. Accordingly financial provisions are to be made.
13	Extending Financial Support from institution to the needy students	Dr. V. S. Sawant brought to notice that many of the students of our college are from poor financial background and are in need of financial support. A provision for the same should be made.	The proposal of Dr. V. S. Sawant is accepted and decided to be placed with Management for approval.
14	Vote of Thanks	Dr. M. C. Zade proposed the vote of Thanks to all the member present for meeting	


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INTERNAL QUALITY ASSURANCE CELL 2017-2018

Meeting Notice

Date: 20/08/2017

All the respected members of IQAC are here by informed that a meeting IQAC is scheduled on 01/08/2017 to discuss and decide on the following issues on agenda

Place of the Meeting: IQAC office

Time of the Meeting: 3.30 P.M.

Agenda for the Meeting:

- 1) Confirming the Minutes and Action Taken Report of Last Meeting
- 2) Research Activities and Publications
- 3) Financial Support from institution
- 4) Extension Activities of NSS
- 5) Activities under Career Guidance and Counselling Cell
- 6) Shelter and food support for pilgrims during Dussera

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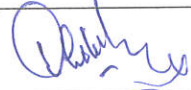






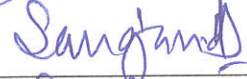

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Naldurg Dist : Osmanabad-413602

Sr. No.	Name	Designation	Signature
1	Principal Dr. M. G. Babare	Chairman	
2	Dr. Ramdas K. Dhokale	Teacher Representative	
3	Dr. Vijay S. Sawant	Teacher Representative	
4	Dr. Rohini M. Mahindrakar	Teacher Representative	
5	Shri. Limbraj N. Mote	Office Representative	
6	Shri Netaji Birajdar	Member from the Alumni	
7	Shri Vinayak Ahankari	Member from the Local Society	
8	Miss. Bele Rashmi Manoj	Student Representative	
9	Shri Dharme Sangmeshwar	Nominee from Stakeholders	
10	Dr. Manoj C. Zade	Co-Ordinator	


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Arts, Science & Commerce College Naldurg
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Minutes of the Meeting

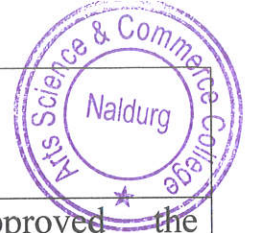
Date: 01/08/2017

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9	Shri Dharne Sangmeshwar	Nominee from Stakeholders (Parent)	
10	Dr. Manoj C. Zade	Co-Ordinator	

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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	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.
3	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 implemented a scheme for financial support in the year 2016-17 and in consultation with the management will decide to continue in this academic year.
4	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	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

		<p>connection with society as well.</p> <p>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.</p>	<p>Independence Day, NSS to be directed to plant 50 trees in the campus.</p>
5	<p>Activities under Career Guidance and Counselling Cell</p>	<p>Dr. M. C. Zade invited attention of all to the need of strengthening 'Career Guidance and Counselling Cell' for improving the performance of students in Competitive examinations and other career oriented activities.</p>	<p>Shri N. G. Shere is appointed as in charge of Career Guidance and Counselling Cell and is directed to conduct maximum activities through this department.</p>
6	<p>Shelter and food support for pilgrims during Dussera</p>	<p>Dr. V. S. Sawant informed the IQAC that a special programme has to be designed for Shelter and food support for pilgrims during Dussera.</p>	<p>It was decided that a committee will monitor the wellbeing of the pilgrims, their shelter, food and medical help.</p>
7	<p>Vote of Thanks</p>	<p>Dr. M. C. Zade proposed the vote of Thanks to all the member present for meeting</p>	


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INTERNAL QUALITY ASSURANCE CELL 2017-2018

Meeting Notice

Date: 01/11/2017

All the respected members of IQAC are here by informed that a meeting IQAC is scheduled on 07/11/2017 to discuss and decide on the following issues on agenda

Place of the Meeting: IQAC office

Time of the Meeting: 3.30 P.M.

Agenda for the Meeting:

- 1) Confirming the Minutes and Action Taken Report of Last Meeting
- 2) Feedback from Stakeholders
- 3) Participation in Avishkar
- 4) Alumni Meet

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3	Dr. Vijay S. Sawant	Teacher Representative	
4	Dr. Rohini M. Mahindrakar	Teacher Representative	
5	Shri. Limbraj N. Mote	Office Representative	
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Minutes of the Meeting

Date : 07/11/2017

A Meeting of IQAC was held on 07/11/2017 in the IQAC office at 2.30 PM. The following members were present for the meeting. Principal Dr. M. G. Babare chaired the meeting. The discussion took place as per agenda of the meeting and the ~~discussions~~ ^{decisions} were taken accordingly.

Sr. No.	Name	Designation	Signature
1	Principal Dr. Mohan G. Babare	Chairman	
2	Dr. Ramdas K. Dhokale	Teacher Representative	
3	Dr. Vijay S. Sawant	Teacher Representative	
4	Dr. Rohini M. Mahindrakar	Teacher Representative	
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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 from Stakeholders	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	Alumni Meet	Dr. V. S. Sawant informed IQAC in that a meeting of Alumni is to be organized in the month of February.	IQAC granted permission to arrange a meeting of Alumni 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.
5	Vote of Thanks	Dr. M. C. Zade proposed the vote of Thanks to all the member present for meeting	


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INTERNAL QUALITY ASSURANCE CELL 2017-2018

Meeting Notice

Date: 20/03/2018

All the respected members of IQAC are here by informed that a meeting IQAC is scheduled on 28/03/2018 to discuss and decide on the following issues on agenda

Place of the Meeting: IQAC office

Time of the Meeting: 3.30 P.M.

Agenda for the Meeting:

- 1) Confirming the Minutes and Action Taken Report of Last Meeting
- 2) Review of the yearly activities
- 3) Review of Feedback collected
- 4) Plan of Action for Academic Year 2018-19

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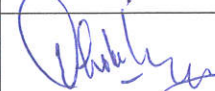






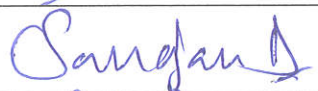

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Minutes of the Meeting

Date: 28/03/2018

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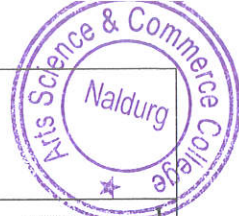
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Sr. No.	Agenda	Minutes	Decision
1	Confirming the Minutes and Action Taken Report of Last Meeting	Dr. M.C. Zade read the minutes and action taken report of the last meetings	The IQAC approved the minutes and action taken report of the last meeting
2	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 overall development of the students.
3	Review of Feedback collected	Feedback on Curriculum is supposed to be conducted for every year for suggesting any improvement in the curriculum.	Dr. V. S. Sawant informed that Feedback from stakeholders on curricular aspects was collected and a review of the same was done. Also, suggestions are conveyed to the concerned person.
4	Plan of Action for Academic Year 2018-19	Academic Calendar for the year 2018-19	Dr. V. S. Sawant proposed that Academic Calendar for all activities to be conducted on campus in the year 2018-19 should be prepared in advance so that all the faculties may plan for

			the same in advance and maximum number of activities may be conducted for students.
5	Vote of Thanks	Dr. M. C. Zade proposed the vote of Thanks to the entire members present for meeting.	



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