

IQAC Meeting : 01

Date : 20th June, 2013
Thursday

Venue: Principal's Cabin

Time: 12.00 PM

Meeting of IQAC

Introduction:

On dated 01/05/2013 a meeting of faculty with the principal was organized under the chairmanship of the principal as a part of annual meeting. It was an open discussion meeting in which all the teaching faculties discussed following issues:

1. The staff suggested the principal to initiate for accreditation by NAAC, Bangalore.
2. The staff suggested formation of IQAC (to monitor internal quality) and NAAC cells (to prepare for the first accreditation) in the college.
3. The staff recommended Dr. Pund M.M. to be the coordinator of NAAC as he had been the coordinator of XI Plan of UGC and has good knowledge of UGC schemes. Furthermore, he has been showing keen interest in NAAC related programmes organized by various colleges.
4. The staff recommended Mr. Mirza S. B. to be the coordinator of IQAC as he had good managerial and communication skills required to handle the cell. Moreover, he has been involved in the academic development of the college for many years and he was coordinator of IQEP (Indira Quality Enhancement Programme) since this activity was started in the year 2004.

All the IQAC members are requested to attend the first meeting of IQAC scheduled on 20th June 2013 in the Principal's cabin at 12.00 p.m. The agenda for this meeting is as follows:

Agenda:

1. Welcome all the newly appointed members of IQAC.
2. Recommendations of staff to principal for merging of IQEP (Indira Quality Enhancement Programme), formation of IQAC & NAAC cells in the college
3. Action Plan for academic year 2013-14.

4. Appreciation of principal's activities in the college regarding different committee works.
5. To flash different committee reports on website and prospectus.
6. Criterion-wise distribution of NAAC work among the members.
7. To call for department-wise suggestion to IQAC for strengthening teaching.
8. Discussion on Communication of Confidential Reports (CR) to faculties.
9. Discussion on analysis of different feedback taken from students.
10. Discussion & suggestion requested from faculty regarding research (MRP), Extension (NSS & Sports) and infrastructure facility (construction of Library, Micro Lab, and ICT Hall, Classroom)
11. Discussion on paperless administration.
12. Discussion on guidance regarding placement activities under CAS scheme.
13. Discussion on Planning for accreditation from NAAC, Bangalore.
14. Discussion on Remedial/NET Coaching scheme of UGC XII plan
15. Any other matter with the permission of the chairperson.

Kindly make it convenient to attend the meeting on the date and time specified above.

Coordinator, IQAC

Copy to:

- 1) Principal Dr. G. N. Shinde Chairperson
- 2) Mr. Muthe P. R. Member
- 3) Dr. Waghmare N. K. Member
- 4) Mrs. Rathod B. A. Member
- 5) Dr. Khansole S. V. Member
- 6) Mr. Saudagar F.M. Member
- 7) Shri Wadwale J. B. Member (Senior Adm. Official Member)
- 8) Dr. B.S. Dhengle External Member
- 9) Prof. Dr. Kaplay R. D External Member

Minutes of the Meeting 01

The first meeting of IQAC was held on 20 June, 2013 at Principal's cabin at 12.00 p.m. under the chairmanship of the Principal Dr. G.N. Shinde. Following members were present for the meeting.

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| 1) | Principal Dr. G. N. Shinde | Chairperson |
| 2) | Mr. Muthe P. R. | Member |
| 3) | Dr. Waghmare N. K. | Member |
| 4) | Mrs. Rathod B. A. | Member |
| 5) | Dr. Khansole S. V. | Member |
| 6) | Mr. Saudagar F.M. | Member |
| 7) | Shri Wadwale J. B. | Member (Senior Adm. Official Member) |
| 8) | Dr. B.S. Dhengle | External Member |
| 9) | Prof. Dr. Kaplay R. D | External Member |
| 10) | Dr. Mirza S. B | Coordinator, IQAC |

Minutes:

Minutes of the first meeting are as follows:

1. The meeting started by felicitating all the newly appointed members of IQAC by the coordinator Dr. Mirza S. B. The cell was formed as per the UGC guidelines and staff meeting recommendations which was held on dated 01/05/2013.
 - a. Dr. G. N. Shinde being the principal is unanimously appointed as the Chairman.
 - b. Mr. Saudagar F. M. the head of Dept. of Political Science represents Minority community. (Member, IQAC)
 - c. Dr. Waghmare N. K. the head of P.G. Dept. of Geography represents Reservation Category (SC). (Member, IQAC)
 - d. Mr. Muthe P. R. the head of Dept. of Economics is helpful in data analysis through statistics. (Member, IQAC)
 - e. Dr. Khansole the head of Dept. of Chemistry represents academic and research field as he is working on two MRPs. (Member, IQAC)
 - f. Mrs. Rathod B.A. the head of Dept. of Physics and Electronics represents women. (Member, IQAC)
 - g. Mr. Wadwale J.B. being a senior administrative officer represents accounts section. (Member, IQAC)

- h. Dr. B. S. Dhengle. Former Principal of Yeshwant Mahavidyalaya is nominated as an external expert from local community and having experience for accreditation. (Member, IQAC)
 - i. Prof. R. D. Kaplay School of Earth Sciences SRTMU, Nanded is nominated (nominated from parent university) as an external expert from Quality Management. He was earlier Coordinator of NAAC & Director, B. C. U. D. of S. R. T. M. University, Nanded. (Member, IQAC)
 - j. Dr. Mirza S. B. the head of Dept. of English is nominated as the coordinator of the IQAC cell as per his earlier experience in Indira Quality Enhancement Programme (IQEP) & recommendation from faculty meeting. (Coordinator, IQAC)
2. The staff meeting resolution suggested the principal to form NAAC and IQAC cell in the college and nominate the coordinators. The committee discussed the newly issued guidelines by the UGC regarding formation of IQAC in the college. The aims and objectives and functions of IQAC were discussed and also unanimously decided that IQEP (Indira Quality Enhancement Programme) should be merged in the IQAC from now onwards. It was unanimously decided to form NAAC cell.
 3. The committee agreed to prepare action plan for the year 2013-14.
 4. The committee appreciated the activities of the principal who has been running and monitoring different committees right from his joining as Principal in 2004. The healthy activities were appreciated and praised by all the members.
 5. The IQAC suggested the principal to flash different committee reports on website and in prospectus to ensure quality education.
 6. All the members collectively suggested to distribute NAAC work criterion-wise so as to run the work smoothly and nominate seven chairpersons of seven criteria.
 7. The IQAC requested suggestions from each department so as to ensure quality teaching/education and consistency in administration.
 8. The IQAC discussed on communication of Confidential Reports (CR) by the Principal to each faculty so that they can improve themselves.
 9. The cell discussed on the collection of different types of feedback from students, parents etc. The cell suggested that it is need to implement those suggestions if applicable. To which Principal responded positively.
 10. The committee stressed on the important issues like research activities, extension and infrastructure facilities. Under research activities it was discussed to guide the MRP sanctioned faculties to submit their reports and utilization certificate in time. The extension activities NSS & Sports activities were discussed and under infrastructure facilities construction of library building, Microbiology lab, and ICT Hall were discussed.
 11. It is unanimously resolved that college should adopt paperless work system. Instead of paper, communication should be done through emails.

12. . It was decided to guide in preparation of the proposals of promotion under CAS of teaching faculties and submit to university and Joint Director's office. The members gave their consent to guide in this essential matter for the benefit of faculties.
13. All members unanimously suggested that college has to go for accreditation as per the UGC and State Govt. directives which will obviously strengthen the academic and student related activities.
14. The Cell is satisfied with the last year's conduction of Remedial and NET Coaching classes under UGC XII plan Scheme in college. All members unanimously suggest to continue this scheme more effectively in this academic year (2013-14) also.
15. Following issues were discussed with the kind permission from the chairperson.
All the members had a long discussion about action plan for next academic year 2013-14. At first it was decided to concentrate on following pending matters.
 - a) More active participation with MoUs; Nehru Yuva Kendra, Nanded, Govt. Pingle College, Waddepally, Warangal, Taluqa Krida Sankool, Nanded etc.
 - b) To guide the faculties who received MRP regarding submission of reports and utilization certificate.
 - c) Discussion on vacant post under FIP scheme {regarding replacement of Mr. Deshmukh V. R. (Dept. of Marathi)}
 - d) It was decided to create action plan for initiating new activities for enhancing teaching on campus.

The meeting ended with a brief note by the chairperson Dr. G. N. Shinde who appealed all the staff members to develop a system for college to improve and strengthen the academic and administrative performance of the college. Vote of thanks was paid by Dr. Mirza. S. B.

-Sd/-
Coordinator, IQAC

- Sd/-
Chairperson, IQAC