

**IQAC Meeting: 02****Date :** 26<sup>th</sup> August, 2013**Venue:** Principal's Cabin**Time:** 02.00 p.m.**Monday**


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All the IQAC members are requested to attend the second meeting of IQAC scheduled on 26<sup>th</sup> August, 2013 in the Principal's cabin at 2.00 p.m. The agenda for this meeting is as follows:

**Agenda:**

1. Confirmation of minutes of previous meeting.
2. Action Taken Report on the issues discussed in the first meeting.
3. Discussion on college result and Principal – Student interaction on every eve of Independence Day.
4. Follow-up of well equipped ICT Hall, Library & Microbiology lab.
5. Action plan of IQAC for annual year 2013-14.
6. Applying for organizing national seminar.
7. Discussion on execution of lectures and completion of syllabus
8. To discuss record of attendance and DTR.
9. To organize meeting of IQAC with: (a) Faculty, (b) Non-teaching faculties (c) Educationist, (d) Alumni (e) Stakeholders separately.
10. Invitation to Mr. Bais Amar Singh Rajpal Singh as invitee member for the next meeting of IQAC as he is alumni of the College.
11. To discuss Vision Document
12. To discuss registration of Alumni association
13. To discuss faculty work focused in Gyandhara.
14. Any other matter with permission of 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 ( <b>Senior Adm. Official Member</b> ) |
| 8) | Dr. B.S. Dhengle           | External Member                               |
| 9) | Prof. Dr. Kaplay R. D      | External Member                               |

## Minutes of the Meeting 02

The second meeting of IQAC was held on **26<sup>th</sup> August, 2013** at Principal's cabin at 2.00 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 ( <b>Senior Adm. Official Member</b> ) |
| 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 second meeting are as follows:

1. The minutes of previous meeting held on 15<sup>th</sup> June, 2013 were read by IQAC Coordinator Dr. Mirza S. B. & confirmed by consensus.
2. Action Taken Report is discussed.
3. All members are interested in college result and very much satisfied with the university result of academic year 2012-13. Principal has quoted that the result of the college is very much impressive and better than neighbouring colleges. All the members expressed their satisfaction with the status of result of summer 2012-13. Also all members appreciated the Principal – Student interaction activity which is conducted on every eve of Independence Day. The Principal has communicated the discussion & suggestions given by the Students on that occasion. It stresses to strengthen 'learner-centric environment'.
4. All the members are satisfied with the construction of ICT Hall, Library Building and Micro Lab.
5. The follow-up of activities, as a part of Action plan, done by IQAC were presented before members as follows:-
  - a) MoU process with State Govt. of Maharashtra for the development Sports infrastructure facility
  - b) Committee for technical guidance for submission of MRP as per the recommendations of IQAC Cell in the last meeting.

- c) IQAC appreciated principal's initiative to promote research and 'Faculty Improvement Programme' as one of the staff members, and appoint Mrs. Jadhav S.B. on lien vacancy of Mr. Deshmukh V. R.
6. IQAC cell guided Department of Hindi in submission of proposal for organization of one day national seminar in Hindi. It is suggested to raise funds by approaching to Sahitya Acadami ,Tourism & Cultural Affairs Department, Govt. of Maharashtra, Mantralaya, Mumbai & SRTM University, Nanded. The title of the seminar suggested by Hindi Dept. was "**Sathotari Hindi Alochana Ke Vividh Pravaha**" .
  7. It was unanimously suggested that actual allotment of teaching periods and perfect completion of syllabus should be finished in stipulated period and to conduct classes beyond duty hours to teach the topic right up to the depth, if required.
  8. It was recommended that the records of attendance and Daily Teaching Reports should be regularly maintained as a routine activity. Neat and clean record will surely be beneficial from NAAC point of view. This will further strengthen internal quality of the college. IQAC appreciated principal's efforts in this regard and suggested to strengthen the activity further.
  9. It was proposed by the coordinator and approved collectively by all the members that IQAC may conduct meeting with different persons representing different fields such as college faculties, Non-teaching faculties, educationist, alumni, stakeholders etc.
  10. It was approved by the members of IQAC that Bais Amar Singh Rajpal Singh who is an alumni of the college should be invited as invitee member in the next meet of IQAC.
  11. It was agreed to prepare Vision Document of the college. A committee should be formed to prepare the proposal of Vision Document.
  12. All the members consented to register an alumni association.
  13. The college magazine "Gyandhara" focuses on each faculty's participation in various curriculum and extra-curricular activities. All the members appreciated this activity of the college and ensured their active participation in such activities.
  14. The Documentation of the various programmes/activities leading to quality improvement' has been the routine part of the college almost since its inception, all the IQAC members congratulated principal, who initiated the proper documentation of all the activities carried out by the faculty, students, etc. as a part of its routine activity and not the mere formality to be completed for NAAC.

The meeting ended with vote of thanks by Dr. Mirza S. B. with the announcement of next probable meeting in January, 2014.

-Sd/-  
Coordinator, IQAC

-Sd/-  
Chairperson, IQAC