

J.D.M.V.P. SAMAJ'S
S. S. PATIL ART'S, T. T. SALUNKHE COMMERCE AND G. R. PANDIT SCIENCE COLLEGE, JALGAON
INTERNAL QUALITY ASSURANCE CELL [IQAC]
IQAC Meeting Minutes, 2018-19.
Meeting – 1

Date: 16/07/2018

The first IQAC meeting was organized on 16/07/2018 at 11.00 am in IQAC office and following Members were present.

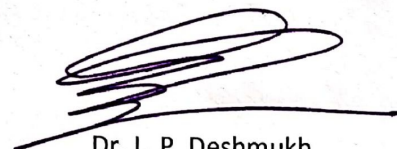
Name	Capacity
Prin. Dr. L. P. Deshmukh	Chairman
Dr. A. Y. Badgujar	Member
Dr. Smt. M. S. Patil	Member
Dr. Aafaq Shaikh	Member
Dr. R. B. Sandanshiv	Member
Mr. Anil Ingale	Member, OS
Dr. S. A. Gaikwad	Coordinator

The following subjects were discussed in the meeting.

1. To review progress of preparation of AQAR of year 2016-17, 2017-18.
 - The progress of preparation was reviewed and decided to submit reports up to December 2018. The responsibility is given to IQAC committee.
2. To constitute academic committees for academic year 2018-19.
 - Principal and Vice- Principals have given privilege to constitute academic committees.
3. To prepare Teaching Plan for academic year 2018-19 for all courses being taught in college.
 - It is decided to inform teachers to prepare teaching plan of their subject before the actual teaching starts and submit to their HoDs.
4. To prepare and display the time-table.
 - It is decided that Time table committee should make a consolidated time table with in two weeks and make it avail to college administration, all departments and students.
5. To prepare academic calendar of 2018-19.
 - The academic calendar committee should prepare this and avail it on website. This committee is to be instructed to keep track of execution of curricular and extra-curricular activities according to calendar.



Dr. S. A. Gaikwad
Coordinator



Dr. L. P. Deshmukh
Principal

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INTERNAL QUALITY ASSURANCE CELL [IQAC]
IQAC Meeting Minutes, 2018-19.
Meeting – 2


Date: 14/08/2018

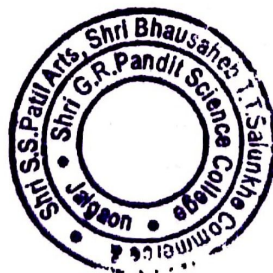
The first IQAC meeting was organized on 14/08/2018 at 11.00 am in IQAC office and following Members were present.


Name	Capacity
Prin. Dr. L. P. Deshmukh	Chairman
Dr. A. Y. Badgujar	Member
Dr. Smt. M. S. Patil	Member
Dr. Aafaq Shaikh	Member
Dr. R. B. Sandanshiv	Member
Mr. Anil Ingale	Member, OS
Dr. S. A. Gaikwad	Coordinator

The following subjects were discussed in the meeting.

1. To confirm the minutes of IQAC meeting held on 16/07/2018.
 - Dr. S. A. Gaikwad, Coordinator has read the minutes of the IQAC meeting held on 16/07/2018 and the same were confirmed.
2. To collect statistical data and other information required for preparation of AQAR of year 2016-17, 2017-18.
 - It is decided that the departments and chairman of various academic committees should compile the statistical data about students, results, scholarships etc. and data about college as whole and avail it to IQAC for preparing these reports. It is decided that data related to office and administration will be availed by Vice-Principals.
3. To get the self-appraisal reports of teachers for academic years 2016-17 and 2017-18.
 - HoDs should instruct and collect self-appraisal forms of teachers along with supporting documents at the earliest.
4. To discuss the effective implementation of the teaching plans and academic calendar of 2018-19 for the development of the college.
 - The IQAC committee should monitor the theory and practical classes if they are going on as per teaching plan and activities being engaged as per academic calendar under the guidance of Principal


Dr. S. A. Gaikwad
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Dr. L. P. Deshmukh
Principal

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IQAC Meeting Minutes, 2018-19.
Meeting – 3


Date: 06/09/2018

The first IQAC meeting was organized on 06/09/2018 at 11.00 am in IQAC office and following Members were present.


Name	Capacity
Prin. Dr. L. P. Deshmukh	Chairman
Dr. A. Y. Badgujar	Member
Dr. Smt. M. S. Patil	Member
Dr. Aafaq Shaikh	Member
Dr. R. B. Sandanshiv	Member
Mr. Anil Ingale	Member, OS
Dr. S. A. Gaikwad	Coordinator

The following subjects were discussed in the meeting.

1. To confirm the minutes of IQAC meeting held on 14/08/2018.
 - Dr. S. A. Gaikwad, Coordinator has read the minutes of the IQAC meeting held on 14/08/2018 and the same were confirmed.
2. To collect statistical data and other information required for preparation of Academic & Administrative Audit report [AAA] for years from 2015-18.
 - It is decided that the concern departments and chairman of various academic committees should compile the statistical data about college and give it to Vice-Principals and OS for preparing these reports. Once the report is ready the University committee for AAA should be called for evaluation.
3. To discussed the issue of Career Advancement of the Faculty as per NAAC 7 Criteria.
 - It is decided that teachers should improve their academic performance consistently through research and other relevant activities and submit their API to IQAC for assessment and evaluation for CAS promotion.
4. To activate IQAC uploading windows on college website.
 - It is mandatory to upload events on college website as soon as they take place. Therefore, it is necessary to create an uploading window so as to make it easy for individual teacher to upload his event. It is decided that IQAC coordinator will design and collaborate with website developer for making of uploading window.


Dr. S. A. Gaikwad
Coordinator




Dr. L. P. Deshmukh
Principal

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IQAC Meeting Minutes, 2018-19.
Meeting – 4


Date: 04/10/2018

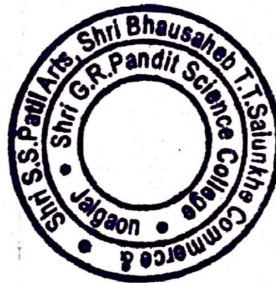
The first IQAC meeting was organized on 04/10/2018 at 11.00 am in IQAC office and following Members were present.


Name	Capacity
Prin. Dr. L. P. Deshmukh	Chairman
Dr. A. Y. Badgujar	Member
Dr. Smt. M. S. Patil	Member
Dr. Aafaq Shaikh	Member
Dr. R. B. Sandanshiv	Member
Mr. Anil Ingale	Member, OS
Dr. S. A. Gaikwad	Coordinator

The following subjects were discussed in the meeting.

1. To confirm the minutes of IQAC meeting held on 06/09/2018.
 - Dr. S. A. Gaikwad, Coordinator has read the minutes of the IQAC meeting held on 06/09/2018 and the same were confirmed.
2. To take the review of IQAC work.
 - Discussed various issues of monitoring quality, sustenance and departmental inputs.
3. To approve AQAR report of year 2016-17.
 - The committee has compiled the report based on departmental inputs and data received from office. The report is read by Dr. A. Y. Badgujar and it is approved by other members. It is unanimously decided to send this report to NAAC Bangalore and to website developer for posting on college website.


Dr. S. A. Gaikwad
Coordinator




Dr. L. P. Deshmukh
Principal

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IQAC Meeting Minutes, 2018-19.
Meeting – 5


Date: 31/10/2018

The first IQAC meeting was organized on 31/10/2018 at 11.00 am in IQAC office and following Members were present.


Name	Capacity
Prin. Dr. L. P. Deshmukh	Chairman
Dr. A. Y. Badgujar	Member
Dr. Smt. M. S. Patil	Member
Dr. Aafaq Shaikh	Member
Dr. R. B. Sandanshiv	Member
Mr. Anil Ingale	Member, OS
Dr. S. A. Gaikwad	Coordinator

The following subjects were discussed in the meeting.

1. To confirm the minutes of IQAC meeting held on 04/10/2018.
 - Dr. S. A. Gaikwad, Coordinator has read the minutes of the IQAC meeting held on 04/10/2018 and the same were confirmed.
2. To take the review of progress of departments in quality sustenance and to discuss about introducing skill enhancement courses particularly in science departments.
 - It is decided to visit departments on to check the possibility of starting skill enhancement courses with existing infrastructure and human resources.
3. To discuss the opportunities and challenges for establishing Skill Development and Training Center for final year UG and PG students.
 - It is decided to arrange separate meetings for final year students of Science, Commerce and Arts faculty with Principal and Staff to check the inclination of students for such training and to motivate the students to enhance their skills.
4. To make aware the staff about working and use of google classroom and about how to use IQAC event uploading window of college website.
 - It is decided that Dr. A. Y. Badgujar and Dr. S. A. Gaikwad will give a live demo of this in staff meeting and guide teachers as and when they need support in these matters.


Dr. S. A. Gaikwad
Coordinator




Dr. L. P. Deshmukh
Principal

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Meeting – 6

Date: 12/12/2018

The first IQAC meeting was organized on 12/12/2018 at 11.00 am in IQAC office and following Members were present.

Name	Capacity
Prin. Dr. L. P. Deshmukh	Chairman
Dr. A. Y. Badgujar	Member
Dr. Smt. M. S. Patil	Member
Dr. Aafaq Shaikh	Member
Dr. R. B. Sandanshiv	Member
Mr. Anil Ingale	Member, OS
Dr. S. A. Gaikwad	Coordinator

The following subjects were discussed in the meeting.

1. To confirm the minutes of IQAC meeting held on 31/10/2018.
 - Dr. S. A. Gaikwad, Coordinator has read the minutes of the IQAC meeting held on 31/10/2018 and the same were confirmed.
2. To take the review of IQAC work and various issues of quality sustenance and enhancement.
 - The new guidelines for AQAR has been launched and IQAC needs to equip college for resources required for online submission of AQAR reports. IQAC has recommended to Principal for implementation of ERP solution for online admission and accounts.
3. To form the committee for Skill Development and Training Center.
 - It is decided to appoint Prof. N. B. Ingle as a Chairman of this committee and Prof. N. B. Baviskar and Mr. Dhanraj Patil as member to assist student as and when they need help.
4. To introduce Learning Management System to staff and train them for automation of office and admission.
 - It is decided to arrange a one-day training workshop for staff for LMS/CIMS training in the month of March 2019.
5. To approve AQAR report of year 2017-18.
 - The committee has compiled the report based on departmental inputs and data received from office. The report is read by Dr. S. A. Gaikwad and it is approved by other members. It is unanimously decided to send this report to NAAC Bangalore and to website developer for posting on college website.



Dr. S. A. Gaikwad
Coordinator



Dr. L. P. Deshmukh
Principal