

## Meeting I (2018-19)

## Opening

The regular Meeting of the IQAC was called to order at 11.00 AM on 18<sup>th</sup> June 2018 in the 'Botany Lab' presided by Prin. Dr. B. D. Borse.

## Present Members:

Sr. no.	Name of the Member	Designation
1	Dr. B. D. Borse	Principal
2	Dr. S. C. Ahire	Vice Principal
3	Asst. Prof. I. U. Shaikh	Coordinator
4	Dr. A. S. Marathe	Teacher Representative
5	Dr. S. S. Bhoi	Teacher Representative
6	Dr. M. S. Borse	Teacher Representative
7	Mr. A. S. Patil	Office Representative
8	Mr. M. V. Desale	Office Representative
9	Mr. Vijay Bagul	Alumni Representative
10	Mr. Jatin Bagale	Student Representative

## Absent Members:

Sr. no.	Name of the Member	Designation
1	Hon. Arvind M. Patil	Representative of the Management

**Approval of the Minutes:**

The motion to approve minutes of the previous meeting was moved by Dr. A. S. Marathe and seconded by Dr. M. S. Borse. The minutes of the previous meeting was unanimously approved.

**To form various academic committees:**

The motion to form various academic committees was moved by Dr. S. C. Ahire and seconded by Dr. S. S. Bhoi and it approved unanimously. Prin. Dr. B. D. Borse ordered to form academic committees.

**To prepare academic calendar:**

Dr. S.S. Bhoi proposed to prepare academic calendar as possible as early and seconded by Dr. A. S. Marathe. It was unanimously accepted to prepare academic calendar. Prin. Dr. B. D. Borse ordered to form academic calendar for the year 2018-19 and to match with the university academic calendar.

**To prepare AQAR Report for the year 2017-18**

The motion to prepare Annual Quality Assurance Report was moved by Dr. B. D. Borse and seconded by Dr. S. C. Ahire and it was unanimously decided. Prin. Dr. B. D. Borse advised IQAC committee to work accordingly to submit AQAR-2017-18 in stipulated time to NAAC Bangalore.

**To Assess Annual CAS Proposals:**

Dr. S. C. Ahire made the motion to check annual CAS proposals and it was seconded by I. U. Shaikh. It was unanimously accepted.

**To organize various student workshops:**

Student Representative Mr. Jatin Bagale made the motion to organize various student level workshops in the college and seconded by Alumni representative Mr. Vijay Bagul. It was agreed to by all without dissent.

**To implement CBCS Syllabus and prepare teaching plan:**

Dr. S. C. Ahire who is also BoS Member of the affiliated University moved the motion to implement the new CBCS Pattern syllabi as per university guidelines. North Maharashtra University Jalgaon has approved CBCS Pattern to implement in all affiliated colleges at UG Level from 2018-19. He also informed to prepare teaching plan accordingly. The motion to implement CBCS Pattern and preparing teaching plan as per the new pattern was seconded and passed unanimously.

**To introduce new CBCS Pattern:**

The motion to introduce new syllabus pattern to all students was made by Mr. Sanjay Bagul and seconded by Student representative. It was agreed to guide students regarding new CBCS pattern by all.

**Result analysis and Feedback analysis:**

Dr. M. S. Borse moved the motion to analyze result and feedback collected for the year 2017-18 seconded by I. U. Shaikh. It was agreed to by all and prin. Dr. B. D. Borse instructed to present the analysis of the feedback in the next meeting.

**To celebrate various National and International Days:**

Dr. A. S. Marathe proposed that various days of national and International importance should be celebrated to create social awareness and seconded by Dr. S.S. Bhoi. It was accepted unanimously.

**New Business:**

Dr. S. C. Ahire proposed to discuss Tutor-ward grievances and it was deferred to next meeting.

**Meeting Adjournment:**

The meeting was adjourned at 1.00 PM with the permission of the principal.



Minutes submitted by

I. U. Shaikh

Minutes approved by

Prin. Dr. B. D. Borse

## Meeting II (2018-19)

### Opening

The regular Meeting of the IQAC was called to order at 11.00 AM on 27<sup>th</sup> February 2019 in the 'Vice Principal's office' presided by Prin. Dr. B. D. Borse.

### Present Members:

Sr. no.	Name of the Member	Designation
1	Dr. B. D. Borse	Principal
2	Hon. Arvind M. Patil	Representative of the Management
3	Dr. S. C. Ahire	Vice Principal
3	Asst. Prof. I. U. Shaikh	Coordinator
4	Dr. A. S. Marathe	Teacher Representative
6	Dr. S. S. Bhoi	Teacher Representative
7	Dr. M. S. Borse	Teacher Representative
8	Mr. A. S. Patil	Office Representative
10	Mr. Vijay Bagul	Alumni Representative
11	Mr. Bagale Jatin	Student Representative

### Absent Members:

Sr. no.	Name of the Member	Designation
1	Mr. M. P. Desale	Office Representative

**Approval of the Minutes:**

The motion to approve minutes of the previous meeting was moved by Dr. S. C. Ahire and seconded by Dr. B.D. Borse. The minutes of the previous meeting was unanimously approved.

**To evaluate the work of various academic committees:**

Dr. S. S. Bhoi moved that Academic committees' work to be evaluated and seconded by Dr. M. S. Borse and it approved unanimously. Prin. Dr. B. D. Borse instructed to evaluate the work of all academic committees for the year 2018-19.

**To prepare NAAC related supporting Documents:**

Hon. Arvind M. Patil, chairman of Navoday Shaikshanik Sanstha moved to prepare NAAC related supporting document to complete reaccreditation process and it seconded by Dr. S. C. Ahire, and it was unanimously accepted. Prin. Dr. B. D. Borse instructed to all IQAC members to track the work of documentation.

**To go for academic audit:**

The motion to go for audit for the year 2018-19 was moved by Mr. A. S. Patil and seconded by Dr. S. S. Bhoi and it was accepted. Prin. Dr. B. D. Borse advised Mr. A. S. Patil and others to do audit.

**To send proposal for new subjects for the next year 2019-20:**

Dr. S. C. Ahire made the motion to send proposal to start new subject on special level for the academic year 2019-20 and it was seconded by I. U. Shaikh. It was unanimously accepted.

**To organize various student workshops:**

Student Representative Mr. Jatin Bagale made the motion to increase student's participation in cultural, extra-curricular and sport activities and seconded by Mr. Bagul Vijay. It was accepted.

**To collect the feedback forms:**

Dr. S. C. Ahire proposed that feedback form should be distributed and collected from final year students before examinations and seconded by Dr. M. S. Borse. It was agreed to by all.

**To solve students' exam related grievances:**

Mr. Vijay Bagul, student representative moved that examination related grievances of students should be solved so that examination will be organized smoothly and it was seconded by Jatin Bagale. It was accepted unanimously.

**To promote research work:**

Dr. S. C. Ahire proposed to avail research guidance and it was seconded by I. U. Shaikh. Prin. DR. B. D. Borse instructed to organize research guidance before examination.

**Meeting Adjournment:**

The meeting was adjourned at 1.00 PM. by the permission of the principal.



Minutes submitted by

I. U. Shaikh

Minutes approved by

Prin. Dr. B. D. Borse