



NAAC Accredited 'B' Grade

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Navoday Shaikshanik Sanstha, Dhule's

UTTAMRAO PATIL ARTS & SCIENCE COLLEGE, DAHIWEL, TAL- SAKRI, DIST -DHULE

Prin. Dr. S.C. Ahire (M.A.M.Phil.Ph.D)

Minutes of Meeting and ATR for 2021-22

Meeting no.1.

A general Meeting of IQAC was conducted on 21th June 2021 at 11.00 am at the IQAC Hall under the chairmanship of Prin. (Act.) Dr. S. C. Ahire

Following members of IQAC were present to the meeting:

Sr. no.	Name	Designation	Representative of
1	Prin. Dr. S. C. Ahire	Principal (Acting)	Head of the Institute
2	Nanaso. Rajendra Manikrao Patil	Vice- Chairman, NSS Dhule	Management
3	Asst. Prof I. U. Shaikh	Coordinator	Coordinator
4	Dr. A. S. Marathe	Senior Teacher	Senior Teacher
5	Dr. S. S. Bhoi	Senior Teacher	Senior Teacher
6	Dr. M. S. Borse	Senior Teacher	Senior Teacher
7	Mr. A. S. Patil	Office Superintendent	Office Representative
8	Mr. M. P. Desale	Head Clerk	Office Representative
9	Mr. Liladhar Mukunda Pawar	Alumnus	Alumni Representative
10	Mr. Chetan Bacchav	Student	Student Representative

Members Apologies: Mr. Balasheb Biraris, The Director, Sankalp Foods Pri. Ltd., Employer Representative



Sr. no.	Agenda /Motion	Made and Seconded by	Minutes and Action Taken Report
1	Minutes of the previous Meeting	Dr. S.C. Ahire and Dr. A. S. Marathe	Minutes of the previous meeting were discussed, confirmed and accepted unanimously.
2	Preparation of Academic Calendar and Annual Teaching plan	Dr. M. S. Borse and Dr. S. S. Bhoi	<p>It was discussed in large to prepare Academic Calendar taking in view the spread of Coronavirus pandemic. Prin. Dr. S C. Ahire instructed to prepare Academic Calendar for the Academic Year 2021-22.</p> <p>As per the instructions, The Academic Calendar was prepared keeping in view the Academic Calendar of the affiliating university. The regular schedule had been disturbed due to Covid-19. The Academic calendar was thus prepared and distributed to the departments and teachers. The motion of preparation of annual teaching plan was discussed and it was decided to prepare teaching plan.</p> <p>Annual teaching plans were prepared by teachers of subjects taught in the college and were assessed by head of the departments and authenticated by the Principal.</p>
3	Formation of Academic Committees	Dr. A. S. Marathe and Asst. Prof. I. U. Shaikh	<p>It was discussed and decided to form various Academic Committees.</p> <p>Academic Committees were formed as per the instructions of Principal. Concerning committee members were assigned extra duties to carry out to run curricular and extra-curricular works smoothly.</p>
4	To organize bridge courses	Asst. Prof I. U. Shaikh and Dr. B. D. Borse	<p>The committee members discussed the issue of Bridge courses for the Academic Year 2021-22 and accepted unanimously to organize for first year students.</p> <p>Bridge courses for FYBA/FYBSc. were organized for the benefit of students.</p>
5	Result Analysis	Dr. S. S. Bhoi and Mr. A. S. Patil	<p>Discussions were made regarding last year's results and it was decided to analyse results and make strategy to improve results for the next semester. As per the decision taken the results of the last year were analysed and the report of analysis was forwarded to the principal and CDC for further actions.</p>
6	Feedback Analysis	Mr. L. M. Pawar and Mr. Chetan Bachhav	<p>Feedback collected from all the stakeholders was unanimously accepted to analyse and forward suggestions and recommendations to the principal and CDC for further actions.</p> <p>Feedback collected for the last academic year was analysed by the Feedback committee and the report</p>



			of the same was submitted to the principal and College Development Committee for further action.
7	To follow Coronavirus regulations strictly	Mr. A. S. Patil and Dr. S. C. Ahire	The issue of spread of Coronavirus and its effect was largely discussed and it was unanimously accepted to follow Central and State Governments Covid Restrictions. During organization of physical classes, Covid SoPs were strictly followed and preventive measures were taken.
8	New Members of IQAC	Mr. I. U. Shaikh and Mr. S. C. Ahire	New members of IQAC from student and Alumni representatives were facilitated. These new members included: <ol style="list-style-type: none"> 1. Liladhar Mukunda Pawar: Alumni Representative 2. Bachhav Chetan: Student Representative

Adjournment:

The meeting adjourned with the permission of the chairman of IQAC Prin. Dr. S. C. Ahire.

IQAC Coordinator

Asst. Prof. I. U. Shaikh

Principal

Dr. S. C. Ahire



Meeting no. 2

A general Meeting of IQAC was conducted on 14/09/ 2021 at 11.00 am at the IQAC Hall under the chairmanship of Prin. (Act) Dr. S. C. Ahire. The following members were present.

Sr. no.	Name	Designation	Representative of
1	Prin. Dr. S. C. Ahire	Principal	Head of the Institute
2	Nanaso. Rajendra Manikrao Patil	Vice-Chairman, NSS Dhule	Management
3	Asst. Prof I U Shaikh	Coordinator	Coordinator
4	Dr. A. S. Marathe	Senior Teacher	Senior Teacher
5	Dr. S. S. Bhoi	Senior Teacher	Senior Teacher
6	Dr. M. S. Borse	Senior Teacher	Senior Teacher
7	Mr. A. S. Patil	Office Superintendent	Office
8	Mr. M. P. Desale	Head Clerk	Office
9	Mr. Liladhar Mukunda Pawar	Alumnus	Alumni Representative
10	Mr. Chetan Bacchav	Student	Student Representative

Member Apologies:

Sr. no.	Name	Designation	Representative of
1	Balasaheb Nimbaji Biraris	Director, Sankalp Foods Pri. Ltd. Sakri	Employer Representative

Minutes and ATR

Sr. no.	Agenda/Motion	Made by and Seconded by	Minutes and ATR
1	Confirmation of the minutes of the previous meeting To review teaching, Learning	Dr. M. S. Borse and Dr. S. S. Bhoi	Minutes of the previous meeting were accepted and confirmed unanimously. Teaching learning which was totally shattered due to Corona virus Pandemic, discussed in length and it was decided to use online modes of teaching along with physical classes if Coronavirus spread continued. The state govt. authorities permitted to



			<p>start physical classes from October 2021.</p> <p>There was no harmful situation, hence physical classes started along with online mode of teaching. Use of ICT recommended while teaching, so that maximum benefits would be offered to the students.</p>
2.	Condolences on the death of Founder chairman of the institute	Dr. S. C. Ahire Mr. I. U. Shaikh	Founder Chairman of the institute Navoday Shaikshanik Sanstha Dhule's and member representative of IQAC Mr. Arvid M. Patil passed away due to a long time illness on 13/09/2021. All the members offered their condolences on the sad demise of the chairman Mr. Arvind M. Patil. It was a huge setback for the institute.
3.	Welcome of the New Member of IQAC	Mr. M. P. Desale and Mr. A. S. Patil	The new member of IQAC Hon. Nanaso. Rajendra Manikrao Patil, as a representative of management, was welcomed by the IQAC committee.
4	To solve Scholarship issues of the students	Mr. A. S. Patil and Mr. Chetan Bachhav	<p>The issue of difficulties in filling online scholarship forms was discussed and decided to resolve. The students would be made aware and be motivated to fill up the forms.</p> <p>The students were contacted and made them aware about their loss if they did not fill up the form. They were assured and assisted by the college to fill up their forms on time.</p>
5	To organize various activities, workshops and Seminars	Dr. A. S. Marathe and Dr. S. C. Ahire	<p>It was approved to organize various online and offline activities for students.</p> <ol style="list-style-type: none"> 1. 'Covid Vaccination Drive' was organized on 27/10/2021. 2. Online meeting with Joint Director regarding Covid vaccination of the students on 25 October 2021. 3. A national level webinar organized on 'Diabetes, Kidney and Eye Diseases' on 12 October 2021. 4. A National Level Webinar organized on 'An Awareness regarding Women Health' on 27 September 2021



			<ol style="list-style-type: none">5. An online workshop on Personality development was organized on 24 September 2021.6. Along with these various other National important days were celebrated7. International Virtual Conference on 'Advances in Material Sciences, Applied Sciences and Engineering' on 10th September 2021.8. A Webinar on NSS Songs organized.
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Adjournment:

The meeting adjourned with the permission of the chairman of IQAC Prin. Dr. S. C. Ahire.

IQAC Coordinator

Asst. Prof. I. U. Shaikh

Principal

Dr. S. C. Ahire



Meeting no. 3

A general Meeting of IQAC was conducted on 22/12/ 2022 at 11.00 am at the IQAC Hall under the chairmanship of Prin. (Act) Dr. S. C. Ahire. The following members were present.

Sr. no.	Name	Designation	Representative of
1	Prin. Dr. S. C. Ahire	Principal	Head of the Institute
2	Nanaso. Rajendra Manikrao Patil	Vice-Chairman, NSS Dhule	Management
3	Asst. Prof I U Shaikh	Coordinator	Coordinator
4	Dr. A. S. Marathe	Senior Teacher	Senior Teacher
5	Dr. S. S. Bhoi	Senior Teacher	Senior Teacher
6	Dr. M. S. Borse	Senior Teacher	Senior Teacher
7	Mr. A. S. Patil	Office Superintendent	Office
8	Mr. M. P. Desale	Head Clerk	Office
9	Mr. Liladhar Mukunda Pawar	Alumnus	Alumni Representative
10	Mr. Chetan Bacchav	Student	Student Representative
11	Balasaheb Nimbaji Biraris	Director, Sankalp Foods Pri. Ltd. Sakri	Employer Representative

Member Apologies: None.

Sr. no.	Agenda /Motion	Made by and Seconded by	Minutes and ATR
1	Confirmation of Minutes of previous meeting.	Mr. A. S. Patil and Dr. A. S. Marathe	Minutes of the previous meeting were accepted and confirmed unanimously..
2	AISHE and AQAR data	Asst. Prof. I. U. Shaikh and Dr. S. C. Ahire	It was discussed and approved unanimously in detail regarding filling DCF data on AISHE portal and to prepare AQAR supported documents. Data regarding AISHE survey and AQAR was prepared for the previous completed year.
3	Grievances of Online Examination	Dr. S. S. Bhoi and Mr. Chetan Bachhav	The examinations were conducted online due to spread of Coronavirus, many students of the catchment area of the college belonged to remote and tribal area, consequently there arose many issue of online examination, therefore it was approved to assist and solve grievances of online examinations.



			An IT coordinator has appointed by the principal of the college to solve the issues of online examinations who coordinated students and university technical team. All the grievances regarding online examination were tried to address in time.
4	To organize student activities	Dr. S. C. Ahire and Dr. M. S. Borse	It was unanimously approved to organize various student level activities. Following activities were organized. 1. Adapted village 'Vachan Katta' (A reading platform)event at Bodgaon 2. Tree Plantation 3. My Family My Responsibility Drive 4. Dakshata Week

Adjournment:

The meeting adjourned with the permission of the chairman of IQAC Prin. Dr. S. C. Ahire.

IQAC Coordinator

Asst. Prof. I. U. Shaikh

Principal

Dr. S. C. Ahire



Meeting no 4

A general Meeting of IQAC was conducted on 10/04/2022 at 11.00 am at IQAC Hall under the chairmanship of Prin. Dr. S. C. Ahire and for the meeting following members was present.

Sr. no.	Name	Designation	Representative of
1	Prin. Dr. S. C. Ahire	Principal	Head of the Institute
2	Nanaso. Rajendra Manikrao Patil	Vice Chairman, NSS Dhule	Management
3	Asst. Prof I U Shaikh	Coordinator	Coordinator
4	Dr. A. S. Marathe	Senior Teacher	Senior Teacher
5	Dr. S. S. Bhoi	Senior Teacher	Senior Teacher
6	Dr. M. S. Borse	Senior Teacher	Senior Teacher
7	Mr. A. S. Patil	Office Superintendent	Office
8	Mr. M. P. Desale	Head Clerk	Office
9	Mr. Liladhar Mukunda Pawar	Alumnus	Alumni Representative
10	Mr. Chetan Bacchav	Student	Student Representative
11	Balasaheb Nimbaji Biraris	Director, Sankalp Foods Pri. Ltd. Sakri	Employer Representative

Member Apologies: None.

Minutes and ATR

Sr. no.	Agenda /Motion	Made by and Seconded by	Minutes and ATR
1	To distribute and collect feedback forms from various stakeholders	Nanaso. Rajendra M. Patil and Dr. S. S. Bhoi	The members unanimously consented to distribute and collect feedback forms manually, for the current academic year. Feedback forms were distributed and collected from all the stakeholders and an analysis report of the same was prepared and forwarded to the principal and College Development committee
2	To prepare NAAC reaccreditation documents	Dr. S. C. Ahire and Dr. A. S. Marathe	The member of IQAC approved to prepare documentation and go for NAAC Reaccreditation as possible as early. Due to Covid effect, the NAAC Reaccreditation was delayed, but preparation and uploading documents on website was carried out.



3	To asses Appraisal forms	Dr. M. S. Borse and Mr. A. S. Patil	It was approved to asses and submit appraisal forms. Appraisal forms were assessed on their merit and submitted to the principal for further action.
4	Promotion of Research and Professional Development	Dr. A. S. Marathe and Dr. S. C. Ahire	It was approved to promote research activities and sent teachers for professional development unanimously. 1. No. of Research Guide during the year: 05 2. No. of Research papers published during the year: 27 3. No. of Books and Books chapters published during the year: 06 4. No. of teachers participated in OC/RC/STC/FDP during the year: 10
5	To go for registration of Alumni Association	Mr. Liladhar Mukunda Pawar and Mr. M. P. Desale	It was approved to prepare and submit documents to register Alumni Association. Alumni Association need to be register, therefore documents regarding registration was prepared and a proposal also prepared and submitted.
6	Various activities at student level	Dr. S. S. Bhoi and Nanaso. Rajendra. M. Patil	It was decided to organize extra-curricular activities and celebrate various days of national and International importance. Various activities and days of national and international importance were celebrated. 1. Workshop on Leadership 2. Guidance on Laws against Sexual Harassment 3. Workshop on Competitive Examinations 4. Physics Aptitude Test 2021 organised at University level.

Adjournment:

The meeting adjourned with the permission of the chairman of IQAC Prin. Dr. S. C. Ahire.

IQAC Coordinator

Asst. Prof. I. U. Shaikh



Principal

Dr. S. C. Ahire