

# Internal Quality Assurance Cell (IQAC)

## Notice

**Date: 29/06/2018**

All the members of Internal Quality Assurance Cell (IQAC) are hereby informed that the 1<sup>st</sup> meeting of IQAC will be held as per scheduled in academic calendar 2018-19 on 30<sup>th</sup> June 2018, at 11.00 a.m. in IQAC office. The following agenda will be discussed in the meeting.

### ❖ **Agenda**

- Reformation of IQAC for Academic Year
- Discussion on implementation Academic Calendar of 2018-19
- To discuss on the annual teaching plan
- Discussion on introducing Certificate Courses
- Review the result of last year
- Date of the next meeting.



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**IQAC**  
**PMT's ACSC**  
**Shevgaon**

## MINUTES OF THE MEETING

The 1<sup>st</sup> meeting of the Internal Quality Assurance Cell for the academic year 2018-19 was held on 30<sup>th</sup> June 2018 at 11.00 a.m. in IQAC office. The meeting was chaired by Hon. Prin. Dr. O.J. Rasal.

At the beginning of the meeting IQAC Coordinator welcomed the chairperson and all the members of the IQAC. The following agenda were discussed in the meeting, and it was unanimously resolves to accomplish them. The meeting was adjourned after vote of thank.

Sr. No.	Agenda	Resolution
1	Reformation of IQAC for Academic year	With permission of the chairman of IQAC, It was decided to constitute revised committee of IQAC which will function from academic year 2018-19
2	Discussion on implementation Academic Calendar of 2018-19	The academic calendar prepared by Academic committee put before IQAC for detail discussion and recognition. It was decided that all the activities to be conducted as per schedule given in the calendar.
3	To discuss on the annual teaching plan	It was decided that all teachers will prepare subject wise teaching plan and execute the same. Concern HoD will monitor the implementation. Each faculty should be maintaining Teachers Dairy.
4	Discussion on introducing Certificate Courses	It was decided to introduce Skill Oriented certificate courses for the current academic year.
5	Review the result of last year	Review of faculty wise result was taken by the chairman and congratulates teachers for their efforts and gave suggestions to improve and maintain the quality of result.
6	Date of the next meeting	It is unanimously decided to hold the next meeting of IQAC in second week of September as per academic calendar.



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# Internal Quality Assurance Cell (IQAC)

## Notice

Date: 18/09/2018

All the members of Internal Quality Assurance Cell (IQAC) are hereby informed that the 2<sup>nd</sup> meeting of IQAC will be held on 18th September 2018, at 11.00 a.m. in IQAC office. The following agenda will be discussed in the meeting.

### ❖ Agenda

- Confirmation of the minutes of the previous meeting
- Review of syllabus of First Term
- Use of ICT Resources in teaching
- Promoting e-governance in Administration
- Date of the next meeting.



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## MINUTES OF THE MEETING

The 2<sup>nd</sup> meeting of the Internal Quality Assurance Cell for the academic year 2018-19 was held on 18th September 2018 at 11.00 a.m. in IQAC office. The meeting was chaired by Hon. Prin. Dr. O.J. Rasal.

At the beginning of the meeting IQAC Coordinator welcomed the chairperson and all the members of the IQAC. The following agenda were discussed in the meeting, and it was unanimously resolves to accomplish them. The meeting was adjourned after vote of thank.

Sr. No.	Agenda	Resolution
1	Confirmation of the minutes of the previous meeting	The minutes of the previous meeting were read by the coordinator and unanimously confirmed. As per the minutes of meeting the action taken report was briefly discussed in the meeting.
2	Review of syllabus of First Term	It was decided that academic committee will take a review of syllabus completion of first term and report it to the Principal.
3	Use of ICT Resources in teaching	It was decided that all the teaching staff will make maximum use of ICT tools in the classroom for bettering the teaching learning interesting.
4	Promoting e-governance in Administration	It was decided that most of the administrative communication will be done through emails and other available social media. It was also decided to maintain all the office record in VRIDDHI software.
5	Date of the next meeting	It was unanimously decided that the next meeting of the IQAC will be held in Dec 2018.



  
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# Internal Quality Assurance Cell (IQAC)

## Notice

Date: 12/12/2018

All the members of Internal Quality Assurance Cell (IQAC) are hereby informed that the 3<sup>rd</sup> meeting of IQAC will be held on 12<sup>th</sup> December 2018, at 11.00 a.m. in IQAC office. The following agenda will be discussed in the meeting.

### ❖ Agenda

- Confirmation of the minutes of the previous meeting.
- Review of result of first term.
- To organize field visits and study tours.
- Date of the next meeting.



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## MINUTES OF THE MEETING

The 3<sup>rd</sup> meeting of the Internal Quality Assurance Cell for the academic year 2018-19 was held on 12<sup>th</sup> December 2018 at 11.00 a.m. in NAAC office. The meeting was chaired by Hon. Prin. Dr. O.J. Rasal.

At the beginning of the meeting IQAC Coordinator welcomed the chairperson and all the members of the IQAC. The following agenda were discussed in the meeting, and it was unanimously resolves to accomplish them. The meeting was adjourned after vote of thank.

Sr. No.	Agenda	Resolution
1	Confirmation of the minutes of the previous meeting	The minutes of the previous meeting were read by the coordinator and unanimously confirmed. As per the minutes of meeting the action taken report was briefly discussed in the meeting.
2	Review of result of first term	It was decided that IQAC Coordinator and the Chairman of, Academic committee will review the department wise result of the term
3	To organize field visits and study tours , Gathering planning	As per the discussion in the meeting. It was decided that college will arrange at least one study tour or field visit of students. The chairman Study Tour committee was given the responsibility to manage and arrange the thing for the same. It was also decided that the annual function of the college will be organise in January 2019 and Mr. Kiran A. Shinde will be the chairman.
4	Date of the next meeting	It was unanimously decided that the next meeting of the IQAC will be held in April 2019.



  
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# Internal Quality Assurance Cell (IQAC)

## Notice

Date: 15/04/2019

All the members of Internal Quality Assurance Cell (IQAC) are hereby informed that the 4<sup>th</sup> meeting of IQAC will be held on 15<sup>th</sup> April 2019, at 11.00 a.m. in IQAC office. The following agenda will be discussed in the meeting.

### ❖ Agenda

- Confirmation of the minutes of the previous meeting.
- Review of syllabus of second term.
- To collect feedbacks, and to make feedback analysis report.
- NAAC preparation.
- Any other issues to be discuss with permission of Chairperson.
- Date of the next meeting.



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## MINUTES OF THE MEETING

The 4<sup>th</sup> meeting of the Internal Quality Assurance Cell for the academic year 2018-19 was held on 15<sup>th</sup> April 2019 at 11.00 a.m. in IQAC office. The meeting was chaired by Hon. Prin. Dr. O.J. Rasal.

At the beginning of the meeting IQAC Coordinator welcomed the chairperson and all the members of the IQAC. The following agenda were discussed in the meeting, and it was unanimously resolves to accomplish them. The meeting was adjourned after vote of thank.

Sr. No.	Agenda	Resolution
1	Confirmation of the minutes of the previous meeting	The minutes of the previous meeting were read by the coordinator and unanimously confirmed. As per the minutes of meeting the action taken report was briefly discussed in the meeting.
2	Review of syllabus of second term	It was decided that academic committee will take a review of syllabus completion of second term and report it to the Principal.
3	To collect feedbacks, and to make feedback analysis report	It was decided that feedback committee should collect feedback on curriculum and other facilities available in the campus from stakeholders as per the requirement of NAAC and prepare an analysis report of it.
4	NAAC Preparation	It was decided that to confirm the responsibility of Chairman and members for each criteria for the preparation of SSR.
5	Any other issues to be discuss with permission of Chairperson	The principal asked the committee to prepare the plan of action for next academic year. The responsibility was given to the chairmen of the various committee and head of the departments.
6	Date of the next meeting	It was unanimously decided that the next meeting of the IQAC will be held in the last week of June 2019.



  
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