

. IQAC Meetings: Minutes: 2019-20:

Meeting 01:

Date: 13/ 07/ 2019

SR.	SUBJECT	RESOLUTION
01	Reading and Confirmation of the Minutes of the Previous Meeting	Minutes of the previous meeting held on 24.3.2019, the action taken report for the academic year 2018-19 were read by the IQAC coordinator and confirmed.
02	Welcome Ceremony of the New Comers	Every year, new comers are offered a formal welcome in a function in which the students are acquainted with the infrastructure and academic facilities availabilities on the campus. Since they are entering an altogether new world of their career stage, little light was put on challenges and opportunities. So it was resolved to organize a welcome function for the new comers in the last week of July.
03	AQAR for 2018-19 and SSR for NAAC Phase III	It was resolved to prepare the annual report and submit it by September end. It was also resolved that SSR of the college for Assessment and Accreditation should be prepared and submitted to the NAAC, Bangalore by the end of December.

		<p>However, before submission, mock NAAC should be conducted. For the same, names of Dr. Khilare, the principal of Shahu College of Kolhapur and Dr. Dadas A. N., Coordinator, IQAC of Dahiwadi College, Dahiwadi were suggested.</p>
04	Elections of Students Assembly	<p>After 2002, for the first time, Students Assembly Elections on the basis of general elections, are going to be held in Sept., 2019. As per the Maharashtra Govt. resolution, passed, and the University notification, detailed information regarding the same was provided to the committee, and it was resolved that every component and all the stakeholders be intimated and taken into confidence and the elections be held accordingly and in an amicable environment as elections have deep effect on the students' mind and their future career.</p>
05	Purchase of Science Laboratory Material	<p>Since 2019-20 is seeing the second year of B.Sc., it was resolved to purchase laboratory material including chemicals and apparatuses keeping in mind</p>

		suggestions and recommendations made by the Shivaji University's Affiliation Committee.
06	Introduction of Vocational Courses on the Campus	It was resolved that this academic year, two vocational courses be introduced on the campus keeping in mind their usefulness to students. Tally and Beauty-parlor certificate courses were made suggestion of and the suggestion made by the principal was accepted.
07	Other Subjects, if any	In the concluding part of the meeting, certain suggestions regarding smooth operation of the subjects on the agenda were made, discussed and accepted. The main focus was Students' Assembly Elections and the NAAC phase III. The meeting was concluded by a vote of thanks proposed by Dr. Gire S. M. which was followed by working refreshment i.e. tea and biscuits.

Meeting 02:

Date: 15/ 08/ 2019

SR.	SUBJECT	RESOLUTION
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01	Reading and Confirmation of the Minutes of the Previous Meeting	Minutes of the previous meeting held on 13/ 07/ 2019 were read by the IQAC coordinator and confirmed with the permission of the Chair.
02	AQAR for 2018-19 and preparation of NAAC phase III SSR	It was brought to the notice of the committee that the annual report was almost prepared and was ready for online submission. The IQAC coordinator and co-coordinator were given instructions regarding submission by 30 th September. The college in phase III of the assessment and accreditation by NAAC. It was also resolved to prepare and submit the same by the end of the calendar year and peer team visit may take place by the end of the academic year.
03	Other Subjects, if any	Tea was served. The chairman offered good wishes on the occasion our Independence Day and the meeting was concluded after Dr. Kamble S G proposed a vote of thanks.

Meeting 03:

Date: 30/ 11/ 2019

SR.	SUBJECT	RESOLUTION
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01	Reading and Confirmation of the Minutes of the Previous Meeting	Minutes of the previous second meeting in academic year which was held on 15.8.2019 were read by the IQAC coordinator and were confirmed with the permission of the chair of the IQAC.
02	Preparation of SSR-NAAC phase III	The post of Principal is to be fulfilled. All related procedures are done. Approval to advt. is likely to be granted. The work of SSR preparation is in progress. Activities regarding the same were brought to the notice of the assembly. New Procedures and significance regarding Student Satisfaction Survey (SSS) were also discussed. Two ways of thinking came on the forefront. One was to keep the SSR ready and submit it in June 2020 so that peer team visit can be arranged in August/September of 2020. And second thought that came forward was to go for the same in March/ April as 70% procedures are system generated. But it was confirmed that the institution should keep the SSR ready and handy for submission any moment.
03	Gender Audit/ Green Audit	The in-charge principal was asked

	and AAA	to look into the matter and KhadeS N (member) was asked to go for green audit of the college after making necessary enquiries regarding the same
04	Updating and Upgrading the institutional website	It was resolved that the institutional website should be kept always updated and upgraded as it is the online doorway to the institution. Mrs Dr.Gire was asked to shoulder this responsibility
05	Mock NAAC before the submission of SSR	It was resolved that before the submission of our SSR, an external team of experienced experts be invited and the SSR be first put before them. Their suggestions/instructions be, if possible, incorporated and then the SSR be submitted to the NAAC. It was also resolved that before the peer team visit, mock NAAC of the college should be conducted to examine and improve our preparations.
06	Other Subjects, if any, with the permission of the chair	The meeting concluded by the vote of thanks proposed by Gujar V B.

Meeting 04:

Date: 27/ 02/ 2020

SR.	SUBJECT	RESOLUTION
01	Reading and Confirmation of the Minutes of the Previous Meeting	Minutes of the previous second meeting in academic year which was held on 30.11.2019 were read by the IQAC coordinator and were confirmed by the permission of the chairman of the IQAC.
02	Academic and Administrative Audit of the institution	It was resolved to undergo the AA of the institution and the management asked to form a committee for the same with immediate effect.
03	Gender Audit and Green Audit of the institution	It was also resolved to undergo green audit and gender audit of the institution and to form two separate committees with immediate effect.
04	Documentation and Filing	Since the college is ready with its SSR as per new guidelines issued in Feb.,2020,all departments must be ready with essential documents and follow standard procedures for filing. All departments means, History, Geography, Hindi, English, Marathi, NSS, Examination, Library, Sports and Physical Education, Commerce, Science,

		etc should prepare to face the NAAC Peer Team visit
05	Preparation and Submission of AQAR for 2019-20	The IQAC coordinator brought to the notice of the house that submission of AQAR for academic year 2019-20 is necessary as a part of procedures. It was resolved to prepare the AQAR and submit in due time.
06	Use of ICT in teaching-learning process	As the NAAC expects increasing use of ITC in teaching-learning process to make it lively and lovely and to make teaching more effective, and since the NAAC has emphasized the use if ITC, it was resolved to increase its use and explore new innovative techniques of instruction.
07	Updating of the Website	In new guidelines, it is mentioned that very little space is given in online SSR, so extensive use of institutional website is but natural the same was brought to the notice of the house. It was resolved to keep the website NAAC ready.
08	Other Subjects, if any, with the permission of the chair	Since no issue was raise by any of the members for discussion, the meeting concluded by the vote of thanks proposed by the co-

		coordinator, Dr. S G Kamble.
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