

G. S. Science, Arts & Commerce College, Khamgaon – 444 303

Minutes of the Meeting of the Internal Quality Assurance Cell (IQAC) held on 02 February, 2018.

A meeting of the Internal Quality Assurance Cell (IQAC) was held on **02 February, 2018** at 04:00 pm in the meeting hall of the VSP Mandal.

Following members were present for the meeting:

1. Shri N. S. Bobdey	President, VSP Mandal, Khamgaon
2. Shri A. P. Jhunjhunwala,	Vice-President, VSP Mandal, Khamgaon
3. Dr. S. S. Bobdey,	Secretary, VSP Mandal, Khamgaon.
4. Dr. D. S. Talwankar,	Principal
5. Dr. H. S. Chandak,	Coordinator, IQAC
6. Dr. V. R. Gawhale	Member
7. Dr. P.E. Ajmire	Member
8. Dr. M. O. Wankhede	Member
9. Dr. A. D. Bhosale	Member
10. Mr. M. S. Gaikwad	Member
11. Dr. (Mrs.) N. B. Boche	Member
12. Dr. P. N. Bobdey	Office Superintendent
13. Shri S. G. Gulbhele	Assistant Librarian
14. Ku. Gayatri Bhattad	Member (Student)

Mr. P.P. Thakur could not attend the meeting and he was granted a leave of absence. Shri N. S. Bobdey, President, VSP Mandal, Khamgaon presided over the meeting. Following business was transacted in the meeting:

At the outset, Shri N. S. Bobdey, President, VSP Mandal, welcomed the newly appointed student member Ms. Gayatri Bhattad and then the meeting started.

1. Reading and confirmation of the minutes of the previous meeting:

Dr. H. S. Chandak read the minutes of the previous meeting and they were confirmed unanimously.

2. To approve the expenses and review the report of the recently held Two Day National Level Seminar.

The expenses and report for the NAAC Sponsored Two Day National Level Seminar organized by the IQAC was presented by Dr H S Chandak and approved unanimously.

3. Criterion-wise review of NAAC SSR Preparation.

Progress regarding Criterion I was presented by the in-charge Dr. M. O. Wankhade. Dr. Neeta Boche suggested starting a course on Child Development for the students of the rural area.

Dr Chandak suggested that feedback on curriculum, teachers, library and infrastructural facilities should be conducted online so as make it more transparent and easy to analyze. It was approved and decided to take necessary action to conduct feedback online through our college website.

Ms. Gayatri Bhattad was asked to encourage the students to do the various career oriented and short term courses as well as give online feedback.

Dr. P. E. Ajmire presented the progress regarding Criterion II – Teaching, Learning and Evaluation. It was decided that we can use English Language lab and Digital Labs for LMS. To promote use of LMS in teaching-learning process, it was decided to conduct a college level workshop for teachers. Dr. Chandak suggested that we should start the work of Remedial Coaching at the earliest.

Dr. A. D. Bhosale presented the progress about Criterion – III: Research, Innovation and Extension. It was decided to conduct a workshop on Intellectual Property Rights (IPR).

Dr. P. N. Bobdey and Shri S. G. Gulbhele briefed about Criterion IV: Infrastructure and Learning Resources.

He suggested that we should increase the number of Daylight Projectors and Digital Classrooms in our college so that ICT facilities in the institution will be increased. Shri S. G. Gulbhele informed that only few rare books have been shelved so far. The Honourable President instructed that the heads of various departments should be called to the library and rare books should be sorted out. It was also decided to explore the possibilities to facilitate lecture capturing system like video recorder.

Mr. M. S. Gaikwad briefed about Criterion V : Student Support and Progression.

It was decided to conduct a bridge course in Commerce from the next academic session (in July). The Principal approved it.

As Mr. P. P. Thakur, in-charge of Criterion VI was on leave, it was decided to discuss this criterion later.

Dr. N. B. Boche briefed about Criterion VII. The members expressed satisfaction that we have many good practices like rain-water harvesting, e-waste management and No-Vehicle Day to our credit which will help us score nicely in this criterion. It was also decided to use cloth-bags made in the college to give gifts to the guests. It was decided to use the rest-rooms for guests for the differently abled persons also.

The Honourable President instructed the Principal to organize College Annual Day, NSS Camp and Alumni Meet at the earliest.

4. Any other matter with the permission of the chair.

No other matter came up for discussion and the meeting concluded with the coordinator's thanks to all the members.



**Dr. H S Chandak
(Coordinator, IQAC)**




**Dr. D. S. Talwankar
(Principal)**

Action Taken Report:

1. The report of the Two Day National Level Seminar on 'Ensuring Quality and Employability through Higher Education' has been sent to NAAC Bangalore and SGB Amravati University.
2. Feedback forms for curriculum, teachers, library and infrastructural facilities by various stakeholders has been designed by IQAC and made available online on the college website.
3. A workshop on **Use of ICT/ LMS and Access to N-list** for teachers has been organized on 13 March 2018.
4. Nine new DLPs have been procured and each department of the science faculty has been provided with ICT facilities.
5. To facilitate video capture, a new handy cam with tripod has been procured.
6. Rest-room for guests has been made available to use by the differently abled persons.
7. College Annual Day, NSS Camp and Alumni Meet were organized as instructed by the president.



**Dr. H S Chandak
(Coordinator, IQAC)**



**Dr. D. S. Talwankar
(Principal)**