

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

Minutes of the Meeting of the Internal Quality Assurance Cell (IQAC) held on 05th April, 2019.

A meeting of the Internal Quality Assurance Cell (IQAC) was held on **05th April, 2019** at 11:30 am in the IQAC Office.

Following members were present for the meeting:

1. Dr. S. S. Bobdey	President, VSP Mandal, Khamgaon
2. Shri A. P. Jhunjhunwala,	Vice-President, VSP Mandal, Khamgaon
3. Dr. P. N. 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. H. A. Bhosale	Member
10. Prof. M. S. Gaikwad	Member
11. Prof. P.P. Thakur	Member
12. Dr. (Mrs.) N. B. Boche	Member
13. Shri S. G. Gulbhele	Assistant Librarian
14. Ku. Gayatri Bhattad	Member (Student)

Mr Pramodji Agrawal and Dr S. S. Jain could not attend the meeting. They were granted leave of absence. Dr. S. S. Bobdey presided over the meeting. Following business was transacted in the meeting:

1. 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 take a note on action taken report of previous meeting.

The action taken report of the previous meeting was reviewed and discussed.

3. To review and analyze the NAAC grade sheet and peer team report.

The IQAC reviewed and analyzed the NAAC grade sheet and the Peer Team Report. Following conclusions were drawn after the discussion:

- a. All the members agreed that we need to improve the overall result so that the dropout rate should decrease. The results of Arts faculty needed significant improvement. It was decided to increase Remedial Teaching classes for this.
- b. Regarding Criterion II (Teaching Learning and Evaluation), Dr. Chandak suggested that there should be a centralized examination and internal assessment system in the college.
- c. For the improvement in Criterion III (Research and Extension Activities), the members suggested that we should encourage the faculty members to undertake more research work. We may start an award for good research. We should conduct a workshop on IPR. We may reward the teacher who obtains a patent. Every teacher should present and publish at least one research paper every year. We may also reward the teacher who completes maximum online courses every year.

- d. The members appreciated the work done in the library and said that library visit register should be maintained properly. In fact, every facility in the college should have a log book so that we can review its use.
 - e. For improvement in student support and progression, Dr Chandak suggested that we should raise a corpus fund from our employees, alumni and other philanthropists for giving assistance to poor students from the interest accumulated.
 - f. The members suggested that we should give assistance to a greater number of teachers for participating in professional development activities.
 - g. Dr Chandak suggested that the IQAC should organize at least two professional development workshops each for teachers and the non-teaching staff every year.
 - h. The members expressed satisfaction on the work done in Criterion VII (Best Practices). Dr Chandak suggested that we should undertake water conservation projects in the adjacent villages as a part of our social responsibility. Prof Thakur suggested that we should measure and compare the ground water levels of these villages before and after the completion of the projects.
4. To review and take decision regarding the college website construction.
- Prof P P Thakur gave his opinion on the work of the present website manager. It was decided that we should invite proposals from various firms for our website maintenance and ask them to give presentations after which, we can decide which vender to hire the services from. Dr P E Ajmire and Prof P P Thakur were asked to do the needful.
5. To plan the proposal for DBT star college scheme.
- It was decided unanimously to submit a proposal for grants under the DBT Star College scheme. Dr Chandak suggested that all the science departments should be informed about the scheme and asked to prepare the proposal in coordination with the IQAC. The Secretary suggested that we can also involve contract-based teachers in this work.
6. Any other matter with the permission of the chair.
- a) The honorable President said that there should be a full-time assistant for IQAC. The Secretary assured to do the needful.
 - b) Dr Ajmire informed that a draft of Policy for Promotion of Summer Research is ready. Draft was accepted unanimously by the members. It was decided to place the same in upcoming CDC meeting for its approval and implementation.

Chandak.

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

Co-ordinator IQAC
G. S. Sci. Arts & Commerce
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Talwankar

(Dr. D. S. Talwankar)

Principal

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Action Taken Report:

S No	Decision taken	Action Taken
1	It was decided to increase Remedial Teaching classes for subjects with poor results.	Due to delay in declaration of results and admission procedure, the conduct of LAT is scheduled in first week of September. Decision about remedial classes will be taken after identification and advanced and slow learners.
2	To encourage the faculty members to undertake more research work.	A notice for the same is circulated among staff members
3	To review and take decision regarding the college website construction	Proposals from various vendors were invited. They were asked to give their presentation. Accordingly, it was decided to continue with Microspectra Pvt Ltd. for the current academic session.
4	To send proposal for DBT star college scheme	Dr H S Chandak appointed as DBT star coordinator. With the help of all the science department, the proposal was prepared and submitted in time to DBT.
5	Appointment of fulltime assistant to IQAC office	Interview for the officie assttant for the college were held on 20 th August. After appointment, a new assistant will be deputed to IQAC office for scheduled days and time every week.
6	Policy for Promotion of Summer Research	Policy document for promotion of Summer Research Program was finalized and approved in CDC meeting dated 29/04/2019. Accordingly, few students were given financial assistance for the same.

H Chandak

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

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D. S. Talwankar

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