

**Minutes of the Meeting of the Internal Quality Assurance Cell (IQAC) held on 28<sup>th</sup> May, 2021.**

A virtual meeting of the Internal Quality Assurance Cell (IQAC) was held on **Friday, 28<sup>th</sup> May, 2021 at 4:00 pm** on **Google meet Virtual platform**. Meeting link was <https://meet.google.com/avg-kzjm-ceq>

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. P. V. Ubale	Member
7. Dr. P. E. Ajmire	Member
8. Dr S. T Warade	Member
9. Mrs. S. G Waychal	Member
10. Dr M S Gaikwad	Member
11. Mr R M Chavan	Member
12. Mr S V Jadhao	Librarian
13. Mr Devendra Bhattad	Member (Society)

Shri Umeshji Agrawal and Ku Kanchan Chim 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 take review on draft of AQAR 2019-20.:**

All criterion in-charge presented strength and weakness in their respective criteria. After in-depth deliberations, following extract was abstracted :

Crit No.	Strength	Weakness	Follow-up action to be taken
1	Good participation of stakeholders in feedback	Number of students participating in certificate / add on courses	<ul style="list-style-type: none"> <li>Feedback to be collected soon</li> <li>Run certificate courses effectively</li> </ul>
2	<ul style="list-style-type: none"> <li>Conduct of LAT</li> <li>Conduct of SSS</li> </ul>	<ul style="list-style-type: none"> <li>Crushing shortage of faculty (45/76)</li> <li>Mentor: mentee scheme</li> </ul>	<ul style="list-style-type: none"> <li>Redefine COs/ POs</li> <li>Continue LAT and SSS</li> <li>Mentor mentee scheme to be implemented effectively</li> <li>To ensure display of internal marks by all teaches in respective what's group of the classes before submission to the university.</li> <li>Procure pen tablet for effective online teaching</li> </ul>

3	<ul style="list-style-type: none"> <li>• 72 papers in journals and 35 in Book chapter/ conference proceedings</li> <li>• Participation of faculty in seminar/ conferences</li> <li>• 6 PhDs awarded under guidance of teachers</li> <li>• Good number of extension and outreach activities</li> <li>• 10 MoUs for collaborative efforts</li> </ul>	<ul style="list-style-type: none"> <li>• Research grants</li> <li>• Awards for innovation/ start up incubated</li> <li>• Quality of research publications (UGC CARE)</li> <li>• Linkage and collaboration for research, faculty exchange, student exchange etc limited to Chemistry department</li> </ul>	<ul style="list-style-type: none"> <li>• Conduct a workshop on IPR</li> <li>• Awareness program on quality of research paper to be conducted</li> <li>• Report and students participation in extension activities to be maintained</li> <li>• Linkage and collaboration for research, faculty exchange, student exchange etc to be promoted to all departments.</li> </ul>
4	Significant investment on infrastructure augmentation and maintenance	<ul style="list-style-type: none"> <li>• E-content in 4 quadrants on MOOC or other platform</li> <li>• Detailed policy on Maintenance and utilization of infrastructure</li> </ul>	<ul style="list-style-type: none"> <li>• Workshop on how to develop MOOC courses to be conducted</li> <li>• Detailed policy on Maintenance and utilization of infrastructure to be framed</li> <li>• Expenditure on IT infrastructure to be increased.</li> </ul>
5	<ul style="list-style-type: none"> <li>• Scholarship to the majority of the students</li> <li>• Active Alumni contributing generously</li> </ul>	<ul style="list-style-type: none"> <li>• Capacity building schemes like Yoga, remedial, language lab not explored up to satisfactory level</li> <li>• Placement activities</li> </ul>	<ul style="list-style-type: none"> <li>• Capacity building schemes like Yoga, remedial, language lab to implemented effectively.</li> <li>• Placement activities to be increased.</li> </ul>
6	<ul style="list-style-type: none"> <li>• Functional IQAC</li> <li>• Regular meetings</li> <li>• Significant of number of teachers completed FDPs</li> </ul>	<ul style="list-style-type: none"> <li>• A very few professional development activities for teaching, nonteaching staff and support staff</li> <li>• Very small financial support for teachers to participate in conference, seminars and membership of bodies</li> <li>• Parent teacher Association activities are less</li> </ul>	<ul style="list-style-type: none"> <li>• At least 2 professional development programs per year to be conducted for teaching, nonteaching and support staff.</li> <li>• Policy for financial support to teachers to participate in conference, seminars etc to be reframed</li> <li>• Parent teacher association body to be reframed and activities to be conducted class wise.</li> </ul>
7	<ul style="list-style-type: none"> <li>• Significant number of activities for gender equity</li> <li>• Use of renewable energy resources</li> <li>• Enpugh facilities for divangjan</li> </ul>	<ul style="list-style-type: none"> <li>• Sensor based energy conservation</li> <li>• Green Audit, Vegetation audit, Environmental audits not done</li> </ul>	<ul style="list-style-type: none"> <li>• Green Audit, Vegetation audit, Environmental audits to be conducted</li> <li>• Sensor based energy conservation to be implemented</li> </ul>

	<ul style="list-style-type: none"> <li>Significant efforts to showcase Best practices and distinctiveness</li> </ul>		
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In addition to these, it was also decided to strengthen data retrieval system. Possibility of using app or web-based tools to be developed. It was decided to make necessary corrections and upload it after approval from CDC.

**4. To discuss the plan to continue In-house summer research projects for the session 2020-21:**

Dr Chandak briefed the report of in-house summer research project for the session 2019-20. He informed that total 16 students completed their projects under the respective guidance of three teachers. Chairman Dr S B Bobdey expected that at-least 200 students be guided through summer research. After the discourse it was decided to 1) encourage more number of teacher to work as mentor and 2) to provide financial assistance of Rs 500 to the needy students. The ratio for financial assistance is 2 out of five per teacher.

**5. To discuss designing policy for Corpus fund**

Shri Ashokji Jhunjhunwala suggested to rename it as Employee welfare fund and to expand the beneficiary to contract and CHB teacher also.

It was also decided that a monthly subscription of Rs 200 / regular teacher and Rs 100/ nonteaching staff to be collected. To decide the priority to the beneficiaries a committee to be formed whose constitution will be as follows:

1. President VSP Mandal ( Chairman)
2. Vice President VSP Mandal (Member)
3. Principal (Member)
4. Registrar/ OS (Member)
5. IQAC coordinator (Member)
6. Two teachers nominated by the Principal (Members)
7. Two non-teaching/ support staff nominated by the Principal (Members)

**6. To review the status of certificate courses run by college:**

Principal D S Talwankar informed that this year we have collected a fees of Rs 200 from every students of the first year of UG. The students are given choice to change the certificate course they have selected. All certificate course list will be finalized on 1<sup>st</sup> June 2021. Second and third year students which intend to join certificate course may join by paying online fees.

**7. Any other matter with the permission of the chair:**

Dr Ajmire suggested to copyright our college logo, IQAC logo, Tagline, vision and mission statement of the college. Dr Chandak suggested to reframe Vision and Mission statement and then go for its copyright. The house accepted it unanimously.

As no other matter came up, the meeting concluded with the vote of thanks by the Coordinator, Dr H S Chandak

*H Chandak*

(Dr H S Chandak)

Coordinator, IQAC

Co-ordinator IQAC

G. S. Sci. Arts & Commerce  
College, Khamgaon-444303.

*D S Talwankar*

(Dr D S Talwankar)

Principal

G. S. Sci. Arts & Commerce  
College, Khamgaon - 444 303

**Action Taken Report:**

S No	Decision taken	Action Taken
1.	To procure pen tablets for effective online teaching	A few pen tablets have been procured and teachers are using it.
2.	To conduct a workshop on IPR	IIC In collaboration with IQAC conducted a workshop on IPR on 22 July 2021
3.	To conduct workshop on "Quality Research and Establishment of Linkages and Collaboration"	RAC In collaboration with IQAC conducted a workshop on "Quality Research and Establishment of Linkages and Collaboration" on 05 August 2021.
4.	To organize Placement drive for the placement of students.	Placement drive conducted for 1. Sterlite Technology Ltd, MIDC, Aurangabad (four students selected in 1 round) 2. One Asia Network Pvt. Lt Khamgaon (4 joined and 1 remaining )
5.	To organize professional development programs for teaching, nonteaching and support staff.	<ul style="list-style-type: none"><li>• A Workshop on Fire Safety was organized by IQAC on 12<sup>th</sup> July 2021.</li><li>• A workshop on 'Summer Research: Role of the Mentor' was organized by IQAC on Wednesday, 23rd June, 2021.</li><li>• One day workshop on "A Sound Mind for a Sound Body" was organized on 21<sup>st</sup> August 2021 for teaching and non-teaching staff.</li></ul>
6.	To conduct class-wise Parent-Teacher meet.	Class-wise parent teacher virtual meets were organized from 08 to 24 August 2021.
7.	To conduct Green Audit, Vegetation audit, Environmental audits.	These audits are in process. An external agency is hired for the purpose.
8.	Sensor based energy conservation to be implemented	It will be implemented soon.
9.	To conduct In-house summer research projects for the session 2020-21	More than 200 students applied for in-house SRP under the mentorship of 16 mentors.
10.	To review the status of certificate courses run by college	Due to Covid-19 pandemic, time period for completion of the certificate courses has been extended.
11.	To copyright our college logo, IQAC logo, Tagline, vision and mission statement of the college.	It will be executed soon.
12.	To reframe Vision and Mission statement of the college.	It will be executed soon.

*Chandak*

(Dr H S Chandak)

Coordinator, IQAC

Co-ordinator IQAC

G. S. Sci. Arts & Commerce  
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*Dawar*

(Dr D S Talwankar)

Principal

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