

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

Minutes of the Meeting of the Internal Quality Assurance Cell (IQAC) held on 29th October, 2021.

A meeting of the Internal Quality Assurance Cell (IQAC) was held on **Friday, 29th October, 2021 at 4:00 pm** in IQAC office.

Following members were present for the meeting:

1. Shri A. P. Jhunjhunwala	Vice-President, VSP Mandal, Khamgaon
2. Dr. P. N. Bobdey	Secretary, VSP Mandal, Khamgaon.
3. Dr. D. S. Talwankar	Principal
4. Dr. H. S. Chandak	Coordinator, IQAC
5. Dr. P. V. Ubale	Member
6. Dr. P. E. Ajmire	Member
7. Dr S. T Warade	Member
8. Dr M S Gaikwad	Member
9. Dr P P Thakur	Member
10. Mr R M Chavan	Member
11. Mr S V Jadhao	Librarian

Dr. S. S. Bobdey, Mrs. S. G Waychal, Shri Umeshji Agrawal, Mr Devendra Bhattad and Ku Kanchan Chim could not attend the meeting. They were granted leave of absence. Shri A. P. Jhunjhunwala presided over the meeting. Following business was transacted in the meeting:

1. Confirmation of the minutes of the previous meeting held on 25 August 2021:

Dr. H. S. Chandak read the minutes of the previous meeting held on 25 August 2021 and they were confirmed unanimously.

2. To take a note on action taken report of previous meeting held on 25 August 2021:

The action taken report of the previous meeting 25 August 2021 was reviewed and discussed. Action taken in regard to the academic calendar, SSS, feedback and scholarship for in-house summer research program etc were discussed.

3. To approve analysis and follow up action to be taken on Students Satisfaction Survey 20-21:

The analytical report on Students Satisfaction Survey (SSS 20-21) was put before the house by Dr Ajmire. After in-depth discussion the report and follow-up action to be taken was approved unanimously.

4. To distribute work for preparation of AQAR 2020-21:

Dr Chandak informed the house that we need to submit AQAR 2020-21. It was decided that all criterion in-charge as assigned earlier were given the responsibility to compile data for respective criterion. The revised guidelines to be circulated on WhatsApp group of IQAC. Dr Chandak also suggested to assign the responsibility to one of the member of IQAC. Dr P P Thakur is assigned the responsibility to compile the data and prepare AQAR 20-21. It is also decided that the draft AQAR to be kept ready before 25th November 2021.

5. To take review on feedback collected for the session 2020-21:

Dr Ubale informed the house that we have received about 300 responses from students, teachers, alumni and employers. It was decided to run a drive for ensuring participation of stakeholders in feedback process. Dr Gaikwad is assigned the responsibility to ensure participation of alumni in feedback process. The deadline for analysis of feedback is decided as 15st November, 2021.

6. Any other matter with the permission of the chair:

- Mr A P Jhunjhunwala suggested that a FDP to be organized for CHB/ Contract teachers. Dr P P Thakur informed that a program and its contents for FDP is almost ready. One week FDP will be conducted after the appointment of CHB/ Contract teachers.

- b) Dr Ajmire suggested to take annual review of work done in regard to perspective plan (5 year Plan) at the end of the session.
- c) Dr Warade suggested that LAT 2021 will be completed after the admission process is over. It is decided that LAT 2021 will be conducted around 20th November, 2021.
- d) Dr Gaikwad suggested to take some initiative to start remedial coaching and bridge course. Dr Talwankar informed that a proposal for **bridge course in Organic Chemistry as a Second Language** is received and it will commence from the first week of November 2021. Regarding remedial coaching he informed that it will be implemented after the conduct of LAT 2021.

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

Bhandak

(Dr H S Chandak)
Coordinator, IQAC

Co-ordinator IQAC

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

Warade

(Dr D S Talwankar)

Principal

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Action Taken Report:

S No	Decision taken	Action Taken
1.	To approve analysis and follow up action to be taken on SSS 20-21	It was approved and is to be placed before CDC in upcoming meeting.
2.	To prepare draft AQAR 20-21 and place it in IQAC meeting	Draft AQAR 20-21 has been prepared under the responsibility of Dr P P Thakur and the same has been placed before IQAC on 24 th December 2021.
3.	Review on Feedback analysis	Feedback from all stakeholders is collected. Log in using id and OTP is enabled to ensure participation. Feedback analysis report has been placed in IQAC meeting held on 24 th December 2021.
4.	Annual review of work done in regard to Perspective plan.	A task has been formed to review the work done in regard to perspective plan.
5.	To conduct Learners Aptitude Test (LAT 2021)	LAT 2021 was conducted on 30 th Nov 2021. Student participation increased to 2171.
6.	To organize FDP for CHB/ Contract teachers	It is planned in Early January 2022.
7.	To start bridge course in Organic Chemistry as a second Language	Bridge course in Organic Chemistry as a second Language has been successfully conducted by dept of Chemistry. Additionally a Bridge course in Digital systems and Programming Paradigm has been conducted by dept of Computer Science.

Bhandak

(Dr H S Chandak)
Coordinator, IQAC

Co-ordinator IQAC

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