2023-24
Minutes of Meeting
MEETING 1

A meeting of IQAC was held on the date **03/08/2023** at 12.30 pm at the office of Principal. The agenda for the meeting is as follows;
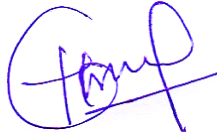
Agenda of the Meeting

1. Reading the minutes of Last meeting and confirmation.

2. Deciding the responsibilities of the members of IQAC

3. Discussion on academic plan for the session 2023-24

4. Preparation and submission of the AQAR of the Academic year 2022-23 to NAAC

5. Discussion on Applying for NAAC Assessment and Accreditation

6. Discussion on Academic and Infrastructural facilities development.

7. Inviting the proposals for promotion under CAS from eligible Faculty members.

8. Any other matter with the permission of chairperson.

Minutes of the Meeting

1. Minutes of the last meeting were read by the IQAC Co-ordinator Dr. H. D. Lanjewar and confirmed.

2. Principal (in Charge) Dr. P. R. Chavhan introduced members of IQAC. Responsibilities of the IQAC members declared by IQAC Co-ordinator Dr. H. D. Lanjewar.

3. The academic plan for the Session 2023-24 is discussed as follows;

   i. Academic Plan Committee is asked to prepare Academic Calendar of the College for the session 2023-24 As per the Gondwana University notification.

   ii. It is decided to admit the students for various programmes (UG & PG) based on application received. It is also decided to reach out the students of remote and tribal areas for educational awareness and boost them for enrolment for higher studies in the institution.

   iii. Discussion is held on the Improvement in the examination results of the College. It is decided to use student centric methods and maximum utilization of ICT tools for teaching learning.

4. The Chairman of the IQAC has instructed to prepare and submit the AQAR for the previous year on priority basis and submit the same within stipulated time. All the Criteria head are asked for data collection of their respective criteria.

5. All members discussed about Applying for NAAC Assessment and Accreditation and necessary requirements and it is decided to apply during session 2023-24.

6. IQAC members discussed the issue of physical and academic facilities required in the college for this session. Also, Issues are raised about the new infrastructural development. It is informed to Construction committee to prepare a plan for the same.

7. It is decided to invite the proposal for promotion under CAS from eligible teachers and accordingly those teachers who have due of promotion during this year are asked to do the same.

8. No other matter discussed further

Minutes of the meeting are confirmed. IQAC chairperson and all the members of IQAC discussed above issues and respective resolutions passed unanimously.

Dr. H.D. Lanjewar	Dr. P. R. Chavhan
Co-ordinator	Chairperson & Principal (Off.)

Members of IQAC present:

Dr. G.N. Chaudari, Mr. P.B. Gohane, Mr. S.J. Murkute, Dr. D.B. Zade, Dr. Sachin H. Dhawankar, Mr. Prashant Walke, Mr. V.S. Chudhari, Mr. M. J. Tondare

Action Taken Report

Meeting 1

1. Academic calendar is prepared for the session 2023-24

2. Admission Committee headed by Dr. P.N. Wagh (Arts Faculty Admission) and Dr. D.B. Zade (Science Faculty Admission), supervised the admission process in the college. Students were admitted as per the university norms and institutional policy.

3. To prepare Annual Quality Assurance Report (AQAR) for the year 2022-23, criteria wise committees started the data collection as per requirement.

4. List of Students who did not applied for examination is obtained from administrative staff and Distributed among the teams of faculty members. College teachers contacted them through phone.

5. College laboratories are planned to be updated and accordingly requirements from respective department Heads were collected by the Principal for further action.

Officiating Principal
Shri J. S. P. M. Arts, Com. & Sci.
College Dhanora

Principal & IQAC Chairperson

Shri Saibaba Gramin Vikas Sanstha Gadchiroli's

SHRI JIVANRAO SITARAM PATIL MUNGHATE ARTS, COMMERCE & SCIENCE COLLEGE, DHANORA
Internal Quality Assurance Cell (IQAC)

2023-24
Minutes of Meeting
<u>**MEETING 2**</u>

A meeting of IQAC was held on the date 02/12/2023 at 12:30 pm at the office of the Principal.

The agenda for the meeting is as follows

Agenda of the Meeting

1. Reading and confirmation the minutes of last meeting

2. Analysis & Submission of AQAR of the year 2022-23 to NAAC

3. Apply for the NAAC Assessment and Accreditation.

4. Organizing Extracurricular activities.

5. Inviting Proposals from teachers for promotion under CAS.

6. Any other matter with the permission of Chair.

Minutes of Meeting

1. The IQAC Co-ordinator read and confirmed the minutes of last meeting.

2. AQAR criteria heads are asked to collect the data for the AQAR preparation.

3. After the discussion with all members, it is decided to apply for NAAC Assessment and Accreditation. Therefore, all the criteria heads a

4. It is decided to notify all teachers to verify their API proforma as per Gondwana university guidelines and submit the same at the end session to IQAC.

5. It is decided to organize Cultural and Sports activities in the College.

6. No other matter was discussed.

Minutes of the meeting are confirmed.

IQAC chairperson and all the members of IQAC discussed above issues and respective resolutions passed unanimously.

Dr. H.D. Lanjewar   Dr. P. R. Chavhan
Co-ordinator   Chairperson & Principal (Off.)

Members of IQAC present:

Dr. G.N. Chaudari, Mr. S.J. Murkute, Dr. P.B. Gohane, Dr. D.B. Zade, Dr. Sachin H. Dhawankar,

Mr. Prashant Walke, Mr. V.S. Chudhari, Mr. M. J. Tondare

Action Taken Report

Meeting 2

1. Applied for NAAC Assessment and Accreditation. IIQA, SSR are submitted successfully.
2. Annual Youth Sports and Cultural Festival named 'Aranyadeep' was organised in the college.

Officiating Principal
Shri J. S. P. M. Arts, Com. & Sci.
College Dhanora

Principal & IQAC Chairperson