

S. S. E. S. Amravati's Science College, Congress Nagar, Nagpur

Internal Quality Assurance Cell (IQAC)

The Minutes of the IQAC Meeting held on 27/01/2016

The meeting of the Internal Quality Assurance Cell (IQAC) was held on 27/01/2016 at 12 p. m. in the Meeting Hall. The meeting was chaired by Dr D K Burghate, Principal and Chairman of IQAC.

The following members of IQAC were present

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|-----------------------------|-------------------------------|
| 1. Dr. D. K. Burghate | Chairman & Principal |
| 2. Dr. G. R. Avachar | Coordinator |
| 4. Dr. R. S. Sakundarwar | Member Secretary |
| 5. Dr. D.W.Deshkar | Member |
| 6. Dr. C. J. Chandekar | Member |
| 7. Dr. S. B. Khasare | Member |
| 8. Dr. S. R. Pande | Member |
| 9. Prof. R.N. Deshmukh | Member |
| 10. Prof. S. M. Ghatole | Member |
| 11. Dr. A. D. Bobadey | Member |
| 12. Shri V. A. Dakhole | Member |
| 13. Dr. Mrs. P. D. Burghate | Member (Alumni) |
| 14. Shri A. R. Zodpe | Member (Administrative Staff) |
| 17. Shri Nitin Hirulkar | Member (Technical Staff) |

Chairman welcome all the members of IQAC present for meeting.

The following items were discussed in the meeting:

1. Confirmation of minutes of previous meeting

Minutes of the previous meeting held on 5/11/2015 were read by IQAC Coordinator Dr G R Avachar and these are confirmed by the house.

2. Discussion on Action Taken Report.

Action Taken Report on the previous meeting held on 5/11/2015 read by IQAC Dr G R Avachar was discussed and approved by the members.

3. To discuss and to take the review the visit of NAAC Peer Team for re-accreditation of 3rd cycle which visited during January 18-20, 2016

Principal briefed the house regarding the NAAC Peer Team visit. He appreciated the efforts made by teaching, contributory/adhoc staff and nonteaching staff during the visit. He pointed out that the presentations given by the various Cells were very good but some of the departmental presentations were not up to the marked. He also emphasized on consistency to sustain the quality work in all aspect, which was done by the teaching and nonteaching staff members during the 3rd cycle and he also proposed that the working of teaching and non-teaching staff should be continue, which is essential for preparation of 4th Cycle.

The following items were discussed and decisions were taken during the meeting.

- i. Principal expressed his gratitude towards Alumni Association for their contribution in the provision of the lift to the college building Block C and also expressed gratefully toward the contribution of teaching and nonteaching staff for installation of solar panel.
- ii. It was decided that all Head of the Department along with the concerning staff members shall take the review of their presentation given before NAAC Peer Team and critical analysis shall be carried out regarding the draw-back remained in the presentation for further improvement. The CD's of presentation shall be provided by office.
- iii. All the teaching staff members shall display on notice board the internal marks allotted to the students for theory papers of University Examinations
- iv. A brief reports on curricular/co-curricular/extension activities/research activities carried out by Teachers / Departments / Committees / Cells during the academic session shall be submitted to IQAC Coordinator Dr G R Avachar / Research Committee Convener Dr S B Khasare / IQAC News Bulletin Convener Dr D W Deshkar immediately within 5 days after the activity is completed.
- v. Every Departments / Committees / Cells shall prepare the five year Perspective Plan for the period 2016-2021 and Annual Plan for the year 2016-17, which should be based on realistic analysis. The Principal suggested to plan for workshop on Roof Top Farming, consultancy services etc. He also directed that every department should plan for guest lectures and at least one workshop in every academic session.
- vi. It was decided that every teacher shall give priority for teaching work and thereafter research work and other academic activities.
- vii. Teachers of the computer department shall take initiatives for proper utilization of Video-Conferencing facilities available in the Conference Hall
- viii. Principal motivated the faculty members to come forward for more lectures on U-Tube / College Website.

- ix. Principal proposed to have online system for Admission Process and Feedback System
- x. Placement Committee shall look after for more placement of the students

Meeting ended with vote of thanks by IQAC Coordinator



Coordinator
IQAC



Principal & Chairman
IQAC

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Action Taken Report on Minutes of IQAC Meeting held on 27/01/2016 to be placed in the next IQAC Meeting

| Sr. No | Item No | Minutes | Action Taken |
|--------|---------|--|--|
| 1 | 3 | To discuss and to take the review the visit of NAAC Peer Team for re-accreditation of 3 rd cycle which visited during January 18-20, 2016 | Minutes are circulated among the staff members and informed to take necessary action for implementation of decisions taken in the meeting. |



Coordinator
IQAC



Principal & Chairman
IQAC