

Shri Shivaji Education Society Amravati's
Science College Congress Nagar, Nagpur
Department of Physics

MINUTES OF MEETING held on 9th July 2022

On the opening of academic session 2022-23, the regular Departmental Council meeting of Faculty members (Physics) was called on 9th July 2022 at 3:00 pm in the staff room. The meeting was chaired by the Prof. S. W. Anwane.

Following Faculty members were present

Dr. S. W. Anwane

Dr. G. L. Jadhav

Dr. R. J. Dhokane

Dr. S. K. Sayyed

Mr. B. T. Kumbhare

In this meeting following points were discussed.

Item# 1: Approval of Minutes of last Meeting:

The minutes of last meeting was unanimously approved which were read by Dr. G. L. Jadhav, Secretary of Departmental Council.



Shri Shivaji Education Society Amravati's
Science College
Congress Nagar, Nagpur
Accredited with CGPA of 3.51 at 'A+' grade



Date 07/07/2022

Department of Physics

Call for Meeting

All the regular faculty members are requested to attend the meeting on 8th July 2022 at 3pm at Common Staff Room, Department of Physics.

Agenda of Meeting:

Confirmation of Minutes of Last Meeting

- 1. Confirmation Theory Syllabus Allotment for ODD Semester 2022-2023***
- 2. Allotment of various departmental committees (As per preceding year)***
- 3. Any matter with the permission of chair.***

Dr. S. W. Anwane

Item# 2: Distribution of Various Portfolios for smooth conduct of Department of Physics during academic year 2022-23

| Portfolios | Teacher In-charge |
|--|--|
| Laboratory In-charge, Result Analysis, <i>Kundali</i> File Preparation, and Lab Manual Preparation & Updating, Online Examinations, Old Examination on College Level | B.Sc.-I - Dr. Shahin Sayyed + Dr. Sugandha Khangar B.Sc.-II - Dr. G. L. Jadhav + Mr. Bhupendra Kumbhare B.Sc.-III - Dr. Ragini Dhokane + Prof. S. W. Anwane M.Sc. I - Mr. Bhupendra Kumbhare+ Prof. S.W. Anwane M.Sc. II - Dr. Sugandha Khangar+ Prof. S. W. Anwane |
| Physics Society | Dr. Ragini Dhokane |
| News and Publicity | Dr. G. L. Jadhav+ 1Ad-hoc |
| Departmental Council | Dr. S W Anwane - President Dr. G. L. Jadhav - Secretary All faculty members - Member of the Council |
| Departmental Data Mining for Office, CDC, CPE etc | Prof. S. W. Anwane + All faculty members NAAC Cri 1 (CA) – SVK, Cri 2 (TL&E) – BTK, Cri 3 (RI&E) – RJD, Cri 4 (I&LR) – SWA, Cri 5 (SS&P) - SKS, Cri 6&7 (GL&M,IV&BP)– GLJ |
| Departmental Library | Mr. Bhupendra Kumbhare, Dr. G. L. Jadhav |
| Report Writing for Bharti | Dr. Shahin Sayyed, Two Adhoc teachers |
| Stock Verification (Due in April 2023) | All teachers will be involved while all non-teaching staff members will support & help in execution of verification activity |
| Timetable | Dr. Ragini Dhokane + Dr. Sugandha Khangar |
| Research Center Activity | Dr. Ragini Dhokane + Dr. G. L. Jadhav |
| Website (Departmental Page) Management | Mr. Bhupendra Kumbhare, Ad-hoc teacher |
| Material Preparation Laboratory | Dr. Ragini Dhokane Dr. Shahin Sayyed Ad-hoc teacher |
| Sophisticated Instrumentation Laboratory | Dr. Ragini Dhokane + Dr. Shahin Sayyed Ad-hoc teacher |
| Purchase of Books | Prof. S. W. Anwane, Dr. Shahin Sayyed |
| Purchase of Lab instruments | Prof. S. W. Anwane, Dr. G.L.Jadhav |
| Purchase of Lab Chemicals | Prof. S. W. Anwane, Dr. Ragini Dhokane, Dr. Shahin Sayyed |
| Shivaji Space Explorer Club | Mr. Bhupendra Kumbhare, Dr. Ragini Dhokane, Dr. Shahin Sayyed, Dr. G.L.Jadhav, Dr. Sugandha Khangar |
| Academic Monitoring | UG: BTK+Roshan Naik, PG: SKS+Nikhil Bhurse |

Following faculty members attended
the meeting in the staff room at 8pm.

1 Dr. S. W. Anwane



2 Dr. G. L. Jadhav



3 Dr. R. J. Dholare



4 Dr. S. K. Jayyad



5 Mr. B. T. Kumbhare



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Item#3:**(A) UG: ODD SEMESTER THEORY WORKLOAD & DIUSTRIBUTION 2022-23**

| Year | Paper I | Paper II |
|-------------------------------|--|---|
| B Sc I (Sem I) Section A | I Elasticity (SVK) II Viscosity(SVK) III Surface Tension(SKS) IV Mechanics (BTK) | I Electrostatics(BTK) II Dielectrics (BTK) III Time Vary Fields (SWA) IV Electric Current (SWA) |
| B Sc I (Sem I) Section B | I Elasticity (SVK) II Viscosity(SVK) III Surface Tension(SKS) IV Mechanics(BTK) | I Electrostatics(BTK) II Dielectrics (BTK) III Time Vary Fields (SWA) IV Electric Current (SWA) |
| B Sc II(Sem III) Section A | I Waves in media(RJD) II Applied Acoustic(SVK) III Ultrasonic(SKS) IV Power Supply(SKS) | I Interferences(GLJ) II Diffraction of light(GLJ) III Polarization(GLJ) IV EM Waves (GLJ) |
| B Sc II(Sem III) Section B | I Waves in media II Applied Acoustic III Ultrasonic IV Power Supply | I Interferences() II Diffraction of light() III Polarization() IV EM Waves () |
| B Sc III(Sem V) | I Atomic Physics(SVK) II Free Electron theory(RJD) III Statistical Physics(SWA) IV Statistical Physics(SWA) | I Quantum Mechanics(RJD) II Quantum Mechanics(RJD) III Nonmaterial (SKS) IV Nanotechnology(RJD) |

(B) PG: ODD SEMESTER THEORY WORKLOAD & DIUSTRIBUTION 2022-23

| M. Sc Sem | Paper | Title of the Paper | Teacher |
|-----------|-------|------------------------------------|------------|
| I | I | Mathematical Physics | Ad-hoc |
| I | II | CA & NM | SWA+Ad-hoc |
| I | III | Electronics | RJD |
| I | IV | Electrodynamics-I | BTK |
| III | I | Quantum Mechanics-II | Ad-hoc |
| III | II | Solid State Physics & Spectroscopy | GLJ |
| III | III | Materials Science-I | SKS |
| III | IV | Nanotechnology-I | SVK |

Agenda#4: Stock Verification

All the faculty members have been informed conduct the exercise of the stock verification in the month of April 2023 as per the convenience during the academic programme, in view of lack of conduction of stock verification due to COVID-19 pandemic situations.

Agenda#5: PG Approval

Following faculty members are encouraged to prepare and forward their application for approval as Post Graduate teachers to RTM Nagpur University with their immediate convenience.

(i) Dr Ragini Dhokane, (ii) Dr Sugandha Khangar, (iii) Shri B T Kumbhare

Following faculty members are encouraged to prepare and forward their application recognition as research supervisor to RTM Nagpur University with their immediate convenience.

(i) Dr Ragini Dhokane, (ii) Dr Sugandha Khangar,

Page No. _____
Date _____

Shri Shivaji Education Society Amravati's
Science College, Congress Nagar, Nagpur
Internal Quality Assurance Cell

NOTICE

Date: 31-12-2022

All heads of departments are requested to fill up the shared Academic Audit blank proforma and keep it ready with supporting documents for the scheduled Academic Audit Committee Visits on 17th and 18th January 2023.

list of preparedness:

1. Filled in New Academic Audit Proforma with supporting documents.
2. Filled in Academic Diary of the Session 2021-2022
3. Student's Attendance Registers.


A. A. Halder

Dr A A Halder
Coordinator, IQAC
Science College,
Congress Nagar, Nagpur


M. P. Dhore

Prof. M. P. Dhore
Principal
Science College,
Congress Nagar, Nagpur



To,
The Head,
Department of

Subject: - Internal Academic Audit for the Session 2021-2022.

Agenda: - Discussion on information submitted regarding activities of the Session 2021-2022 and planning for the betterment of the department.

Dear Sir / Madam,

Team Members of the Internal Academic Audit committee will visit your department as per the schedule given below;

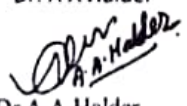
Schedule of Academic Audit Committee Visit (17th and 18th January 2023)

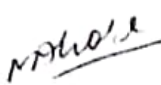
| Day I - Tuesday, 17 th January 2023 | |
|---|------------------------------|
| Time | Department |
| 11.00 AM - 11.30 AM | Physics |
| 11.30 AM - 11.45 AM | Library |
| 11.45 AM - 12.15 PM | Chemistry |
| 12.15 PM - 12.40 PM | Botany |
| 12.40 PM - 01.05 PM | Zoology |
| 01.05 PM - 01.30 PM | Mathematics |
| 01.30 PM - 01.50 PM | Physical Education |
| Day II - Wednesday, 18 th January 2023 | |
| 11.00 AM - 11.20 AM | Geology |
| 11.20 AM - 11.50 AM | Microbiology & Biotechnology |
| 11.50 AM - 12.10 PM | Statistics |
| 12.10 PM - 12.40 PM | Electronics |
| 12.40 PM - 01.10 PM | Computer Science |
| 01.10 PM - 01.30 PM | Language |

All staff members of the department should remain present at the time of the visit.

Audit Team:


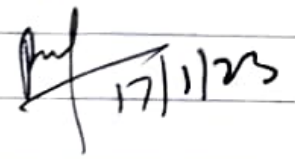

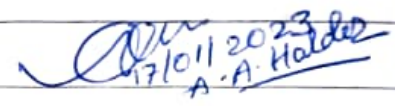


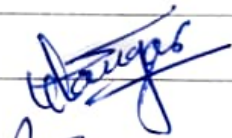




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|-----------------------|------------------|
| 1. Prof. M P Dhore | Chairperson |
| 2. Prof. R N Deshmukh | Member |
| 3. Prof. S R Pande | Member |
| 4. Dr. A A Halder | IQAC Coordinator |


Dr A A Halder
Coordinator, IQAC
Science College,
Congress Nagar, Nagpur


Prof. M. P. Dhore
Principal
Science College,
Congress Nagar, Nagpur



Following faculty members and Academic Audit committee members attended the meeting on 17-1-2023 at 11 am.

- 1) Prof. M.P. Dhore (chairperson) - 
- 2) Prof. R.N. Deshmukh (Member) - 
- 3) Prof. S.R. Pande (Member) - 
- 4) Dr. A.A. Halder (Member) - 
(IQAC CO-ORDINATOR)
- 5) Prof. S.W. Anandane (HOD Physics) 
- 6) Dr. R. N. Pathare - 
- 7) Dr. (Miss) S. V. Khangar - 
- 8) Mr. B.T. Kumbhare - 
- 9) Dr. G. L. Jadhav - 
- 10) Dr. (Miss) S. K. Sayyad - 
- 11) Miss. C. P. Jatgade - 

17//01/2023

Action Taken Report

All the faculty members were called for the meeting on already circulated agenda of the meeting. All the faculty members had attended the meeting of Internal Academic Audit for the session 2021-2022 for the discussion on information submitted regarding activities of the session 2021-2022 and planning for the betterment of the department.

As per the agenda of the meeting, a thorough discussion was done, and all the faculty members were informed to take the necessary action on every decided agenda and informed to work accordingly.

Internal Academic Audit Session 2022-2023

Minutes of meeting

Date: 17/01/2023

Time: 11:00 am- 11:30 am

- 1) Udemmy certificates of all the qualified students should be collected and should also be maintained proper record.
- 2) Two research papers should be published every year by each faculty members.
- 3) All the approved supervisors should entertain more and more research PhD students.
- 4) At least two workshops related with subject should be arranged in this session.
- 5) SIL (Sophisticated Instrumentation Laboratory) should be lifted on college website properly for awareness among all.
- 6) All faculty members seeking for PG teacher recognition approval should be done from college section.
- 7) All the necessary documentation should be done of Bridge courses (separate attendance for bridge course content test report)
- 8) All the faculty members should approach for research funded projects.
- 9) All the faculty members should go through the benchmark given by UGC for NAAC.
- 10) Teacher mentor should prevail student for enrolling different courses of the subjects. (NPTEL Swayam Udemmy).
- 11) Faculty members should also improve their academics by doing the Swayam, Udemmy courses.
- 12) Faculty members should arrange field work, internship for students.
- 13) Number of books in departmental library should be updated properly.
- 14) Faculty members should go for research papers publications, chapters in proceeding or books.