

**Minutes of the IQAC meeting held on 30/9/2014 are as follows:**

**Members present in the meeting are:**

1. Dr.N.B.Bhusari Principal and Chairperson
2. Dr.A.M. Garode IQAC Co -ordinatar
3. Shri.M.G.BhuibharManagement Representative
- 4.Prof.K.D.Pensionwar Member
- 5.Prof. D. B. Bobade Member
- 6.Dr. M.T. NikamMember
7. Dr.V.U.Pochhi Member
- 8.Prof.S.R.Sirsat Member
- 9.Prof.J.J.Jadhao Member

Dr.A.M. Garode, the IQAC Coordinatorrequested honorablePrincipal sir to preside over the meeting.

**Agenda I:Discussion on recommendation given by NAAC peer team committee in 2<sup>nd</sup> Cycle for quality enhancement.**

Regarding for enhancement and upgradation in the academic area the following points are discussed.

- i. Restructure for feedback system is needed.
- ii. Use of ICT Teaching is must for each faculty members.
- iii. Encouragingthefaculty members for Research Publication in Journals with Impact Factor.
- iv. Faculty Strength need to be augmented in the departments that have UG, PG and Research programs.

**AgendaII:Automation of the of Office Administration need to be done.**

It was observed that for proper administration in the office regarding admission process, university examination process, and fees payment by the students, ERP software need to be installed.

**Agenda III: AcademicPlan of the departments.**

It has been discussed in the meeting that every department should have an Academic Plan.

As there was no other point to be discussed the meeting was concluded with vote of thanks.



Coordinator  
(NAAC Committee)

**Action Taken:**

- i. The in charge of feedback committee has been informed to restructure the feedback system as per the NAAC guidelines.
- ii. All the teaching staff are instructed to use ICT in their teaching.
- iii. For the development in research all the faculty members were informed to publish papers and attend conferences for academic progress.
- iv. The HODs prepared the academic plan and submitted it to the NAAC Coordinator.



Coordinator

(NAAC Committee)

**Minutes of the IQAC meeting held on 15/2/2015 are as follows:**

The following members were present in the meeting.

|                         |                           |
|-------------------------|---------------------------|
| 1. Dr. N. B. Bhusari    | Principal and Chairperson |
| 2. Dr. A. M. Garode     | IQAC Co-ordinator         |
| 3. Shri. M. G. Bhuibhar | Management Representative |
| 4. K. D. Pensionwar     | Member                    |
| 5. Prof. D. B. Bobade   | Member                    |
| 6. Dr. M. T. Nikam      | Member                    |
| 7. Dr. V. U. Pochhi     | Member                    |
| 8. Prof. S. R. Sirsat   | Member                    |
| 9. Prof. J. J. Jadhao   | Member                    |

Dr A. M. Garode IQAC CO-Ordinator requested the Principal sir to chair the meeting.

**Agenda I: Preparation of AQAR of 2015-2016**

IQAC Co-Ordinator informed that the in charge of the respective criterion to prepare Annual Quality Assurance Report of 2015-2016. For that purpose, information of seven Criterion is essential.

**Agenda II Preparation of Academic Calendar**

For effective time management and timeliness academic calendar is must and the academic calendar need to be prepared at the beginning of the session. The IQAC Co-Ordinator informed to Head of the departments for submission of details about curricular and co-curricular activities mentioned in the academic calendar.

**Agenda III: Action Plan for 2015-2016.**

The Chairperson also discussed the need to prepare action plan and informed the coordinator to call a meeting with all conveners and Heads in the meeting room and prepare a rough draft of plan of action for year 2015-2016 and submit it to the Principal for approval.

As there was no other matter to discuss, all the members appreciated the effort of the institution and the meeting ended with a vote of thanks.



Coordinator

NAAC Committee

**Action Taken:**

- i. All the in charge of the criteria (I to VII) took immediate action to provide the required data.
- ii. All the HODs and committee in charge submitted the details of curricular and co-curricular activities to be conducted during the academic session.



Coordinator

NAAC Committee