



Shri Shivaji Education Society Amravati's  
**SHRI SHIVAJI SCIENCE AND ARTS COLLEGE**  
**Chikhli, Dist. Buldana- 443201.**  
NAAC Reaccredited with 'B++' Grade (CGPA 2.82)  
ISO: 9001-2015

**Dr. Omraj S. Deshmukh**  
**Principal**

**Hon'ble Shri Harshvardhan P. Deshmukh**  
**President**

**Metric No: 6.1.1:** *The governance of the institution is reflective of and in tune with the vision and mission of the institution*

This document includes,

1. Vision, mission and goals
2. Perspective plan
3. List of the members of cell and committees
  - a. Executive council
  - b. College development committee
  - c. IQAC
  - d. HoD Council
  - e. Staff Council
  - f. Various cells and committees

## **Vision and Mission Statement**

**Vision:**

Excellence and Service

**Mission:**

Our institution is committed to the mission of the parent body Values :

**“Tamaso-Maa-Jyotirgamaya” i. e. “To lead from darkness to Light”**

- Integrity
- Transparency
- Quality
- Team Work
- Execution with Passion
- Humane Touch

**Goals:**

- To mould students to be morally upright, socially committed and spiritually inspired.
- To enable students realize their full potential in academic, cultural & sporting pursuits.
- To foster scientific temper and encourage students to adopt a rational approach to solve problems.
- To empower students to be good leaders who will spread the light of knowledge, harmony and equality in all spheres of life.
- To equip students with the required knowledge and skills to face the challenges of real world.
- To work towards the integrity of creation through the programmes/movement that foster inter-connectedness, kinship and eco-justice.
- To synergize women & those prevented from exercising their right to be human; through enlightening those regarding their basic human rights and helping them to achieve the same.
- Development of inter linkages across teaching research and extension.
- To build dedicated team of professional & competent workers from the Institution to achieve excellence in all areas of our studies
- To follow the highest standards of ethics in education and add national value for the countrymen.

## **Perspective Plan Cover**



Shri Shivaji Education Society, Amravati's  
**SHRI SHIVAJI SCIENCE AND ARTS COLLEGE CHIKHLI**  
**DIST. BULDANA, 443201**  
**NAAC Re-accredited with 'B++' (CGPA: 2.82)**  
**ISO: 9001-2015**



**Dr. Omraj S. Deshmukh**  
**Principal**

**Hon'ble Shri Harshvardhan P Deshmukh**  
**President**

## **Perspective Plan**

### **2020-2025**



**SHRI SHIVAJI SCIENCE AND ARTS COLLEGE CHIKHLI**  
**DIST. BULDANA, 443201**  
**Phone No.: 07264-242088**

**Website: [www.shivajichk.ac.in](http://www.shivajichk.ac.in)**

**e-mail: [shivajichk@rediffmail.com](mailto:shivajichk@rediffmail.com)**

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## College at a Glance

### **Shri Shivaji Education Society Amravati's Amravati**

Dr. Panjabrao alias Bhausaheb Deshmukh founded “Shri Shivaji Education Society; Amravati” in 1931. It is one of the reputed educational societies in central India. The college and various other institutions run by the society offer course in Arts, Fine Arts, Commerce, Science, Agriculture, Education Engineering, Management, Medicine, Physical Education, Law and Science and Technology. The society imparts education in the district of Amravati, Yavatmal, Akola, Buldana, Chandrapur, Wardha, Bhandara and Nagpur. It is a matter of great pride that five degree colleges run by Society have been Accredited with potential for excellence (CPE) by UGC, New Delhi.

The society has to its credit the following awards:

- ✓ Maharashtra Government's “Dr. Ambedkar Dalit Mitra Award” (1993 – 1994)
- ✓ “Outstanding Social Service Educational Institution Award”, Gadge Baba Mission Mumbai (1998)
- ✓ “Gadge Maharaj Memorial Award” ( 1999 – 2000 )
- ✓ Maharashtra Government's “Best Administered Society Cash Award of Rs.1 Lac” (5th Sept.2000)
- ✓ “Leadership Award for excellence in Education.” (11 Feb.2011)
- ✓ “Maharashtra Nirmata Award” ( 2 May 2011)

### **Shri Shivaji Science and Arts College Chikhli Dist. Buldana**

Over the years, the college has set commendable tradition of initiative and imagination and has grown in to an institution of significant stature in the educational scene. The diverse academic activities of the college all imbued with a sound value system are focused on a balancing knowledge assimilation and skill acquisition. The college has succeeded in instilling a definite confidence in the society at large about the quality of education it offers.

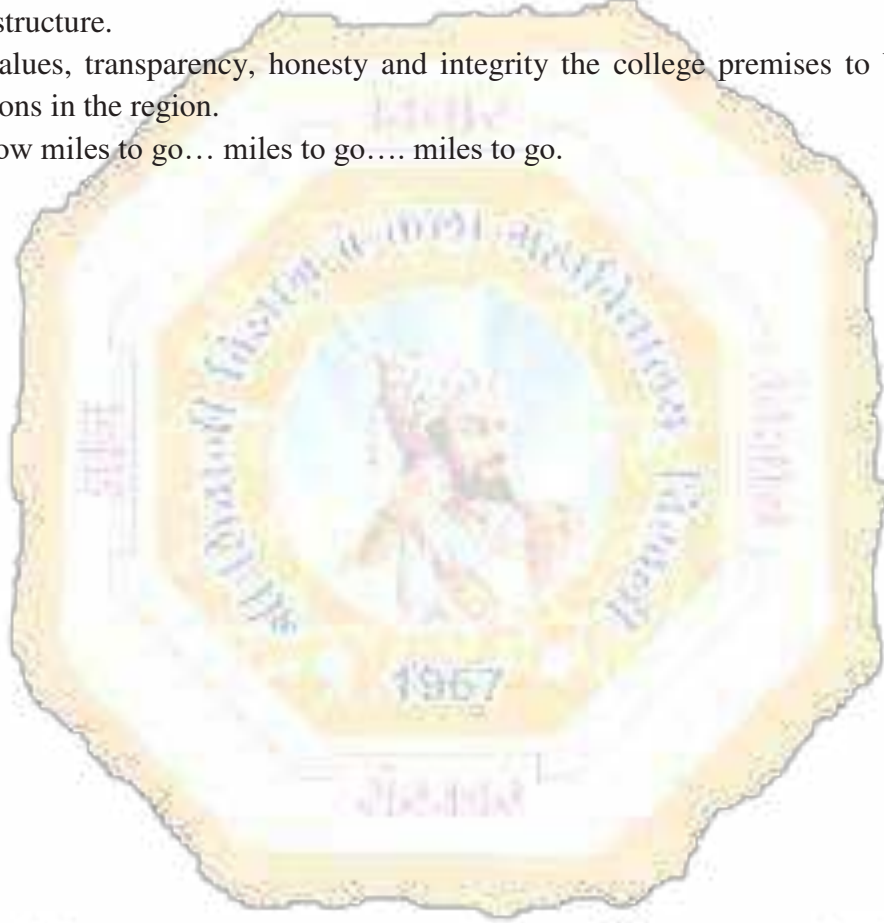
The college is established in 1967 to serve ever growing educational needs of the society. Dr. Panjabrao Deshmukh and Dalitmitra Pandharinath Patil come together under the banner of Shri Shivaji Education Society, Amravati. Adv. R. D. Bhonde ‘Sarkar’ and Dalitmitra Santoshrao Patil along with other socio-political leader helped a lot to establish this institution. The farmers also contributed in this holy and sacred task. The students of this institution with their exemplary discipline, serious academic extracurricular and co-curricular activities pursuits and excellent support with their teachers have quality to make this institution a name reckon within the academic and other fields.

The institute has practiced a policy of self renewal all along and when the time comes to reinvent itself in the context of changing scenario. It has upgraded itself with the introduction of Arts Faculty at UG level in 1971, Commerce at UG level in 1989 and PG in Commerce in 2009, PG in Science and Arts in 2010. English medium UG commerce has started in 2011. Also added research degrees program like M.Phil. and Ph.D. in Science and Commerce. YCMOU centre is also established in 2012. Also new subjects like Home Economics are added at degree level. At Junior level fresh water fish and music are added.

UGC Sponsored career Oriented Program like Bee keeping, Nursery Management, Communication skills in English, and Short term courses and Add on Course conducted to develop skills at 3 tier level. Human Right Education and Duties Course have been started for holistic development. Still the feeling of incompleteness was persisting in the noble minds of the institution makers and the next generation care takers like Hon'ble Shri Harshvardhan P. Deshmukh and other Executive Members of the Society. Hence continuous improvement, expansion and growth are passing on since 1967 to achieve all round development and excellence. The discipline and dedication of management, teaching and non-teaching staff and co-operation and help of local peoples have played instrumental role in bringing the institution to it's present status and structure.

With the values, transparency, honesty and integrity the college premises to be one of the most exemplary institutions in the region.

And we know miles to go... miles to go.... miles to go.



॥ ज्ञानम् परम् ध्येयम् ॥



## Principal Desk



**Dear Students, Friends,**

It gives me an immense pleasure to welcome you all in our premises, Shri Shivaji Science and Arts College Chikhli. This college has always been an institution that aims at exploring paths trodden & untrodden in quest for excellence in education. We are transforming the youth into genuine citizens of our nation. The collective efforts of the Principal, teaching and non-teaching staff with the positive response from the students have transformed this college into a leading institution from Vidarbha region.

Now we are becoming global with changing requirements of the society. Hence we are trying to maintain pace with changing time, by providing new options & array in education, so as to make our students to be able to face the challenges in future.

This institution has celebrated its golden jubilee in the 2015-16 session enthusiastically which has given us tremendous boost and courage to march ahead together to achieve our goals and objectives. We are making continuous efforts to achieve excellence & to fulfill the expectations of the society reposed upon it. This college has big premises of about 20 acres with Indoor stadium and Swimming Pool facilities.

We welcome you all to explore your talent to bank upon in future.

**Dr. O. S. Deshmukh**

Principal  
Shri Shivaji Science and Arts College, Chikhli

## Vision, Mission & Goal

**Vision:** Excellence and Service

**Mission:** Our institution is committed to the mission of the parent body Values: -  
“Tamaso-Maa-Jyotirgamaya” i. e. “To lead from darkness to Light”

- Integrity
- Transparency
- Quality
- Team Work
- Execution with Passion
- Human Touch

### **Goals:**

- To mould students to be morally upright, socially committed and spiritually inspired.
- To enable students realize their full potential in academic, cultural & sporting pursuits.
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- To synergize women & those prevented from exercising their right to be human; through enlightening those regarding their basic human rights and helping them to achieve the same.
- Development of inter linkages across teaching research and extension.
- To build dedicated team of professional & competent workers from the Institution to achieve excellence in all areas of our studies
- To follow the highest standards of ethics in education and add national value for the countrymen.

## **PROCESS OF PERSPECTIVE PLAN:**

The perspective plan, 2020 – 2025 of the Shri Shivaji Science and Arts College, Chikhli Dist. Buldana is prepared by Internal Quality Assurance Cell of College. The perspective plan is prepared by collecting ideas, suggestions and concepts from various stakeholders. The IQAC has collected feedback from Principal, various 32 college committees, Head of Dept. and faculty members.

## **PERSPECTIVE PLAN: 2020 – 2025**

### **Curricular Aspects:**

- To introduce new postgraduate degree programs.
- To introduce additional divisions to fulfill and cater varied demands of the students.
- To increase student intake capacity of existing courses and improve student enrolment.
- To promote faculty members to participate in curriculum design and review at University level.
- To conduct academic, online feedback on curriculum and other quality related audits.
- Propose to augment academic infrastructure.
- To introduce carrier oriented courses, soft skilled based courses, short term courses, valued added courses, diploma courses.
- Provision of good academic flexibility at UG, PG, and research level.
- Participation of more staff in BoS and Academic Council.
- Introduction of all programme with choice based credit system (CBCS).
- Curriculum for life skill.
- Student Induction Programme.
- Learning outcome based curriculum framework for undergraduate education.
- Inculcation of Human Value and professional ethics.

### **Teaching Learning and Evaluation:**

- Online feedback of teachers by peers.
- Fostering social responsibility and community engagement in college.
- Faculty Induction programme (FIP) & Faculty Development programme (FDP) for newly appointed faculty members.
- Programme outcome, programme specific outcome and course outcome for all programme offered by college.
- To promote the faculty to use ICT for teaching learning process.
- To initiate students centric teaching methods.
- To adopt and use the online learning methods and e-videos (LMS).
- To introduce remedial teaching.
- To strengthen the self Appraisal system (API) for teaching and non-teaching staff.
- Establishment of media center and virtual class room.

- To organize workshops for teaching and non-teaching staff for their improvements through Academic staff college.

### **Research Consultancy and Extension:**

- Association for academic and research ethics.
- Establishment of Incubation center.
- Industry- academic innovative practices.
- To strengthen the research facilities in college and motivate faculty to involve in research by undertaking Major and Minor research project, publishing research papers in good impact factors Journals with ISBN/ISSN number.
- To organize International/ National Seminar and Conference on research and quality related theme specially on IPR and Research Methodology.
- To increase research facilities and research center.
- To conduct outreach programme with help of NSS, NCC, YRC and Nehru Yuva Kendra.
- To increase participation of students in research through field projects, house projects and publishing research paper in Seminar and Conference.
- To enhance the qualities of MoU's, collaboration with different industries, institute and NGOs.
- To increase students training, workshop to create job opportunity for students.

### **Infrastructure and Learning Resources:**

- Framework for Eco-friendly and sustainable campus development.
- Renovation of gymnasium.
- Increase in solar energy plant up to 50 KW.
- To provide Wi-Fi facility to the students and the staff.
- To provide e-learning resources like MOOCS, Swayam , INFLIBNET, e-journals, e-books to students and teachers.
- To establish Instrumentation Center.
- Augmentation of the sports infrastructural facilities.
- To construct and renovate class rooms and laboratories.
- Propose the construction of the reading hall and augmentation of the facilities.
- To construct indoor stadium and swimming pool in the campus.
- To construct *Dalitmitra* Pandharinath Patil Memorial Samadhi.
- To construct Science and Innovation activity centre under Rajiv Gandhi Science and Technology Commission.
- To construct new laboratory of Physics department with well equipped instruments.
- To construct separate new washroom for Girls and Boys.
- To construct new common room for girls
- To built wall-compound near highway

### **Student Support and Progression:**

- To conduct soft skill development programme for students.
- Organize study tours, industrial visits, field visits & excursion tours.
- Organize sports competitions.
- Strengthening of Placement cell, arrange the placements camps and improvement of placement services.
- To strengthen the career counseling and competitive examination guidance centre & Soft skill development.
- To initiate Alumni engagement for development of college.
- To establish vocational guidance and training centers.

### **Governance Leadership and Management:**

- Vision and Mission of the institute will be communicated efficiently to all the stakeholders.
- The management and employees will work together for the betterment of the institute.
- Faculties will be promoted and motivated to attend the faculty development programmes.
- Annual performance appraisal system to be formalized for teaching and non teaching staff.
- To implements various staff welfare schemes and programs.
- To conduct the external and internal audits regularly and periodically.
- Continuous efforts will be taken to obtain grants from different funding agencies like UGC, DST, DBT, CSIR, SERB etc.

### **Institutional Values and Best Practices:**

- To ensure a tobacco-free and plastic-free campus through various means at all times through an enforcement mechanism, involving imposition and collection of fines from offenders
- To promote energy conservation practices like the installation of solar panels and wide usage of LED lights/ fans, and also through wide awareness creation.
- To Promote awareness about:
  - ✓ Gender Equity
  - ✓ Energy Conservation
  - ✓ Water Conservation
  - ✓ Socio-Environmental Program (Inclusive Environment )
  - ✓ Divyangjan facility
  - ✓ Code of conduct
  - ✓ Voting Awareness and Human Rights
  - ✓ Constitutional Day

### **COLLEGE PERSPECTIVE PLANNING COMMITTEE**

<b>Sr. No.</b>	<b>Name of Member</b>	<b>Designation</b>
1	Dr. Omraj S. Deshmukh	Principal
2	Hon'ble Harshvardhan P. Deshmukh	President
3	Hon'ble Shri Nareshchandra P. Thakare	Vice-president
4	Hon'ble Adv. Gajananrao Pundkar	Vice-President
5	Hon'ble Shri Dilip B. Ingole	Treasurer
6	Hon'ble Shri Keshavrao Metkar	Member
7	Hon'ble Shri Madhukar S. Patil	Special Invitee
8	Dr. Imtiyaz Zukkalkar	Member HOD Nominated by Principal
9	Dr. Dhanraj Bobade	Member Teacher Representative
10	Dr. Raju Gawai	Member Teacher Representative
11	Dr. Vishnu Padwal	Member Teacher Representative
12	Dr. V. M. Hemke	Member Teacher Representative
13	Prof. S. A. Salve	Member Teacher Representative
14	Dr. M. T. Nikam	Member Teacher Representative
15	Dr. G. G. Malte	Member Teacher Representative
16	Dr. J. J. Jadhav	Member Teacher Representative
17	Shri K. D. Pathan	Member Non-teaching Representative
18	Dr. V. U. Pocchi	Secretary & IQAC Coordinator



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Published by :

**Internal Quality Assurance Cell**

**Shri Shivaji Science and Arts College Chikhli, Dist. Buldana**

## **Different Committees**





Shri Shivaji Education Society Amravati's  
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ISO: 9001-2015

**Dr. Omraj S. Deshmukh**  
Principal

**Hon'ble Shri Harshvardhan P. Deshmukh**  
President

**Executive Committee**

The Shivaji Education Society was founded by Dr. Panjabrao Alias Bhausahab Deshmukh in 1931-32. Along with other members, Bhausahab devoted himself to educate the people by establishing school and colleges far and wide in the Vidarbha. The Society was awarded Dr. Babasaheb Ambedkar 'Dalit Mitra' Award during 1993-94 by the Govt. of Maharashtra. In the session 1999-2000 the Society was awarded the 'Gadge Maharaj Memorial Award, on 5th September, 2000 the Govt. of Maharashtra declared the Society as the "Best Administered Society" in the state and bestowed upon it a cash award of Rs. 1 lakh. In its citation, the State Government formally recognized the seminal contribution made by the Society in the field of education and cultural advancement.

**Executive Committee**

Sr. No	Name	Designation
1	Shri. Harshvardhan P. Deshmukh	President
2	Shri. Nareshchandra P. Thakre	Vice-President
3	Dr. Ramchandra N. Shelke	Vice-President
4	Adv. Gajananrao K. Pundkar	Vice-President
5	Shri. Dilip B. Ingole	Treasurer
6	Shri Hemant W. Kalmegh	Member
7	Shri Kesharao R. Gawande	Member
8	Shri Kesharao J. Metkar	Member
9	Shri. Sheshrao S. Khade	Secretary
10	Dr. M. P. Dhore	Co-opt Member
11	Shri. Nareshchandra M. Patil	Co-opt Member
12	Shri P. S. Wayal	Co-opt Member
13	Dr. A. M. Mahalle	Co-opt Member



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**Hon'ble Shri Harshvardhan P. Deshmukh**  
**President**

**College Development Committee**

College Development Committee (CDC) is an apex authority in the college administration. This is envisioned in MAHARASHTRA PUBLIC UNIVERSITY ACT 2016 (Mah. Act No. VI of 2017) under section 97. An Act provides for academic autonomy and excellence, adequate representation through the democratic process, transformation, strengthening and regulating higher education, and matters connected in addition to that or incidental to it.

**College Development Committee**

<b>Sr. No.</b>	<b>Name of Members</b>	<b>Designation</b>
1.	Hon'ble Harshvardhan P. Deshmukh	Chairman (President-Management)
2.	Shri Nareshchandra P. Thakare	Member (Vice President-Management)
3.	Adv. Gajanan K. Pundkar	Member - Industrialist
4.	Shri Dilip B. Ingole	Member - Sports Experts
5.	Shri Keshavrao J. Metkar	Member - Social awareness
6.	Dr. Nilesh N. Gawande	Member - Educationalist
7.	Dr. S. I. Jukkalkar	Member, HOD Nominated by Principal
8.	Dr. Dhanraj B. Bobade	Member, Teachers' Representative
9.	Dr. Raju P. Gawai	Member, Teachers' Representative
10.	Dr. Vishnu R. Padwal	Member, Teachers' Representative
11.	Shri K. D. Pathan	Member, Non-Teaching Staff's Representative
12.	Dr. V. U. Pochhi	Member, IQAC Coordinator
13.	-Vacant-	President, Student Council
14.	-Vacant-	Secretary, Student Council
15.	Dr. Omraj S. Deshmukh	Principal/Secretary Member



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**Principal**

**Hon'ble Shri Harshvardhan P. Deshmukh**  
**President**

**Internal Quality Assurance Cell (IQAC)**

Sr. No.	Name	Particular Designation
1	Dr. Omraj S. Deshmukh	Prncipal/Chairman
<b>Representatives of Management</b>		
2	Hon`ble Shri Dr. Ramchandra N. Shelke	Member
<b>Local Representative</b>		
3	Hon`ble Dr. Nilesh N. Gawande	Member, College Development Committee
<b>Office Representatives</b>		
4	Shri S. S. Gawai	Member
<b>Co-ordinator (IQAC)</b>		
5	Dr. V. U. Pochhi	Secretary
<b>Criterion Co-ordinators</b>		
1	Dr. V. M. Hemke	I – Curricular Aspects
2	Shri S. A. Salve	II – Teaching, Learning and Evaluation
3	Dr. M. T. Nikam	III – Research, Innovations and Extension
4	Dr. S. A. Jukkalkar	IV – Infrastructure and Learning Resources
5	Dr. D. B. Bobade	V – Student Support and Progression
6	Dr. G. G. Malte	VI – Governance, Leadership and Management
7	Dr. J. J. Jadhao	VII – Institutional values and Best practices
<b>Representative of Parent Alumni and Students</b>		
1	Mr. V. M. Bhutekar	Parent Representative
2	Dr. G. D. Thorat	Alumni Representative
3	Mr. G. S. Sonune	Students Representative



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**President**

**Council of Heads**

The Council of Heads of Department is constituted to make transparent and better administration lifting the College to higher positions. It comprises the Principal, Head of Various Departments, and IQAC Co-ordinator. The council makes a relevant decision concerning planning and the overall department of the College. Following are the members of the council.

**Members of HOD Council:**

Sr. No.	Name of Teacher	Designation
1	Dr. O. S. Deshmukh	Principal
2	Dr. V. U. Pochhi	Head, Dept. of Botany & IQAC Coordinator
3	Dr. R. P. Gawai	Head, Dept. of Commerce
4	Dr. M. T. Nikam	Head, Dept. of Zoology
5	Prof. S. A. Katole	Head, Department of Electronics
6	Dr. G. G. Malte	Head, Dept. of Marathi
7	Dr. J. J. Jadhao	Head, Dept. of Political Science
8	Dr. S. I. Jukkalkar	Head, Dept. of English
9	Dr. V. R. Padwal	Head, Dept. of History
10	Mr. S. L. Kumbhare	Head, Dept. of Chemistry
11	Prof. S. N. Mendhe	Head, Dept. of Microbiology
12	Dr. S. M. Kalakhe	Head, Dept. of Economics
13	Mr. S. A. Salve	Head, Dept. of Mathematics
14	Mr. N. B. Takare	Head, Dept. of Physics
15	Dr. A. B. Kadam	Head, Dept. of Computer Science
16	Dr. R. H. Wankhede	Head, Knowledge - Resource Centre
17	Prof. S. J. Kokode	Head, Dept. of Physical Education & Sports
18	Dr. D. B. Bobade	Secretary, HOD Council



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**President**

**College Staff Council**

<b>Sr. No.</b>	<b>Name of Member</b>	<b>Designation</b>
1.	Dr. O. S. Deshmukh	Principal/Chairman
2.	Dr. V. U. Pochhi	IQAC Coordinator
3.	Dr. J. J. Jadhao	IQAC Co-coordinator
4.	Dr. S. I. Jukkalkar	Secretary
5.	Members	All Staff full time regular teachers of the Senior College

## Committees for Academic, Administrative, Cultural & Physical Maintenance of College 2021-22

13 JUL 2021

5.	Offline Time-table Committee	Prof. S. L. Kumbhare Dr. S. N. Gawai Dr. S. M. Kalakhe	Incharge Incharge Incharge
6.	Academic Calendar	Dr. A. B. Kadam Prof. S. A. Salve Dr. R. B. Gade Dr. A. S. Kale	Incharge Member Member Member
7.	Examination and Internal Evaluation	Prof. S. L. Kumbhare (Sci) Dr. G. G. Malee (Arts) Dr. S. N. Gawai (Comm) Prof. T. S. Shirane	Incharge Incharge Incharge Member
8.	Research consultancy and extension committee	Dr. M. T. Nikam Dr. A. B. Kadam Dr. G. D. Tivral Dr. A. S. Kale	Incharge Member Member Member
9.	Ph. D. Cell	Dr. S. L. Jakkhar Prof. M. D. Kohle Prof. D. L. Gavande Dr. A. S. Kale	Incharge Member Member Member
10.	College Magazine Committee	Dr. S. L. Jakkhar Dr. A. R. Muley Dr. S. M. Kalakhe Prof. S. S. Kale	Incharge Member Member Member

Principal  
Shri Shivaji Sci & Arts  
College, Chindli, Dist. Buldana

# Committees for Academic, Administrative, Cultural & Physical Maintenance of College 2021-22

3 JUL 2021


Sl. No.	Name of the Committee	In-charge & Members	
1	Admission committee	(UG) Dr. A.R. Mistry Dr. S.M.R. Jadhav Prof. S. N. Munde Prof. S. A. Salve Prof. N. D. Thakre Dr. S. N. Gosavi	Incharge Member Incharge Member Member Member Incharge
2	Online Admission Forum	(PG) Dr. A. B. Kadam Prof. S. R. Munde Dr. G. G. Mhatre Dr. J. J. Joshi Dr. V. R. Purohit Dr. R. P. Ghore	Incharge Incharge Incharge Incharge Incharge Incharge
3	Prospectus Committee	Prof. D. N. Hanyar Prof. S. S. Kulkarni Dr. P. B. Nale Dr. V. B. Hase	Incharge Incharge Incharge Member Member
4	Online Time Table Committee	Dr. A. B. Kadam	Incharge

Principal  
Sri Swati Sci. & Arts  
College, Chavak, Dist. Bidar

## Committees for Academic, Administrative, Cultural & Physical Maintenance of College 2021-22

13 JUL 2021

25	Purchase Committee	Dr. V. U. Pochhi Dr. G. G. Maithe Dr. S. J. Kokode	Incharge Member Member
26	Student Welfare Committee	Prof. S. J. Kokode Dr. D. B. Bobade Prof. S. S. Kale Mr. Kiran Padghan	Incharge Member Member Member Member
27	ICT & Internet Facility	Dr. A. B. Kalam Dr. M. E. Jadhav Dr. S. S. Galwad	Incharge Member Member Member
28	Mentor and Mentee	Prof. S. V. Dautpure Dr. A. R. Mule	Incharge Member
29	Parent -Teacher Association	Dr. M. T. Nilam Prof. S. A. Salve Prof. P. P. Padghan Dr. J. J. Jadhao Mr. Kiran Padghan Prof. S. S. Kale Dr. R. P. Sawal Dr. S. N. Gawal	Incharge Member Member Incharge Member Member Member Incharge Member Member Member

  
 Principal  
 Sri Sri Saij. Sci. & Arts  
 College, Chavni, Dist. Buldana



## Committees for Academic, Administrative, Cultural & Physical Maintenance of College 2021-22

13 JUL 2021

19.	Competitive Examination	Dr. J. Jadhao Dr. V. R. Padwal Prof. S. A. Salve Prof. S. S. Kale Prof. S. J. Kokode	Incharge Member Member Member Member Member
20.	Carrier Counselling and Placement	Dr. S. R. Patil Mr. Kiran Padghan Dr. P. P. Padghan Dr. S. N. Gawal Prof. S. V. Dautpure	Incharge Member Member Member Member Member
21.	Internal Complaint Committee	Prof. A. S. Katole Dr. S. M. Kalakhe Dr. S. N. Gawal	Incharge Member Member Member
22.	Youth Festival and Cultural Committee	Dr. V. R. Padwal Dr. A. R. Mule Dr. S. S. Galikwad Dr. P. B. Nalle Prof. S. S. Kale	Incharge Member Member Member Member Member
23.	Birth and Death Anniversaries of Leaders	Mr. P. G. Sawadkar Prof. S. S. Kale Mr. Kiran Padghan	Incharge Member Member Member
24.	Building (Construction) Committee	Dr. V. U. Pochhi Dr. G. G. Malle Prof. S. J. Kokode	Incharge Member Member Member

Principal  
Smt Shree! Sci & Arts  
College, Chakri, Dist. Buldhara

# Committees for Academic, Administrative, Cultural & Physical Maintenance of College 2021-22

13 JUL 2021

11	College Website Committee	Prof. M. D. Kothle Prof. D. L. Gavande Dr. D. N. Bhojkar	Incharge Member Member
12	Academic Audit	Dr. V. U. Pochhi Dr. S. V. Dautpoure Dr. P. P. Padghan	Incharge Member Member
13	Library Committee	Dr. D. B. Bobade Dr. M. E. Jadhav Dr. A. F. Muley	Incharge Member Member
14	Staff Council	Dr. S. I. Jukkakar	Incharge
15	Student Council	Dr. J. J. Jadhao	Incharge
16	UGC/RAUSA/NIRF Committee	Dr. V. U. Pochhi Prof. N. B. Thakre Dr. V. M. Henke Dr. R. B. Gade Dr. A. S. Kale	Incharge Member Member Member Member
17	Academic diary/ Teachers Diary/ Roll call	Dr. S. R. Patil Dr. V. R. Padwal Dr. G. D. Thorat Dr. V. M. Henke	Incharge Member Member Member
18	Alumni Association committee	Dr. D. B. Bobade Dr. R. P. Gawai Dr. G. D. Thorat Dr. J. J. Jadhao Prof. S. S. Kale Dr. V. M. Henke	In charge Member Member Member Member Member

  
 Principal  
 Smt. Shriani S. & Arts  
 College, Chikhli, Dist. Bardana

## **Minutes of Meeting and Action Taken Report**



Shri Shivaji Education Society Amravati's

# SHRI SHIVAJI SCIENCE AND ARTS COLLEGE

Chikhli, Dist. Buldana- 443201.

NAAC Reaccredited with 'B<sup>++</sup>' Grade (CGPA 2.82)

ISO: 9001-2015



Dr. Omraj S. Deshmukh  
Principal

Hon'ble Shri Harshvardhan P. Deshmukh  
President

## Action Taken Report

On

### Committees for academic, administrative, cultural and physical maintenance of College

#### Functioning:

There are 29 committees are formed for the functioning of academic, administrative, cultural and physical maintenance in the College. These committees submit their report to IQAC after every year. IQAC supervise the functioning of all these committees for the smooth and fair conduction of their work.

#### Action Taken Report:

- All committees worked properly at assigned time period.
- If any issue is arises then Principal and IQAC gives suggestions to solve queries.

  
Coordinator  
IQAC, Shri Shivaji Sci. & Arts  
College, Chikhli Dist. Buldana

IQAC Co-ordinator



  
Principal  
Shri Shivaji Sci. & Arts  
College, Chikhli, Dist. Buldana

Principal

**Minutes of IQAC Meetings and Action Taken**  
**Report**

**Minutes of the IQAC meeting held on 10/03/2020 at 12.15 pm in IQAC are as follows:**

The following members were present in the meeting.

1. Dr. A.M. Garode Principal and Chairperson
2. Dr. V.U. Pochhi IQAC Coordinator
3. Dr. D. B. Bobade Member
4. Dr. M. T. Nikam Member
5. Dr. G.G. Malte Member
6. Dr. J.J. Jadhao Member
8. Dr.S.I. Jukkalkar Member
9. Dr.V.M. Hemke Member

Dr. V.U. Pochhi, IQAC Coordinator requested the Principal to chair the meeting.

The Chairman called the meeting to order and welcomed all the IQAC members.

The IQAC Coordinator Dr. V. U. Pochhi presented the minutes of the previous meeting and all the members present approved the minutes unanimously.

The Chairman initiated discussion on the following agendas.

**Agenda I: Preparation of Code of conduct**

The chairman discussed the need of code of conduct for all round development of students. It is also essential to develop integrity among teachers, nonteaching. The reputation of the institution depends on success and behavior of students. Therefore, unanimously it is decided to draft the code of conduct for all stake holders of the institution.

**Agenda II: Participation in ISO Certification**

The IQAC Coordinator initiated discussion on the agenda by stating the importance of ISO Certification. It enhances educational system, intensifies reputation of institution, encourage equal opportunities for the students etc. It is decided by all the members present to get our institute ISO certified.

The meeting was concluded after Vote of Thanks proposed by IQAC Coordinator.

  
Coordinator  
IQAC, Shri Shivaji Sci. & Arts  
College, Chikhli Dist. Buldana

**IQAC Coordinator**



  
Principal  
Shri Shivaji Sci. & Arts  
College, Chikhli, Dist. Buldana

**Principal**

### Action Taken

- 1) A Committee has been formed to draft the Code of Conduct and the Committee is asked to present the code of the conduct before the concerned authority to take approval of it.
- 2) For the collection and to fill up the data for ISO certification a committee was formed. The In-Charge of the committee was asked totake immediate steps to complete all the formalities needed for the certification.

  
Coordinator  
IQAC, Shri Shivaji Sci. & Arts  
College, Chikhli Dist. Buldana

**IQAC-Co-Ordinator**



  
Principal  
Shri Shivaji Sci. & Arts  
College, Chikhli, Dist. Buldana

**Principal**

**Minutes of the IQAC meeting held on 30/7/2020 at 4.00 pm in IQAC are as follows:**

The following members were present in the meeting.

- |                       |                           |
|-----------------------|---------------------------|
| 1. Dr. A.M. Garode    | Principal and Chairperson |
| 2. Dr. V.U. Pochhi    | IQAC Co-Ordinator         |
| 3. Dr. D. B. Bobade   | Member                    |
| 4. Dr. M. T. Nikam    | Member                    |
| 5. Dr. G.G. Malte     | Member                    |
| 6. Dr. J.J. Jadhao    | Member                    |
| 8. Dr. S.I. Jukkalkar | Member                    |
| 9. Dr. V.M. Hemke     | Member                    |

Dr. V.U. Pochhi, IQAC Coordinator requested the Principal to chair the meeting.

The Chairman called the meeting to order and welcomed all the IQAC members.

The IQAC Coordinator Dr. V. U. Pochhi presented the minutes of the previous meeting and all the members present approved the minutes unanimously.

Dr. V.U. Pochhi the IQAC Coordinator reported the events / programmes which were conducted by the IQAC till date.

The Chairman initiated discussion on the following agendas.

**Agenda I: Preparation of Academic Calendar**

For the 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 Coordinator suggested the Chairman to notify all HODs about submission of planning and schedule and inclusion curricular and co-curricular activities to be conducted during the session to academic calendar committee with immediate effect. The updated information will be helpful to prepare a consolidated and updated Academic Calendar.

The Chairman and the all the IQAC member agreed to the proposal and the Chairman asked the IQAC Coordinator to notify all the HODs regarding it.

**Agenda II: Preparation of AQAR of 2019-20**

IQAC Coordinator informed that the preparation for submission of AQAR for the year 2019-20 is very important. Regarding it all the In Charge of Seven Criteria and the concerned committee members should start collecting and processing data immediately. The Chairman asked to report about the development of preparation of AQAR within a week.



**Agenda III: Action Plan for 2019-20.**

The Chairperson discussed the need to prepare action plan of all the activities to be conducted by all the committees and Departments. It is decided to inform all the In Charge of the Committees and HODs to submit the action plan for the approval from the Principal.

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

  
Coordinator  
IQAC, Shri Shivaji Sci. & Arts  
College, Chikhli Dist. Buldana

**Coordinator**

**NAAC Committee**



  
Principal  
Shri Shivaji Sci. & Arts  
College, Chikhli, Dist. Buldana

**Principal**

**Action Taken:**

- i. All the In Charge with their committee members of the criteria (I to VII) were informed to take immediate action to provide the required data.
- ii. All the HODs and Committee In Charge were asked to submit schedule with Action Plan of curricular and co-curricular activities to be conducted during the academic session.

  
Coordinator  
IQAC, Shri Shivaji Sci. & Arts  
College, Chikhi Dist. Buldana

Co-ordinator  
NAAC Committee

**Minutes of the IQAC meeting held on 08/09/2020 at 2.00 pm in IQAC are as follows:**

The following members were present in the meeting.

1. Dr. A.M. Garode            Principal and Chairperson
2. Dr. V.U. Pochhi IQAC    Coordinator
3. Dr. D. B. Bobade        Member
4. Dr. M. T. Nikam         Member
5. Dr. G.G. Malte          Member
6. Dr. J.J. Jadhao         Member
8. Dr. S. I. Jukkalkar      Member
9. Dr.V.M. Hemke         Member

Dr. V.U. Pochhi, IQAC Coordinator requested the Principal to chair the meeting.

The Chairman called the meeting to order and welcomed all the IQAC members.

The IQAC Coordinator Dr. V. U. Pochhi presented the minutes of the previous meeting and all the members present approved the minutes unanimously.

The Chairman initiated discussion on the following agendas.

**Agenda I: To Start Value added Courses**

During 2<sup>nd</sup> Cycle of NAAC reaccreditation, the college was able to exhibit only a few Value-added Courses for UG students. The number was insufficient. The NAAC Committee recommended to introducing new Value-added Courses for UG students. All the IQAC members discussed the requirement of the Value-added courses. It is also decided to inform the HODs regarding it.

**Agenda II: Conduction of Induction Program me of UG and PG students**

As stipulated by UGC, One Week Induction Programme is expected to be conducted for UG and PG students. After discussion, it is decided to conduct Induction Programme after the completion of admission process.

The meeting was concluded after Vote of Thanks proposed by IQAC Coordinator.

  
Coordinator  
IQAC, Shri Shivaji Sci. & Arts  
College, Chikhli Dist. Buldana



  
Principal  
Shri Shivaji Sci. & Arts  
College, Chikhli, Dist. Buldana

**IQAC Coordinator**

**Principal**

**Action Taken:**

- 1) Steps are taken to start Value added Courses viz. Renewable Energy, Microsoft, Ayurveda, Sericulture, Water Analysis, Communication skill in English, Agricultural Entrepreneurship. All the Departments were informed to start at least one Value added Course.
- 2) One Week Induction Programme were organized with the support of faculties. Due to Pandemic effect it is decided to organize the in on-online mode.

  
Coordinator  
IQAC, Shri Shivaji Sci. & Arts  
College, Chikhli Dist. Buldana

**IQAC Coordinator**



  
Principal  
Shri Shivaji Sci. & Arts  
College, Chikhli, Dist. Buldana

**Principal**

### **Agenda III: Preparation of Code of conduct**

The draft of code of conduct for students, Teachers, and Administrative staff is prepared and place before the concerned body for approval.

### **Agenda IV: Participation in ISO Certification**

All committee members discuss about certification services which is good for assessment After that Mapple services has been chosen.

  
Coordinator  
IQAC, Shri Shivaji Sci. & Arts  
College, Chikhli Dist. Buldana



  
Principal  
Shri Shivaji Sci. & Arts  
College, Chikhli, Dist. Buldana

IQAC-Co-ordinator

Principal

### **Action Taken:**

#### **Agenda III-**

The Committee Recommended to prepare the Draft Code of Conduct for Students, Teachers, and Administrative Staff and the same is pending before the concerned body for Approval.

#### **Agenda IV-**

The committee recommended to establish the committee to fill up the data required for ISO certification. All information should be fill up in the provided form

  
Coordinator  
IQAC, Shri Shivaji Sci. & Arts  
College, Chikhli Dist. Buldana



  
Principal  
Shri Shivaji Sci. & Arts  
College, Chikhli, Dist. Buldana

IQAC-Co-ordinator

Principal

**Minutes of the IQAC meeting held on 25/06/2021 at 4.00 pm in IQAC are as follows:**

The following members were present in the meeting.

1. Dr. A.M. Garode Principal and Chairperson
2. Dr. V.U. Pochhi IQAC Co-Ordinator
3. Dr. D. B. Bobade Member
4. Dr. M. T. Nikam Member
5. Dr. G.G. Malte Member
6. Dr. J.J. Jadhao Member
8. Dr.S.I. Jukkalkar Member
9. Dr.V.M. Hemke Member

Dr. V.U. Pochhi, IQAC Coordinator requested the Principal to chair the meeting.

The Chairman called the meeting to order and welcomed all the IQAC members.

The IQAC Coordinator Dr. V. U. Pochhi presented the minutes of the previous meeting and all the members present approved the minutes unanimously.

The Chairman initiated discussion on the following agendas.

**Agenda I: Organization of Webinar/Workshop/Guest Lectures/ Extension Lectures**

The gathers members discussed in detail the organization of Webinar/Workshop/Guest Lectures/ Extension Lectures by the Departments. Considering the Covid -19 Pandemic effect, as per the guidelines it is decided to opt online mode.

**Agenda II: Organization Degree Distribution Ceremony**

As per the University Guidelines, Degree distribution ceremony has to be organized. The University guidelines also suggested to follow social distancing norms in the Degree Distribution Ceremony.

**Agenda III: Collection of the Data for Student Satisfaction Serve**

After discussion on Data Collection for Student Satisfaction Serve, the IQAC members suggest that Collect data of Student Satisfaction Serve through google form. Students will be given google form link to record their responses.

The meeting was concluded with vote of thanks.

  
Coordinator  
IQAC, Shri Shivaji Sci. & Arts  
College, Chikhli Dist. Buldana

IQAC Coordinator



  
Principal  
Shri Shivaji Sci. & Arts  
College, Chikhli, Dist. Buldana

Principal

## Action Taken Report

- 1) Considering the outbreak of Covid 19 Pandemic, the HODs and Committee Heads were informed to switch to online mode to conduct Seminars /Workshop/Guest Lectures /Extension lectures.
- 2) After the Convocation programme of Sant Gadge Baba Amravati University, distribution of Degree Ceremony is decided to organised. The committee formed for the organization is asked to take the appointment of Chief Guest for the programme of Degree Distribution Ceremony.
- 3) Committee for Student Satisfaction Survey prepared google form link to collect data. Collected feedback was analyzed by Committee members. Suggestions given by stakeholders were forwarded to the Principal to consider for implementation.

  
Coordinator  
IQAC, Shri Shivaji Sci. & Arts  
College, Chikhli Dist. Buldana

IQAC- Co-ordinator



  
Principal  
Shri Shivaji Sci. & Arts  
College, Chikhli, Dist. Buldana

Principal

**Minutes of the IQAC meeting held on 01/07/2021 at 10.00 am in IQAC are as follows:**

The following members were present in the meeting.

1. Dr. O. S. Deshmukh      Principal and Chairperson
2. Dr. V.U. Pochhi IQAC   Co-Ordinator
3. Dr. D. B. Bobade      Member
4. Dr. M. T. Nikam      Member
5. Dr. G.G. Malte      Member
6. Dr. J.J. Jadhao      Member
8. Dr.S.I. Jukkalkar      Member
9. Dr.V.M. Hemke      Member

Dr. V.U. Pochhi, IQAC Coordinator requested the Principal to chair the meeting.

The Chairman called the meeting to order and welcomed all the IQAC members.

The IQAC Coordinator Dr. V. U. Pochhi presented the minutes of the previous meeting and all the members present approved the minutes unanimously.

Then, Dr. V.U. Pochhi IQAC Co-coordinator reported the events / programmes which were conducted by the IQAC till date.

The Chairman initiated discussion on the following agendas.

**Agenda I: Welcome function of New Principal**

Newly selected principal Dr. Omraj S. Deshmukh was appointed at the college by Shri shivaji Education Society, Amravati under its administration the college runs. The Principal took charge of the college on 1<sup>st</sup> July, 2021. It is unanimously decided to organise welcome function of the newly appointed Principal.

**Agenda II: Environmental and Green Audit**

It is recommended to initiate to frame green policy for the institution. It is discussed and decided to form a committee to address the key areas of Energy Management, Waste management, Water management and ensuring Bio-diversity.

The meeting was concluded after vote of thanks proposed by IQAC Coordinator.

  
Coordinator  
IQAC, Shri Shivaji Sci. & Arts  
College, Chikhli, Dist. Buldana

IQAC-Co-ordinator



  
Principal  
Shri Shivaji Sci. & Arts  
College, Chikhli, Dist. Buldana

Principal



### Action Taken Report

- 1) The welcome function of the newly appointed Principal, Dr. Omraj S. Deshmukh is scheduled to organize at 4.00 pm on 01/07/2021.
- 2) It is decided to hire service from EFSC to Complete Environmental and Green Audit.

  
Coordinator  
IQAC, Shri Shivaji Sci. & Arts  
College, Chikhli Dist. Buldana

IQAC-Coordinator



  
Principal  
Shri Shivaji Sci. & Arts  
College, Chikhli, Dist. Buldana

Principal

**Minutes of the IQAC meeting held on 17/08/2021 at 3.00 pm in IQAC are as follows:**

The following members were present in the meeting.

1. Dr. O. S. Deshmukh      Principal and Chairperson
2. Dr. V.U. Pochhi IQAC Co-Ordinator
3. Dr. D. B. Bobade      Member
4. Dr. M. T. Nikam      Member
5. Dr. G.G. Malte      Member
6. Dr. J.J. Jadhao      Member
8. Dr.S.I. Jukkalkar      Member
9. Dr.V.M. Hemke      Member

Dr. V.U. Pochhi, IQAC Coordinator requested the Principal to chair the meeting.

The Chairman called the meeting to order and welcomed all the IQAC members.

The IQAC Coordinator Dr. V. U. Pochhi presented the minutes of the previous meeting and all the members present approved the minutes unanimously.

The Chairman initiated discussion on the following agendas.

**Agenda I: AQAR submission of the academic year 2019-20**

All the Criteria In Charge discussed the progress of the AQAR data collection of the academic year 2019-20. The IQAC Coordinator suggested to finalize the AQAR within a week and keep it ready to upload on NAAC Website.

**Agenda II : To sign functional MOU with other institutions**

The gathered members discussed in detail regarding tie up with other institutes through functional MOUs. The principal suggested certain institutes with whom we can share best practices, exchange students and organize lectures. It is decided to inform all the HODs to enquire about the institutes with whom we can sign MOU.

**Agenda III: To carry out Academic & Administrative Audit**

It is discussed that academic and administrative audit is important. Through the audit we will come to know the lacuna and we can work for improvement. It is decided to form a committee to complete the work.

**Agenda IV: Organization of Conferences and Workshops**

For the academic improvement of students as well as teachers and for academic contribution to community at large, it is expected to organize conferences and workshops. All the members agreed to this opinion forwarded the Principal. Every Department will be informed to take steps to organize the conferences and Workshops.

**Agenda V: To get PBAS and Self Appraisal forms duly filled by the employee.**

Principal opined that the work done by the employee should be recorded every year. The senior college teachers will submit PBAS forms duly filled and the Non-Teaching Staff will submit Self Appraisal Forms at the end of every academic year.

**Agenda VI: To analyse the collected feedback**

The criterion In Charge with whom feedback is related informed that the feedback from the stakeholders is collected. The Principal suggested to analyze it and submit the analysis with suggestions.

**Agenda VII: To start new PG Courses**

It was demand of the students as well as alumni to start PG Courses. The Principal suggested to take initiative to start PG Courses in the subject Botany, Zoology, Chemistry and Physics. After discussion it is decided to take immediate steps.

**Agenda VIII : To start collaboration with other institutes for quality initiative**

The Principal discussed to have collaboration with other institutes for quality initiatives. It is decided to inform all the Departments to discuss with other institutes to have collaboration for exchange of quality initiatives.

**Agenda IX: Registration and Participation in NIRF**

Registration and Participation in NIRF is recommended by MHRD. The students get attracted by the courses offered by the institutes. The Principal decided to appoint an In-Charge for NIRF registration. All the members present agreed to it.

After long discussion, Dr. V. U. Pochhi proposed vote of thanks and the meeting was concluded.

**Agenda X: Participation in ISO Certification**

The IQAC Coordinator initiated discussion on the agenda by stating the importance of ISO Certification. It enhances educational system, intensifies reputation of institution, encourage equal opportunities for the students etc. It is decided by all the members present to get our institute ISO certified.



Coordinator  
IQAC, Shri Shivaji Sci. & Arts  
College, Chikhli Dist. Buldana

IQAC-Co-ordinator



Principal  
Shri Shivaji Sci. & Arts  
College, Chikhli, Dist. Buldana

Principal

### Action Taken Report

- 1) All the Criteria In Charge are informed to submit the AQAR for uploading on NAAC website.
- 2) The HODs of the Departments are informed to take steps to sign MOUs with other institutes.
- 3) Committee was formed to carry out Administrative and Academic Audit. The committee was instructed to complete the audit and submit the report to IQAC and Principal.
- 4) All the Departments were informed to organize Conferences and Workshops and the report of the organization should be submitted to the IQAC and the Principal.
- 5) All the employee are informed through notice to submit PBAS and Self Appraisal Form at the end of every academic year.
- 5) Feedback Committee is informed to submit the Feedback Analysis immediately.
- 6) All the formalities to start PG Courses will be completed soon.
- 7) Certain Departments agreed to take collaborative quality initiatives with other institutes to organize academic activities.
- 8) An In Charge for NIRF has been appointed and the In Charge is asked to complete the process of NIRF Registration And Participation.
- 9) For the collection and to fill up the data for ISO certification a committee was formed. The In-Charge of the committee was asked to take immediate steps to complete all the formalities needed for the certification

  
Coordinator  
IQAC, Shri Shivaji Sci. & Arts  
College, Chikhli Dist. Buldana

IQAC-Coordinator



  
Principal  
Shri Shivaji Sci. & Arts  
College, Chikhli, Dist. Buldana

Principal

## **Meetings and ATR of HoD Council**

प्रमाणपत्र

या रजिस्ट्रारमध्ये रजुवा ७४  
पेजेस असुवा त्याचा अनुक्रमंक  
७ ते ७४ असुवा प्रमाणित  
पुरव्णान येत आहे.

*J. P. Deshmukh*

**PRINCIPAL**  
Shri Shivaji Science & Arts  
College, Chikhli, Dist Buldana

**Members of HOD Council:**

Sr. No.	Name of Teacher	Designation
1	Dr. O. S. Deshmukh	Principal
2	Dr. D. B. Bobade	Secretary, HOD Council
3	Dr. M. T. Nikam	Head, Dept. of Zoology
4	Prof. S. N. Mendhe	Head, Dept. of Microbiology <i>MS</i>
5	Dr. V. U. Pochhi	Head, Dept. of Botany
6	Mr. S. L. Kumbhare	Head, Dept. of Chemistry
7	Prof. S. A. Katole	Head, Department of Electronics
8	Dr. A. B. Kadam	Head, Dept. of Computer Science
9	Mr. N. B. Takare	Head, Dept. of Physics <i>NT</i>
10	Mr. S. A. Salve	Head, Dept. of Mathematics <i>SS</i>
11	Dr. S. I. Jukkalkar	Head, Dept. of English
12	Dr. G. G. Malte	Head, Dept. of Marathi
13	Dr. S. M. Kalakhe	Head, Dept. of Economics <i>SK</i>
14	Dr. V. R. Padwal	Head, Dept. of History
15	Dr. J. J. Jadhao	Head, Dept. of Political Science <i>JJ</i>
16	Dr. R. P. Gawai	Head, Dept. of Commerce
17	Prof. S. J. Kokode	Head, Dept. of Physical Education & Sports

\* दिनांक - 06.2020

मा० प्राचार्य साहेब यांच्या आदेशानुसार  
सं० २०२०-२०२१ कुरीता खालीलप्रमाणे  
विभागाप्रमुखांची परिषद (HOD Council)  
स्थापन कुरवान आले आहे.

Sr.No	Name of Teacher	Designation	Mobile No.
1.	Dr. O.S. Deshmukh	Principal	9403398764
2.	Dr. D. B. Babale	Secretary	9850382338
3.	Dr. M.T. Nikam	HOD, Zoology	9890844050
4.	Dr. V.U. Pochhi	-  - Botany	9890964215
5.	Prof. S.L. Kumbhkar	-  - Chemistry	9822716219
6.	Prof. S.A. Kotale	-  - Electronics	7066590850
7.	Prof. S.H. Mendhe	-  - Microbiology	9850888390
8.	Dr. A.B. Kadam	-  - Computer	8796336088
9.	Prof. N.B. Thakare	-  - Physics	7507005855
10.	Prof. S.A. Salve	-  - Mathematics	9421316430
11.	Dr. S.L. Jukkalkar	-  - English	9860873841
12.	Dr. G.G. Mahe	-  - Marathi	7350674054
13.	Dr. S.M. Kalakhe	-  - Economics	9730530766
14.	Dr. V.R. Padwal	-  - History	8805517072
15.	Dr. J.J. Jadhao	-  - Pol. Science	9421493695
16.	Dr. R.P. Gawai	-  - Commerce	9552248729
17.	Prof. S.J. Kokate	-  - Sport	7350474708



सभा क्रमांक १

\* दि. 14/7/2024

आज दिनांक 14/7/2024 रोजी दुपारी 3:00 वाजता  
मा. प्राचार्य यांच्या कार्यालयात सत्र 2020-2021 चा  
सत्रातील प्रथम सभा सर्व महाविद्यालयीन विभागाप्रमुख यांची  
हजेरत आली. सभेतील उपस्थिती व विषय रवाळीत  
प्रमाणे होती.

विषय:

- ① ~~सत्र~~ शैक्षणिक सत्र 2020-2021 मध्ये आभासी  
पध्दतीत होणारे (डा. भा. सि. कु. मा. या) इतरिते.
- ② समकालीन सत्रामधील अंतर्गत मुल्यमापन  
(Internal Assessment) संबंधित सर्व विभागांचा  
इतिहास व चर्चा.
- ③ प्रत्येक विभाग अंतर्गत online workshop/seminar  
/ webinar विषयी चर्चा करणे.
- ④ certificate courses / value Added courses

हजेरताने चर्चा.

सभेद्वारे रवाळीत प्रमाणे उपस्थिती होती.

Signature

- |                                 |                      |
|---------------------------------|----------------------|
| ① Dr. D. S. Deshmukh, Principal | Dr. S. D. Deshmukh   |
| ② Dr. D. B. Bobade, Secretary   | Dr. D. B. Bobade     |
| ③ Dr. M. T. Nikam, HOD          | Dr. M. T. Nikam      |
| ④ Dr. S. N. Mendhe              | Dr. S. N. Mendhe     |
| ⑤ Dr. V. U. Pochhi              | Dr. V. U. Pochhi     |
| ⑥ Prof. S. L. Kumbhare          | Prof. S. L. Kumbhare |
| ⑦ Prof. S. A. Katoke            | Prof. S. A. Katoke   |
| ⑧ Dr. A. B. Kadam               | Dr. A. B. Kadam      |
| ⑨ Prof. N. B. Thakare           | Prof. N. B. Thakare  |
| ⑩ Prof. S. A. Salve             | Prof. S. A. Salve    |

- ⑪ Dr. S. J. Jukkarkar HOD.
- ⑫ Dr. G. G. Malte → [Signature]
- ⑬ Dr. S. M. Kalakhe → [Signature]
- ⑭ Dr. V. R. Padwal → [Signature]
- ⑮ Dr. J. J. Jadhav → [Signature]
- ⑯ Dr. R. P. Gawai → [Signature]
- ⑰ Prof. S. J. Kokode → [Signature]

विषय	सभेचे इतिवृत.	शेरा
①	<p>सर्व विभागप्रमुखांसोबत आभासी प्रवृत्ती बैठकीच्या प्रारंभिक विभागाच्या अभ्यासक्रमाच्या आढावा घेण्यात आला व जवळपास 80% अभ्यासक्रम पूर्ण झालेला आहे व उर्वरित अभ्यासक्रम नियोजित वेळेत पूर्ण करण्यात येईल असे ठरले.</p>	<p>या विषयास सर्वांगी संमती दिली.</p>
②	<p>अंतर्गत मुख्यमापण करणाऱ्या (Goule Class Room, Whatsapp Group) व वापर करून नियोजित वेळेत विद्यापिठाचा सादर करणाऱ्या ठरले.</p>	<p>या विषयास सर्वांगी संमती दिली.</p>
③	<p>प्रारंभिक विभागात कमिज कमी एक किंवा दोन ऑनलाइन वेबिनार / Seminars Workshop होवून त्यांचा योग्य प्रकारे नियोजन करून आवश्यकता पूर्ण करावी व कार्यपुर्ती अहवाल प्राचार्यांस सादर करावा.</p>	<p>या विषयास सर्वांगी संमती दिली.</p>

4 कर्मशास्त्र चक्र ने पांच विभागों की  
Certificate course / Value Added  
course ... नियोजन करून  
व्यवस्था ठरवकर अंदाजवाजी कर्मी  
व किमोतीम लेवना कर्मधुवारी अहवाल  
मादर करमाच ठरवा.

या विषयाचा  
संबंधी संमती  
दिती.

*Aspeshmullik*

PRINCIPAL  
Shri Shivaji Science & Arts  
College, Chikhli, Dist. Buldana

कार्यपुर्ती अहवाल (सन - 2020-2021)

दि 09.06.2021 रोजी झालेल्या  
सभेमध्ये सर्व विषयावर सविस्तर  
चर्चा करून झाली होती व आभासी  
पद्धतीने घेतलेल्या अन्वयक्रमाची तसेच  
ऑनलाइन मुल्यमापण, On-line workshop,  
Webinar, Certificate courses व  
Value Added Courses या सर्व विषयांची  
पुर्तता करून झाली आहे.



*Aspeshmullik*

Principal  
Shri Shivaji Sci. & Arts  
College, Chikhli, Dist. Buldana

सभा क्रमांक - (२)

# दि. २०.९.२०२१

आज दिनांक २०.०९.२०२१ रोजी

दुपारी ४.०० वा माठ प्राचार्य साहेब यांच्या  
कक्षेत सन २०२१ - २०२२ या संमतील  
प्रथम सभा सर्व महाविद्यालयीन  
विभागप्रमुखांची होवाम आली. सभेतील  
विषय व उपस्थिती खालीलप्रमाणे होती.

सभेचे विषय

- ① मागील सभेचे इतिवृत वाचुन घ्या.
- ② विषय सत्रामधील अभ्यासक्रमाचे ऑफिंगे पध्दतीने  
गिण्टे तबले व लव्हल घ्या व मित्राणि का सुक  
करवावाकत
- ③ प्रामेळ विभागातील अंतर्गत अकेडमी करवावाकत
- ④ सन २०२० - २०२१ या सत्रात अरुमाळकियां माहीती  
पुर विभावाकत

सभेद्वारे खालीलप्रमाणे उपस्थिती होती-

- ① Dr. O. S. Deshmukh, Principal Deshp
- ② Dr. D. B. Bobade, Secretary Bob
- ③ Dr. M. T. Nikam, M.D.
- ④ Dr. S. N. Mendhe Mendhe
- ⑤ Dr. V. U. Pochhi
- ⑥ Prof. S. L. Kumbhare Kumbhare
- ⑦ Prof. S. A. Katole Katole
- ⑧ Dr. A. B. Kadam Kadam
- ⑨ Prof. N. B. Thakare Thakare

- (10) Prof S.A. Salve HOD S.A. Salve
- (11) Dr. S.J. Jukalkar @HOD
- (12) Dr. G.G. Malte @HOD
- (13) Dr. S.M. Kalake @HOD
- (14) Pr. V.R. Padwal @HOD
- (15) Dr. J.J. Jadhav @HOD
- (16) Dr. R.P. Gawai @HOD
- (17) Prof. S.J. Pokode @HOD

विषय	समय इतिवृत्त	थेरी
1	मा. प्रा.चा.भा.गी सांगीत समेच इतिवृत्त वाचुन दारविते व सधेगीत इतिवृत्त मेगुरु करुमान सहमती वरुन झाली	सर्वांनी संमती दिली.
2	सर्व विभागाप्रमुखाना Theory व Practical - ऑडिओ प्रुद्योगीन नामे - पब्ले कमीने सयर कुळा नामे पब्लेवस्फुर्त करुमान झाली व वडी सुरुन करुमावावळ चर्चा करुमान झाली	सर्वांनी संमती दिली
3	प्रत्येक विभागाप्रमुखाने आपला विभागा प्रधीत अंतर्गत अंकेक्षण करुमाकरुना लमारी करुमानचे ठरविते व अंकेक्षण समीक्षिसमरे झएवाळ सादर करुमान सांगितले	सर्वांनी संमती दिली

(५) सर्व विभागाप्रमुखानां सन २०२०-२०२१ या मंडळाची माहिती वेळोवेळी पुरविल्यासाठी सर्वानी सहकार्य करावे असे ठरले

*Aspeshmukhe*  
PRINCIPAL  
Shri Shivaji Science & Arts  
College, Chikhli, Dist. Buldana

कार्यपुर्ती अहवाल (सन. २०२१-२०२२)

दि २०.०९.२०२१ रोजी झालेल्या सर्वोच्च निषम्य क्र. १, २, ३, ४ वर सातत्याने चर्चा करून आली होती व सर्वोच्च इतराप्रमाणे सर्व निषमाची पुर्तता करून आले आहे न सन २०२१-२०२२ या सत्रामध्ये सर्वोच्च सर्व निषमाची अंमलबजावणी करून आली आहे.

*Aspeshmukhe*  
Principal  
Shri Shivaji Sci. & Arts  
College, Chikhli, Dist. Buldana



**Meeting Minutes and ATR of Staff Council**

# STAFF COUNCIL


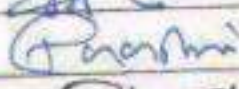
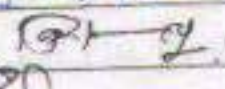







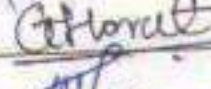

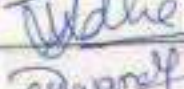

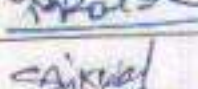

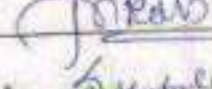


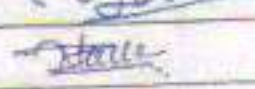





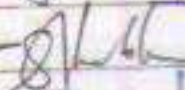
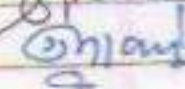




# STAFF COUNCIL MEETINGS

SESSION: 2020-21

The following staff members were present for the staff council meeting held on 17/06/20.

- 1) Dr. J. J. Jadhav
- 2) Dr. R. P. Gawari
- 3) Dr. V. R. Padmalal
- 4) S. J. Kokode
- 5) S. N. Gawari
- 6) V. B. Huse
- 7) D. N. Bhojare
- 8) P. P. Patghan
- 9) S. S. Kale
- 10) Dr. R. B. Gade
- 11) G. D. Thorat
- 12) N. B. Phakre
- 13) S. N. Mendhe
- 14) D. L. Gavande
- 15) M. D. Kolte
- 16) S. B. Gaikwad
- 17) M. T. Nikam
- 18) S. A. Katole
- 19) Dr. V. M. Hemise
- 20) Dr. M. E. Jadhav
- 21) As. Nalle P. B.
- 22) Sonali Gaikwad
- 23) Anuradha R. Mulye
- 24) Dr. S. M. Karalake
- 25) S. A. Salve
- 26) S. L. Kumbhare
- 27) G. P. Ambhore
- 28) Dr. S. S. Mhatre
- 29) Dr. S. S. Jurekholkar

  
**PRINCIPAL**  
 Shri Shivaji Science & Arts  
 College, Chikni, Dist. Buldana

Date: 17/06/20

Time: 12.00 Noon

Venue: Hall

Members Present:

1. Principal-in-charge: Dr. A. M. Garode,  
# the chairman
2. Prof. S. S. Jukkalkar, Secretary,  
Staff Council
3. Prof. V. V. Poochi, JOAC Coordinator
4. Senior college Teaching Staff Members.

i) Call to order: The chairperson of the Staff Council, Dr. A. M. Garode, called the meeting to order.

ii) Approval of the minutes :- The minutes of the previous staff council meeting held on 14/01/20 were presented by the secretary and approved by the members present.

iii) Discussion: # To the present teachers, the principal sir has given following instructions:

- i) As per the circular of SGB Amravati University dated 10/06/20, every faculty member of every department should ensure that 100% Internal Assessment work should be completed. The process of uploading marks will start soon.
- ii) Every department should keep the required arrangement ready to conduct practical examination.

3) As all know that, we are preparing to face NAAC in near future. All the heads of the departments should provide the necessary information to SOAC and they should keep updated - departmental profiles, departmental files, proofs of the activities.

4) The members of each criterion should cooperate the Incharge to complete the criterion within time.

5) All the heads of the departments and Incharge of different committees should submit the report of the activities conducted during the academic session 2019-20, to the college magazine committee. One copy of the report should be submitted to the SOAC coordinators.

6) Without prior permission no one should leave the headquarters.

The SOAC Coordinator, Dr. V. V. Pochi has given detailed information regarding NAAC activities.

Prof. G. S. Malte, the HOD of Marathi department shared information regarding conduction of examination and the changes made at the university due to the spread of covid-19.

Prof. V. R. Padwal discussed about the planning of uploading marks on university site.

In the concluding remarks Principal sir, suggested to take care of health and maintain social distancing norms while working in the departments.


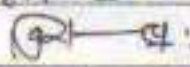
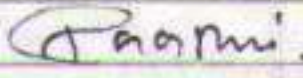

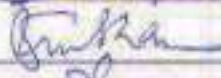




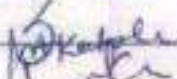

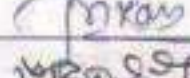
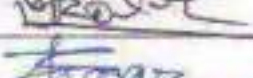



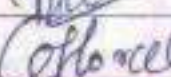

After vote of thanks proposed by the secretary, the meeting came to a conclusion.



PRINCIPAL

Shri Shivaji College & Arts  
College, Chiknol, Dist. Gulbarga

The following senior college teachers were present for the staff Council Meeting held on 07/07/2020.

- |                                      |  |
|--------------------------------------|--|
| 1) Prof. Dr. J. J. Jadhav            |     |
| 2) Prof. Dr. Y. R. Pachde            |     |
| 3) Prof. Dr. R. P. Gaudai            | }  |
| 4) Prof. <del>Dr. R. P. Gaudai</del> |  |
| 5) S. N. Mendhe                      |    |
| 6) Dr. S. R. Patil                   |     |
| 7) S. V. Dautpura                    |     |
| 8) D. L. Gavande                     |    |
| 9) S. L. Kumbhare                    |    |
| 10) V. B. Huse                       |     |
| 11) Dr. G. P. Amkhole                |   |
| 12) Dr. S. S. Mathe                  |  |
| 13) Dr. M. G. Jadhav                 |  |
| 14) Dr. P. B. Nalle                  |  |
| 15) T. S. Shrivame                   |  |
| 16) S. A. Katole                     |  |
| 17) Dr. V. K. Hemke                  |  |
| 18) Dr. M. T. Nikas                  |  |
| 19) M. V. Kothhe                     |  |
| 20) D. N. Bhojare                    |  |
| 21) S. S. Kale                       |  |
| 22) S. J. Kokade                     |  |
| 23) S. N. Gawai                      |  |
| 24) Dr. R. B. Gade                   |  |
| 25) Dr. A. B. Kadam                  |   |
| 26) N. B. Thakase                    |  |
| 27) G. D. Thorat                     |  |
| 28) Dr. A. R. Muliy                  |  |

- 29 DT. Sunita M. Kalkar — Sunita
- 30 Dr. S.S. Gaikwad — Sunita
- 31 Ms. S. A. Salve — Sunita
- 32 Dr. V. U. Patil — Sunita
- 33 S. G. Jitkar — Sunita

  
PRINCIPALShri Shivan Science & Arts  
College, Chikna, Dist Buldana

Date: 07/07/20

Time: 11.30 am

Venue: Hall

### Members Present:

1. Principal: Dr. A.M. Garode, the chairman
2. Prof. S.S. Tukkolkar, Secretary, staff Council.
3. All the senior college teaching staff.

i) Call to order: The chairperson of the staff council called the meeting to order.

ii) Approval of the minutes: - The minutes of the previous staff council meeting held on 17/06/20 were presented by the secretary and the present members approved it.

### iii) Discussion:

Prof. A.B. Kadam, Head of Computer Science Department started the discussion.

He informed the ~~particip~~ the faculty members that the department of Computer Science has planned to organise an online webinar on "Cyber Security".

Secondly, ~~the~~ he brought it to the notice of all the faculty members that Shri Shiraji Education Society is going to develop LMS (Learning Management System) for teaching 'On-line'. He asked the teachers to be ready with e-content for teaching. He said that he will post a PPT containing guidelines for 'e-content development' on college WhatsApp group.



The principal started discussion by referring to Press Release from Ministry of Home Affairs regarding conduct of examinations. He asked the faculty to be ready to conduct examinations if university declares to hold examinations of final year.

He also suggested the teachers to prepare e-content of sem I, III and IV. If the effects of pandemic situation continues, we have teach online.

For the online teaching Shri Shivaji Education Society is also developing LMS system for online teaching and every college will be given a separate space to teach.


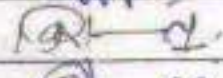






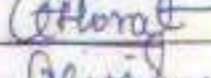






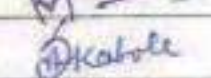






Principal sir declared that the faculty attend college alternate day. In case of urgency any faculty or committee member can visit or call others to complete the concerned work.

Next, Principal sir, gave instructions regarding Confidential Report submission.

After the discussion the confidential Report forms were distributed to the faculty members and asked them to submit it after a day.

The meeting was concluded after proposing vote of thanks by the

The following senior college staff members were present for the meeting held on 05/08/2020.

- |                          |   |
|--------------------------|---|
| 1. Dr. R. P. Gawai       |    |
| 2. Dr. G. G. Malte       |    |
| 3. Dr. J. J. Jadhav      |    |
| 4. Dr. V. R. Pachwal     |    |
| 5. Dr. E. T. Ambhore     |    |
| 6. S. L. Kumbhar         |    |
| 7. D. N. Bhojrao         |    |
| 8. D. L. Gavande         |     |
| 9. Dr. R. B. Gade        |    |
| 10. S. N. Gawai          |    |
| 11. Dr. S. R. Patil      |   |
| 12. Dr. G. D. Thorat     |  |
| 13. Dr. P. P. Padyhan    |  |
| 14. Vijay Baburao Huse   |  |
| 15. S. A. Sate           |  |
| 16. N. B. Thakare        |  |
| 17. M. D. Kulkarni       |  |
| 18. S. V. Dautpore       |  |
| 19. S. N. Mendhe         |  |
| 20. S. S. Kale           |  |
| 21. Dr. Nalle Pallavi S. |  |
| 22. Dr. V. M. Hemke      |  |
| 23. S. A. Katole         |  |
| 24. S. S. Gaikwad        |  |
| 25. Dr. Mukti Jadhav     |  |
| 26. Dr. A. R. Muley      |  |
| 27. Dr. S. M. Karafsky   |  |
| 28. T. S. Shrivame       |  |
| eg S. S. Juvarkar        |   |

  
PRINCIPAL

Date: 06/08/2020

Time: 2.00 pm

Venue: Hall

Members Present:

1. Principal: Dr. A. M. Garode, the Chairman
2. Dr. S. S. Tukalkar, Secretary Staff Council
3. All senior college teaching staff.

i) Call to order: The chairperson of the staff council called the meeting to order.

ii) Approval of the minutes: The minutes of the previous staff council meeting held on 07/07/2020 were presented by the secretary and the present members approved it.

iii) Discussion: In the meeting the following discussion took place:

1) Dr. V. V. Poochi, the JCAE Coordinator gave detailed instructions about registration on RUSA portal. As per the instructions - first the HOD of all the departments will be registered, ~~and~~ then a link will be provided to him. By using the link he/<sup>she</sup> has to register other teaching members of the department. After registration user Id and password can be changed. For the registration one week period is given.

2) The next discussion took place was about LMS (Learning Management System)

developed by Shri Shiraji Education Society under which the college runs.

Dr. A. B. Kadam, the Head of Computer science department demonstrated the LMS system. The science classes are given three lectures per week and one lecture per week is allotted to arts and commerce faculty. For further details if needed the faculty members are informed to contact Dr. A. B. Kadam, Dr. Tadha madam, and Dr. Gaikwad Madam.

3) Prof. G. G. Malte discussed about the information needed for students satisfaction survey (SSS) from the students who will be admitted in first year classes. He suggested the admission committee to take down mobile number, residential address, e-mail Id of the student.

4) Dr. S. S. Inkaras, the staff council secretary read-out the code of conduct teachers, students, principal and other staff members. He also read professional ethics of all the staff members. Further all the HOD are notified to display the code of conduct in their departments.

5) Principal sir announced that departmental meetings will be held from Monday next week to monitor the maintenance of records and other activities conducted by the department.

Principal sir further suggested that in addition to teaching on LMS, developed by Shri Shivaji Education Society, all teachers should organise lectures on Zoom and Google Meet. As enough time and space is not available on LMS, we have to engage classes by using alternative options.

At last he instructed to maintain social distancing in the college campus and to attend college alternate day. If it is needed anyone can visit college in the working hours.

The meeting was concluded with vote of thanks.



PRINCIPAL

Shri Shivaji Science & Arts  
College, Chikar, Dist. Buldana

The following staff members were present for the staff council meeting held on 14/09/2020

- 1) Dr. Ganesh. Maite -
- 2) Dr. J. J. Jadhav
- 3) S. J. Kokade
- 4) B. N. Gawai
- 5) Dr. P. P. Padghan
- 6) Dr. D. N. Bhojare
- 7) Mr. M. D. Kolte
- 8) Dr. R. B. Gade
- 9) S. V. Dautpure
- 10) G. P. Throat
- 11) S. S. Kale
- 12) D. L. Gavande
- 13) S. A. Salve
- 14) N. B. Thakare
- 15) S. L. Kumbhारे
- 16) Dr. G. P. Ambhure
- 17) Dr. S. M. Kalakhe
- 18) Dr. M. T. Nikam
- 19) S. N. Mendhe
- 20) Dr. A. B. Kadam
- 21) Dr. R. P. Gowani
- 22) T. S. Shrirame
- 23) A. Pallavi Nalle
- 24) Dr. S. S. Gaikwad
- 25) Dr. M. E. Jadhav
- 26) Dr. V. M. Hemke
- 27) S. S. Juvarkar

- ~~Maite~~
- ~~Jadhav~~
- ~~Kokade~~
- ~~Gawai~~
- ~~Padghan~~
- ~~Bhojare~~
- ~~Kolte~~
- ~~Gade~~
- ~~Dautpure~~
- ~~Throat~~
- ~~Kale~~
- ~~Gavande~~
- ~~Salve~~
- ~~Thakare~~
- ~~Kumbhारे~~
- ~~Ambhure~~
- ~~Kalakhe~~
- ~~Nikam~~
- ~~Mendhe~~
- ~~Kadam~~
- ~~Gowani~~
- ~~Shrirame~~
- ~~Nalle~~
- ~~Gaikwad~~
- ~~Jadhav~~
- ~~Hemke~~
- ~~Juvarkar~~

  
 PRINCIPAL

Date: 16/09/2020

Time: 12.30 pm

Venue: Hall

Members Present:

1. Principal; Dr. A. M. Vasode
2. Dr. S. J. Jubbalkar, Secretary, Staff Council
3. Dr. V. V. Pochhi, ICAC coordinator
4. All senior college teaching staff.

i) Call to order: The chairperson of the Staff Council called the meeting to order.

ii) Approval of the minutes: The minutes of the previous staff Council meeting held on 06/08/2020 were presented by the secretary and all the members present approved it.

iii) Discussion: In the meeting the following discussion took place:

The discussion was initiated by Dr. V. V. Pochhi, the ICAC coordinator. She informed all the criterion incharge to submit the ACR for the year 2019-20. At the same time, she instructed all the HODs and faculty members to provide the required information immediately. She also told the rough draft of SSR is ready.

Further, she is instructed to update the departmental profiles including extension activities. The details of publications and conferences attended

should be provided to the concerned criterion incharge. Every year, at least two papers should be published, and two conferences should be attended by every faculty members. The departmental work should be accelerated.

The DVV committee is asked to start the work.

In the meeting honourable principal Dr. A. M. Karode gave the following instructions:-

1) Practical examinations of final year UG students will commence from 18/09/2020, as per the university guidelines. All the students should be informed about the practical examinations. The examinations will be conducted online on portals like Zoom, Google Meet etc.

2) All students should be informed early so that every student will come to know about it.

3) Schedule of the examination and method should be posted on the students WhatsApp group.

4) Verify whether all the students possess ~~Smart~~ Android Mobile Phones prior to the examinations. If any student ~~has~~ does not have Android phone, then think over alternative method.



5) Maintain record systematically.

6) Inform the office, the names of the students who don't have Android mobile phone immediately.

7) The tentative schedule of the practical examination declared by the principal sir is as follows:

- 1) Department of Botany : 18/09/2020
- 2) Department of Zoology : 19/09/2020
- 3) Department of Physics : 23/09/2020
- 4) Department of Microbiology : 21/09/2020
- 5) Department of Chemistry : 22 to 23/09/2020.
- 6) Department of Electronics : 19/09/2020
- 7) Department of Computer Science : 18/09/2020
- 8) Department of Home Economics : 18/09/2020

9) In the month of October every staff member will pay Dawaj Needi (दावाज नेदी) as per instructions of Shri Shivaji Education Society.

10) The birth anniversary of Shri Pandharinathji Patil will be organised on 20th Sept. 2020. Limited people will attend it and everyone has to follow norms of social distancing.

11) During practical examination schedule no one should leave H.O.

After discussion the meeting was concluded.

The following Staff Members were present for the Staff Council Meeting held on 07/10/2020.

- |                             |  |
|-----------------------------|--|
| 1) Dr. V. R. Pachwal        |  |
| 2) Dr. G. S. Maite          |  |
| 3) Mr. D. L. Garande        |  |
| 4) Prof. S. L. Kumbhare     |  |
| 5) Mr. S. V. Deudpure       |  |
| 6) Dr. S. R. Patti          |  |
| 7) Ms. N. B. Phalke         |  |
| 8) Mr. S. A. Zure           |  |
| 9) Mr. S. S. Kale           |  |
| 10) Dr. L. P. Shukhore      |  |
| 11) Dr. G. D. Thorat        |  |
| 12) Dr. P. P. Padghar       |  |
| 13) Dr. Vijay Baburao Huse  |  |
| 14) Dr. Dhananjay N. Bhojar |  |
| 15) Dr. Rajendra B. Gode    |  |
| 16) S. N. Gawai             |  |
| 17) Mr. D. Kolte            |  |
| 18) Dr. Ankit Kale          |  |
| 19) S. J. Kokode            |  |
| 20) D. B. Sabate            |  |
| 21) S. A. Katole            |  |
| 22) Dr. Vijayshree Hemke    |  |
| 23) Dr. M. T. Nikam         |  |
| 24) Dr. V. U. Pooch         |  |
| 25) S. N. Mendhe            |  |
| 26) Dr. A. B. Kadam         |  |
| 27) R. P. Gaware            |  |
| 28) Dr. Nalle P. B.         |  |

29) Dr. Sanali S. Gaikwad

30) Teerth S. Shiroame

31) Dr. Mukti C. Jadhav

32) Dr. Sunita M. Karakhe

33) G. J. Jadhav

34) S. S. Jitkalkar

Sanali

Teerth

Mukti

Sunita

G. J. Jadhav

S. S. Jitkalkar



PRINCIPAL

Shri Shivaji Science & Arts  
College, Chikhi, Dist. Buldana

Date: 07/10/2020

Time: 12.30 pm

Venue: Hall

### Members Present:

1. Principal, Dr A.M. Garode
2. Dr. S.S. Tukbalbar, Secretary Staff Council
3. All Senior college teaching staff

i) Call to Order: The chairperson of the staff Council, Principal, Dr. A.M. Garode called the meeting to order.

ii) Approval of the Minutes of the previous meeting: The minutes of the previous meeting of Staff Council held on 14/09/2020 were presented by the secretary and all the members approved it.

iii) Discussion: Honourable principal sir initiated the discussion. He informed all the members present that the university exam of March 2020 of Sem VI are scheduled from 20th October 2020. At the same time the backlock exam Sem VI and sem V will also begin from the same date.

He asked all the senior college teachers to post the instructions regarding the examination on the WhatsApp group of Sem V and sem VI, and to take care of every student not to be left uninformed.

Regarding the planning of the exams, he formed three facultywise committees. The names of the incharge of the committees and their members were announced. The incharge of the committees were viz. Prof. S.N. Mendhe, Dr. S.M. Kalakhe and Prof. S.N. Yawari were instructed to inform every student about the exam. Every student collect his/her hall ticket after clearance of all the dues. A list of students should be prepared mentioning whether the students are going to appear online or off line for the exam. Everyone should be reminded of the date of first paper even on phone. During examination period no one is allowed to avail leave without substantial reason.

Secondly, the principal sir instructed to submit the files of API to SOAE coordinators. And those who are due for promotion/placement should prepare the proposal in strict accordance with University Gazette 2020.

After discussion the meeting was concluded.



The following teachers were present for the Staff Council meeting held on 14/12/2020.

- 1) Dr. Vishnu R. Padwal
- 2) Dr. D. B. Bhande
- 3) Dr. J. J. Ladhas
- 4) Dr. R. P. Gowani
- 5) Dr. C. P. Ambhure
- 6) Ms. S. A. Salve
- 7) S. L. Kumbhare
- 8) Dr. A. B. Kadam
- 9) Mr. N. B. Thakare
- 10) Mrs. M. D. Kolate
- 11) Dr. P. P. Padghan
- 12) Dr. Vijay Babasaheb Ause
- 13) Dr. Dhananjay N. Bhojare
- 14) Dr. Ganesh D. Thorat
- 15) Suresh N. Gawai
- 16) Prof. S. V. Dautpure
- 17) Mrs. S. A. Katoke
- 18) Dr. Vijayshree Hemke
- 19) S. N. Mendhe
- 20) S. J. Kokate
- 21) S. S. Kale
- 22) Dr. S. R. Patil
- 23) Dr. Ankit S. Kale
- 24) Dr. M. T. Nikam
- 25) Dr. V. U. Pochhi
- 26) T. S. Shirame
- 27) Dr. S. M. Kalakhe
- 28) Dr. S. S. Juvale

- Dr. Patil
- Dr. Bhande
- Dr. Ladhas
- Dr. Gowani
- Dr. Ambhure
- Ms. Salve
- S. L. Kumbhare
- Dr. Kadam
- Mr. Thakare
- Mrs. Kolate
- Dr. Padghan
- Dr. Ause
- Dr. Bhojare
- Dr. Thorat
- Dr. Gawai
- Prof. Dautpure
- Mrs. Katoke
- Dr. Hemke
- S. N. Mendhe
- S. J. Kokate
- S. S. Kale
- Dr. Patil
- Dr. Kale
- Dr. Nikam
- Dr. Pochhi
- Dr. Shirame
- Dr. Kalakhe
- Dr. Juvale

*[Signature]*  
 PRINCIPAL  
 Sri Shivali Science & Arts  
 College, Chikhli, Dist. Buldhana

14/12/20

Date: 14/12/2020

Venue: Hall

Members Present:

1. Principal, Dr. A.M. Galode
2. Dr. S.S. Juvarkar, Secretary, Staff Council
3. All staff members

1) Call to order: The chairperson of the staff council, Dr. A.M. Galode, called the meeting to order.

2) Approval of the minutes of the previous meeting: The minutes of the previous meeting of the staff council held on 02/10/2020 were presented by the secretary and all the members present approved it.

3) Discussion:

Honourable principal initiated the discussion. The following points were discussed in detail.

1) Organisation of Backlog university Examination:-

As per the directions of the university principal Sir informed that all the backlog students' university examination will be conducted as per the following schedule at the college:

1) Practical Examination: 15/12/2020 to 23/12/2020.

2) Theory Examination:

Sem I — 24/12/2020

Sem II - 25/12/2020

Sem III - 26/12/2020

Sem IV - 27/12/2020.

The PG departments should also decide dates of examination and inform the students.

Principal sir asserted that from today we have approximately 10 days. During these '10 days' all the students should be informed regarding the nature and organisation of the exams. Instructions should be posted on WhatsApp groups and if need phone call should be made to the students. Care should be taken not to deprive any student from examination.

He further informed that at present we don't have roll numbers. We have to prepare a list of student as per their names. Such students who failed to submit examination forms on time, will also be given roll numbers by completing all the formalities by the in charge of the University examination of our centre.

### 2) Submission of Scholarship forms

Principal sir pointed out that some students have not yet submitted



the teachers to inform the students to submit their scholarship forms immediately -

### 3) Submission of Examination forms:

It has been found that, as Principal sir said, some students have not yet submitted examination forms. He asked the teachers to instruct them to submit the examination forms.

### 4) Online teaching:

Principal sir took stock of online teaching and asked to accelerate online teaching of Sem I of all the classes towards the completion of the subject syllabus.

### 5) Organisation of Webinars

Further Principal sir asked the head of the Departments to consider the organisation of Webinars on recent trends in their subjects -

### 6) Departmental/Student Activities

Principal sir also instructed to accelerate departmental and student oriented activities.

Prof Padmal, the in charge of university examination gave very relevant information about the organisation of backlog examination.

Teachers participated in the discussion, and the meeting came to a conclusion with the vote of thanks.

  
PRINCIPAL

# Notice

9 July, 2021

All the senior college staff members are hereby informed that the first Staff Council Meeting of the session 2021-22 will be held on 12/07/2021 (Monday) at 12.30 pm in the Hall.

## Agenda of the meeting:

- i) Review of Online Teaching and Online Teaching Time Table
- ii) Status of Teaching Work
- iii) Prospectus (2021-22)
- iv) Admission Process (2021-22)
- v) Criterion wise review of NAAC
- vi) Reshuffling of Committees
- vii) Reshuffling of College Development Council.
- viii) Financial Assistance to the families of our employees viz. Shri Rahul Bhatkar and Prof. G. L. Ambhore who died due to Covid-19.
- ix) On Time Discussion With the permission of the chair.

(The Notice & Agenda was posted on WhatsApp College group on 9th July, 2021)

  
PRINCIPAL  
Shri Shriy Science & Arts  
College, Chikhi, Dist Buldana

The following senior's college staff were present for the staff council meeting held on 12/07/2021.

- 1) ~~Dr. D. B. Babale~~ - ~~Dr. D. B. Babale~~
- 2) ~~Dr. V. R. Pachdale~~
- 3) D. L. Gavande
- 4) M. D. Kothare
- 5) Dr. D. N. Bhojare
- 6) B. N. Gawai
- 7) N. B. Thakare
- 8) Dr. V. B. Huse
- 9) Dr. J. J. Jadhav
- 10) Dr. Ganesh Mathe
- 11) Dr. R. P. Gorwai
- 12) S. J. Kokode
- 13) S. S. Kale
- 14) Dr. S. R. Patil
- 15) S. C. Kumbhare
- 16) S. V. Dautph
- 17) Dr. R. B. Gode
- 18) Dr. G. D. Thorat
- 19) Dr. A. B. Kadam
- 20) Dr. Ankit S. Kale
- 21) A. M. T. Nikam
- 22) T. S. Shrivome
- 23) Dr. Nalle P. B.
- 24) Dr. Vijayshree Hemke
- 25) Dr. M. E. Joshi
- 26) Mrs. S. A. Katole
- 27) Dr. S. M. Katakhe

~~Dr. D. B. Babale~~  
~~Dr. V. R. Pachdale~~  
D. L. Gavande  
M. D. Kothare  
Dr. D. N. Bhojare  
B. N. Gawai  
N. B. Thakare  
Dr. V. B. Huse  
Dr. J. J. Jadhav  
Dr. Ganesh Mathe  
Dr. R. P. Gorwai  
S. J. Kokode  
S. S. Kale  
Dr. S. R. Patil  
S. C. Kumbhare  
S. V. Dautph  
Dr. R. B. Gode  
Dr. G. D. Thorat  
Dr. A. B. Kadam  
Dr. Ankit S. Kale  
A. M. T. Nikam  
T. S. Shrivome  
Dr. Nalle P. B.  
Dr. Vijayshree Hemke  
Dr. M. E. Joshi  
Mrs. S. A. Katole  
Dr. S. M. Katakhe

- 28) Dr. A. R. Muley  
 29) Dr. S. S. Gaikwad  
 30) Dr. S. S. Jukkalkar  
 31) Dr. V. S. Deshmukh

(S) D. S.

Soali

S. S.

ASDES

*Aspeshmukh*  
 PRINCIPAL

Shri Shival Science & Arts  
 College, Chikhli, Dist. Buidana

# Notice

22/07/2021

All the <sup>senior college teaching</sup> staff members are hereby informed to attend Staff Council Meeting on 28/07/2021 at 12:30 pm in the hall.

## Agenda of the meeting:

- 1) Recommendations of previous Nare committee
- 2) Formation of New Committees viz. Internal Audit Committee, Stock Book Verification ~~Staff~~ committee, University Examinations Grievance Committee & committee for Research Journal.
- 3) Updating files with departmental information.

(The notice was circulated on WhatsApp group of the college)

*Prashant*

PRINCIPAL  
Shri Shivaji Science & Arts  
College, Chikhli, Dist. Buldana

The following senior college teachers were present for the meeting held on 28/07/2021.

- |                            |           |
|----------------------------|-----------|
| 1) Dr. R. P. Gowai         | Prashant  |
| 2) Dr. D. B. Bobade        | Sam       |
| 3) Dr. Ganesh. Malte       | Chiranjiv |
| 4) Dr. J. J. Jadhav        | Shruti    |
| 5) Dr. Vijayshree Hemke    | Shruti    |
| 6) Mrs. S. A. Katole       | Katole    |
| 7) Dr. M. T. Nikam         | Nikam     |
| 8) T. S. Shrivame          | Shrivame  |
| 9) Dr. S. S. Gaikwad       | Gaoli     |
| 10) Dr. P. B. Nalle        | Nalle     |
| 11) Dr. M. E. Jadhav       | Jadhav    |
| 12) Dr. S. M. Katakchi     | Katakchi  |
| 13) Dr. A. R. Muley        | Muley     |
| 14) D. L. Garande          | Garande   |
| 15) M. D. Kolhe            | Kolhe     |
| 16) S. J. Kokate           | Kokate    |
| 17) Dr. A. B. Kadam        | Kadam     |
| 18) S. A. Salhe            | Salhe     |
| 19) Dr. Vijay Baburao Huse | Huse      |
| 20) N. B. Thakare          | Thakare   |
| 21) Dr. S. N. Gowai        | Gowai     |
| 22) Dr. P. P. Padghan      | Padghan   |
| 23) Dr. Rajendra B. Gule   | Gule      |
| 24) Dr. V. R. Padwal       | Padwal    |
| 25) S. N. Mendhe           | Mendhe    |
| 26) Dr. A. S. Kulkarni     | Kulkarni  |
| 27) Dr. V. U. Pooch        | Pooch     |
| S. S. Juvarkar             | Juvarkar  |

26) Dr. O. S. Deshmukh - JSDP

O. S. Deshmukh  
PRINCIPAL  
Shri Shival Science & A...  
College, Chitrk, Dist. Buldana

Notice:

Date: 17/09/2021

Time: 11am

All the senior college teaching staff is hereby informed to attend Staff Council Meeting at 4.00 pm on 17/09/2021, today in the Hall.

Agenda of the meeting:

1. Academic Diary
2. Academic Audit
3. Progress of NAAC Work
4. Organisation of programme on the occasion of Birth Anniversary
5. Online Academic Activities
6. Academic Calendar
7. Relieving of earlier NSS female programme officers.
8. College Website update
9. N-List activation
10. On time discussion with the permission of the chair.

(The Notice was circulated WhatsApp Group)

The following staff members were present for the Staff Council meeting held on 17/09/2021

- |                           |                 |
|---------------------------|-----------------|
| 1) D.N. Bhojar            | <u>Araj</u>     |
| 2) Dr. S.R. Patil         | <u>Patil</u>    |
| 3) Dr. J.J. Jadhao        | <u>Jadhao</u>   |
| 4) Prof. S.V. Daulpure    | <u>Daulpure</u> |
| 5) Dr. B.N. Gawai         | <u>Gawai</u>    |
| 6) R.H. Wankhade          | <u>Wankhade</u> |
| 7) S.J. Kokode            | <u>Kokode</u>   |
| 8) Dr. Vijay Baburao Huse | <u>Huse</u>     |
| 9) Ms. S.N. Mendhe        | <u>Mendhe</u>   |
| 10) Ms. N.B. Thakare      | <u>Thakare</u>  |
| 11) P.P. Padgham          | <u>Padgham</u>  |
| 12) D.L. Gavande          | <u>Gavande</u>  |
| 13) M.D. Kulkarni         | <u>Kulkarni</u> |
| 14) S.L. Kumbhare         | <u>Kumbhare</u> |
| 15) Dr. A.B. Kadam        | <u>Kadam</u>    |
| 16) B.A. Salve            | <u>Salve</u>    |
| 17) Dr. V.K. Pachdale     | <u>Pachdale</u> |
| 18) Dr. G.G. Mathe        | <u>Mathe</u>    |
| 19) Dr. N.B. Bobade       | <u>Bobade</u>   |
| 20) Dr. R.P. Gorwad       | <u>Gorwad</u>   |
| 21) Dr. V.H. Pochhi       | <u>Pochhi</u>   |
| 22) Dr. S.M. Kalakale     | <u>Kalakale</u> |
| 23) Mrs. S.A. Kotele      | <u>Kotele</u>   |
| 24) M.B. Dixkar           | <u>Dixkar</u>   |
| 25) Dr. A.R. Mulky        | <u>Mulky</u>    |
| 26) Dr. Nalle P.B.        | <u>Nalle</u>    |
| 27) Dr. M.T. Nikaus       | <u>Nikaus</u>   |
| 28) Dr. S.S. Gaikwad      | <u>Gaikwad</u>  |
| S.S. Juvalkar             | <u>Juvalkar</u> |



31. T. S. Shrivame  
 32. Dr. M. E. Jadhav  
 33. Dr. O. S. Deshmukh

Shrivame  
 Jadhav

Deshmukh

Aspeshmukh  
 PRINCIPAL

Shri Shrihari Science & Arts  
 College, Chikhli, Dist. Burdana,

### Notice

30/10/2021

All the senior college teaching staff members are informed to attend the Staff Council Meeting at 2.00 pm on 30/10/2021 in the Hall.

Agenda:

- i) To take stock of the work done.
- ii) General Instructions

(Notice was circulated on WhatsApp group)

Aspeshmukh  
 PRINCIPAL

Shri Shrihari Science & Arts  
 College, Chikhli, Dist. Burdana

The following staff members attend the meeting held on 30/10/2021 at 2.30 pm.

- 1) Dr. S. S. Malte - Malte
- 2) S. L. Kumbhare - Kumbhare
- 3) Dr. R. P. Gawai - Gawai
- 4) Dr. A. B. Babale - Babale
- 5) Dr. M. T. Nivans - Nivans
- 6) Dr. P. M. Bahikar - Bahikar
- 7) Dr. S. S. Gaikwad - Gaikwad
- 8) Dr. M. G. Jadhav - Jadhav
- 9) Dr. Nalle P. B. - Nalle
- 10) Dr. Vijayshree Hemke - Hemke
- 11) Dr. J. J. Jadhav - Jadhav
- 12) Dr. A. B. Kadam - Kadam
- 13) Dr. S. N. Gawai - Gawai
- 14) Dr. S. M. Kalakhe - Kalakhe
- 15) Dr. A. R. Muley - Muley
- 16) Mrs S. A. Kade - Kade
- 17) Mr. T. S. Shrinome - Shrinome
- 18) Prof. P. P. Padghar - Padghar
- 19) Dr. S. R. Patil - Patil
- 20) S. Y. Dautpne - Dautpne
- 21) S. J. Kokade - Kokade
- 22) G. D. Thorat - Thorat
- 23) N. B. Thakare - Thakare
- 24) Dr. Y. R. Pachhadal - Pachhadal
- 25) Dr. D. N. Bhojkar - Bhojkar
- 26) Dr. V. B. Huse - Huse
- 27) Dr. S. S. Tivarkar - Tivarkar
- 28) S. N. Mendhe - Mendhe
- S. A. Salve - Salve

Aspeshmukh  
 PRINCIPAL  
 Shri Shivar Science & Arts  
 College, Chikhi, Dist. Buldan

Notice

03/12/2021

This is to inform all the senior college teaching staff to attend Staff Council meeting at 5.00 pm today, 03/12/2021 in Principal office.

Agenda of the meeting:

1. Selection of In charge of student Development committee.
2. Annapurna Fund.
3. Review of AQAR, 2020-21

  
PRINCIPAL  
Shri Shrihari Science & Arts  
College, Chikri, Dist. Buldana

The following senior college teaching staff were present for the meeting held on 03/12/2021.

- |                             |          |
|-----------------------------|----------|
| 1) Dr. Ganesh Mathe - Enlan |          |
| 2) Dr. R.P. Gawai           | Parvati  |
| 3) S.L. Kumbhare            | Kusur    |
| 4) Dr. J.J. Jadhav          | M        |
| 5) Dr. V. U. Pochu          | Upou     |
| 6) Dr. S.S. Gaikwad         | Borati   |
| 7) T. S. Shriname           | Shriname |
| 8) Dr. Pallavi Nalle        | Nalle    |
| 9) Vijayshree Hemke         | Hemke    |
| 10) Shalini Katole          | Katole   |
| 11) Dr. M.E. Jadhav         | Jadhav   |
| 12) Dr. A. R. Muley         | Muley    |
| 13) S.M. Kulkarni           | Kulkarni |
| 14) S.A. Sathe              | Sathe    |
| 15) N.B. Thakare            | Thakare  |
| 16) Dr. A.B. Kadam          | Kadam    |
| 17) Dr. R.B. Gade           | Gade     |
| 18) R.H. Wankhede           | Wankhede |
| 19) D.L. Gavande            | Gavande  |
| 20) M.D. Kolhe              | Kolhe    |
| 21) D.N. Bhojkar            | Bhojkar  |
| 22) S.S. Kale               | Kale     |
| 23) P.F. Pawar              | Pawar    |
| 24) S.R. Patil              | Patil    |
| 25) T.D. Thorat             | Thorat   |
| 26) S.N. Mendhe             | Mendhe   |
| 27) S.V. Dautpure           | Dautpure |
| 28) S.S. Juvarkar           | Juvarkar |
| 29) D.B. Babade             | Babade   |
| 30) O.S. Deshmukh           | Deshmukh |

PRINCIPAL  
 Shri Shivaji Science & Arts  
 College, Chikhli, Dist. Buldhana

The following senior college teaching staff members were present for the staff council meeting held on 13/12/2021.

- |                              |  |
|------------------------------|--|
| 1) Prafull Panjabrao Padghan |  |
| 2) Vijay Baburao Huse        |  |
| 3) D.N. Bhojar               |  |
| 4) F.M. Wankhade             |  |
| 5) S.R. Patil                |  |
| 6) S.L. Kumbhare             |  |
| 7) M.D. Kolbe                |  |
| 8) Dr. Rajendra B. Gadke     |  |
| 9) G.D. Thorat               |  |
| 10) Sandip V. Daulpu         |  |
| 11) Dr. S.N. Gawai           |  |
| 12) Dr. V.R. Panchal         |  |
| 13) N.B. Thakare             |  |
| 14) Dr. A.B. Kadam           |  |
| 15) Dr. Vijayshree Hemke     |  |
| 16) T.S. Shirsone            |  |
| 17) Dr. S.M. Kalaskhe        |  |
| 18) S.A. Kataria             |  |
| 19) Dr. P.M. Bahikar         |  |
| 20) Dr. Nalle P.B.           |  |
| 21) Dr. M.E. Jadhav          |  |
| 22) Dr. V.U. Pachhe          |  |
| 23) Dr. M.T. Nikam           |  |
| 24) Dr. D.B. Babole          |  |
| 25) Dr. Farash S. Maitte     |  |
| 26) S.A. Salve               |  |
| 27) Dr. S.S. Jaisalkar       |  |
| 28) S.N. Mendhe              |  |

25) S. Deshmukh

*S. Deshmukh*

26) S. J. Kokarde

*S. J. Kokarde*

*S. Deshmukh*

PRINCIPAL  
Shri Shivaji Science & Arts  
College, Chikhli, Dist. Buldana

**Details of the discussion, instructions and decisions taken by the Principal after discussion with the senior college teaching staff, in the meetings held on 4<sup>th</sup> and 5<sup>th</sup> Jan. 2022.**

1) Prize distribution will be organized on 26<sup>th</sup> Jan. 2022. Dr. J. J. Jadhao is appointed In Charge of the Prize Distribution Programme. Arrangement has to be done by taking meeting with the members of Salary Earners Society.

2) Uploading the AQAR is the main task of the senior college teaching staff.

3) Dr. P. P. Padghan is appointed as the In charge of MIS Registration Process

4) Dr. V. R. Padwal is instructed to update the record of University Exam Grievances and Prof S. A. Salve sir is asked to present a case study in Criterion II based on the University Exam Grievances

5) It is noticed that Dr. V. M. Hemke has almost completed the process of NRF Registration

6) Dr. J. J. Jadhao and Dr. Thorat are instructed to carry out the planning and execution of the programme of Unnat Bharat Abhiyan

7) Prof. Thakre is asked to open the NAAC portal to initiate the process uploading AQAR

8) All the criterion In charge are asked to keep ready all the documents in PDF format.

9) Updated Teaching Diaries should be submitted to Principal quickly.

10) Research centre each one from faculties of science and humanities will be updated.

11) Process of confirmation of teachers appointed two years back will be done.

13) Looking at the burden of the work no one will be allowed to avail Duty Leave for FIP and FDP

14) Dr. V. R. Padwal was congratulated for is selection at the post of NSS District Coordinator.

15) The proposal of initiating Dr. Panjabrao Scholarship for students faculty wise will be sent to the parent society for permission

16) All the HODs are asked to check departmental information on college web site.

17) Dr. Huse is given the charge of arranging programme on the occasion of Government of India Innovative Week

- 18) The books of Shri Pandharinathji Patil will be conserved by turning them into e-books.
- 19) The Three NSQF Career Oriented Programmes of the Department of Botany, Zoology and English should be conducted within time.
- 20) Collected Research Articles should be published in Journal quickly.
- 21) All criterion In charge should be ready with PPT Presentation
- 22) File of Last five years workload distribution should be kept ready with Principal's signature
- 23) Completion of Syllabus should be one of the agendas of Staff Council Meeting.
- 24) At Least one You Tube Lecture should be uploaded on college web site.
- 24) Graphical Representation of result analysis should be prepared by all the Departments
- 25) Committee for bridge course should be formed
- 26) Dr. V. U. Pochhi should submit the report of Induction Programme
- 27) Every Department should do SWOC analysis containing two points each.
- 28) Departmental Feedback and Teachers Feedback should be taken
- 29) Departmental Meeting Register should be maintained. ( At least Two Meetings each year should be shown)
- 30) Subject Associations should be formed
- 31) Details of Add On Courses should be uploaded on college website



## Minutes

**Date:** 03/12/2021, **Time :** 5.00 pm

**Venus:** Principal Office

**Member Present:**

1. Principal, Dr. O. S. Deshmukh
2. Dr. V. U. Pochhi, IQAC Coordinator
3. Dr. S. I. Jukkarkar, Secretary, Staff Council
4. All the Senior College Teaching Staff

### I) Call to order

The chairperson of the staff council, the Principal, Dr. Omraj S. Deshmukh called the meeting to order.

### II) Discussion

1) The discussion on agenda was initiated by Dr. Jukkarkar S. I., the secretary of the staff council and informed all the staff members the agenda of the meeting.

Honourable Principal extended his thanks to all the senior college teaching staff members for their cooperation to carry out the College Development Council meeting held on 01/12/2021 successfully.

2) In the meeting following motions were proposed:

#### **i) Account for Student scholarship Fund**

Principal sir proposed the motion to open an account to collect the amount donated by the employee of the college for Student Scholarship. Annually some selected students will be provided the scholarship. The Principal and Treasurer of parent society will be the account holders and all rights to operate the account will be reserved to them. The collected amount will be utilized for student scholarship only.

At the same time Dr. R. P. Gawai, brought it to the notice of the gathered staff members that some Professors have not yet took part in the donation for the scholarship. He proposed that such Professors should deposit Rs. 4000/- in the bank and the annual interest incurred on the deposited money will be utilized for the scholarship.

After discussion both the proposals were unanimously accepted by all the senior college teaching staff members.

ii) Regarding the selection of In Charge of the committee for Student Development, Dr. V. U. Pochhi, the IQAC Coordinator proposed the name of Dr. Sandeep Dautpure as the In Charge, further she suggested to select members faculty-wise for the committee. After discussion and suggestion of the Principal sir the committee for Student Development was finalized as follows:

Dr. Sandeep Dautpure (Faculty of Science)	: In Charge
Dr. S. M. Kalakhe (Faculty of Humanities)	: Member
Dr. S. N. Gawai ( Faculty of Commerce)	: Member

iii) The next motion related to payment of Registration fees for FDPs and participation in conferences, was proposed by the Principal. The proposal was discussed in detail and it is decided that the college will pay the registration fees for FDP and conferences. To avail the financial assistance, the professors who wish to participate either in the FDP or conference, have to apply to the Principal regarding the payment of the fees well in advance.

3) Principal sir in his address informed the gathered professors that on 12<sup>th</sup> December, "One Day National Level Workshop on NAAC Revised SSR Filling Process" is organized by the college in collaboration with IQAC Cluster, India. For the workshop Dr. Deepak Nanaware, Trustee of IQAC Cluster, India is invited as the Resource Person. For the smooth organization of the workshop, committees have been formed. Principal sir read out the names of the committee members and told the respective committee members to plan their work properly.


4) The Principal instructed the senior college staff members to pay Rs. 1200/- of the Annapurna Scheme Fund for the year 2020-21.

5) Principal sir has taken the print out of a day of Biometric and informed the teachers that he will observe the arrival and departure time of each professor relating it with the teaching time schedule.

The meeting was concluded with vote of thanks proposed by Dr. S. I. Jukkalkar.

### Action Taken Report

- 1) Bank Account for Student Scholarship Fund will be opened.
- 2) The professors including Principal sir agreed to deposit Rs. 4000/ in the Scholarship Fund Account.
- 3) Committee for Student Development is formed.
- 4) Financial Assistance will be provided by the college to professors to pay registration fees of FDP and conferences.
- 5) It is decided to organised "One Day National Level Workshop on NAAC Revised SSR Filling Process". Committees for smooth conduction of the workshop have been formed and the members were instructed to take start their work.
- 6) It is decided to pay Rs. 1200/ towards Annapurna Fund for the year 2020-21.
- 7) Biometric printout of a day is taken as a sample.

  
Secretary  
Dr. S. S. Jitkar

  
PRINCIPAL  
Shri Shivaji Science & Arts  
College, Chikhli, Dist. Gulbana

## Minutes

Date: 13/12/2021, Time : 5.00 pm

Venus: Principal Office

**Member Present:**

1. Principal, Dr. O. S. Deshmukh
2. Dr. S. I. Jukkarkar, Secretary, Staff Council
3. All the Senior College Teaching Staff

### I) Call to order

The chairperson of the staff council, the Principal, Dr. Omraj S. Deshmukh called the meeting to order.

### II) Discussion

The discussion on agenda was initiated by Dr. Jukkarkar S. I., the secretary of the staff council and informed all the staff members the agenda of the meeting.

In the meeting following motions were discussed:

#### **1) Proposals Accomplished**

The principal began his discussion by informing the gathered Professors regarding the proposals approved in the previous meeting and accomplished successfully. The approved and successfully accomplished proposals are:

- 1) Bank Account for Student Scholarship Fund was opened.
- 3) Committee for Student Development was formed.
- 4) It is decided to provide Financial Assistance to professors to pay registration fees of FDP and conferences.
- 5) "One Day National Level Workshop on NAAC Revised SSR Filling Process" was organized successfully.
- 6) It was decided to pay Rs. 1200/ towards *Annapurna* Fund for the year 2020-21.
- 7) Biometric printout of a day was taken as a sample.

The principal also mentioned the proposal "The professors including Principal sir agreed to deposit Rs. 4000/ in the Scholarship Fund Account" is not yet implemented. This proposal will be carried forward and will be discussed in the next Staff Council meeting.

**2) The following Instructions are given and decisions were taken by the Principal in the meeting:**

- i) Every Department must have the details of the number of students with caste categories. The list of number of students with all the caste details can be procured from the office.
- ii) All the Professors should start updating their Teaching Diary in accordance with University Academic Calendar of the academic year 2021-22. Every faculty is instructed to update the Teaching Diary of the Academic Year 2021-22 up to 25<sup>th</sup> December, 2021. The work of verification of the teaching diaries has been assigned to Dr. J. J. Jadhao.
- iii) One Day Workshop on National Educational Policy will be organized very soon. The schedule is not yet decided.
- iv) Shivaji Science Conference in collaboration with TATA Fundamental Research Mumbai will be organized. After completion of certain formalities, the scheduled of the event will be informed.
- v) Exam Grievance Committee has been formed and Prof. V. R. Padwal will be the In charge of the committee.
- vi) The Principal recommended all the Professors to participate in the Yoga Performance every Thursday. The sole aim of organization of Yoga Training is the health care of the employee. All the Professors should attend the Yoga practice at 6.00 am every Thursday.
- vii) All the professors were involved in the work of NAAC by assigning them the work respective criterion.
- viii) Prof. Kolte M. D. was asked to look into the work of updating of the college website.
- ix) Every senior college faculty has to publish two research papers every year. The faculties who are in professor grade are asked to publish four research papers every academic year.
- x) Every faculty is instructed to submit API forms of last three years i.e. 2020-21, 2019-20 and 2018-19 to IQAC.

The meeting was concluded with vote of thanks.


**Action Taken:**

**Following instructions were given to the senior faculty in the meeting:**

- 1) Every HOD is instructed to procure list of students with details of caste categories.
- 2) All the Professors should start updating their Teaching Diary in accordance with University Academic Calendar of the academic year 2021-22.
- 3) Teaching Diary should be updated in accordance with University Academic Calendar of the academic year 2021-22.
- 4) Prof. Kolte M. D. was asked to look into the work of updating the college website.
- 5) Every senior college faculty has to publish two research papers every year. The faculties who are in professor grade are asked to publish four research papers every academic year.
- 6) Every faculty is instructed to submit API forms of last three years i.e. 2020-21, 2019-20 and 2018-19 to IQAC.

**The Following decisions were taken by the Principal:**

- 1) One Day Workshop on National Educational Policy will be organized very soon.
- 2) Shivaji Science Conference in collaboration with TATA Fundamental Research Mumbai will be organized.
- v) Exam Grievance Committee has been formed.
- vi) The Principal recommended all the Professors to participate in the Yoga Performance every Thursday.
- vii) All the professors were involved in the work of NAAC .

  
Secretary  
(Dr. S. S. J. Wadalkar)

  
PRINCIPAL  
Shri Shivaji Science & Arts  
College, Chikhli, Dist. Burdwan

## Minutes

**Date:** 30/10/2021, Time : 2.00 pm

**Venus:** Principal Office

**Member Present:**

1. Principal, Dr. O. S. Deshmukh
2. Dr. V. U. Pochhi, IQAC Coordinator
3. Dr. S. I. Jukkarkar, Secretary, Staff Council
4. All the Senior College Teaching Staff

### I) Call to order

The chairperson of the staff council, the principal, Dr. Omraj S. Deshmukh sir called the meeting to order.

### II) Discussion

1) The discussion on agenda was initiated by Dr. Jukkalkar S. I. the secretary of the staff council and informed all the staff members the agenda of the meeting and the meeting was called as per the instructions of the principal sir. Then he read the minutes of the previous meeting. All the teaching members present approved the minutes.

2) In the beginning of his discussion Honourable Principal sir mentioned as Diwali festival is due and from the very next day, winter vacation will start for a week, it was must to stock of the work done. As he mentioned almost all the Departments have conducted Add On Courses successfully. He congratulated the teachers who took efforts to carry out the courses. He also asked to submit the detailed reports of the courses immediately to the concern teacher and IQAC Coordinator.

3) He formed a committee to administer the UGC affairs properly. The following are the members of the committee:

- i. Principal Dr. Omraj S. Deshmukh
- ii. Dr. G. G. Malte : Member
- iii. Dr. D. N. Bhoyar : Member
- iv. Shri Sandip Gawai : Member

4) He concluded the discussion by extending his warm wishes on the occasion of Diwali festival.

The meeting was concluded with vote of thanks proposed by Dr. S. I. Jukkalkar .

### Action Taken Report

- 1) Principal Sir took stock of all the work done by all the Departments.
- 2) It is made mandatory to submit the detailed report of the Add On Courses conducted to IQAC Coordinator and the concerned teacher.
- 3) A Committee is formed to administer UGC affairs.

  
Dr. S. I. Jukkalkar

  
PRINCIPAL  
Shri Shivaji Science & Arts  
College, Chikhli, Dist. Buldana



## Minutes

Date: 28/07/2021, Time : 12.30 pm

Venus: Hall

**Member Present:**

1. Principal, Dr. O. S. Deshmukh
2. Dr. V. U. Pochhi, IQAC Coordinator
3. Dr. S. I. Jukkarkar, Secretary, Staff Council
4. All the Senior College Teaching Staff

### I) Call to order

The chairperson of the staff council, the principal, Dr. Omraj S. Deshmukh sir called the meeting to order.

### II) Discussion

1) The discussion on agenda was initiated by Dr. Jukkalkar S. I. the secretary of the staff council and informed all the staff members the agenda of the meeting and the meeting was called as per the instructions of the principal sir.

2) Principal sir started the discussion on recommendations of previous NAAC committee. He strongly asserted that all the recommendations need to be fulfilled before facing the Third Cycle NAAC committee. He already took steps in this regard.

3) Principal sir formed the following new committees:

**a) Internal Audit Committee: The members of the committee are as follows.**

- i) Prof. Shalini Katole : Chairman
- ii) Dr. G. G. Malte : Member
- iii) Dr. S. N. Gawai : Member

**b) Stock Book Verification Committee: The members of the committee are as follows.**

- i) Dr. G. G. Malte : Chairman
- ii) Prof. Shalini Katole : Member
- iii) Dr. S. N. Gawai : Member

**c) University Examination Grievance Committee**

i) Dr. V. R. Padwal : Chairman

As per one of the recommendations of NAAC (2<sup>nd</sup> Cycle) we have to publish Research Journal. A separate committee is formed for the publication. The committee is as follows.

**d) Committee for Research Journal**

i. Dr. M. T. Nikam : Chairman

ii. Dr. A. B. Kadam

iii. Dr. Ganesh Thorat

4. As per the recommendations of NAAC 2<sup>nd</sup> Cycle functional MoU should be signed with industries. Principal sir informed that very soon he will take steps regarding the MoU.

Honourable principal sir has given following information and instructions.

**i. Updating Files with departmental information:** For proper documentation of the information of all the departments from NAAC point of view, principal sir discussed the heads of the files and the documents to be filed, in detail and the list of the files as he informed would be posted on WhatsApp college group. Principal sir special mentioned to maintain Students Track Report of last five years.

ii. Every department need to start value added courses.

iii. The departmental profile in soft copy should be submitted to IQAC to upload it on the college website.

v. All the HODs were instructed to remove wastage from their departments.

vi. Every department will be given QR code.

vii. Oxygen Park will be developed in the college campus.

ix. Principal sir informed that permission for construction of new building of Physics Deptt. will be taken from Shri Shivaji Education Society very soon. He also informed that Chemistry department will renewed with vitrified tiles.

x) From the coming Monday onwards everyone should use ID cards.

### Action Taken Report

- 1) Committees such as Internal Audit Committee, Stock Book Verification Committee, University Examination Grievance Committee, Committee for Research Journal are formed and the members are instructed to start their work.
- 2) As per Second cycle NAAC Committee recommendations MoUs are signed with some industries.
- 3) For updating departmental information files are provided to all the departments
- 4) For the establishment of Ozone Park, every teacher is instructed to plant two saplings of *Tulsi* Plant at the decided place.

Smd

(Dr. S. S. Jaiswal)

Jyeshtha  
PRINCIPAL  
Sri Shree Science & Arts  
College, Chikhi, Dist. Buldana

## Minutes

Date: 17/09/2021, Time : 12.30 pm

Venus: Hall

Member Present: 1. Principal, Dr. O. S. Deshmukh  
2. Dr. V. U. Pochhi, IQAC Coordinator  
3. Dr. S. I. Jukkarkar, Secretary, Staff Council  
4. All the Senior College Teaching Staff

### I) Call to order

The chairperson of the staff council, the principal, Dr. Omraj S. Deshmukh sir called the meeting to order.

### II) Discussion

1) The discussion on agenda was initiated by Dr. Jukkarkar S. I. the secretary of the staff council and informed all the staff members the agenda of the meeting and the meeting was called as per the instructions of the principal sir.

2) Principal sir started the discussion on the points on the agenda one by one.

i) **Academic Diary:** The Academic Diary will be provided to all the senior college teaching staff very soon.

ii) **Academic Audit:** Principal sir informed that the Academic Audit Committee has completed the process of academic audit of almost all the departments. He asked the Head of the Academic Audit Committee to submit the report of the audit process containing analysis and action taken.

iii) **Progress of NAAC Work:** Principal sir asserted that we have to take steps towards drafting the Self Study Report.

iv) **Organisation of the Programme on the Occasion of Birth Anniversary of Late Shri Pandharinathji Patil :** Honourable principal sir formed a committee to clean and decorate the cemetery of the local founder of our college, Late Pandharinathji

Patil on the occasion of his birth anniversary. All the staff was instructed to visit the cemetery of Pandharinathji Patil to pay homage at 10.30 am on 20<sup>th</sup> September.

**v) Online Academic Activities:** Principal sir informed that all the departments organized online academic activities. He has showed satisfaction on the participation of students in the online academic programmes.

**vi) Academic Calendar:** Principal sir told the staff that an academic calendar for the year 2021-22 will be prepared in accordance to the university academic calendar and the curricular and co-curricular activities to be conducted during this academic session will be included in it.

**vii) Relieving of earlier female programme officer:** Since the last three years Dr. S. M. Kalakhe was working as female programme officer. He submitted an application to relieve her from the responsibility. Principal sir asked the teachers present to select new female NSS programme officer. After discussion Dr. A. R. Mule was selected as new female programme officer and she willingly accepted the responsibility.

**viii) College Website Update:** The previous college website was not working properly, it required update. Principal sir informed that the college website was updated. He asked the teachers to visit it. He also asked the teachers to submit their faculty profile to upload on the college website.

**ix) N-List Activation:** N-List, the online portal of e-research journals and e-books has been activated. The teachers are asked to access it for their research requirements.

**III) After the above discussion principal sir pointed out the work done as a result of the initiatives he has taken and the cooperation the faculty offered during the last two months. The work done is as follows:**

- 1) Prospectus for the year 2021-22 is finalized.
- 2) Admission process for the year 2021-22 started.
- 3) Committees for curricular and co-curricular activities were reshuffled and made functional.
- 4) College Development Council was reshuffled and finalized
- 5) AQAR of the year 2019-20 was uploaded.

- 6) Financial assistance of Rs. 50,000/- each to the family of Late Prof. G. T. Ambhore and Late Shri Rahul Bhatkar was given.
7. Process to generate Corpus Fund is completed.
8. Felicitation of Retired Employees was organized.
9. Thursday is declared as No Vehicle Day.
10. Inter Audit Committee was formed.
11. Committee for research journal was formed.
12. Every department is given QR Code
13. Oxygen Park is developed.
14. Permission for construction for Physics Department is taken. Certain formalities yet to be completed.
15. MoUs signed with some institutions.
16. Alumni Association formed.
17. Value added courses started.

Honourable principal sir also mentioned the some of the imported work which was taken in the agenda of the first staff council meeting is not yet completed. But very soon he will take steps to complete the work. He mentioned the work to be done as follows:

1. SMART classrooms with ICT facility
2. PPF and DCPS account slips
3. Service Book Update of New Teachers
4. Complaint/Suggestion Box to be made available
5. Service Book update with C. L. and D. L.
6. Personal file of every teacher to be maintained
7. Work of Stock Book verification
8. Remuneration of PG teachers
9. Reimbursement of extra one day deduction of salary

He has also given certain instructions to be followed by the teachers:

1. Online visit to N-List daily
2. Daily scan of departmental QR code

Honourable principal sir mentioned certain other work to be done in the meeting such as-

- 1) Reshuffling of CDC as Dr. A. M. Garode sir has retired. Dr. R. P. Gawai is selected at the vacant place in CDC.
- 2) Green Audit, Environmental Audit and Fire Audit to be done very soon.
- 3) NUTA life membership of the new teachers.
- 4) Institute e-mail will be prepared for research gate and google scholar activation

Sud

(Dr. S. S. Inankar)

D. P. Gawai

PRINCIPAL  
Shri Shree Science & Arts  
College, Chikhli, Dist Buidana

## Minutes

**Date:** 12/07/2021, **Time :** 12.30 pm

**Venus:** Hall

**Member Present:**

1. Principal, Dr. Omraj S. Deshmukh
2. Dr. V. U. Pochhi, IQAC Coordinator
3. Dr. S. I. Jukkalkar, Secretary, Staff Council
4. All the College Staff

**1) Call to order :** The The chairperson of the staff council, the principal, Dr. O. S. Deshmukh sir called the meeting to order.

**2) Approval of the minutes of the previous meeting the minutes of the previous meeting:** The minutes of the previous meeting of staff council held on 14/12/2021 were presented by the secretary and all the senior college teaching staff members present, approved it.

**3) Discussion:** The discussion on agenda was initiated by Dr. Jukkalkar S. I. , the secretary of the staff council.

**i) Review of Online teaching and online teaching time table and ii) Status of teaching work.**

Dr. A. B. Kadam, the head of Computer Science Department, was in-charge of the committee of online time table for teaching work. He informed that an online teaching time table was framed and the details about LMS platform developed by Shri Shivaji Education Society was also informed to all the teachers. Following the instructions all the teachers engaged lectures on LMS and as per requirement on Zoom online platform also. He submitted the online teaching time table to the chairperson.

The next aspect in the discussion on this agenda as pointed out by honourable chairperson was the review of teaching work of sem. II, IV and VI, as the university examinations are very close. All the heads of departments informed that the same time



table has been continued and as per need the teachers used Zoom online portal for the teaching work. The chairperson asked to complete the syllabus within time as the university exam will commence the very next month.

### **iii) Prospectus (2021-22)**

It has been found that the prospectus for the academic year 2021-22 is not yet finalized. The in-charge and members of prospectus committee were instructed by the chairperson to start the work to finalize the prospectus of this academic session.

### **iv) Admission process (2021-22)**

The admission committee was instructed by the chairperson, Dr. O. S. Deshmukh, the principal of the college to initiate preparation of the process of admission. He pointed out that admission process may become challenging for us as permission to new colleges has been granted.

### **v) Criterion-wise Review of NAAC Work**

The Chairperson informed all the IQAC members that very soon a special meeting will be organized to take review of NAAC work.

### **vi) Reshuffling of Committees**

Taking into consideration the changes and requirements of curricular, co-curricular and administrative activities conducted in the college, the previous committees were reshuffled, by the principal. Dr. S. I. Jukkalkar read out the names of in-charge and members of the committees. The chairperson asked every committee in-charge and member to respond to the decision and the work. With minor changes all the committees were finalized

### **vii) Reshuffling of College Development Council**

One of the members of College Development Council, from the category of HOD, Prof. K. D. Pensionwar got retired last year. Dr. G. G. Malte, Dr. R. P. Gawai, and Dr. V. R. Padwal proposed the name of Dr. S. I. Jukkalkar to replace Prof. K. D. Pensionwar on CDC. After discussion a resolution has been passed unanimously of selection of Dr. S. I. Jukkalkar as one of the CDC members.

**viii) Financial Assistance to the Family of Our Employees viz. Shri Rahul Bhatkar and Prof. G. T. Ambhore who passed away due to covid-19 pandemic**

The chairperson, Dr. O. S. Deshmukh sir proposed the motion of the financial help and expected that the staff members will willingly contribute to the financial assistance which will be given to the families of the two employees who passed away. All the present members agreed to it.

**ix) On Time Discussion with the permission of the chair**

a) Dr. J. J. Jadhao, Dr. G. G. Malte, Dr. V. R. Padwal brought to the notice of the chairperson that the PG section of Faculty of Humanities viz. M. A. Political Science, M. A. Marathi and M. A. History, has not been given any teaching remuneration since the last several years. Principal sir took note of it and agreed to take proper decision related to the matter

b) Dr. V. R. Padwal brought the matter regarding the Financial Contribution to the government fund for the pandemic affected people through Shri Shivaji Education Society. The total amount need to be deducted from salary was of three days but actually four days salary was deducted i.e. two days salary previously and two days salary from the salary of the month of June. Therefore principal sir can take immediate action to reimburse one day's salary. Principal sir agreed to take immediate step in this matter,

c) The teachers who were appointed last year pointed out that their service book is not yet updated. Honorable principal sir noted it.

d) It was also pointed out by all the teachers that no one has yet received the receipts of PPF and DCPS account form J. D. Office. Principal sir agreed to take immediate action in this regard.

**x) The Chairperson's Remarks**

The following instructions were given by the chairperson in his remarks:

1) The chairperson asked the teachers to accelerate the teaching work as the very next month the university examinations of even semester will commence.

- 2) The teachers should pay attention to admission process and should work hard to improve university results.
- 3) The soft copy of prospects should be prepared immediately.
- 4) The admission committee was instructed to be ready to start admission process.
- 5) The IQAC Coordinator was asked to arrange IQAC meeting immediately.
- 6) The chairperson instructed the teachers to upload U Tube videos based on the syllabus.
- 7) Every department should organize webinar.
- 8) All the teachers should keep in mind that 115 marks are allotted to digitalization.
- 9) It is compulsory for every teacher to publish at least two research papers.
- 10) He also recommended to publish books and apply for research projects.
- 11) Departmental library need to be developed.
- 12) Incubation centre need to be developed.
- 13) We need to start value added courses.
- 14) Link for SSS should be provided to the students.
- 15) Complaint Box and Suggestion Box should made available in the campus.
- 16) Service Book of all the teachers should be updated with the entries of C.L., D. L, and APL. Duplicate of Service Book should be maintained. Everyone should get his/her Service Book scanned.
- 17) Personal file of every employee should be maintained.
- 18) HOD Council should be formed immediately.
- 19) We should apply for Academic Audit. The required data need to be provided for academic audit.
- 20) Internal and External Audit should be immediately done.
- 21) Every teacher should submit API every year as per UGC Regulation 2019 in the IQAC.

22) In the felicitation programmes of retired employees, mementos should be presented on behalf of college in recognition of their service.

23) He declared that on 31<sup>st</sup> August, the felicitation programme of retired employees will be organized.

24) Principal sir discussed the need to generate corpus fund and all the staff agreed to it. The collected amount will be utilized for the following three objectives only and not for any other purpose:

i) Welfare of students

ii) Welfare of staff

iii) Financial aid to *Annapurna* (A Social Welfare Scheme implemented by Shri Shivaji Education Society. Through the scheme financial aid is provided to Dr. Panjabrao Deshmukh Medical College and Hospital (PDMC). With the help of the donation food is provided to poor and needy patients and their relatives.

26) Honourable Principal proposed to open an account in the bank to collect financial aid (donation) from college alumni. The collected fund will be utilized only for student welfare, organization of programmes for student development and college development.

Initially, the proposal was supported by the college staff members who were college alumni such as Dr. R. P. Gawai, Dr. M. T. Nikam and Dr. V. M. Hemke. After discussion all the staff agreed to it.

25) Principal put forward the motion to open bank account of **Alumni Association**, registered as *Shri Shivaji Science And Arts Mahavidyalain Maji Vidhyarti Kalyankari Association, R. No. 227/2004.*

All the present staff members discussed the motion in detail and took decision unanimously in favour of opening an account in the bank to collect donation from the alumni of the college.

**The collected amount will be utilized for the following three objectives only and not for any other purpose:**

- i) Welfare of students
- ii) Activities through the association
- iii) Welfare of the Staff

Dr. G. D. Thorat will be the secretary and Mr. S. S. Kale will work as the Treasurer of the Alumni Association. These two members are given authority to operate the Alumni Association Account.

26) At the end of his address, he proposed to observe Thursday as NO VEHICLE DAY. All the staff present agreed to it.

Then, Dr. S. I. Jukkalkar the secretary of the staff council announced that Dr. V. U. Pochhi and Dr. Ankit Kale were awarded HOD of the Year Award (2020-21) and Young Research Award respectively by institute of Scholars, Bengaluru, Karnataka. Responding to his felicitation, Dr Ankit Kale informed that he has also been awarded two Patents based on his research work. Both of them were felicitated by principal sir. All the senior college teachers congratulated them.

The meeting was concluded with vote of thanks proposed by the secretary.

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S.I. Jukkalkar  
(Dr. S. S. Jukkalkar)

B. S. Deshmukh  
PRINCIPAL  
Shri Shree Science & Arts  
College, Chikhi, Dist. Buldana

### **Action Taken Report:**

- 1) Principal sir asked all the teachers to submit the details of online teaching to IQAC up to 20/07/2021.
- 2) The prospectus committee was instructed to prepare soft copy of prospectus for the year 2021-22 immediately.
- 3) The admission committee was ordered to make necessary preparation for the coming admission process.
- 4) IQAC Coordinator was instructed to organize a meeting immediately to discuss the requirements.
- 5) Previous committees were reshuffled and some new committees were formed and all the committees were given instructions to start their work and report the principal immediately.
- 6) Dr. S. I. Jukkalkar is selected as one of the members of college development council.
- 7) Financial Assistance to the families of Dr. G. T. Ambhore and Shri Rahul Bhatkar will be given. Shri Karpe was given charge of collecting the amount from all the employees of the college.
- 8) Thursday is declared as No Vehicle Day.
- 9) Corpus Fund will be generated. Dr. J. J. Jadhao and Shri Sachin Chavan will be the in charge of corpus fund committee. One Hundred Rupees from senior college teaching staff and Fifty Rupees from Non- Teaching Staff monthly will be donated for corpus fund. The amount will be deducted from salary.

It is decided to utilize the collected amount for the following three objectives only and not for any other purpose:

- i) Welfare of students
- ii) Welfare of staff


iii) Financial aid to *Annapurna*. (A Social Welfare Scheme implemented by Shri Shivaji Education Society.)

10) It is decided to utilize the collected amount as fund from college alumni for the student welfare, organization of programmes for student's development and college development. The president of this association will be Dr. V. M. Hemke and Dr. G. D. Thorat will be the secretary. Both of them will operate the alumni bank account.

11) Bank Account for Alumni Association will be opened, if it already exists, it will be renewed. The collected amount will be utilized for the following three objectives only and not for any other purpose:

- i) Welfare of students
- ii) Activities through the association
- iii) Welfare of the Staff

Dr. G. D. Thorat will be the secretary and Mr. S. S. Kale will work as the Treasurer of the Alumni Association. These two members are given authority to operate the Alumni Association Account.

  
(Dr. S. S. Jureka)

  
PRINCIPAL  
Shri Shivaji Science & Arts  
College, Chikhli, Dist. Buldana