

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

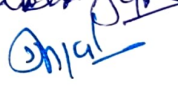
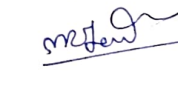
Internal Quality Assurance Cell (IQAC)

MINUTES OF IQAC MEETING No. 02/2025–26

Academic Session 2025–26

Date	18 September 2025
Time	04.00 p.m.
Venue	IQAC Room
Chairperson	Dr. Vanita U. Pochhi

The Following members are present in the meeting.

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|----------------------|-------------------------------|---|
| 1. Dr. V. U. Pochhi | Principal & IQAC Co-Ordinator |  |
| 2. Dr. V. M. Hemke | Member |  |
| 3. Dr. S. N. Mendhe | Member |  |
| 4. Dr. A. B. Kadam | Member |  |
| 5. Dr. D. N. Bhoyar | Member |  |
| 6. Dr. G. M. Dongare | Member |  |
| 7. Dr. G. G. Malte | Member |  |
| 8. Dr. M. E. Jadhav | Member |  |

Agenda

1. Review of the decisions taken in the first IQAC meeting.
2. Review of teaching-learning, student attendance and internal assessment.
3. Progress of PM-USHA infrastructure and equipment procurement.
4. Discussion on Soft Component activities under PM-UshA.
5. Planning for workshops, certificate courses and student skill-development programmes.
6. Discussion on Auditorium renovation and improvement of facilities.
7. Preliminary planning for Yuva Spandan / Annual Gathering.

8. Review of research, extension and student-support activities.
9. Review of NAAC/AQAR documentation.
10. Any other matter.

Proceedings

The second IQAC meeting was held to review the work started after the opening meeting. The coordinator placed the Action Taken Report before the members. Most of the academic planning activities had been initiated and departments were asked to keep the same pace during the remaining part of the semester.

The committee reviewed student attendance, internal assessment and mentoring. It was agreed that students who were falling behind academically should be identified early and given suitable guidance or remedial support.

The PM-UshA grant was then discussed in detail. The members reviewed the status of infrastructure proposals and equipment requirements received from departments. The Principal stressed that the purchase process should be need-based and that the equipment, once received, should be properly entered in the stock register and put to actual academic use.

The members also discussed the Soft Component. It was felt that the activities should not be limited to formal programmes but should provide useful exposure to students. Hands-on training, certificate courses, workshops, seminars and practical demonstrations were therefore encouraged.

The renovation of the college Auditorium was discussed. The committee felt that improvement of the Auditorium was necessary because it is regularly used for seminars, academic programmes, cultural activities and institutional functions. The concerned authorities were requested to proceed with the work as per the approved plan.

The committee also started planning for Yuva Spandan / the Annual Gathering. It was proposed that the programme should provide students with opportunities in cultural, literary, sports and other extracurricular activities and should be conducted in an organized manner without disturbing academic work.

The meeting ended with a review of research, extension and NAAC documentation. Criterion coordinators were reminded to collect evidence as and when activities are completed.

Resolutions

1. Pending academic and documentation work will be followed up by the concerned departments.
2. PM-UshA procurement and infrastructure work will be monitored regularly.
3. Soft Component activities will be planned with clear student-learning outcomes.
4. Auditorium renovation will be taken forward as an institutional priority.
5. Detailed planning for Yuva Spandan will be prepared in consultation with the concerned committees.
6. NAAC/AQAR records will be updated continuously.

Action Points

Sr. No.	Activity / Decision	Responsibility	Timeline / Status
1	PM-UshA procurement and infrastructure follow-up	PM-UshA Committee / Administration	Ongoing
2	Departmental equipment specifications	HODs / Concerned Departments	As required
3	Soft Component programmes	IQAC / Departments	Throughout 2025–26
4	Auditorium renovation	Administration	Ongoing
5	Yuva Spandan planning	Cultural / Sports / Student Committees	December 2025
6	NAAC documentation	Criterion Coordinators	Continuous

The meeting concluded with thanks to the Chairperson.

IQAC Coordinator/Chairperson


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