

Minutes of the IQAC Meeting held on 29/07/2021

Date: 02/08/2021

A meeting of IQAC was organized on 29th July 2021 at 2.00 p.m. in the conference room to discuss the following issues. IQAC coordinator conducted the meeting. Following resolutions were passed on various topics discussed in the meeting.

1. Action taken on the resolutions passed in the meeting held on 26th October 2020.
 - A hard copy of the AQAR 2018-19 was placed before College Development Committee on 12th October 2020. The CDC approved it suggesting some corrections. The corrected AQAR 2018-19 was submitted on NAAC Portal on 7th December 2020. NAAC re-opened the submitted AQAR 2018-19 and gave 15 days to the institution for any correction/editing in the AQAR. The final corrected copy of AQAR was submitted on NAAC Portal on 21st December 2020.
 - A notice was circulated among the staff members on 9th December 2020 to collect the data required to fill-up the AQAR 2019-20.
2. Finalization of the preparation of the AQAR 2019-20.

Resolution: In the meeting the IQAC Coordinator stated that the IQAC teacher members sat together regularly to prepare the AQAR 2019-20. The data collected from the staff members to prepare the AQAR 2019-20 was analyzed in the regular meeting of the IQAC Teacher Members. This analyzed data will be filled-up criterion wise in the format of the AQAR. After scrutinizing the filled-up data, a final copy of the AQAR 2019-20 will be prepared up to second week of August 2021. The Hon. Members were detailed about the information to be given in the AQAR 2019-20.
3. Placing the hard copy of AQAR 2019-20 before the College Development Committee (CDC).

Resolution: It was decided that the process of the preparation of the AQAR 2019-20 will be completed up to second week of August 2021 by the IQAC teacher members. A hard copy of the prepared AQAR 2019-20 will be placed before the College Development Committee.
4. Uploading the AQAR 2019-20 on the NAAC Portal after getting approved by CDC.

Resolution: It was decided that a hard copy of the prepared AQAR 2019-20 will be placed before the College Development Committee. After getting approved the AQAR 2019-20 from the CDC, it will be uploaded on the NAAC Portal.
5. Any matter with prior permission of Chair.

Resolution: IQAC Coordinator stated that the AQAR 2020-21 is to be prepared in new format as per the guidelines of NAAC. Hon. President suggested that the IQAC Teacher Members should sit together and study the new guidelines for the AQAR 2020-21. All the IQAC Teacher Members agreed to it. The meeting concluded with the consent of the Chairman, IQAC.

Minutes of the IQAC Meeting held on 24/09/2021

Date: 25/09/2021

A meeting of IQAC was organized on 24th September 2021 at 3.00 p.m. in the conference room to discuss following issues. IQAC coordinator conducted the meeting. Following resolutions were passed on various topics discussed in the meeting.

1. Action taken on the resolutions passed in the meeting held on 29th July 2021.

- The IQAC teacher members sat regularly in the month of July and August 2021 to fill-up criterion wise the analyzed data to prepare the AQAR 2019-20. After scrutinizing the filled-up data, a final copy of the AQAR 2019-20 was prepared by the end of second week of August 2021.
- A hard copy of the prepared AQAR 2019-20 was placed before the College Development Committee on 21st August 2021. The CDC approved it.
- After getting approved the AQAR 2019-20 from the College Development Committee, it was submitted and approved successfully on the NAAC portal on 30th August 2021.

2. Data collection for the AQAR 2020-21.

Resolution: It was decided that as the AQAR 2019-20 was uploaded on the NAAC portal the IQAC teacher members should plan for writing the AQAR 2020-21. The IQAC coordinator will circulate the notice among the staff members to collect the data needed to fill up the AQAR 2020-21.

3. Analysis of the data collected for the AQAR 2020-21.

Resolution: It was decided that the IQAC teacher members will sit together to analyze the data collected for the AQAR 2020-21. The data will be analyzed criterion wise.

4. Any matter with prior permission of Chair.

None

Minutes of the IQAC Meeting held on 15/12/2021

Date: 18/12/2021

A meeting of IQAC was organized on 15th December 2021 at 2.00 p.m. in the conference room to discuss following issues. IQAC coordinator conducted the meeting. Following resolutions were passed on various topics discussed in the meeting.

1. Action taken on the resolutions passed in the meeting held on 24th September 2021.
 - IQAC Coordinator circulated the notice among the teaching staff members on 28th September 2021 to seek the information needed to fill up the AQAR 2020-21. Through the notice following information was sought from the staff members -.
 - i. Activities conducted by the Department
 - ii. Activities conducted by the Co-curricular Committees
 - iii. Information from the In-charge of Bridge Course, Add-on Course, Remedial Coaching and Mentor-Mentee Committees
 - iv. Teaching Staff Members' Participation in Orientation, Refresher and FDP Courses
 - v. Teaching Staff Members' Research Works
 - vi. Teaching Staff Members' Participation in Seminars, Conferences, Workshops, Webinars, etc.
 - vii. Results of University Semester Examinations of Winter 2020 and Summer 2021 of all the Programmes.
 - The IQAC teacher members sat regularly in the months of October, November and December of 2021 to analyze the data collected for the AQAR 2020-21. The data was analyzed criterion wise.
2. Preparation of the AQAR 2020-21 as per the new guidelines displayed on NAAC portal regarding the preparation of AQAR 2020-21.

Resolution: It was decided that the IQAC teacher members will sit together to prepare the AQAR 2020-21 as per the new guidelines displayed by NAAC authority on NAAC portal. The analyzed data will be used to prepare the AQAR 2020-21. The process of AQAR preparation will be completed criterion wise.
3. Placing the hard copy of the AQAR 2020-21 before College Development Committee.

Resolution: It was decided that the process of AQAR preparation will be completed by the IQAC teacher members along with Steering Committee members by the end of 3rd week of March 2022. A hard copy of the prepared AQAR will be placed before the College Development Committee.
4. Any matter with prior permission of the Chair.

None

Minutes of the IQAC Meeting held on 25/04/2022

Date: 28/04/2022

A meeting of IQAC was organized on 25th April 2022 at 1.00 p.m. in the conference room to discuss following issues. IQAC coordinator conducted the meeting. Following resolutions were passed on various topics discussed in the meeting.

1. Action taken on the resolutions passed in the meeting held on 15th December 2021.

- In the meeting the IQAC Coordinator stated that the IQAC teacher members along with Steering Committee members sat together regularly in the months of January, February and March of 2022 to prepare the AQAR 2020-21 as per the new guidelines displayed by NAAC authority on NAAC portal. The analyzed data was used to prepare the AQAR 2020-21 criterion wise. The process of AQAR preparation was completed by the end of March 2022.
- A hard copy of the prepared AQAR 2020-21 was placed before the College Development Committee on 12th April 2022. The CDC approved it suggesting some corrections.

2. Submission of the AQAR 2020-21 on NAAC portal.

Resolution: A hard copy of the prepared AQAR 2020-21 was placed before the College Development Committee on 12th April 2022. The CDC approved it suggesting some corrections. It was decided that the IQAC teacher members and the Steering Committee members will sit together to do the corrections in the AQAR 2020-21 as per the suggestion of the CDC. After doing all the corrections in the AQAR 2020-21, a final copy of the AQAR will be prepared by the end of second week of May 2022. This finalized copy of the AQAR 2020-21 will be brought into the notice of the head of the institution and then it will be submitted on NAAC portal.

3. Any matter with prior permission of the Chair.

Resolution: IQAC Chairman Dr. Mrs. V. S. Dhanorkar stated that the IQAC teacher members and the Steering Committee members should sit together at the beginning of the session 2022-23 and plan for preparing the AQAR 2021-22.