



Shri Shivaji Arts, Commerce and Science College, Akot.
Internal Quality Assurance Cell
Meeting Minutes, Resolution & Action Taken Report (ATR)

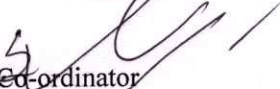

Academic Session:- 2015-16		Meeting No:- 01	Date:-20.06.2015
Subject :- 1	To confirm the minutes of the last meeting of IQAC held on 25.04.2015		
Resolution & ATR	Coordinator of IQAC read the minutes of the previous meeting and it was confirmed unanimously.		
Subject :- 2	To decide admission policy of UG and PG classes.		
Resolution & ATR	Review of 12 th Std. result, it is decide to display the merit list of student as per government rules and regulation in Arts, Commerce and Science subject. Also, if needy students will not get admission, prosposal to increase strength will be send to University for necessary approval.		
Subject :- 3	To appoint the In- charge and work distribution to various committees in the college.		
Resolution & ATR	On the Recommendation of NAAC and SAAC peer team, Incharge of committees were appointed and circulated the notice and expectation will be explained in staff council meeting		
Subject :- 4	To arrange a meeting with Head of Departments regarding workload, Time table etc.		
Resolution & ATR	For the Recruitment of contract and clock Hour basis teachers in the academic year of 2016-17, Workload of department is discussed and finalize. Also tentative and the final table are said to be prepared to the committee in-charge to meet the actual workload and actual teachers in the department of college.		
Subject :- 5	To discuss on the proposal of starting the new courses in the college.		
Resolution & ATR	As per demand of Stakeholder and feedback of stakeholders meeting has been organized Head of faculties, Head of Departments for discuss issued in detail and submission of proposal."		
Subject :- 6	Any other subject with the permission of the Chair.		
	There is no subject to discuss with the permission of the Chair.		
Prof. R. S. Dhande Coordinator proposed the vote of thanks			
 IQAC Coordinator		 IQAC Chairman	

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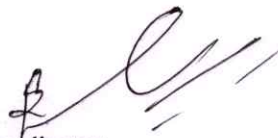

Academic Session:- 2015-16		Meeting No:- 02	Date:-13.08.2015
Subject :- 1	To confirm the minutes of the last meeting of IQAC held 20.06.2015		
Resolution & ATR	Coordinator of IQAC read the minutes of the previous meeting and it was confirmed unanimously.		
Subject :- 2	To make the policy for Slow and advance learner		
Resolution & ATR	In-charge has directed to make the policy, suggestion and difficulties for improvement and effectively running the Slow and Advance learner policy.		
Subject :- 3	To plan new construction and Renovation		
Resolution & ATR	As per survey of building and maintenance committee, renovation of laboratory, Playground and new construction has discussed in the meeting. And Principal has taken final decision with the availability of grants.		
Subject :- 4	To prepare and finalize the Academic Action plan and its implementation		
Resolution & ATR	Proforma of Academic action plan has circulated in department and collected information has discussed and finalized Academic Action plan.		
Subject :- 5	To discuss on Research Output and grants.		
Resolution & ATR	Dr. M. M. Dhore put forward report regarding to publication research articles and books and suggested some points for improvements of publication. Also, explained the policy UGC Major and Minor research project.		
Subject :- 6	To arrange meeting with Head of Faculties and Departments		
Resolution & ATR	Head of Faculty of Arts, Commerce and Science directed to conduct meeting regarding syllabus completion, Unit wise test, Submission of Assignment, Project, Seminar and record of common test examination in concerned Faculty/ Stream and submit report to Principal.		
Subject :- 7	Any other subject with the permission of the Chair.		
	Appreciation of Prof. S. H. Pande for competitive guidance study centre by Dr. V. B. Bhagati		
Resolution & ATR	All IQAC congratulated and appreciated the work of Prof. S. H. Pande for competitive guidance study centre.		
Prof. R. S. Dhande Coordinator proposed the vote of thanks			
 IQAC Coordinator		 IQAC Chairman	

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Academic Session:- 2015-16		Meeting No:- 03	Date:-08.10.2015
Subject :- 1	To read and finalize the minutes and resolution of last meeting held on 13.08.2015		
Resolution & ATR	Coordinator of IQAC read the minutes of the previous meeting and it was confirmed unanimously.		
Subject :- 2	To review the committee work/ department works		
Resolution & ATR	HOFs were instructed to take the review of the committee work/ department works.		
Subject :- 3	To make policy for Student- Teacher- Guardian Scheme.		
Resolution & ATR	The expectation IQAC has informed to In-charge Student- teacher- guardian Scheme and suggested to implement effectively for fruitful result.		
Subject :- 4	Any other subject with the permission of the Chair.		
Resolution & ATR	There is no item or subject with the permission of the Chair.		
Prof. R. S. Dhande Coordinator proposed the vote of thanks			
<div> IQAC Coordinator Co-ordinator</div> <div> IQAC Chairman</div>			

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Academic Session:- 2015-16		Meeting No:- 04	Date:-02.12.2015
Subject :- 1	To read and finalize the minutes and resolution of last meeting held on 08.10.2015		
Resolution & ATR	Coordinator of IQAC read the minutes of the previous meeting and it was confirmed unanimously.		
Subject :- 2	To take decision regarding Annual Cultural Program		
Resolution & ATR	The cultural committee Incharge informed to organize the meeting regarding the annual cultural gathering on the occasion of the birth anniversary of Dr Panjabrao Deshmukh, founder President of Shri Shivaji Education Society		
Subject :- 3	To purchase new Books, Software, journals as per need of departments and students.		
Resolution & ATR	Library committee has directed to sanction the books as per the demand from department regarding latest syllabus. And asked to submit the detail report for online journals and software.		
Subject :- 4	Any other subject with the permission of the Chair.		
Resolution & ATR	There is no item or subject with the permission of the chair.		
Prof. R. S. Dhande Coordinator proposed the vote of thanks			
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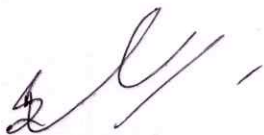

Academic Session:- 2015-16		Meeting No:- 05	Date:-24.01.2016
Subject :- 1	To read and finalize the minutes and resolution of last meeting held on 02.12.2015		
Resolution & ATR	Co-coordinator of IQAC read the minutes of the previous meeting and it was confirmed unanimously.		
Subject :- 2	To review the University results		
Resolution & ATR	Subject wise results are analysis and low result departments directed to improve the result to assign department level test examination and assignment. All head of faculty instructed to organize the Unit wise test for improvement of result.		
Subject :- 3	To encourage the students to participate in different curricular and co-curricular competitions.		
Resolution & ATR	All Head of departments instructed to motivate the students who are advance learners to participated different curricular and co-curricular competition.		
Subject :- 4	Any other subject with the permission of the Chair.		
Resolution & ATR	There are no items or subject with the permission of the chair.		
Prof. R. S. Dhande Coordinator proposed the vote of thanks			
 IQAC Coordinator		 IQAC Chairman	

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Academic Session:- 2015-16		Meeting No:- 06	Date:-21.03.2016
Subject :- 1	To read and finalize the minutes and resolution of last meeting held on 24.01.2016		
Resolution & ATR	Coordinator of IQAC read the minutes of the previous meeting and it was confirmed unanimously.		
Subject :- 2	To discuss on College Magazine and Prospectus Preparation.		
Resolution & ATR	In-charge of committee directed to start work of college magazine for the Academy 2015-16 and Incharge of prospectus committee inform to prepared the college prospectus for the next academic year.		
Subject :- 3	To organize a meeting with Head of Departments		
Resolution & ATR	It is decided to take the separate meeting in the presidency of Honorable principal to the head of the department regarding the completion of syllabus. the responsibility of the meeting has given to the head of the faculty..		
Subject :- 4	Any other subject with the permission of the Chair.		
	To improve the water facilities in the campus by Dr. R. M. Jumle.		
Resolution & ATR	The building and maintenance committee instructed to find the point to improve the water facilities in the campus		
Prof. R. S. Dhande Coordinator proposed the vote of thanks			
 IQAC Coordinator		 IQAC Chairman	

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Academic Session:- 2015-16		Meeting No:- 07	Date:-25.04.2016
Subject :- 1	To read and finalize the minutes and resolution of last meeting held on 21.03..2016		
Resolution & ATR	Coordinator of IQAC read the minutes of the previous meeting and it was confirmed unanimously.		
Subject :- 2	To review the Feedback form and Suggestion regarding curriculum, Infrastructure and service etc.		
Resolution & ATR	Analysis of feedback submitted by committees has been discussed in meeting. It will be decided to put in CDC the suggestion obtained by the stakeholders positively and necessary implementation for the development of college. Detail separet report is attached.		
Subject :- 3	To assess the result of Academic audit of Department and Committee		
Resolution & ATR	Coordinator IQAC informed to put the result and performance of department and committee in college staff council meeting. Also, give suggestions for improvement of performance of department and committee.		
Subject :- 4	Any other subject with the permission of the Chair..		
	About Summer examination of University by the Dr. R. M. Jumle		
Resolution & ATR	As per new regulation valuation and invigilator duty for SGB University examination explained by the Dr. R. M. Jumle and its accepted in meeting and circulated in the staff.		
Prof. R. S. Dhande Coordinator proposed the vote of thanks			
 IQAC Co-ordinator		 IQAC Chairman	

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