

ANNASAHEB GUNDEWAR COLLEGE

KATOL ROAD, NAGPUR-13

INTERNAL QUALITY ASSURANCE CELL

Minutes of IQAC Meeting Held on 6th June, 2016

Meeting of IQAC of the college held on 6th June, 2016 under the Chairmanship of the Principal in the Principals office at 10.30 am.

Agenda-

- 1) To discuss academic calendar for the academic year 2016-17, in the view of introduction of semester pattern in all the degree programmes.
- 2) Online Submission of Internal Assessment marks.
- 3) To discuss plan in order to complete semester wise syllabus.
- 4) Any other subject with the permission of the chair.

Following members were present:-

Dr. Mrs. Varsha Thakre	-	Coordinator
Dr. P.R. Kothiwale	-	HOF Commerce
Dr. B.V. Shrigiriwar	-	Director, Dept. of Physical Education & Sports
Dr. B.V. Nannaware	-	HOF Arts
Dr. Nita Sharma	-	Librarian
Dr. P.S. Bhagdikar	-	HOF Social Sciences
Prof. R.B.Burile	-	Coordinator NSS
Prof. D.B.Ambade	-	Head, Dept of English
Mrs Ranjanatai Pawar	-	Secretary, Village Uplift Society- Management Representative
Dr Rahul Kannamwar	-	Member, Executive Council, VUS- Management Representative
Mrs Anjalitai Pangantiwar	-	Member, Executive Council, VUS- Management Representative
Shri P.M.Bhojar	-	Administrative Officer
Shri O.Z. Dhande	-	Administrative Officer
Mr. Sunil Kaithwas	-	Representative, Alumni
Ku Kavita Madankar	-	Student Representative
Shri Rupchandaji Mone	-	Stakeholder & community Representative

Subject No. 1:- To confirm the minutes of last meeting held on 30th December 2015

Dr. (Mrs.) Varsha Thakre, Co-coordinator IQAC, read the minutes of meeting held on 30th December 2015 before the Members, which were discussed in detail and confirmed unanimously.

Subject No. 2:- To discuss academic calendar for the academic year 2016-17, in the view of introduction of semester pattern in all the degree programmes.

The chairman IQAC and Principal informed all IQAC members that R.T.M. Nagpur University has been introduced semester Pattern to all degree programmes (i.e B.Com, BA, BBA & BCCA) from this academic session.

He instructed all the Head of the Departments to prepare semester wise academic calendar. He further added that semester pattern is introduced for the first year students only. Second and third year students will appear for the yearly pattern examination as earlier. Hence considering the first year semester pattern and yearly pattern for second and final year, you should plan the activities accordingly.

He also gave directions to the convener of Academic Planning Committee to prepare academic calendar in such a manner to accommodate all the students in almost all activities conducted by the college. The academic plan should be so designed that students would get every opportunity to participate in the activities, as this academic year is a combination of semester and yearly pattern examination.

The Chairman, IQAC and Principal guided how to plan Internal Assessment activity and how to conduct the same, so that there will be no flaws in uploading the internal Assessment marks on R.T.M.N.U's web site.

Subject No. 3:- Online Submission of Internal Assessment marks.

The members of IQAC and Coordinator discussed that the division of 20 marks of Internal Assessment is different in all the subjects of Arts and in commerce faculty for which the guidelines are framed by RTMNU for division of 20 marks

Principal and Chairman, IQAC directed the members to follow strictly the guidelines of RTMNU, while awarding Internal Assessment marks.

Subject No. 4:- To discuss plan in order to complete semester wise syllabus.

Principal and Chairman, IQAC opined that the teaching method cannot continue, which you were adopted for yearly pattern courses. In changed scenario of semester pattern you will have to adopt methods of teaching in order to complete the syllabus within stipulated time.

Members of IQAC agreed to the directions and suggestions of the Principal. They discussed the teaching methods and drawn the conclusion that HOF of HOD will guide the subject teachers and subject teachers will plan their syllabus accordingly.

Subject No. 5:- Any other subject with the permission of chair.

All the subjects on the agenda were discussed in detail. Hence Chairman, IQAC and Principal suggested IQAC Coordinator should propose a vote of thanks, to conclude the meeting.

The meeting was concluded with a vote of thanks by IQAC Coordinator.

JThakre
[Dr. Varsha Thakre]
Coordinator IQAC



[Signature]
[Dr. Devendra Mohiture]
Principal
Annasaheb Gundewar College
Katol Road, Nagpur.

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INTERNAL QUALITY ASSURANCE CELL

Minutes of IQAC Meeting Held on 11th April, 2017

Meeting of IQAC of the college held on 11th April, 2017 under the Chairmanship of the Principal in the Principals office at 11.30 am.

Agenda-

- 1) To confirm the minutes of last meeting held on 6th June 2016
- 2) To discuss regarding filling submission of semester of exam forms.
- 3) To conduct class tests.
- 4) Any other subject with the permission of Chair.

Following members were present:-

Dr. Mrs. Varsha Thakre	-	Coordinator
Dr. P.R. Kothiwale	-	HOF Commerce
Dr. B.V. Shrigiriwar	-	Director, Dept. of Physical Education & Sports
Dr. B.V. Nannaware	-	HOF Arts
Dr. Nita Sharma	-	Librarian
Dr. P.S. Bhagdikar	-	HOF Social Sciences
Dr. (Mrs) M.R.Thakre	-	Convener Girls Student Guidance Cell
Prof. R.B.Burile	-	Coordinator NSS
Prof. D.B.Ambade	-	Head, Dept of English
Mrs Ranjanatai Pawar	-	Secretary, Village Uplift Society-Management Representative
Dr Rahul Kannamwar	-	Member, Executive Council, VUS- Management Representative
Mrs Anjalitai Pangantiwar	-	Member, Executive Council, VUS- Management Representative
Prof. M.K.Wakode	-	Convener Student Development Committee
Shri P.M.Bhoyar	-	Administrative Officer
Shri O.Z. Dhande	-	Administrative Officer

Subject No. 1:- To confirm the minutes of last meeting held on 6th June 2016

Dr. (Mrs.) Varsha Thakre, Co-coordinator IQAC, read the minutes of meeting held on 6th June 2016 before the Members, which were discussed in detail and confirmed unanimously.

Subject No. 2: To discuss regarding filling submission of semester of exam forms.

Office superintendent and member IQAC had given information to all the members in meeting that due to semester pattern exams some of the students have not filled the University examination forms for second semester. Students are not aware regarding submission of separate University exam forms for first and second semester separately.

All members took part on this important discussion. They discussed the ways and means to make aware the students with this fact. It is decided that hereinafter bulk messages would be delivered to all students informing last date of submission of such forms.

Chairman of IQAC and Principal suggested that the awareness should be created in Parents Teachers' meeting. Unless students are not habitual with semester pattern University exams, we must take care of this matter. Once students will aware with the fact that they should fill University examination forms in every semester the problem will automatically disappear.

Subject No. 3 : To conduct class tests.

IQAC coordinator put forth a subject for discussion that in each semester we should conduct a class test for revision of syllabus completed. As class test help the students to understand the question paper pattern and to gain the experience of University pattern of Examination.

All the members supported IQAC coordinator. Chairman of IQAC and Principal suggested a class test to be conducted for all semester before 5th October this year i.e. pre winter vacation and before 15th March i.e. post winter vacation session. This decision has been taken unanimously.

Subject No. 4 : Any other subject with the permission of Chair.

Convener of cultural, debate elocution committee expressed his view to organize different cultural and co curricular activities and competition to develop internal talent of students.

Dr. B.V. Shrigiriwar, Director, Sports and Games of the college, explained the necessity of organizing inter class sports events for physical fitness of the students. Principal and IQAC chairman directed that both the conveners of the committee to held the meeting to discuss the same issue with the remaining members of committee and chalk out a plan and organize activities considering University's academic calendar and provide opportunity to students to participate with a maximum number.

The meeting was concluded with a vote of thanks by IQAC Coordinator.


Dr. Varsha Thakre
Coordinator IQAC




Dr. Devendra Mohture
Principal
Annasaheb Gundewar College
Katol Road, Nagpur.

Action Taken Report for Academic Year 2016-17

The IQAC in its meeting held on 06/04/2016 & 11/04/2017 reviewed the status of the implementation of the action plan.

The following plans have been accomplished.

- 1) General Knowledge Test for the preparations of competitive examinations to the students organized.
- 2) One day workshop on "Learning methods, innovative teaching and leadership skills" especially for the teachers organized.
- 3) Training camp for the students under National Skill Development Corporation organized.
- 4) Meeting organized to acquaint the teachers to update the major changes in the syllabus of commerce faculty from academic session 2016-17.
- 5) Pre semester test for preparation of University examination is conducted and the progresses of the students have been made available.
- 6) "Vittiya Sakshrata Abhiyan" has been organized at different spheres of society nearby college area.
- 7) Training imparted to general citizen for filling of admission form, registration, online fees payment, scholarship form etc.
- 8) Orientation programme for newly admitted students have been organized for providing college information and facilities available for the students.
- 9) Organized half day workshop on "Sexual Harassment at Workplace: prevention, prohibition and redressal Act 2013".
- 10) Sports material of Rs. 175000/-, Library Books of Rs. 205000/- and furniture 600000/- have been purchased during the year.
- 11) Xerox machine and Computer for Dept. of Examinations have been purchased for Rs. 157000/- and 53000/- respectively.

JThakre
Dr. Varsha Thakre
Coordinator IQAC



Dr. Devendra Motture
Principal
Annasaheb Gundewar College
Katol Road, Nagpur.