

# ANNASAHEB GUNDEWAR COLLEGE

KATOL ROAD, NAGPUR-13

## INTERNAL QUALITY ASSURANCE CELL

### Minutes of IQAC Meeting Held on 25<sup>th</sup> July 2014

Meeting of IQAC of the college held on 25<sup>th</sup> July 2014 under the chairmanship of Principal in the Principal Chamber at 10.30 am.

#### **Agenda :**

- 1) To confirm the minutes of last meeting held on 28<sup>th</sup> April 2014
- 2) To discuss the academic plans for the academic session 2014-15.
- 3) To discuss about submission of teachers' profile.
- 4) To discuss the format of reports of committees and department to be submitted to Internal Quality Assurance Cell.
- 5) Any other subjects with 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
Dr. Mrs M.R.Thakre	-	Convener Girls Student Guidance Cell
Prof. R.B.Burile	-	Coordinator NSS
Shri M.W.Nishan	-	Supdt. Administrative officer
Shri P.M.Bhoyar	-	Administrative Officer
Shri O.Z. Dhande	-	Administrative Officer
Ku Aasha Ukey	-	Student Representative
Mr. U.T. Balle	-	Representative, Alumni
Mrs Ranjanatai Pawar	-	Secretary Village Uplift Society- Management representative
Mrs. Anjalitai Pangantiwar	-	Member, VUS- Management Representative
Shri. Ashokrao Dorlikar	-	Community Representative
Dr. Subhashri Mukherjee	-	External Expert

## Minutes

**Subject No. 1:- To confirm the minutes of last meeting held on 28<sup>th</sup> April 2014**

Dr. Varsha Thakre, Co-coordinator IQAC read the minutes of meeting held on 28<sup>th</sup> April 2014 before the Members, which was thoroughly discussed and confirmed unanimously.

**Subject No. 2:- To discuss the academic plans for the session 2014-15.**

The principal and chairman of the meeting directed to all members to submit departmental academic plans to coordinate with RTM Nagpur University Academic plan. The plans should be so comprehensive that all planned activities should accommodate and no activity should left unattended.

**Subject No. 3:- To discuss about submission of teachers' profile.**

Dr. P. S. Bhagadikar, member of IQAC put forth a proposal that instead of filling teachers' profile, PBAS format (developed by R.T.M. Nagpur University) should be submitted to IQAC, as it will be a suitable and supportive for all the teaching staff in order to fulfill the requirements for further placements. It will also be helpful in maintaining personal records in organized format with supporting documents.

This proposal supported by all the teaching staff members and approved.

**Subject No. 4:- To discuss the format of reports of committees and department to be Submitted to Internal Quality Assurance Cell.**

The IQAC coordinator suggested that all the Head of the departments and Conveners of the committees should submit the annual reports of the activities in a proper format.

She also explained the format of AQAR in order to convey the expectations of AQAR. The members agreed to follow the suggestions given by the IQAC coordinator and gave assurance that they will take proper care while preparing annual reports.


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

The secretary and Management representative, Hon'ble Smt. Ranjanatai Pawar directed to all members to follow all instructions so as to develop the academic need of the students admitted in the college. Every staff should put his all sincere efforts to cater the curricular and co curricular activities run by the college.

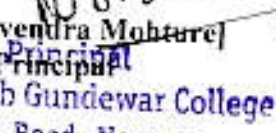
The Chairperson and Principal opined that all the members of IQAC should support the IQAC coordinator in completing the above mentioned tasks and should involve themselves whole heartedly in sharing the responsibilities of IQAC.

The IQAC coordinator thanked the Chairperson and members for active participation in the meeting.

The meeting was concluded with a vote of thanks of IQAC coordinator.

  
[Dr. Varsha Thakre]  
Coordinator IQAC



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

# ANNASAHEB GUNDEWAR COLLEGE

KATOL ROAD, NAGPUR-13

## INTERNAL QUALITY ASSURANCE CELL

### Minutes of IQAC Meeting Held on 28<sup>th</sup> April 2015

Meeting of IQAC of the college held on 28<sup>th</sup> April 2015 in the Principal Chamber at 10.30 am. The meeting presided over by the Principal and Chairman of IQAC.

#### **Agenda :**

- 1) To confirm the minutes of last meeting held on 25<sup>th</sup> July 2014
- 2) To decide the admission policy.
- 3) To discuss whether to introduce Uniform for all UG and PG students.
- 4) 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
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Shri O.Z. Dhande	-	Administrative Officer
Mr. U.T. Balle	-	Representative, Alumni
Mrs Ranjanatai Pawar	-	Secretary Village Uplift Society-Management Representative
Dr Rahul Kannamwar	-	Member, Executive Council, Management Representative
Dr Subhashri Mukherjee	-	External Expert
Dr Anant Deshmukh	-	External Expert

## Minutes

**Subject No. 1:- To confirm the minutes of last meeting held on 25<sup>th</sup> July 2014.**

Dr. Varsha Thakre, Co-coordinator IQAC, read the minutes of meeting held on 25<sup>th</sup> July 2014 before the Members, which was thoroughly discussed and confirmed unanimously.

**Subject No. 2:- To decide the admission policy.**

The head of the commerce faculty the convener of the admission committee along with other two faculty heads Prof. B.V. Nannaware and Dr. P.S. Bhagadikar put a proposal that the admission for the academic year 2015-16 can be made by giving the preference to the students according to merit.

After half an hour long discussion the chairman of IQAC suggested that preference should be given to higher percentage, but the students obtained lower percentage should be considered at the last stage to accommodate vacant seats. Call such students after 3-4 days and complete their admission process. Rather you can select the higher percentage for English medium, counseling should be done (lower percentage) for opting English/Marathi medium.

**Subject No. 3:- To discuss whether to introduce "College Uniform" for all UG and PG students.**

To maintain the discipline Prof. B.V. Shrigiriwar put a proposal that Uniform should be made compulsory. This proposal was supported by Prof. P.S. Bhagadikar and Prof. D.B. Ambade. The proposal is accepted by all the members after a detailed discussion.

The Chairman and Principal of the college suggested having a committee namely "Uniform committee" to administer the issues of this decision, and it is also decided that the Chairman of such committee should be the Secretary, Village Uplift society.


The Secretary Village Uplift society will conduct further meetings with 4 -5 committee members of the college, by inviting tenders the whole procedures should be completed systematically and properly.

**Subject No. 4:- Other Subject with the permission of chair.**

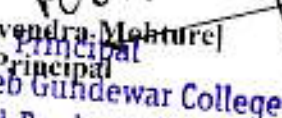
With the permission of the Chair the members demanded to provide salary slip to all the staff members every month. The issue regarding monthly salary slip is discussed in detail and the Principal directed administrative staff to provide a computerized salary slip with seal of college every month. The staff members can keep it as their personal record.

In case any staff member requires a salary slip for other purpose (for acquiring personal loan or availing monetary services of financial institutions etc) the old practice may be followed i.e. i) application of the staff members for the reason and ii) The Senior accountant will issue salary slip duly signed by the Principal.

As there was no issue to be discussed before the meeting, it is concluded with a vote of thanks of IQAC coordinator.

  
[Dr. Varsha Thakre]  
Coordinator IQAC



  
[Dr. Devendra Mohare]  
Principal  
Annasaheb Gundewar College  
Kato Road, Nagpur.

### Action Taken Report for Academic Year 2014-2015


The IQAC in its meeting held on 25/07/2014 & 28/04/2015 reviewed the status of the implementation of the action plan.

The following plans have been accomplished.

1. Sanitary Napkin Vending Machine installed for Girl students
2. Organised Two Guest lecture for students i) How to score more, ii) Role of social media in society.
3. One student has been employed in TCS in campus recruitment as a part of MOU with TCS
4. Training to students is given regarding internet access and how to use internet to fill the application form of competitive exams, scholarship forms etc.
5. Orientation programme for all first year students every year to make them aware with facilities & opportunities provided by the college.
6. 72 Hrs training programme of TATA Consultancy Services (TCS) in Finance & Accounts and Campus to Corporate conducted by the college
7. Workshop organized on Mathematics & Reasoning
8. Screen test conducted for State Level Leadership competition
9. One of the faculties Dr. Varsha Thakre was nominated as a member of the syllabus restructuring Committee constituted by RTM Nagpur University, Nagpur
10. Guest lectures on 'Technological Development' and 'Communication Skill' are organized
11. Two faculty members were deputed to Refresher course organized by RTM Nagpur University during 06/08/2014 to 26/08/2014
12. Two teachers were deputed for Refresher Course and Special Summer School held during 20/08/2014 to 09/09/2014 and 24/07/2014 to 13/08/2014 respectively.
13. Library Books of Rs. 207000/- and Sports Material costing Rs. 230000/- were added to the infrastructure of the college. Equipments & Furniture of Rs. 80000/- were purchased.

  
[Dr. Varsha Thakre]  
Coordinator IQAC



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