

Shri Shivaji Arts & Commerce College, Amravati

Internal Quality Assurance Cell (IQAC)

Proceeding of the Meeting

The meeting of the IQAC held at IQAC Office on 27 th August 2019 at 11 am. The agenda of the meeting was as follow.

- To confirm the minutes of last meeting
- To prepare AQAR 2018-19
- To discuss the Students Satisfaction Survey and prepare Action taken Report
- Any other issue with the permission of the chair

The following members attended the meeting.

1. Dr.Smita R.Deshmukh, Principal
2. Dr. Mahendra V. Mete, Coordinator IQAC
3. Dr.E.J.Helge
4. Dr.Varsha Chikhale
5. Dr.Baban Zare
6. Dr. K.B.Sable
7. DR.Umesh Kadu
8. Dr.V.A.Deshmukh
9. Dr.Vaishali Dshmukh
- 10.Shri.R.J.Ambadkar

The following discussion and decision was taken in the meeting.

Subject 1: Confirmation of last meeting

Resolution: The minutes of last meeting held on 2nd April 2019.Minutes of last meeting was confirmed with the following action taken Report.

Subject 2: To prepare the AQAR 2018-19

Resolution: In order to prepare the AQAR ,criteria wise committee was formed and detail discussion was done on every criteria. As per the revised mode of submission of AQAR,i.e.on online portal was discussed.

Subject 3: To discuss the Students Satisfaction Survey and prepare Action taken Report

Resolution: Students Satisfaction survey was conducted for Academic session 2018-19 during March-May 2019.On the suggestion of the students,necessary action was taken.

Subject4: Any other issues with permission of the Chair

Resolution: No other issue was discussed and meeting was over with vote of thanks.

Action Taken Report The meeting of IQAC held on 27 th August 2019.

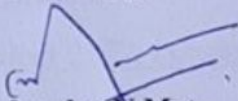
A. The minutes of last meeting held on 2nd April 2019.Minutes of last meeting was confirmed with the following action taken Report.

1.Academic Calendar of the college for the academic session 2019-20 was prepared.

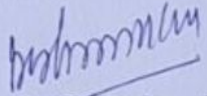
2.On the occasion of World Intellectual Property Day ,Workshop on “Intellectual Property Right” was organized on 26 April 2019. Dr.Mohan Kherde Director Knowledge Resource Center Sant Gadgebaba Amravati University was the Resource Person for the workshop.

B. The Criteria wise committee for preparation of Annual Quality Assurance Report (AQAR) was formed .

C. Students Satisfaction survey was conducted for Academic session 2018-19 during March-May 2019. 1130 students participate in SSS and survey was analysed.On the suggestion of the students, necessary action was taken.


Dr.Mahendra V.Mete
Coordinator IQAC

Coordinator IQAC
Shri Shivaji Arts & Commerce
College, Amravati


Dr.Smita R.Deshmukh
Principal
PRINCIPAL
Shri Shivaji Arts & Commerce
College, Amravati

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Proceedings of the Meeting

The meeting of IQAC held on 10 September 2019 at 11.00 am. at Principal Chamber. The agenda of the meeting was as follow.

- 1.To confirm the minutes and Action Taken Report of last meeting
- 2.To conduct Academic and Administrative Audit
3. To develop website of the departments.
- 4.Any other issue with the permission of Chair

The following members were present in the meeting.

1. Dr.Smita R.Deshmukh, Principal
2. Dr. Mahendra V. Mete, Coordinator IQAC
3. Manoj Jagtap
4. Dr.Varsha Chikhale
5. Dr.Baban Zare
6. Dr. K.B.Sable
7. DR.Umesh Kadu
8. Dr.V.A.Deshmukh
9. Dr.Vaishali Dshmukh
10. Shri.R.J.Ambadkar

The following discussion and decision was taken in the meeting.

Subject 1: Confirmation of last meeting

Resolution: The minutes of last meeting held on 27th August 2019 was confirmed.

Subject 2: To conduct Academic and Administrative Audit

Resolution: In order to conduct Academic and Administrative Audit (AAA) of the department, it is decided to update earlier proforma and distribute to the departments. AAA will be conducted for academic session 2018-19.

Subject 3: To develop website of the departments.

Resolution: To develop the websites of every departments in Google Sites, it is decided to conduct workshop on "Development of Website Using Google Sites"

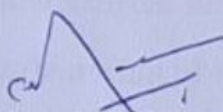
Subject4: Any other issues with permission of the Chair

Resolution: No issue was discussed.


The meeting was over with thanks of all the members.

Action Taken Report The meeting of IQAC held on 27th August 2019.

1. In order to prepare AQAR 2018-19, As per the revised guidelines of NAAC criteria wise committee was formed and AQAR 2018-19 was prepared and registration on Online portal of NAAC was done to upload the AQAR.
2. Students' Satisfaction Survey was undertaken during 28th February 2019 to 30 April 2019 using Google forms. 1130 students of UG and PG program in Arts, Commerce and Mass Communication department participated in the Survey. Feedback form was prepared to undertake feedback on curriculum from stakeholders like Teachers, Students, Parents, Alumni and Employers.


Dr. Mahendra V. Mete

Coordinator IQAC
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Dr. Smita R. Deshmukh

PRINCIPAL
Principal
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Internal Quality Assurance Cell (IQAC)

Proceeding of the Meeting

The meeting of IQAC held on 27 November 2019 at 11 am. at Principal Chamber.

The agenda of the meeting was as follow.

- 1.To confirm the minutes and Action Taken Report of last meeting
- 2.To discuss and finalize NIRF data
3. To start Pre-PhD Course
- 4.Any other issue with the permission of Chair

The following members were present in the meeting.

1. Dr.Smita R.Deshmukh, Principal
2. Dr. Mahendra V. Mete, Coordinator IQAC
3. Manoj Jagtap
4. Dr.Varsha Chikhale
5. Dr.Baban Zare
6. Dr. K.B.Sable
7. DR.Umesh Kadu
8. Dr.V.A.Deshmukh
9. Dr.Vaishali Dshmukh
10. Shri.R.J.Ambadkar

The following discussion and decision was taken in the meeting.

Subject1: Confirmation of the last meeting

Resolution: The minutes of last meeting held on 10th September 2019 was confirmed.

Subject 2: To discuss and finalize NIRF data

Resolution: In order to upload NIRF data , information was collected ,scrutinized and finalized in the five parameters of the NIRF.

Subject 3: To start Pre-PhD Course


Resolution: Research Advisory Committee (RAC) was formed to finalized the admission in Pre PhD course in Economics, English, Marathi, Commerce, Home Economics, Pol.Sc., History and Library & Information Science .The schedule of teaching was prepared by RAC.

Subject4: Any other issues with permission of the Chair

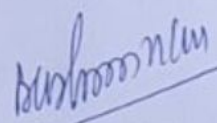
Resolution: No issue was discussed. The meeting was over with thanks of all the members

Action Taken Report The meeting of IQAC held on 10TH September 2019.

1. Acadmeic and Administrative Audit (AAA) was done.
2. In order to develop the website of the Department, workshop was organized on "development of website using Google Sites.


Dr. Mahendra V. Mete

Coordinator IQAC
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Dr. Smita R. Deshmukh

Principal
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Proceedings of the Meeting

The meeting of IQAC held on 18 May 2020 at 11.00 am at Principal Chamber.

The agenda of the meeting was as follow.

1. To confirm the minutes and Action Taken Report of last meeting
2. To finalize the AQAR 2018-19 For uploading on NAAC portal
3. To conduct Webinar in collaboration with NAAC
4. To conduct Webinar on Covid 19
5. To organize workshop for Pre PhD Course
6. Any other issue with the permission of Chair

The following members were present in the meeting.

1. Dr.Smita R.Deshmukh, Principal
2. Dr. Mahendra V. Mete, Coordinator IQAC
3. Manoj Jagtap
4. Dr.Varsha Chikhale
5. Dr.Baban Zare
6. Dr. K.B.Sable
7. DR.Umesh Kadu
8. Dr.V.A.Deshmukh
9. Dr.Vaishali Dshmukh
10. Shri.R.J.Ambadkar

The following discussion and decision was taken in the meeting.

Subject 1: Confirmation of the last meeting

Resolution: The minutes of last meeting held on 27th November 2019 was confirmed.

Subject 2: To finalize the AQAR 2018-19 For uploading on NAAC portal

Resolution: AQAR was prepared for academic session 2018-19 according to revised guidelines of NAAC. It was finalized by IQAC to upload on NAAC web portal.

Subject 3: To conduct Webinar in collaboration with NAAC

Resolution: It was decided to conduct Webinar in collaboration with NAAC on “NAAC Awareness Program for Affiliated Colleges” .

Subject 4: To conduct Webinar on Covid 19

Resolution: It was decided to conduct Webinar in collaboration with Department of Home Economics on “Covid 19: Present Situation and Prevention”.

Subject 5: To organize workshop for Pre PhD Course

Resolution: It was decided to conduct Five Days Workshop on “Research Methodology” for Pre-PhD Course.

Subject 6: Action Plan for 2020-21

Resolution: The IQAC has prepared the following Action Plan for 2020-21.

1. To start B.Voc Programme in Computerised Accounting under UGC Scheme
2. To apply for PG Programme in History and Marathi
3. To conduct Online Teaching to all Programme in Pandemic Academic Year on Online Platform developed by Shri Shivaji Education Society Amravati <http://shivajilive.com>
4. To conduct Students Satisfaction Survey 2020-21
5. To join APQN (Asia Pacific Quality Network) through Institutional Membership
6. To conduct the NAAC Awareness program for Affiliated Colleges with collaboration with NAAC


7. To organize national Seminar on "Role of IQAC in Quality initiatives in Affiliated Colleges" sponsored by NAAC
8. To organize Lecture series on the Birth Anniversary of Dr.Panjabrao Deshmukh
9. To conduct the symposium on National Education Policy 2020
- 10.To conduct the seminar on Prevention of Covid 19 and Present situation
- 11.To organize State level Seminar on "Various Aspects of Human Rights
- 12.To conduct the workshop on API and PBAS
- 13.To strengthen the ICT infrastructure in college
14. To organize various program on awareness of Covid 19 and make valuable contribution for society

Subject 7: Any other issues with permission of the Chair

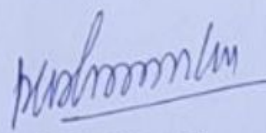
Resolution: No issue was discussed. The meeting was over with thanks of all the members.

Action Taken Report :

1. The data for college Ranking and Overall Ranking for NIRF was prepared and uploaded on NIRF Web portal.
2. Pre-PhD Course was started in Eight Subjects.
3. AQAR was submitted on NAAC portal on 2nd June 2020.
4. Webinar was conducted in collaboration with NAAC on "NAAC Awareness Program for Affiliated Colleges" on 22nd May 2020 .
5. Webinar was conducted in collaboration with Department of Home Economics on "Covid 19: Present Situation and Prevention" on 28 May 2020.
6. Conducted Five Days Workshop on "Research Methodology" for Pre-PhD Course on 23 June -1st July 2020.


Dr.Mahendra V.Mete

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