

Minutes of IQAC Meetings in the year 2012 – 13

Meeting No.1

June 12, 2012

The meeting of IQAC held in the Principal's cabin at 8.30 a.m.

The Agenda for the Meeting:

1. AQAR for 2012 – 13
2. Annual Planning for IQAC.
3. Improvement of the quality of Academics, Administration and Research Activities of the Institute.
4. New academic programme.

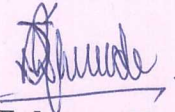
Minutes:

1. It was resolved that the AQAR for 2012 – 13 be finalized by end to June 2012. The committee members should co-operate in the compilation of the report which will be finalized by the co-ordinator.
2. IQAC planed activities for faculty, students and office staff in the year 2012 – 13.
3. The committee decided to meet once in every semester to assess the quality of teaching and best practices to be introduced for improving the quality of Academics, Administration and Research activities of the Institute.
4. The committee decided to introduce new academic programs : 1. Advanced Diploma in Tourism, 2. Certificate course in Police & Military Science.

Action Taken Report (ATR) .

Minutes	Action Taken
<u>New academic programme :</u> The committee decided to introduce new academic programs : 1. Advanced Diploma in Tourism, 2. Certificate course in Police & Military Science	Proposals are submitted to the University regarding new courses. 1. Advanced Diploma in tourism 2. Certificate course in Police & Military Science

Date: 12th June 2012


Dr. Sambhaji Tukaram Waghmode
Chairperson, IQAC

Meeting No.2
September 10, 2012.

The meeting of IQAC held in the Principal's cabin at 8.30 a.m.

The Agenda for the Meeting:

1. The confirmation of the minutes of the previous meeting.
2. Computerization of the library.
3. Undertaking research projects.
4. Organisation of Seminar and workshop.
5. Reading hall for students.

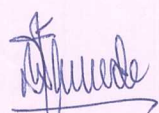
Minutes:

1. The coordinator read the minutes of the previous meeting and all the members confirmed it.
2. The committee planed to computerize the library with internet facility.
3. The committee members decided to inspire faculty members to undertake the research projects.
4. The committee planned to organize more seminars and workshops in the academic year.
5. The committee suggested that a reading hall for students should be started.

Action Taken Report (ATR)

Minutes	Action Taken
<u>Computerization of the library :</u> The committee planed to computerize the library with internet facility.	The library has been computerized with internet facility.
<u>Undertaking research projects :</u> The committee members decided to inspire faculty members to undertake the research projects.	Letters issued to all the committee members.
<u>Organisation of Seminar and workshop :</u> The committee planned to organize more seminars and workshops in the academic year.	Letters issued to all the HODs.
<u>Reading hall for students :</u> The committee suggested that a reading hall for students should be started.	A Reading hall for students has been started.

Date: 10th September 2012


Dr. Sambhaji Tukaram Waghmode
Chairperson, IQAC

Meeting No.3
December 11, 2012.

The meeting of IQAC held in the Principal's cabin at 8.30 a.m.

The Agenda for the Meeting:

1. The confirmation of the minutes of the previous meeting.
2. Generating resources with the support of Alumni-Parent-Teacher associations.
3. Computerization of various departments in college.
4. Increasing infrastructural facilities.
5. Construction of R.C.C. classrooms.


Minutes:

1. The coordinator read the minutes of the previous meeting and all the members confirmed it.
2. The committee planed to generate resources with the support of Alumni-Parent-Teacher associations.
3. The committee decided to provide computers to every department with internet facility
4. The committee decided to increase the infrastructural facilities in the college.
5. The committee suggested that the number of R.C.C. classrooms should be increased, accordingly further action should be taken.

Action Taken Report (ATR)

Minutes	Action Taken
<u>Generating resources with the support of Alumni-Parent-Teacher associations:</u> The committee planed to generate resources with the support of Alumni-Parent-Teacher associations.	Letters issued to the Alumni-Parent-Teacher Associations.
<u>Computerization of various departments in college :</u> The committee decided to provide computers to every department with internet facility	Various departments in the college have been computerized.
<u>Increasing infrastructural facilities :</u> The committee decided to increase the infrastructural facilities in the college.	Letters issued to HODs regarding the need of infrastructure.
<u>Construction of R.C.C. classrooms :</u> The committee suggested that the number of R.C.C. classrooms should be increased, accordingly further action should be taken.	Survey of the required place for R.C.C. classrooms has been done.

Date: 11th December 2012


Dr. Sambhaji Tukaram Waghmode
Chairperson, IQAC

Meeting No.4
March 04, 2013.

The meeting of IQAC held in the Principal's cabin at 8.30 a.m.

The Agenda for the Meeting:

1. The confirmation of the minutes of the previous meeting.
2. Completion of API forms and Academic diaries.
3. Proposals of seminars and workshop for academic year 2013-14, to be submitted to the UGC.
4. Review of activities undertaken under Placement Cell.

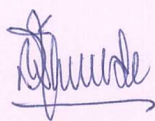
Minutes:

1. The coordinator read the minutes of the previous meeting and all the members confirmed it.
2. The committee discussed about completion of API forms and Academic diaries.
3. The committee decided to submit proposals of seminars and workshops for academic year 2013-14 to the UGC.
4. The committee took review of the activities undertaken under Placement Cell.

Action Taken Report (ATR)

Minutes	Action Taken
<u>Completion of API forms and Academic diaries :</u> The committee discussed about completion of API forms and Academic diaries.	Letters issued to all the faculty members regarding completion of API forms and Academic diaries.
<u>Proposals of seminars and workshop for academic year 2013-14 to be submitted to the UGC :</u> The committee decided to submit proposals of seminars and workshops for academic year 2013-14 to the UGC.	Letters issued to the HODs of the various departments of the college, regarding proposals of the seminars and workshops.

Date: 4th March 2013


Dr. Sambhaji Tukaram Waghmode
Chairperson, IQAC