

**Minutes of the Meeting of the Internal Quality Assurance Cell (IQAC) held on 04 August 2016.**

A meeting of the Internal Quality Assurance Cell (IQAC) was held on 04 August, 2016 at 11:30 pm in the meeting hall of the VSP Mandal.

Following members were present for the meeting:

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|-------------------------------|--------------------------------------|
| 1. Shri N. S. Bobdey          | President, VSP Mandal, Khamgaon      |
| 2. Shri A. P. Jhunjhunwala,   | Vice-President, VSP Mandal, Khamgaon |
| 3. Dr. S. S. Bobdey,          | Secretary, VSP Mandal, Khamgaon.     |
| 4. Dr. D. S. Talwankar,       | Principal                            |
| 5. Dr. D. N. Vyas,            | Coordinator, IQAC                    |
| 6. Dr. M.O. Wankhede          | Member                               |
| 7. Prof. (Mrs.) S. G. Waychal | Member                               |
| 8. Prof. P.P. Thakur          | Member                               |
| 9. Shri P. N. Bobdey          | Office Superintendent                |

Dr. R. P. Sonekar, Prof. A. K. Dhanagare and Shri S. G. Gulbhele could not attend the meeting and they were granted leave of absence.

Shri N. S. Bobdey, President, VSP Mandal, Khamgaon presided over the meeting.

Following business was transacted in the meeting:

**1. Reading and confirmation of the minutes of the previous meeting:**

Dr. D. N. Vyas read the minutes of the previous meeting and they were confirmed unanimously.

**2. To welcome the new Principal Dr. D. S. Talwankar and the new members of the IQAC.**

President of the VSP Mandal Shri N. S. Bobdey welcomed the new Principal Dr. D. S. Talwankar and Dr. D. N. Vyas welcomed the new members of the IQAC, Dr. M.O. Wankhede and Prof. (Mrs.) S. G. Waychal.

**3. To discuss the creation of Web OPAC system and purchase of new software for the library:**

The issue of creation of Web OPAC system and purchase of new software for the library was discussed. Prof. P. P. Thakur put forward the quotations received from two vendors. Dr. D. N. Vyas suggested that we should purchase integrated software for the college administration which would also include library management. Dr. D. N. Vyas and Prof. P. P. Thakur were asked to invite quotations for such an integrated solution and report to the President.

**4. To discuss about doing various MoUs:**

It was decided after due discussion to sign MoUs with various industries for soil, oil and water testing. The Principal was asked to do the needful.

Prof. P. P. Thakur said that MoU with S & K Associates, Nasik would be signed for Soft-Skills training in October.

**5. To explore the possibility of using the NRC in the library for typing and filling of online forms for the students as a part of Earn While You Learn Scheme.**

The Principal said that the responsibility for this would be given to the Research and Consultancy Committee.

**6. To encourage the eligible faculty members to become research supervisors.**

The Principal was asked to encourage the concerned faculty members to become research supervisor.

**7. To involve NCC and NSS volunteers in the cleaning of the campus.**

The Principal was instructed by the President to ask the NCC and NSS coordinators to undertake a cleanliness drive in the campus and depute two persons for their help.

**8. To send SMSs to the students for attendance and also to obtain feedback from the students in August.**

The Principal said that the college would purchase a SMS package for sending SMS to the students. It was also decided to obtain feedback from the students in the month of August.

**9. To ask Prof. M. S. Gaikwad to see if Alumni Association and Parent Teachers' Association can be registered as one organization**

After due discussion on this topic, it was finally decided that instead of registering the Alumni Association and Parent Teachers' Association, the funds should be collected in the account of VSP Mandal as it is registered under 80G. Then the funds can be transferred to the account of the Alumni Association. Hence, it was decided not to register these associations as charity.

**10. Any other matter with the permission of the Chair:**

Following issues were discussed with the permission of the Chair:

- a) A guest lecture of an expert should be arranged by the IQAC on topics like academic audit.
- b) The Principal said that a workshop on various sources of funding and collaboration will be arranged for the faculty members by the IQAC.
- c) The President expressed concern that no student has yet registered in the COP in Solar Energy.
- d) The Principal said that he would ask every faculty member to conduct at least a few classes in the Digital Classrooms.

**Dr. D. N. Vyas**  
(Coordinator, IQAC)

**Dr. D. S. Talwankar**  
(Principal)

**Action Taken Report:**

1. Necessary steps to invite quotations were initiated; meanwhile we received a letter from the affiliating university about providing integrated software which will be useful all functioning including admission, library and examination. So it was kept on hold.
2. Typing and filling of online forms facility for the students was made available in YCMOU centre of the college.
3. The Principal circulated notice among the faculty members to become research supervisor and eligible teachers sent their proposals to the university.
4. Cleanliness drives were organized by the college involving NSS, NCC and other volunteers.
5. A Workshop on Sources of Funding and Collaboration was organized by IQAC on 20.08.2016

**Dr. D. N. Vyas**  
(Coordinator, IQAC)

**Dr. D. S. Talwankar**  
(Principal)