

G. S. Science, Arts & Commerce College, Khamgaon – 444 303

**Minutes of the Meeting of the Internal Quality Assurance Cell (IQAC) held on 23<sup>rd</sup> August, 2019.**

A meeting of the Internal Quality Assurance Cell (IQAC) was held on **Friday, 23<sup>rd</sup> August, 2019 at 4:00 pm in the IQAC office.**

Following members were present for the meeting:

1. Dr. S. S. Bobdey	President, VSP Mandal, Khamgaon
2. Shri A. P. Jhunjhunwala	Vice-President, VSP Mandal, Khamgaon
3. Dr. P. N. Bobdey	Secretary, VSP Mandal, Khamgaon.
4. Dr. D. S. Talwankar	Principal
5. Dr. H. S. Chandak	Coordinator, IQAC
6. Dr. V. R. Gawhale	Member
7. Dr. M. O. Wankhede	Member
8. Dr. H. A. Bhosale	Member
9. Prof. M. S. Gaikwad	Member
10. Prof. P.P. Thakur	Member
11. Dr. (Mrs.) N. B. Boche	Member
12. Shri S. G. Gulbhele	Assistant Librarian
13. Dr. S. S. Jain	Member (Society)

Mr. Pramodji Agrawal and Dr P. E. Ajmire could not attend the meeting. They were granted leave of absence. Dr. S. S. Bobdey presided over the meeting. Following business was transacted in the meeting:

1. Confirmation of the minutes of the previous meeting.  
Dr. H. S. Chandak read the minutes of the previous meeting and they were confirmed unanimously.
2. To take a note on action taken report of previous meeting.  
The action taken report of the previous meeting was reviewed and discussed.
3. To assign the responsibility for criteria-wise SWOC analysis of the NAAC grade sheet and peer team report. To prepare a list of quality sustenance and quality improvement initiatives to be taken.  
It was decided that all criterion in-charge should submit criteria-wise SWOC analysis of the NAAC grade sheet and peer team report and prepare a list of quality sustenance and quality improvement initiatives to be taken within two weeks.
4. To review the format for record keeping of activities undertaken by the college.  
A format for record of the activities undertaken by the college was reviewed and it was approved unanimously. It was also decided that the Principal should maintain a list of activities with date and activity in charge. The list and report of the activities should be shared with IQAC for record keeping. Prof P. P. Thakur suggested that bills/ vouchers may be sanctioned only after IQAC clearance.
5. To take a review of Feedback system.  
To strengthen feedback system, it was decided to encourage students to fill online feedback forms. It was also decided to rectify the feedback forms. Time line for conduct of drive for online feedback form filling was set, It was decided to run a drive during the last two weeks of every

semester and analysis to be done in first two weeks of the commencement of every semester. Shri A P Jhunjhunwala suggested that the possibility OTP validation for feedback to be explored only after the students get acquainted with online system. It was accepted unanimously.

6. To undertake teakwood plantation project on our campus.

Dr P N Bobdey suggested that we should undertake a targeted tree plantation project on our campus. He briefed the house about plan of teakwood plantation which serve the dual purpose of utilization of land and a fund raising project for the future. Shri A P Jhunjhunwala suggested that we can sign an MoU with forest department for the same. It was also decided to develop dense forest on our campus. Dr H A Bhosale was assigned to task to take necessary action in this regard.

7. To explore the possibility to start Maha e-Setu Kendra on our campus.

As per the informal feedback from the students and parents, there is a need to establish Maha e-Setu Kendra. It was decided unanimously that we should establish the same on our campus. Dr P N Bobdey assured to take necessary steps. It was also decided the put this issue before Governing body in its upcoming meeting.

8. Any other matter with the permission of the chair.

- a) Principal D S Talwankar suggested that IQAC should conduct workshop cum meeting on Scheme for Trans-disciplinary Research for India's Developing Economy (STRIDE). It was decided to conduct the workshop on STRIDE on 28 August, 2019.
- b) Dr Chandak suggested that we should nominate one student member on IQAC as Ku Gayatri Bhattad joined her master's program at Ramnarayn Ruia College, Mumbai. It was decided to nominate Vijay Suryawanshi (BSc III) as a student member to IQAC.

As no other matter came up, the meeting concluded with the vote of thanks by the Coordinator, Dr H. S. Chandak.



(Dr. H. S. Chandak)  
Coordinator, IQAC

*Co-ordinator IQAC*  
*G. S. Sci. Arts & Commerce*  
*College, Khamgaon-444303.*



(Dr. D. S. Talwankar)  
Principal

*Principal*  
*G. S. Sci., Arts & Commerce*  
*College, Khamgaon - 444303.*

**Action Taken Report:**

S No	Decision taken	Action Taken
1	Criteria-wise SWOC analysis of the NAAC grade sheet and peer team report	SWOC analysis of the NAAC grade sheet and peer team report was done by the criterion in-charge and placed in IQAC meeting held on 24.10.2019
2	Format for record keeping of activities undertaken by the college	Format for record keeping of activities is circulated to the staff members by the Principal
3	Review of feedback system	Feedback forms are reframed and feedback of the students will be collected at the beginning of the next semester.
4	Tree plantation on campus	A dense forest named 'GS Forest' has been established near the indoor stadium. It was inaugurated on 18 September 2019 at the hands of Hon'ble Dr Hemant Deshmukh, CoE of SGBAU. Total 216 plants have been planted with the help of Forest department of the Govt of Maharashtra..
5	To start Maha e-Setu Kendra on our campus	Process to start Maha e-Setu Kendra on our campus has been initiated.
6	To conduct workshop on STRIDE	IQAC has conducted workshop on STRIDE on 30 August 2019. Dr Mahesh Gaikwad was appointed as STRIDE coordinator. Total nine proposals (including the institutional) have been submitted under this scheme.

*Chandak.*

(Dr. H. S. Chandak)  
Coordinator, IQAC  
**Co-ordinator IQAC**  
**G. S. Sci. Arts & Commerce**  
**College, Khamgaon-444303.**

*Talwankar*

(Dr. D. S. Talwankar)  
Principal  
**Principal**  
**G. S. Sci., Arts & Commerce**  
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