

Minutes of the Meeting of the Internal Quality Assurance Cell (IQAC) held on 25th August, 2021.

A virtual meeting of the Internal Quality Assurance Cell (IQAC) was held on **Wednesday, 25th August, 2021 at 11:00 am** in 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. P. V. Ubale	Member
7. Dr. P. E. Ajmire	Member
8. Dr S. T Warade	Member
9. Mrs. S. G Waychal	Member
10. Dr M S Gaikwad	Member
11. Mr R M Chavan	Member
12. Mr S V Jadhao	Librarian

Shri Umeshji Agrawal, Mr Devendra Bhattad and Ku Kanchan Chim 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. Action taken in regard to the events conducted, students participation in online classes, in-house summer research program, certificate courses offered etc were discussed.

3. To approve academic calendar for the session 2021-22:

The draft of academic calendar for the session 2021-22 was placed before the house. It was approved by the house after slight modification. It was decided to publish it on the website of the college and also to provide hard copy of the same to the all the departments.

4. To take review on work done for Students Satisfaction Survey (SSS):

Students Satisfaction Survey for the session 2020-21 was conducted online from 13 Aug 2021 to 24 Aug 2021. The summary of responses received from students was presented by Dr P E Ajmire. This year 2508 students participated in the survey. Most of the students expressed their satisfaction towards teaching-learning process of the college. It was decided to analyze SSS in-depth and prepare a list of follow-up action to be taken.

5. To prepare an action plan for collecting feedback

Dr Thakur informed the house that revised feedback forms are available online on our college website. It was decided to run a drive for ensuring participation of stakeholders in feedback process. Dr Ubale has been assigned the responsibility to take a lead and ensure maximum participation. As summer 2021 examinations are going on till 31st August 2021, it was decided to run drive from 1st week of September 2021.

6. Any other matter with the permission of the chair:

Dr P N Bobdey suggested that we should seek help from our alumnus Dr V S Jamode about academic audit as Dr V S Jamode expressed his willingness to offer help during the alumni meet held last month.

Dr P E Ajmire suggested that for copyright of our college logo, IQAC logo, Tagline, vision and mission statement of the college, Dr Nagrik and Hargunani should be involved.

Dr Thakur shared the reframed Vision and Mission statement of the college. He was asked by the chairman to fine tune it again and present before the IQAC members.

Dr S S Bobdey suggested that in order to tap research grants, a special task force may be formed. Principal Talwankar informed that RAC and IIC are already in place. Dr S S Bobdey expressed that we need to focus on this issue.

Dr P N Bobdey proposed to offer scholarship to all the scholars undertaking In-house Summer Research internship 2020-21. Chairman Dr S S Bobdey approved it and expressed that most of the students will be benefitted by this activity. He further expressed that this activity will be very useful to inculcate research attitude among the students.

Dr S S Bobdey also suggested to explore the possibility for Faculty and students exchange activities. Dr Chandak informed the house that one student from Chemistry department completed online summer internship at IISER Kolkata.

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

H Chandak

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Coordinator, IQAC

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Action Taken Report:

S No	Decision taken	Action Taken
1.	To prepare and approve academic calendar for the session 2021-22	Academic calendar has been prepared and uploaded on college website.
2.	To analyze SSS in-depth and prepare a list of follow-up action to be taken.	Analysis of SSS has been done and follow up action plan is to be placed in IQAC meeting held on 29 October 2021.
3.	To collect and analyze feedback received from the students.	Feedback collection is in process. Up to 27 October 2021, 115 feedback on syllabus, 62 on teachers, 29 on library and 35 on infrastructure feedback received from the students. On curriculum, 10 teachers, 3 employers and 10 alumni submitted their feedback.
4.	To copyright of our college logo, IQAC logo, Tagline, vision and mission statement of the college	It will be done after the approval of Vision and Mission statements by the CDC / GB. Dr Nagrik and Dr Hargunani have been given the responsibility to complete this task by 20 th of November, 2021.
5.	To reframe Vision and Mission statement of the college	Revised draft of Vision and Mission statement has been submitted for the consideration and approval of CDC/ GB.
6.	To offer scholarship for In-house Summer Research 2020-21.	Hon'ble Vice-President Shri A P Jhunjhunwala sponsored a fellowship in the fond memory of freedom fighter Late Purshottamji Motilalji Jhunjhunwala. A scholarship of Rs 500 each to all the 22 students from Commerce faculty was sponsored by him. Additionally, our institute provided a provided a scholarship of Rs 500 each to 24 students. Total scholarship provided to the students= 23,000/- (Twenty Three Thousand only) Scholarship was distributed to the students on 14 th October 2021.

Bhandak.

(Dr H S Chandak)
Coordinator, IQAC

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