

Minutes of the Meeting of the Internal Quality Assurance Cell (IQAC) held on
Wednesday, 15th March, 2023

A meeting of the Internal Quality Assurance Cell (IQAC) was held on Wednesday, 15th March, 2023 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. D. S. Talwankar	Principal
4. Dr. H. S. Chandak	Coordinator, IQAC
5. Dr. P. V. Ubale	Member (Vice Principal)
6. Dr. P. E. Ajmire	Member
7. Dr. S. T. Warade	Member
8. Dr M S Gaikwad	Member
9. Dr D N Vyas	Member
10. Mrs S. G. Waychal	Member
11. Dr P P Thakur	Member
12. Dr P N Bobdey	Member
13. Mr S G Gulbhele	Member
14. Ms Anju Paliwal	Member (Student)

Dr S P Hargunani, Shri Umeshji Agrawal and Mr Devendra Bhattad and 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 held on 17th February 2023:**
Dr. H. S. Chandak read the minutes of the previous meeting held on 17th December 2023 and they were confirmed unanimously.
- 2. To take a note on the action taken report of previous meeting held on 17th February 2023:**
The action taken report of the previous meeting 17th February 2023 was reviewed and discussed. Action taken regarding the website update, Academic and Administrative Audit, conduct of workshop on Outcome Based Education and reframe of Continuous Internal Evaluation Framework, etc were discussed.
- 3. To review institution's progress so far in the light of benchmarks disclosed by NAAC:**

All criterion in-charge presented review of institution's progress so far in the light of benchmarks disclosed by NAAC.

- Dr. Vyas highlighted the progress made by the institutions in relation to the NAAC criteria for Criterion I. He stated that we need to increase the quantity of MOOC, Add-on and Certificate courses as well as the number of students enrolled in such courses. The decision was made to educate students about Swayam courses and their advantages. Also, mentors must make every effort to ensure that their mentees take these classes. For the data of students undertaking project work/field work/ internships, students of Environmental Science and students enrolled under new CBCS scheme 2022-23 should be considered.

- Dr. Ajmire highlighted the progress made by the institutions in relation to the NAAC criteria for Criterion II. He stated that we need to improve the passing percentage of outgoing students.
- Dr. Chandak, speaking on behalf of Dr. Hargunani, emphasized the institutions' improvements with regard to Criterion III of the NAAC requirements. He said that we need to publish more research articles in the journals that are listed on the UGC CARE list. Moreover, initiatives are required to boost the number of workshops for post-graduate and research students on entrepreneurship, research methodology, and intellectual property rights.

It was decided to instruct the Institution's Innovation Council (IIC) and PG departments to host more of the aforementioned activities.

- Mr S G Gulbhele briefed that progress in regard to Criterion IV is up to the mark except the student : computer ratio.
- Mr Gaikwad informed that data of awards for sports and cultural activities at university level and onwards was not a part of AQAR. However the relevant data is required for SSR. It was decided to collect the relevant data for the last five years so as to incorporate it in SSR.
- Mrs Waychal highlighted the progress made by the institutions in relation to the NAAC criteria for Criterion VII. She said that in terms of Criterion VII's quantitative measures, we are doing well. However, the following steps need to be followed for further improvement:
 - i. Effective compost pit operation
 - ii. Proper disposal of chemical waste
 - iii. Disabled-friendly access to the website (Screen reader for website)
 - iv. MoU with suitable agency for providing Braille facility

4. To Review AQAR 2021-22

Dr Chandak briefed about the AQAR 2021-22. It has been decided that all criterion in-charge should once again review AQAR considering the recommendations to be received from Academic and Administrative Audit Committee. It has been also decided to submit AQAR on the NAAC portal before 30 April 2023.

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

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

Bhandak

(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
College, Khamgaon - 444 303**

Action Taken Report:

S No	Decision taken	Action Taken
1.	To reframe Continuous Internal Evaluation (CIE) Framework	The draft of CIE framework will be put before IQAC meeting held on 19 th April 2023.
2.	To boost the number of workshops for post-graduate and research students on entrepreneurship, research methodology, and intellectual property rights	In this regard, following workshops were conducted <ul style="list-style-type: none">• Problems and IPR (25 March 23)• Understanding Chat GPT (27 March 23)• Industry- Academia Interaction (4 April 23)• How to write Masters Project (17 April 23)
3.	Effective compost pit operation	Campus enrichment committee will review and ensure proper operation of the compost pits.
4.	Proper disposal of chemical waste	Necessary steps will be taken by the department of Chemistry
5.	Disabled-friendly access to the website (Screen reader for website)	Website in-charge has been informed to take necessary steps.

Chandak

(Dr H S Chandak)
Coordinator, IQAC

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