

**Shri Shivaji Education Society Amravati's**  
**Science College Congress Nagar, Nagpur**  
**Department of Physics**

**MINUTES OF MEETING held on 9<sup>th</sup> July 2022**

On the opening of academic session 2022-23, the regular Departmental Council meeting of Faculty members (Physics) was called on 9th July 2022 at 3:00 pm in the staff room. The meeting was chaired by the Prof. S. W. Anwane.

**Following Faculty members were present**

**Dr. S. W. Anwane**

**Dr. G. L. Jadhav**

**Dr. R. J. Dhokane**

**Dr. S. K. Sayyed**

**Mr. B. T. Kumbhare**

In this meeting following points were discussed.

**Item# 1: Approval of Minutes of last Meeting:**

The minutes of last meeting was unanimously approved which were read by Dr. G. L. Jadhav, Secretary of Departmental Council.



*Shri Shivaji Education Society Amravati's  
Science College  
Congress Nagar, Nagpur  
Accredited with CGPA of 3.51 at 'A+' grade*



*Date 07/07/2022*

***Department of Physics***

***Call for Meeting***

***All the regular faculty members are requested to attend the meeting on 8<sup>th</sup> July 2022 at 3pm at Common Staff Room, Department of Physics.***

***Agenda of Meeting:***

***Confirmation of Minutes of Last Meeting***

- 1. Confirmation Theory Syllabus Allotment for ODD Semester 2022-2023***
- 2. Allotment of various departmental committees (As per preceding year)***
- 3. Any matter with the permission of chair.***

***Dr. S. W. Anwane***

Annex# 2: Distribution of Various Portfolios for smooth conduct of Department of Physics during academic year 2022-23

Portfolios	Teacher In-charge
Laboratory In-charge, Result Analysis, Kundali File Preparation, and Lab Manual Preparation & Updating, Online Examinations, Odd Examination on College Level	<b>B.Sc.-I</b> - Dr. Shahin Sayyed + Dr. Sugandha Khangar <b>B.Sc.-II</b> - Dr. G. L. Jadhav + Mr. Bhupendra Kumbhare <b>B.Sc.-III</b> - Dr. Ragini Dhokane + Prof. S. W. Anwane <b>M.Sc. I</b> – Mr. Bhupendra Kumbhare+ Prof. S.W. Anwane <b>M.Sc. II</b> – Dr. Sugandha Khangar+ Prof. S. W. Anwane
Physics Society	Dr. Ragini Dhokane
News and Publicity	Dr. G. L. Jadhav+ 1Ad-hoc
Departmental Council	Dr. S W Anwane - President Dr. G. L. Jadhav – Secretary All faculty members - Member of the Council
Departmental Data Mining for Office, CDC, CPE etc	Prof. S. W. Anwane + All faculty members NAAC Cri 1 (CA) – SVK, Cri 2 (TL&E) – BTK, Cri 3 (RI&E) – RJD, Cri 4 (I&LR) – SWA, Cri 5 (SS&P) - SKS, Cri 6&7 (GL&M,IV&BP)– GLJ
Departmental Library	Mr. Bhupendra Kumbhare, Dr. G. L. Jadhav
Report Writing for Bharti	Dr. Shahin Sayyed, Two Adhoc teachers
Stock Verification (Due in April 2023)	All teachers will be involved while all non-teaching staff members will support & help in execution of verification activity
Timetable	Dr. Ragini Dhokane + Dr. Sugandha Khangar
Research Center Activity	Dr. Ragini Dhokane + Dr. G. L. Jadhav
Website (Departmental Page) Management	Mr. Bhupendra Kumbhare, Ad-hoc teacher
Material Preparation Laboratory	Dr. Ragini Dhokane Dr. Shahin Sayyed Ad-hoc teacher
Sophisticated Instrumentation Laboratory	Dr. Ragini Dhokane + Dr. Shahin Sayyed Ad-hoc teacher
Purchase of Books	Prof. S. W. Anwane, Dr. Shahin Sayyed
Purchase of Lab instruments	Prof. S. W. Anwane, Dr. G.L.Jadhav
Purchase of Lab Chemicals	Prof. S. W. Anwane, Dr. Ragini Dhokane, Dr. Shahin Sayyed
Shivaji Space Explorer Club	Mr. Bhupendra Kumbhare, Dr. Ragini Dhokane, Dr. Shahin Sayyed, Dr. G.L.Jadhav, Dr. Sugandha Khangar
Academic Monitoring	UG: BTK+Roshan Naik, PG: SKS+Nikhil Bhurse

Following faculty members attended  
the meeting in the staff room at 5pm.

1 Dr. S. W. Anwane



2 Dr. G. L. Jadhav



3 Dr. R. J. Dholare



4 Dr. S. K. Sayyad



5

Mr. B. T. Kumbhare



6

**Item#3:****(A) UG: ODD SEMESTER THEORY WORKLOAD & DIUSTRIBUTION 2022-23**

<b>Year</b>	<b>Paper I</b>	<b>Paper II</b>
B Sc I (Sem I) Section A	I Elasticity (SVK) II Viscosity(SVK) III Surface Tension(SKS) IV Mechanics (BTK)	I Electrostatics( BTK) II Dielectrics (BTK) III Time Vary Fields (SWA) IV Electric Current (SWA)
B Sc I (Sem I) Section B	I Elasticity (SVK) II Viscosity(SVK) III Surface Tension(SKS) IV Mechanics(BTK)	I Electrostatics(BTK) II Dielectrics (BTK) III Time Vary Fields (SWA) IV Electric Current (SWA)
B Sc II(Sem III) Section A	I Waves in media(RJD) II Applied Acoustic(SVK) III Ultrasonic(SKS) IV Power Supply(SKS)	I Interferences(GLJ) II Diffraction of light(GLJ) III Polarization(GLJ) IV EM Waves (GLJ)
B Sc II(Sem III) Section B	I Waves in media II Applied Acoustic III Ultrasonic IV Power Supply	I Interferences() II Diffraction of light() III Polarization() IV EM Waves ()
B Sc III(Sem V)	I Atomic Physics(SVK) II Free Electron theory(RJD) III Statistical Physics(SWA) IV Statistical Physics(SWA)	I Quantum Mechanics(RJD) II Quantum Mechanics(RJD) III Nonmaterial (SKS) IV Nanotechnology(RJD)

**(B) PG: ODD SEMESTER THEORY WORKLOAD & DIISTRIBUTION 2022-23**

M. Sc Sem	Paper	Title of the Paper	Teacher
I	I	Mathematical Physics	Ad-hoc
I	II	CA & NM	SWA+Ad-hoc
I	III	Electronics	RJD
I	IV	Electrodynamics-I	BTK
III	I	Quantum Mechanics-II	Ad-hoc
III	II	Solid State Physics & Spectroscopy	GLJ
III	III	Materials Science-I	SKS
III	IV	Nanotechnology-I	SVK

**Agenda#4: Stock Verification**

All the faculty members have been informed conduct the exercise of the stock verification in the month of April 2023 as per the convenience during the academic programme, in view of lack of conduction of stock verification due to COVID-19 pandemic situations.

**Agenda#5: PG Approval**

Following faculty members are encouraged to prepare and forward their application for approval as Post Graduate teachers to RTM Nagpur University with their immediate convenience.

(i) Dr Ragini Dhokane, (ii) Dr Sugandha Khangar, (iii) Shri B T Kumbhare

Following faculty members are encouraged to prepare and forward their application recognition as research supervisor to RTM Nagpur University with their immediate convenience.

(i) Dr Ragini Dhokane, (ii) Dr Sugandha Khangar,

*Shri Shivaji Education Society Amravati's*  
**Science College, Congress Nagar, Nagpur**  
*Internal Quality Assurance Cell*

**NOTICE**

Date: 31-12-2022

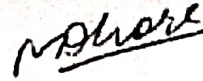
All heads of departments are requested to fill up the shared Academic Audit blank proforma and keep it ready with supporting documents for the scheduled Academic Audit Committee Visits on 17<sup>th</sup> and 18<sup>th</sup> January 2023.

list of preparedness:

1. Filled in New Academic Audit Proforma with supporting documents.
2. Filled in Academic Diary of the Session 2021-2022
3. Student's Attendance Registers.

  
A. A. Halder

Dr A A Halder  
Coordinator, IQAC  
Science College,  
Congress Nagar, Nagpur

  
M. P. Dhore

Prof. M. P. Dhore  
Principal  
Science College,  
Congress Nagar, Nagpur



To,  
The Head,  
Department of \_\_\_\_\_

Subject: - Internal Academic Audit for the Session 2021-2022.

Agenda: - Discussion on Information submitted regarding activities of the Session 2021-2022 and planning for the betterment of the department.

Dear Sir / Madam,

Team Members of the Internal Academic Audit committee will visit your department as per the schedule given below:


Schedule of Academic Audit Committee Visit (17<sup>th</sup> and 18<sup>th</sup> January 2023)

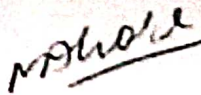
Day I – Tuesday, 17 <sup>th</sup> January 2023	
Time	Department
11.00 AM – 11.30 AM	Physics
11.30 AM – 11.45 AM	Library
11.45 AM – 12.15 PM	Chemistry
12.15 PM – 12.40 PM	Botany
12.40 PM – 01.05 PM	Zoology
01.05 PM – 01.30 PM	Mathematics
01.30 PM – 01.50 PM	Physical Education
Day II – Wednesday, 18 <sup>th</sup> January 2023	
11.00 AM – 11.20 AM	Geology
11.20 AM – 11.50 AM	Microbiology & Biotechnology
11.50 AM – 12.10 PM	Statistics
12.10 PM – 12.40 PM	Electronics
12.40 PM – 01.10 PM	Computer Science
01.10 PM – 01.30 PM	Language

All staff members of the department should remain present at the time of the visit.

Audit Team:

- |                       |                  |
|-----------------------|------------------|
| 1. Prof. M P Dhore    | Chairperson      |
| 2. Prof. R N Deshmukh | Member           |
| 3. Prof. S R Pande    | Member           |
| 4. Dr. A A Halder     | IQAC Coordinator |

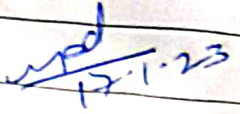
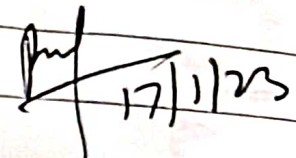

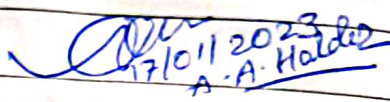
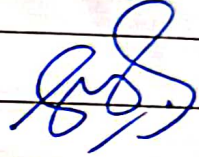

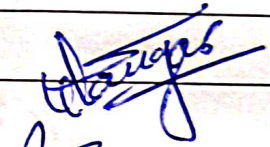
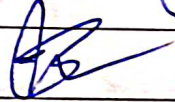

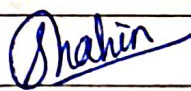
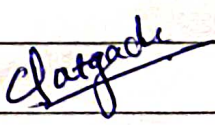
  
Dr A A Halder  
Coordinator, IQAC  
Science College,  
Congress Nagar, Nagpur

  
Prof. M. P. Dhore  
Principal  
Science College,  
Congress Nagar, Nagpur





Following faculty members and Academic Aids committee members attended the meeting on 17-1-2023 at 11 am.

- 1) Prof. M. P. Dhore (chairperson) - 
- 2) Prof. R. N. Deshmukh (Member) - 
- 3) Prof. S. R. Pande (Member) - 
- 4) Dr. A. A. Halder (Member) -   
(IQAC CO-ORDINATOR)
- 5) Prof. S. W. Anandane (HOD Physics) 
- 6) Dr. R. N. Pathare - 
- 7) Dr. (Miss) S. V. Khangar - 
- 8) Mr. B. T. Kumbhare - 
- 9) Dr. G. L. Jadhav - 
- 10) Dr. (Miss) S. K. Sayyad - 
- 11) Miss. C. P. Jatgade - 

# **Internal Academic Audit Session 2022-2023**

## **Minutes of meeting**

**Date: 17/01/2023**

**Time: 11:00 am- 11:30 am**

- 1) Udeemy certificates of all the qualified students should be collected and should also be maintained proper record.
- 2) Two research papers should be published every year by each faculty members.
- 3) All the approved supervisors should entertain more and more research PhD students.
- 4) At least two workshops related with subject should be arranged in this session.
- 5) SIL (Sophisticated Instrumentation Laboratory) should be lifted on college website properly for awareness among all.
- 6) All faculty members seeking for PG teacher recognition approval should be done from college section.
- 7) All the necessary documentation should be done of Bridge courses (separate attendance for bridge course content test report)
- 8) All the faculty members should approach for research funded projects.
- 9) All the faculty members should go through the benchmark given by UGC for NAAC.
- 10) Teacher mentor should prevail student for enrolling different courses of the subjects. (NPTEL Swayam Udeemy).
- 11) Faculty members should also improve their academics by doing the Swayam, Udeemy courses.
- 12) Faculty members should arrange field work, internship for students.
- 13) Number of books in departmental library should be updated properly.
- 14) Faculty members should go for research papers publications, chapters in proceeding or books.