

03/08/2018

## NOTICE - Call for Meeting

All the regular and ad-hoc staff members of the department are hereby requested to attend a meeting in common staff room at 10:30am.

### Agenda:

- *Skill based course on guidelines of RTM NU*
- *Requirement under Equipments (i) for Skill based course and (ii) in general*

Your ideas and suggestions are invited. Pl come prepared.

### Other points:

- *Punctuality*
- *Subject File*
- *Attendance*
- *Subject Society*

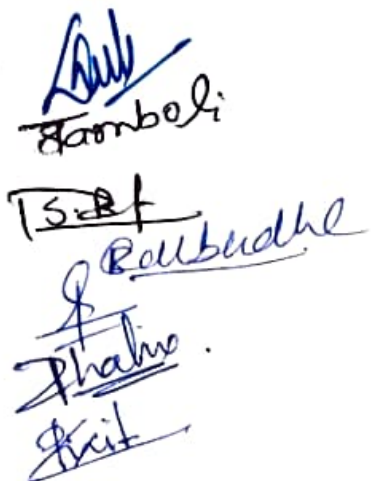


Dr S W Anwane

For circulation



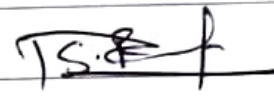
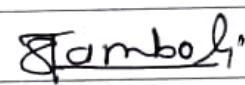

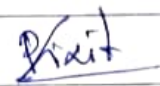
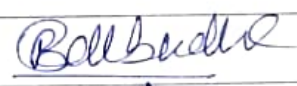
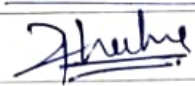
### Teaching Faculty

1. *Dr S S Darokar (Coordinator PG Programme)*
2. *Ms. Sumedha Tamboli*
3. *Mr. Sarang Daf*
4. *Mr. Bhaurao Balbudhe*
5. *Mr. Pratik Deshmukh*
6. *Mr. Ruchir Kumar*
7. *Ms. Pratiksha Dixit*



Page No. \_\_\_\_\_  
Date \_\_\_\_\_

Following Faculty members attended  
the meeting held on 4-8-2018  
at 10.30 am in staff room.

Sr. No.	Name	Signature
1	Dr. S. W. Anwane	
2	Dr. S. S. Datarakar	
3	Mr. S. R. Daf	
4	Ms. Sumedha Tamboli	
5	Mr. Pratik. M. Deshmukh	
6	Ms. Poojika Dixit	
7	Mr. Bhaurao Ballbudhe	
8	C. Ruchir Kumar	

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

**Minutes of Meeting**

Held on 04-08-2018 at 10:30am at Common Staff Room at Department of Physics, Shri Shivaji Education Society Amravati's SCIENCE COLLEGE, Congress Nagar, NAGPUR. Following staff members attended meeting.

**Faculty present:** 1) Dr. S. W. Anwane (HOD, Dept. of Physics)  
2) Dr. S. S. Darokar (Coordinator PG program)  
3) Ms. Sumedha J. Tamboli  
4) Mr. Sarang R. Daf  
5) Mr. Bhaurao R Balbudhe  
6) Mr. Pratik M Deshmukh  
7) Mr. C Ruchir Kumar  
8) Ms. Pratiksha P Dixit

**Staff present:** 1) Mr. Wankhede

**Agenda**

- 1) Skill based course on guidelines of RTMNU
- 2) Requirements under Equipment (i) for skill based course and (ii) in general

**Other points**

- 1) Punctuality 2) Subject files 3) Attendance 4) Subject society

Dr. S. W. Anwane called the meeting to order and following points were discussed and decided.

**Item No 1: Design of Skill based course**

Main agenda of the meeting was to decide minimum three topics for **designing skill based courses** for **B.Sc. students** in physics and **writing proposal** for it within 15 days. The aim of the skill based course is to develop a skill in the students which will be helpful for them in **securing a job**, setting a **startup business** or in **deciding the field** in which they want to make their career. Opinions were invited from the faculty members for **selecting topics** of the course. After discussion following topics were proposed:

**A) Mobile repairing course** (Work assigned to : Sumedha Tamboli, Sarang Daf, Bhaurao Balbudhe)

**B) Fabrication and Installation of Photovoltaic Cell** (Work assigned to : C. Ruchir Kumar, Mr. Pratik M. Deshmukh, Pratiksha P. Dixit)

**C) Maple learning certificate course** (Dr S W Anwane announced to make this course open for all students through YOUTUBE videos)

D) Medical technician

E) Instrumentation leaning from Indosaw Company

F) Industrial plant visit at Butibori (Glass, ceramics and mirrors)

**Item No 2:** All staff members will contribute in preparing a list o items/equipments required for the department.

**Item No 3:** Faculties were advised to follow the points given below:

- 1) Requirements should be written daily in requirement register for skill based courses as well as laboratory.
- 2) Preparing proposals in 15 days for each proposed program by faculties as per format given by university.
- 3) Contacting the resource person for field visit and training of the students.
- 4) Punctuality should be maintained in attending class and late reporting should be noted in late reporting register.
- 5) Faculties should not suspend classes anytime without the order of HOD (Physics) or Principal.
- 6) Previous question papers for UG and PG exam of Nagpur University should be filed in subject file.
- 7) Daily attendance of the students should be taken and record should be maintained with them.



Dr S S Darokar



Dr S W Anwane

03/08/2018

### **Action Taken Report**

All the faculty members were called for the meeting on already circulated agenda of the meeting. Minimum three topics were designed for skill-based courses namely Mobile repairing course, Fabrication and Installation of Photovoltaic Cell and Maple learning Certificate course for BSc. Students in Physics and writing proposal for it. Accordingly, all the faculties were informed to prepare the courses. All the staff members were informed to prepare a list of items/equipment required and accordingly prepared. As per the agenda thorough discussion was done and work distribution was done in the meeting accordingly.



15/10/2018

## NOTICE - Call for Meeting

All the regular and ad-hoc staff members of the department are hereby requested to attend a meeting in common staff room after meeting with the Principal.

### Agenda:

- *Confirmation of Minutes of the meetings( Ms ST will read minutes)*
- *Allotment of Theory Papers*
- *Review of Manual Preparation work assigned through Notice dt 21/09/2018*
- *Review of Skill based course work progress*
- *Difficulties faced by the teachers during ODD semester*
- *Any matter with permission of chair*

Your ideas and suggestions are always invited for betterment.



Dr S W Anwane

For circulation

### Teaching Faculty

1. Dr S S Darokar (Coordinator PG Programme)



2. Ms. Sumedha Tamboli

3. Mr. Sarang Daf

4. Mr. Bhaurao Balbudhe

5. Mr. Pratik Deshmukh

6. Mr. Ruchir Kumar

7. Ms. Pratiksha Dixit

8. Ms. Aishya Kothare.

**15/10/2018**

**Action Taken Report**

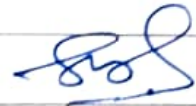
All the faculty members were called for the meeting on already circulated agenda of the meeting. The meeting was held to allot the theory workload among the faculties and Review of Manual Preparation work assigned along with the Skill based course work progress. As per the mentioned agenda action was taken and reviewed the progress of Manual Preparation and Skill based courses along and the difficulties faced by the teachers during ODD semester.

Following staff members attended the meeting of teachers with Head of the department on 16-10-2018 at pm.

Sr. Name  
No.

Signature

1 Dr. S. W. Arwane



3. C. Ruchir Kumar



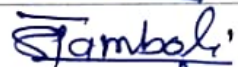
4. Pragatika Dixit



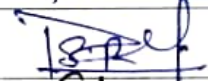
5. Bhaurao R. Balbudhe



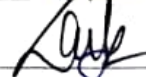
6. Sumedha Tamboli



7. Sarang R. Daf



8) S. S. Zorokar



9) Pratik. M. Deshmukh





Call for "Academic audit"

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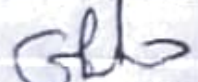
**Shri. Shivaji Education Society Amravati's  
Science College, Congress Nagar, Nagpur  
Internal Quality Assurance Cell**

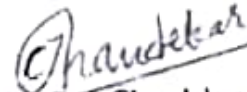
**Notice**

Date 15/04/2019

All the faculty members of Degree College are hereby informed that IQAC will conduct Internal Academic Audit of the session 2018-19 during 22-23, April 2019 as per schedule given below. All the faculty members are requested to attend and do the needful accordingly. Head of the Departments are requested to submit information about the academic activities in the format attached herewith on or before 21/04/2019.

Sr.No.	Department	Date	Time
1	Physics	22/04/2019	11.00 am to 11.30 pm
2	Chemistry	22/04/2019	11.30 pm to 12.00 pm
3	Botany	22/04/2019	12.00 pm to 12.30 pm
4	Zoology	22/04/2019	12.30 pm to 1.00 pm
5	Microbiology	22/04/2019	1.00 pm to 1.30 pm
6	Geology	22/04/2019	1.30 pm to 2.00 pm
7	Biotechnology	23/04/2019	11.00 am to 11.30 pm
8	Statistic	23/04/2019	11.30 pm to 12.00 pm
9	Electronics	23/04/2019	12.00 pm to 12.30 pm
10	Computer Science	23/04/2019	12.30 pm to 1.00 pm
11	English	23/04/2019	1.00 pm to 1.30 pm
12	Mathematics	23/04/2019	1.30 pm to 2.00 pm
13	Physical Education	23/04/2019	2.00 pm to 2.30 p.m.

  
Dr. G R Avachar  
IQAC Coordinator

  
Dr. C. J. Chandekar  
Principal

Science College, Nagpur

22/04/19

Following staff members attended the meeting of teachers organised by IQAC for Academic Audit on dated 22/04/2019 at 11:00 am.

It was rescheduled at 12:00 pm.

- 1) Dr. C. J. Chandekar (Principal) Chandekar
- 2) Dr. G. R. Avachar (IQAC Co-ordinator) Avachar
- 3) Dr. S. W. Anwane (HOD) Anwane
- 4) Dr. S. S. Dasokar Dasokar
- 5) Ms. Sumedha Tamboli Tamboli
- 6) Mr. C. Ruchir Kumar Ruchir Kumar
- 7) Mr. Pratik M. Deshmukh Deshmukh
- 8) Mr. Bhaurao R. Balbudhe Balbudhe
- 9) Mr. Sarang R. Daf Daf
- 10) Ms. Pratiksba P. Dixit Dixit
- 11) Ms. Akshaya S. Kothare Kothare

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

**Minutes of IQAC Meeting**

**Faculty present**

**Date:** 22/04/2019

**Time:** 12.30 pm

- 1) Dr. S. W. Anwane (HOD, Dept. of Physics)
- 2) Dr. S. S. Darokar (Coordinator PG program)
- 3) Ms. Sumedha J. Tamboli
- 4) Mr. Sarang R. Daf
- 5) Mr. Bhaurao R Balbudhe
- 6) Mr. Pratik M. Deshmukh
- 7) Mr. C. Ruchir Kumar
- 8) Ms. Pratiksha P. Dixit
- 9) Ms. Akshaya Kothare

**Item 1: Review on academic progress**

1. The overall academic plan and progress of students was reviewed. Participation of students in various activities such as exhibition, seminar and courses was noted. Research activity of faculty was reviewed.
2. Achievement of faculties such as 1) Selection of Dr. S.W. Anwane as Maple Brand Ambassador, 2) Publication of research papers by faculty, 3) Conduction of NSS program were noted.

**Item 2: Suggestion for improving IQAC data**

1. Suggestion given by faculty to include some points in academic audit data 1) Ph.D. students follows up 2) Ex-student's achievements along with certificate, 3) Taking self-appraisal data ones in the year for all faculties and uploading it in college website in chronological manner so that we get all the data date wise in one click whenever we want.
2. College website should be improved for above implication. Unification of data from all departments should be done. Slots should be included in the website to cover all the activities of faculty and students.
3. Roll number of students should be allotted by their initial name so that it will match with that of university website.



### Item 3: Appreciation for fulfillment

Appreciation given to Principal Dr. C. J. Chandekar, for

- a) Availing Laboratory equipment viz: Raspberry Board, Arduino Board, Beam Splitter
- b) Hot air oven repairing
- c) ICT Facility TV, ~~Color LASER rejuvenation~~, Bag-rack
- d) Value added Podium (Pending), 10 PC for C-language lab (Pending)
- e) Extension for CHB, providing daily wages staff
- f) Co-Sponsoring for National School with PGTD Physics, assistance to Physics Society activities (6 lectures), encouraging VUPTA seminar participants


### Item 4: Requisition for pending issues given below

- a) At least 3 posts to be filled in recruitment in physics department
- b) Appointment in PG program should be of University approved level
- c) Convenient basin for hand washing, closing door of washroom and balcony
- d) PO copies of Innovative Program stock Book raising
- e) Shifting of Audio Visual from Basement
- f) Glass doors for cupboard cavities

### Item 5: Improvement lines:

- 1) To enhance project standards funding should be given
- 2) Maple course should be expanded and made open for outsider students.
- 3) Up-to-date website for data dissemination to IQAC
- 4) Workshop at IIT to design career oriented course.

  
28/9/2019

  
28/9/2019

22/04/2019

### **Action Taken Report**

All the faculty members were called for the meeting on already circulated agenda of the meeting. The meeting was held to review on academic progress, Suggestion for improving IQAC data, Appreciation for fulfilment and Requisition for pending issues along with the Improvement lines. As per the decided agenda everybody was informed, and the action has been taken.