

S. S. E. S. Amravati's Science College, Nagpur
INTERNAL QUALITY ASSURANCE CELL (IQAC)

Letter No- IQAC/02/2019

Date: 14/1/2019

Meeting Notice

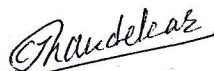
All IQAC Members are hereby informed that the meeting of IQAC is scheduled on 16th January 2019 at 9.00 a.m. in Meeting Hall of this college.

All are therefore requested to kindly make it convenient to attend the meeting.

The brief agenda of the meeting is enclosed herewith.



IQAC Coordinator
Science College, Nagpur



Principal and Chairman IQAC
Science College, Nagpur

AGENDA OF THE MEETING

1. Confirmation of minutes of previous meeting.
2. Discussion on Action Taken Report.
3. Nomination of external members on IQAC.
4. Discussion on feedback collection and analysis for the session 2017-18.
5. Discussion on AQAR Report for the session 2017-18
6. Discussion on LEC Report of RTM Nagpur University
7. Discussion on appointments of teaching staff for PG Courses.
8. Discussion on submission of proposal seeking permission to start new subjects/ programme / Certificate courses.
9. Discussion on plan of action of various department and outcomes for the current session 2018-19
10. Discussion on Internal Academic Audit's Committee to be constituted for the academic audit of the session 2018-19
11. Discussion on Academic and Administrative Audit to be conducted by University
12. Discussion on new guidelines published by NAAC.
13. Any other matter with the permission of chair.

Internal Quality Assurance Cell (IQAC)

The meeting of Internal Quality Assurance Cell (IQAC) is held on 16th January 2019 at 9.00 a.m. in meeting Hall.

Following members are present in the meeting

① Hon'ble Shri Harshwardhan P. Deshmukh ~~President~~ Member
President, Shri. Shivaji Edⁿ Society Amravati

② Dr C. S. Chandekar, Off principal. Chandekar
16/1/2019

③ Dr G. R. Arachar - Coordinator. GR

④ Dr R. N. Deshmukh member RN

⑤ Dr S. R. Pande member SR

⑥ Dr M. J. Hedau - do - MJ

⑦ Dr D. W. Deshkar - do - DW

⑧ Shri S. M. Ghatole - do - SG
21/01/2019

⑨ Dr S. W. Anwane - do - SW

⑩ Dr A. D. Bobdey - do - AD

⑪ Dr V. A. Dakhole - do - VA

⑫ Dr Mrs P. S. Tiwari - do - PS
16/1/19

⑬ Dr Mrs M. A. Pande - do - MA
16/01/2019

⑭ Dr Mrs S. V. Ghanmode. - do - SV
16/01/19

⑮ Shri A. R. Zode - do - AR
16.1.19

⑯ Shri N. D. Hirsulkar. - do - NH

Shri Shivaji Education Society Amravati's Science College, Nagpur

Internal Quality Assurance Cell (IQAC)

Minutes of IQAC Meeting held on 16/1/2019

The meeting of Internal Quality Assurance Cell (IQAC) was held on 16/1/2019 at 9.00 a.m. in Meeting Hall under the chairmanship of Hon'ble Shri. Harshvardhan P. Deshmukh, President, Shri Shivaji Education Society, Amravati.

Following members were present in the meeting.

1. Hon'ble Shri. Harshvardhan P. Deshmukh	Chairman of the Meeting
2. Dr. C J Chandekar	Off. Principal & Chairman of IQAC
3. Dr. G R Avachar	Vice Principal & Coordinator IQAC
4. Dr. D. W. Deshkar	Members
5. Shri S. M. Ghatole	Member
6. Dr. M J Hedau	Member
7. Dr. R. N. Deshmukh	Member
8. Dr. S. R. Pande	Member
9. Dr. A D. Bobdey	Member
10. Dr. S. W. Anwane	Member
11. Dr. V A Dakhole	Member
12. Dr. Mrs. S V Ghonmode	Member
13. Dr. Mrs. P. S. Tiwari	Member
14. Shri A R Zodape	Member
15. Shri N. D. Hirulkar	Member

At the outset, Dr. C. J. Chandekar, Principal welcomed Hon'ble President, Shri. Harshvardhan P. Deshmukh, and all respected members of IQAC.

The following items of agenda were discussed in the meeting.

Item 1. Confirmation of minutes of previous meeting

Dr. Avachar, IQAC Coordinator read the minutes of previous meeting held on 28/4/2018. All the members present in the meeting unanimously confirmed the minutes.

Item 2. Discussion on Action Taken Report

Dr. Avachar, IQAC Coordinator presented Action Taken Report (ATR) on the minutes of previous meeting held on 28/4/2018. Action Taken Report (ATR) was discussed and noted by the house.

Item 3. Nomination of external members on IQAC

IQAC Coordinator informed the house that, as per guidelines of NAAC, external members are to be nominated on IQAC for a period of two years from the following category

- (a) One nominee each from Local Society, Students and Alumni
- (b) One nominee each from Employers / Industrialists / Stakeholders.

Hon'ble President suggested to nominate those peoples on IQAC, whose experience and knowledge can be utilized to strengthen the IQAC. He directed to discuss on it and finalize the list of such peoples. It was also decided by the house that the list of such members should be submitted to Hon'ble President for final approval.

Item 4. Discussion on feedback collection and analysis for the session 2017-18

IQAC discussed on the feedback analysis report submitted by the Committee and resolved that the analysis of the feedback of students in respect of the teachers should bring to the notice of every teacher and Principal shall discussed with the teachers for improvement, if necessary.

Item 5. Discussion on AQAR Report for the session 2017-18

IQAC discussed on Annual Quality Assurance Report (AQAR). Prof. S. M. Ghatole pointed out some mistakes and discrepancies committed in AQAR 2017-18.

Hon'ble President suggested that all the members of IQAC should seat together, discuss the AQAR 2017-18 and make necessary correction/ modification in AQAR 2017-18. He also directed Coordinator for getting clarification from the NAAC on a matter, whether the corrected copy of AQAR 2017-18 can be resubmitted to NAAC and in case if it is not possible, then keep the corrected copy of AQAR 2017-18 with IQAC, to show it at the time of NAAC assessment.

Item 6. Discussion on LEC Report of RTM Nagpur University

IQAC discussed the report of Local Inquiry Committee (LEC) of RTM Nagpur University, Nagpur which visited the college on 30/12/2018 for grant of continuation of affiliation for BCA and MCA Courses and has made recommendation on regular appointments of Principal and Teaching staff for BCA and MCA Courses. Hon'ble Principal informed the house that action has already been initiated for the compliance of the recommendations.

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The IQAC have taken the note of it.

Item 7. Discussion on appointments of teaching staff for PG Courses (Non-grant)

Hon'ble Principal informed the house that as per letter dated 21/12/2018 of RTM Nagpur University, Nagpur, it is necessary to make appointment of at least one teachers in each subject of the PG Courses (Non-grant). He further informed that the college has initiated the process and sought No objection certificate from university vide its letter dated 27/12/2018 and approval of roster is in process.

IQAC discussed the matter and Hon'ble President directed the Principal to take follow up action so that appointments for the said courses can be made as soon as possible.

Item 8. Discussion on submission of proposal seeking permission to start new subjects/ programme / Certificate courses

Hon'ble Principal proposed to start the following certificate courses which are skilled base.

- (1) Wild life conservation (2) Mushroom Cultivation (3) Bio-fertilizer and Bio-pesticide (4) Bio-degradable soil waste management (5) Water Management

He also informed that the process has been already initiated to start these courses.

IQAC discussed the matter and approved the same.

Item 9. Discussion on plan of action of various department and outcomes for the current session 2018-19

IQAC Coordinator put forth the plan of action of various academic activities of the departments and outcomes for the current session 2018-19 till dated 15/1/2019.

IQAC discussed the matter and have taken the note of it.

Item 10. Discussion on Internal Academic Audit's Committee to be constituted for the academic audit of the session 2018-19

IQAC Coordinator proposed to constitute Internal Academic Audit's Committee to make academic and administrative audit of various departments for the session 2018-19.

Hon'ble President advised to involve one senior teacher as a member of Internal Academic Audit's Committee.

The IQAC discussed the matter and approved the constitution of Internal Academic Audit's Committee as under

1. Principal : Chairman
2. IQAC Coordinator : Member Secretary
3. One Senior Teacher : Member

Item 11. Discussion on Academic and Administrative Audit to be conducted by University

Hon'ble Principal informed the house that as per direction 6, 2016 of RTM Nagpur University, Nagpur, every affiliated colleges shall be inspected for the purpose of academic and administrative audit, at least once in every three years by one or more committees appointed by the Vice Chancellor. The college has to submit proposal along with fee of Rs. 30,000/- for the same.

IQAC discussed the matter and decided to undertake the Academic and Administrative Audit by the University during the next session 2019-20, if the university initiated the process.

Item 12. Discussion on new guidelines published by NAAC

IQAC Coordinator put forth for discussion the essential Metrics for UG and PG of affiliated College for NAAC accreditation as per revised guidelines of NAAC, July, 2017.

IQAC discussed the matter.

Hon'ble president suggested to undergo quality assurance initiatives and to participate in National Institutional Ranking Framework (NIRF).

Hon'ble Principal suggested that every teachers should published at least one research papers in UGC approved Journals in every year. He also encouraged to published books/chapter in books, research papers in National/ international conference proceedings.

Hon'ble Principal encouraged the teachers to participate in professional development programmes viz., Orientation Programme , Refresher Course, Short Term Course, Faculty Development Programme etc.

IQAC Coordinator suggested for strengthening the capability enhancement and development schemes viz., Competitive Examinations, Career Counseling, Soft Skill Development, Remedial Coaching, Language Lab, Bridge Courses, Personal Counseling and Yoga and Meditation. Concerning Criteria -wise convener and Convener of the committee should take initiative for the same.

Item 13. Any other matter with permission of the chair

As there was no matter to discuss the meeting was ended with vote of thanks by IQAC Coordinator.



IQAC Coordinator
Science College, Nagpur



Principal and Chairman IQAC
Science College, Nagpur

Shri Shivaji Education Society Amravati's Science College, Nagpur

Internal Quality Assurance Cell (IQAC)

Action Taken Report on Minutes of IQAC Meeting held on 16/01/2019

Sr. No	Item No	Agenda	Minutes	Action Taken
1	3	Nomination of external members on IQAC	Hon'ble President suggested to nominate those peoples on IQAC, whose experience and knowledge can be utilized to strengthen the IQAC. He directed to discuss on it and finalize the list of such peoples. It was also decided by the house that the list of such members should be submitted to Hon'ble President for final approval.	The members of IQAC finalized the list of members to be nominated on IQAC
3	5	Discussion on AQAR Report for the session 2017-18	Hon'ble President suggested that all the members of IQAC should seat together, discuss the AQAR 2017-18 and make necessary correction/ modification in AQAR 2017-18. He also directed Coordinator for getting clarification from the NAAC on a matter, whether the corrected copy of AQAR 2017-18 can be resubmitted to NAAC and in case if it is not possible, then keep the corrected copy of AQAR 2017-18 with IQAC, to show it at the time of NAAC assessment.	Action taken as per minutes
4	7	Discussion on appointments of teaching staff for PG Courses	Hon'ble President directed the Principal to take follow up action so that appointments for the said courses can be made as soon as possible.	The matter is in process
5	11	Discussion on Academic and Administrative Audit to be conducted by University	IQAC discussed the matter and decided to undertake the Academic and Administrative Audit by the University during the next session 2019-20, if the university initiated the process	The responsibilities in respect of Academic and Administrative Audit by the University is shouldered on IQAC Coordinator
6	12	Discussion on new guidelines published by NAAC	Hon'ble President suggested to undergo quality assurance initiatives and to participate in National Institutional Ranking Framework (NIRF)	The responsibilities in respect of (NIRF) is shouldered on Concerning convener Dr. S.W. Anwane



IQAC Coordinator
Science College, Nagpur



Principal and Chairman IQAC
Science College, Nagpur

Shri. Shivaji Education Society Amravati's Science College, Nagpur

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Letter No. IQAC/17/2019

Date: 18/3/2019

Meeting Notice

All IQAC Members are hereby informed that an urgent meeting of IQAC is scheduled on 19th March 2019 at 2.00 p.m. in Meeting Hall under the chairmanship of Hon'ble Principal.

All are requested to kindly make it convenient to attend the meeting.

The agenda of the meeting is enclosed herewith.

1. To consider and approve the Annual Quality Assurance Report AQAR 2017-18
2. Any other matter with permission of chair.



IQAC Coordinator
Science College, Nagpur






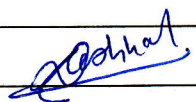
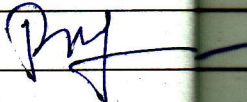

Principal
Science College, Nagpur

Internal Quality Assurance Cell (IQAC)

Meeting dated - 20/03/2019

An ^{emergent} urgent meeting of Internal Quality Assurance Cell (IQAC) is held on 20/03/2019 at 2.P.M. in Meeting Hall.

Following members are present in the meeting.

- ① Dr C. J. Chandekar officiating principal
& chairman IQAC
- ② Dr G. R. Avachar IQAC coordinator 
- ③ Dr. S. W. Anwane 
- ④ Dr. S. R. Pande 
- ⑤ ^{Dr} D. W. Deshkar 
- ⑥ Dr R N Deshmukh 
- ⑦ Dr M. J. Hedau 
- ⑧
- ⑨
- ⑩
- ⑪
- ⑫

Shri Shivaji Education Society Amravati's Science College, Nagpur

Internal Quality Assurance Cell (IQAC)

Minutes of IQAC Meeting held on 20/03/2019

An emergent meeting of Internal Quality Assurance Cell (IQAC) was held on 20/03/2019 at 2.00 p.m. in Meeting Hall under the chairmanship of Hon'ble Principal. As the quorum was not adequate, the meeting started at 2.30 p.m.

Following members were present in the meeting.

1. Dr. C J Chandekar	Off. Principal & Chairman of IQAC
2. Dr. G R Avachar	Vice Principal & Coordinator IQAC
3. Dr. D. W. Deshkar	Members
4. Shri S. M. Ghatole	Member
5. Dr. M J Hedau	Member
6. Dr. R. N. Deshmukh	Member
7. Dr. S. R. Pande	Member
8. Dr. S. W. Anwane	Member

At the outset, Dr. C. J. Chandekar, Principal welcomed all respected members of IQAC.

The following items of agenda were discussed in the meeting.

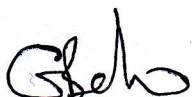
Item 1. To consider and approve the Annual Quality Assurance Report (AQAR) 2017-18

IQAC Coordinator read the Annual Quality Assurance Report (AQAR) 2017-18.

IQAC discussed the report and resolved that the Annual Quality Assurance Report (AQAR) 2017-18 be approved with some minor corrections suggested by the members.

Item 2. Any other matter with permission of the chair

As there was no matter to discuss the meeting was ended with vote of thanks by IQAC Coordinator.



IQAC Coordinator
Science College, Nagpur



Principal and Chairman IQAC
Science College, Nagpur

Shri. Shivaji Education Society Amravati's Science College, Nagpur

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Letter No- 4/2019

Date: 30/04/2019

Meeting Notice

All the IQAC Members of this college are hereby informed that meeting of IQAC is scheduled on 10th May 2019 at 11.00 a.m. in Meeting Hall under the chairmanship of Hon'ble Principal.

All the members are requested to kindly make it convenient to attend the meeting.

The agenda of the meeting is as under

1. Confirmation of minutes of previous meetings.
2. To consider and discuss Action Taken Report.
3. To consider and discuss the Academic Audit Report for the session 2018-19.
4. To discuss on preparation of plan of action for the academic activities for the session 2019-20.
5. Any other matter with permission of chair.



**IQAC Coordinator
Science College, Nagpur**

Copy is submitted to Hon'ble Principal for kind information

Internal Quality Assurance Cell (IQAC)

The meeting of IQAC is held on 10/05/2019 at 11.00 a.m.
in meeting Hall under the chairmanship of Honible
Principal Dr. M. P. Shore

Following members are present in the meeting

- ① Dr. M. P. Shore Principal & IQAC chairman M. P. Shore
10.5.19
- ② Dr. G. R. Avachar Vice Principal & Coordinator - G. R. Avachar
- ③ Dr. M. J. Hedau M. J. Hedau
- ④ Dr. W. Deshkar W. Deshkar
- ⑤ S. W. Anwane S. W. Anwane
- ⑥ S. R. Pande S. R. Pande
- ⑦ R. U. Khape R. U. Khape
- ⑧ Dr. S. V. Ghannade S. V. Ghannade 10/05/19
- ⑨ Dr. R. N. Deshmukh R. N. Deshmukh 10/05/19
- ⑩ Dr. V. A. Dakhote V. A. Dakhote
- ⑪ Dr. A. D. Bobdey A. D. Bobdey

S. S. E. S. Amravati's Science College, Nagpur

Internal Quality Assurance Cell (IQAC)

Minutes of IQAC Meeting held on 10/05/2019

The meeting of Internal Quality Assurance Cell (IQAC) was held on 10/05/2019 at 11.00 a.m. in Meeting Hall under the chairmanship of Hon'ble Principal Dr. M. P. Dhore.

Following members were present in the meeting.

1.	Dr. M. P. Dhore	Principal & Chairman of IQAC
2.	Dr. G R Avachar	Vice Principal & Coordinator IQAC
3.	Dr. D. W. Deshkar	Members
4.	Dr. R. N. Deshmukh	Member
5.	Dr. S.R. Pande	Member
6.	Dr. M J Hedau	Member
7.	Dr. S. W. Anwane	Member
8.	Dr. A D. Bobdey	Member
9.	Dr. V A Dakhole	Member
10.	Dr. Mrs. S V Ghonmode	Member
11.	Shri A R Zodape	Member
12.	Shri N. D. Hirulkar	Member

Hon'ble IQAC Members Shri S. M. Ghatole and Dr. Mrs. P. S. Tiwari ^{had} ~~were~~ informed the Coordinator for their inability to attend the meeting.

Initially, Hon'ble Principal welcomed all the respected members of IQAC.

The following Items were discussed in the meeting.

Item 1. Confirmation of minutes of previous meetings

Coordinator read the minutes of previous IQAC meetings held on 16/01/2019 and 20/03/2019.

The minutes were confirmed by the house.

Item 2. Discussion on Action Taken Report

Action Taken Report on the minutes of previous meetings held on 16/01/2019 and 20/03/2019 were discussed and noted by the house.

Item 3. To Consider and discuss the Academic Audit Report

IQAC discussed the Academic Audit Report for the session 2018-19. Ho'ble members suggested some correction in the recommendations of peer team for compliance by Heads of the Departments in the next session. With this correction, the Academic Audit Report for the session 2018-19 was approved by the house. It was further resolved that the recommendations / suggestions of Peer team be notified for information of Heads and Teachers for necessary action.

Item 4. To consider and discuss on plan of action for the academic activities of the various departments for the next session 2019-20

IQAC Coordinator put forth the plan of action of various academic activities of the departments for the next session 2019-20. Dr Anwane suggested for installing a state- of- art e-class room that can cater recording feature for Video Lectures and outcomes. Hon'ble Principal assured for the same. Dr. Deshkar explained his idea to develop and deploy Mind Education and Ethical Education Courses. With some minor corrections, the plan of action for the academic activities of the various departments for the next session 2019-20 was approved by the house.

Item 5. Any other matter with permission of the chair

As there was no matter to discuss, the meeting was ended with vote of thanks by IQAC Coordinator.



IQAC Coordinator
Science College, Nagpur



Principal and Chairman IQAC
Science College, Nagpur

Shri Shivaji Education Society Amravati's Science College, Nagpur

Internal Quality Assurance Cell (IQAC)

Action Taken Report on Minutes of IQAC Meeting held on 10/05/2019

Sr. No	Item No	Agenda	Minutes	Action Taken
1	3	To Consider and discuss the Academic Audit Report	It was further resolved that the recommendations / suggestions of Peer team be notified for information of Heads and Teachers for necessary action	Academic Audit Report was circulated among the Head of the Departments



IQAC Coordinator
Science College, Nagpur



Principal and Chairman IQAC
Science College, Nagpur

Shri. Shivaji Education Society Amravati's Science College, Nagpur
INTERNAL QUALITY ASSURANCE CELL (IQAC)

Letter No 4/19

Date: 27/06/2019

Meeting Notice

All the IQAC Members of this college are hereby informed that an emergent meeting of IQAC is scheduled on 29th June 2019 at 3.00 p. m. in Meeting Hall.

All the members are requested to kindly make it convenient to attend the meeting.

The agenda of the meeting is as under

1. To take the review of submission of AQAR 2017-18
2. Any other matter with permission of chair.



Dr. G R Avachar
IQAC Coordinator



Dr. M. P. Dhore
Principal
Science College, Nagpur

Internal Quality Assurance Cell

An emergent meeting of IQAC is held on 29/06/2019 at 5:00 p.m. in Meeting Hall under the chairmanship of Hon'ble Principal Dr. M. P. Dhone.

Following members are present in the meeting.

- ① Dr. M. P. Dhone Principal & Chairman IQAC MSDhone
29-6-19
- ② Dr. G. R. Arachar Vice Principal & IQAC coordinator GR
- ③ Dr. M. J. HEDAU MJH
- ④ Dr. R. N. Deshmukh RND
- ⑤ Dr. A. D. Bobdey ADB
- ⑥ Dr. S. R. Pande SRP
- ⑦ Dr. W. Deshkar WD
- ⑧ S. W. Anwane SWA
- ⑨ Dr. V. A. Dakhole VAD
- ⑩
- ⑪
- ⑫
- ⑬
- ⑭

S. S. E. S. Amravati's Science College, Nagpur

Internal Quality Assurance Cell (IQAC)

Minutes of IQAC Meeting held on 29/06/2019

An emergent meeting of Internal Quality Assurance Cell (IQAC) was held on 29/06/2019 at 3.00 p.m. in Meeting Hall under the chairmanship of Hon'ble Principal Dr. M. P. Dhore.

Following members were present in the meeting.

- | | | |
|----|--------------------|-----------------------------------|
| 1. | Dr. M. P. Dhore | Principal & Chairman of IQAC |
| 2. | Dr. G R Avachar | Vice Principal & Coordinator IQAC |
| 3. | Dr. D. W. Deshkar | Members |
| 4. | Dr. R. N. Deshmukh | Member |
| 5. | Dr. S.R. Pande | Member |
| 6. | Dr. M J Hedau | Member |
| 7. | Dr. S. W. Anwane | Member |
| 8. | Dr. A D. Bobdey | Member |
| 9. | Dr. V A Dakhole | Member |

Initially, Hon'ble Principal welcomed all the respected members of IQAC.

The following Items were discussed in the meeting.

Item 1. To take the review of submission of AQAR 2017-18

IQAC Coordinator put forth the AQAR 2017-18 for online submission to NAAC. The members of IQAC had taken the review and discussed AQAR 2017-18 and suggested some corrections in AQAR. With these corrections, the AQAR 2017-18 was approved for online submission.

Item 2. Any other matter with permission of the chair

As there was no matter to discuss, the meeting was ended with vote of thanks by IQAC Coordinator.



IQAC Coordinator
Science College, Nagpur



Principal and Chairman IQAC
Science College, Nagpur