

PROCEEDINGS OF THE IQAC COMMITTEE MEETING HELD ON 29<sup>th</sup> Oct. 2018 AT 3.00 P.M. IN THE IQAC ROOM.

A Meeting of the Internal Quality Assurance Cell was held on 29<sup>th</sup> Oct. 2018 at 3.00 P.M. under the Chairmanship of Prin. Mr. V.R. Patil in the IQAC room to discuss about the implementation of Action Plan for the year 2018-19.

Minutes of the IQAC Meeting: -

Following members were present during the meeting:

Sr.No.	Name	Address
1	Mr. V. R. Patil	Principal
2	Dr. H. A. Mahajan	Member
3	Dr. C. A. Nehete	Member
4	Mr. S. M. Patil	Member
5	Mr. G. S. Chavan	Member
6	Dr. P. S. Premsagar	Member
7	Dr. R. D. Yeole	Member
8	Adv. Mrs. Rohinitai Khadse- Khewalkar	Chairman, MTE'S, Muktainagar
9	Mr. B. S. Mahajan	Member
10	Mr. P. N. Mahajan	Director MTE'S Muktainagar
11	Mr. N. N. Zope	Member P.O Nahata College, Bhusawal
12	Mr. Amit J. Patil	Member, Silicon Software Jalgaon
13	Dr. A. P. Patil	Co-ordinator,
14	Mrs. V. V. Chaudhari	Co-Co-ordinator

#### Minutes

Following issues were discussed during the meeting:

1. Absent leave request of Dr. V.S Zope was communicated to the IQAC Co-Ordinator and was sanctioned by the chairman of the meeting.
2. Minutes of the previous meeting held on 21.06.2018 are read by IQAC Coordinator Dr. A. P. Patil with the permission of Prin. Mr. V. R. Patil and confirmed by consensus

Resolution: The minutes of previous IQAC meeting were discussed by Coordinator, IQAC and they were approved by all the members unanimously.



3: To take the review to finalize the AQAR 2017-18

Resolution: The draft of AQAR 2017-18 was discussed in the meeting, committee members were given their valuable suggestions and recommended unanimously for further changes and correction.

4: To follow-up the progress of revision of online Feedback system

Resolution: The progress regarding revision of online feedback system of college was explained by Dr. H. A. Mahajan and it was decided that, it will be finalized in the next IQAC meeting.

5: To review API verification procedure and status

Resolution: It was unanimously decided that the API verification for Staff promotion will be conducted in centralized manner as and when notified or needed otherwise, proposal of eligible candidates will be invited in the first week of March 2019.

6. To review and submit Academic /administrative audit report to be conducted by university.

Resolution: The process and preparedness of Academic /Administrative audit was reviewed and finalized by the committee as per university guidelines.

7. To finalize a name of student Representative for IQAC meeting.

Resolution: At length different names were discussed. At the end the name Ku. Komal Ramesh Patil, S. Y. B.Sc. was finalized.

8. To discuss the research related issues such as laboratory linkage and industrial collaboration. Further an appeal should be made to the faculty and students to actively participate in Avishkar 2018-19.

Resolution: It was unanimously decided that, to address the research related issues immediately, the leadership of Dr. C. J. Patil Moreover, it was recommended that a separate meeting of Dr. C. J. Patil, Dr. H.A Mahajan and Dr. A.P Patil will be held to discuss the issue in detail. The committee will give report regarding possibility of industrial collaborations. All the heads of the departments are to be conveyed the message regarding participation in Avishkar (2018-19).

9. To take review on certificate and add on courses on various subjects.

Resolution: Department of Political Science started certificate course for First Year Students and name of the Certificate Course is **"Introduction to Indian Constitution"**.

10. Any other relevant issues with the permission of Chairman IQAC

Resolution: Since, there were no any additional issues for the said meeting; The meeting was dissolved with the permission of Chair. Next meeting will be conducted on 14<sup>th</sup> Dec. 2018.

The Meeting was concluded by IQAC Coordinator Dr. A. P. Patil with summary and vote of thanks to the Chair and all members.



Dr. A. P. Patil  
Co-ordinator IQAC  
(IQAC Coordinator)  
Smt.G.G.Khadse College, Muktainagar



Mr. V. R. Patil  
(Principal)  
Principal  
Smt.G.G. Khadse College  
Muktainagar, Dist. Jalgaon

**Action taken report for meeting held on 29.10.2018**

1. To finalize the AQAR 2017-18  
The updated draft of AQAR 2017-18 was ready for submission to NAAC office.
2. To review API verification procedure and status  
The proposals of eligible candidates for CAS are invited and are evaluated by API verification committee
3. To discuss the research related issues such as laboratory linkage, industrial collaboration. Further an appeal should be made to the faculty and students to actively participate in Avishkar 2018-19.

For this purpose, responsibility was entrusted with Dr. C. J. Patil, Dr. H.A Mahajan and Dr. A.P Patil. The committee will give report regarding possibility of industrial collaborations. All the head of departments accepted to encourage their respective faculty members and students for active participation in Avishkar.

4. To finalize a name of student Representative for IQAC meeting.

The name of Ku. Komal R. Patil was finalized as student representative in IQAC for the academic year 201-19.