

# MEETING MINUTES OF INTERNAL QUALITY ASSURANCE CELL (IQAC) 2019-2020

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

Notice 1



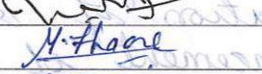




Page No. \_\_\_\_\_  
Date 21/06/2019

This is to inform all the members of IQAC that the general meeting of IQAC will be held on 24<sup>th</sup> June 2019, 11.00 am in IQAC office. You are informed to attend this meeting.

Agenda of the meeting:

- 1) Preparation of AQAR of 2018-2019.
- 2) Preparation of Academic Calender for 2019-20.
- 3) Commencement of certificate courses.
- 4) Organisation of seminars, conferences, workshops in 2019-20.
- 5) Spardharatna Competitive Examination 2019-20.
- 6) Allocation of funds for books, equipments and computers in college budget.
- 7) To apply for HPCI scholarship.
- 8) UCE of ICT in teaching and learning.
- 9) Participation of faculties and students in 'Avishkar 2019-20.'
- 10) Mentor Mentee Scheme / Allotment of students to teachers.

IQAC Members

1. Shri. R. W. Wanmali - 
2. Shri. D. W. Wanmali - 
3. Shri. R. M. Nimje - 
4. Dr. Manoj Thaware - 
5. Prof. Prasadarshan Ganvir - 
6. Dr. C.D. Mungmode - 
7. Dr. R.V. Ghemmode - 

- 1. Prof. Shashikant Gedam -
- 2. Prof. Sneha Mohurle -
- 3. Prof. Parag Meshram -
- 4. Dr. Jayesh Papadkar -
- 5. Shri. P.N. Ganvir -
- 6. Shri. Pramod Borkar -
- 7. Ku. Priyanka Thakre -

QAC-Co-ordinator

Principal  
Mahatma Gandhi Arts,  
Science & Late  
W. P. Commerce College,  
Armori, Dist - Gadchiroli

Date: 21.6.2019  
Place: Asmori

### Minutes of the Meeting

Minutes of the IQA meeting held on 24th June 2019, 11.00 am in IQAC office.

Agenda of the meeting:

- 1) Preparation of QAR of 2018-19.
- 2) Preparation of Academic Calendar for 2019-20.
- 3) Commencement of certificate courses.
- 4) Organisation of seminars, conferences, workshops.
- 5) Spardharatra Competitive Examination 2019-20.
- 6) Allocation of fund for books, equipments and

- computers in college annual budget.
- 7) To apply for HPCL scholarship.
  - 8) Use of ICT in teaching and learning.
  - 9) Participation of faculties and students in Avishkar 2019-2020.
  - 10) Mentor-Mentee Scheme (Allotment of students to teachers)

Members Present in the meeting:

Sl. no.	Name	Signature
1.	Shri. R.W. Wanmali	
2.	Shri. D.D. Wanmali	
3.	Shri. R.M. Nimje	
4.	Dr. Manoj Thore	
5.	Prof. Priyadarshan Ganvir	
6.	Dr. C.D. Mungmode	
7.	Dr. R.V. Ghormode	
8.	Prof. Shashikant Gedam	
9.	Prof. Sneha Mohurle	
10.	Prof. Parag Meshram	
11.	Dr. Jayesh Papadkar	
12.	Shri. P.N. Ganvir	
13.	Shri. Pramod Borkar	
14.	Ku. Priyanka Thakre	

Following points were discussed and the resolutions were passed.

1. The draft of AQAR 2018-19 is ready. It will be submitted once the remaining details are received from the concerned committees / departments.

- Academic calendar has to be prepared and IQAC co-ordinator Prof. N.N. Meshram and IQAC members may be given charge to prepare academic calendar.
- It was decided to make commencement of the career oriented certificate courses from Aug. 2019.
- IQAC chairman Dr. Lalsingh Khalsa discussed about seminars, conferences and workshops to be organized in the current session. It was decided to organise Swayam Workshop and a workshop on Antisuperstition Law.
- 5. It was decided to organise Spardhasatna - a Competitive Examination in Sept/Oct 2019.
- 6. IQAC members suggested to add new books and equipments and computers. They recommended these items and told Principal to sanction some fund in college budget.
- 7. HPCL is renowned for its CSR activity. IQAC members decided to aware HPCL of our institution situated in tribal and remote part of Maharashtra and request it to confer our poor and needy students their scholarship. Dr. Jayesh Papadkar was made the coordinator to handle this process.
- 8. Principal Dr. L.H. Khalsa emphasised on the ICT usage in classroom teaching - learning. It was unanimously decided that the ICT use on the campus should be increased.
- 9. It was decided to motivate students and the faculties to participate in university level research festival 'Avishkar 2019-20'.

10. It was decided that the allotment of students to the teachers in the Mentor Mentee Scheme to be done after the admission process is finished.

MR

IQAC-Co-ordinator

Principal  
Mahatma Gandhi Arts,  
Science & Late  
N. P. Commerce College,  
Armori, Dist - Gadchiroli

Date: 24.06.2019  
Place: Armori


## ACTION TAKEN REPORT

On the decisions of the IQAC meeting held on 24.6.2019. To implement the decisions of the above mentioned meeting of IQAC the following actions were taken.

Decisions	Actions taken
Preparation of AQAR of 2018-2019.	- AQAR successfully sent to NAAC in Oct. 2019.
Preparation of Academic calendar	- Academic calendar is prepared.

3. Commencement of Certificate courses → Certificate courses commenced from August 2019.
4. Organisation of seminars and conferences → Probable duration of seminars decided. CMOCC workshop Jan. 20 / Antisuperstition Law workshop March & IPR workshop March 2020.
5. Spardhartha Competitive Examination 2019-20 → 'Spardharatna' a competitive exam was conducted on 15.9.2019
6. Allocation of fund for books, equipments in college annual budget. → Provision for books, equipment purchasing was made in college annual budget.
7. To apply for scholarship to HPCCL → Students applications for HPCCL scholarship have been sent.
8. Use of ICT in Classroom teaching learning. → Faculty was encouraged to make ICT use in teaching.
9. Participation of Students/teachers in 'Avishkar' fest. → 02 faculties; 02 students participated in 'Avishkar 2019-20'.
10. Mentor Mentee Scheme → The mentees (students) were allotted to mentors (teachers).

This report is to be presented in the next IQAC meeting for its approval and feedback.

  
IQAC-Co-ordinator

Principal  
Mahatma Gandhi Arts,  
Science & Late  
M. P. Commerce College,  
Amori, Dist - Gadchiroli

30.11.2019

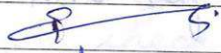

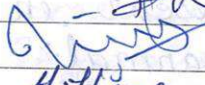





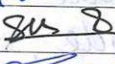

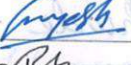
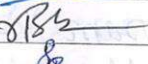


Notice 2.


All the IQAC members are informed to attend a meeting on dated 23.12.2019, 11.30 am in IQAC office.


Agenda of the meeting

- 1) Planning and finalization of dates of workshops/Seminars
- 2) Extension of laboratories
- 3) Discussion of Road Safety Activities
- 4) Repairing of electrical appliances.
- 5) Organisation of NSS Camp and 'Yuvarang' College Festival
- 6) Planning for UBA & PBR activities.

IQAC members

1. Shri. M.W. Danmali - 
2. Shri. D.W. Danmali - 
3. Shri. R. M. Nimje - 
4. Dr. Manoj Thabre - 
5. Prof. Prifadarshan Ganvir - 
6. Dr. D.C.D. Mungmode - 
7. Dr. R.V. Ghoshmode - 
8. Prof. Shashikant Gedam - 
9. Prof. Sneha Mohurle - 
10. Prof. Parag Meshram - 
11. Dr. Jayesh Papadkar - 
12. Shri. P.N. Ganvir - 
13. Shri. Pramod Borkar - 
14. Ku. Priyanka Thakre - 

  
IQAC-Co-ordinator

  
Principal  
Mahatma Gandhi Arts,  
Science & Late  
N. P. Commerce College,  
Armori, Dist - Gadchiroli

Date: 18.12.2019 / ARMORI

23/12/2019

Minutes of the meeting of  
rd Dec. 2019, 11:30 am in

Meeting  
Date: 21/06/2019

Meeting:  
finalization of dates of workshops

- 1) Extension of laboratories.
- 2) Discussion of Road Safety activities
- 3) Repairing of electrical appliances on the campus.
- 4) Organisation of NSS special camp & 'Yuvarang'
- 5) College Annual festival.
- 6) Planning for UBA and PBR activities


Members present in the meeting.

- 1) Shri. M. W. Wanmali -
- 2) Shri. D. W. Wanmali -
- 3) Shri. R. M. Ninje -
- 4) Dr. Manoj Thakre -
- 5) Prof. Priyadarshan Ganvir -
- 6) Dr. C. D. Mungmode -
- 7) Dr. R. V. Ghokmode -
- 8) Prof. Shashikant Gedam -
- 9) Prof. Sneha Mohurle -
- 10) Prof. Parag Meshram -
- 11) Dr. Jayesh Papadkar -
- 12) Shri. P. N. Ganvir -
- 13) Shri. Pramod Borkar -
- 14) Ku. Priyanka Thakre -

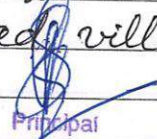
Following points were discussed  
and resolutions were passed:



1. Date of MOOC's workshop confirmed - 20 Jan 2020  
Date of IPR workshop - 3<sup>rd</sup> March 2020 and  
workshop on Antisuperstition Law - 2<sup>nd</sup> <sup>March</sup> 2020  
also confirmed.
2. IQAC chairman, Principal Dr. L.H. Khalsa emphasised  
on a point of extension of laboratories due to  
some dept's run P.G. Courses. IQAC suggested  
to put this point in a CDC meeting.
3. IQAC co-ordinator and the head of Road  
Safety Committee suggested some innovative  
activities to be organised under Road Safety  
Mission - a best practice of our institution.
4. Responding to the suggestions given by various  
faculties, it was decided to check electrical  
appliances in all the rooms and the report  
should be prepared by Infrastructure Maintenance  
Committee and submitted to the Principal.
5. As an annual activity, the Principal put a  
point in the meeting to conduct two major  
programmes in upcoming month January 2020  
i) NSS Special Camp, and ii) Yuwarang Cultural  
and Sports Meet.
6. Under Onnat Bharat Abhiyan (UBA) and  
People's Biodiversity Register, it was decided  
to conduct a number social commitment  
activities and surveys in adopted villages.

  
IQAC-Co-ordinator

Date: 23 Dec. 2019/Amori

  
Principal  
Mahatma Gandhi Arts,  
Science & Late  
N. P. Commerce College,  
Amori, Dist - Gadchiroli

## ACTION TAKEN REPORT


On the decisions of the IQAC meeting held on 23<sup>rd</sup> Dec. 2019.


To implement the decisions of the above mentioned meeting of IQAC, the following actions were taken:

Sr. no	Decisions	Actions taken
1.	Planning & finalization of dates of seminars and workshops.	MOO's workshop was organised on 20 <sup>th</sup> Jan. 2020. Workshop on 'Recent Advances in Ph.D.' on 3 <sup>rd</sup> March 2020 while Anti-superstition Law workshop on 21/3/2020.
2.	Extension of laboratories	→ Laboratory extension was put as agenda in CBC meeting & got approved.
3.	To organise Road Safety activities	→ Road safety activities organised under Road Safety Campaign.
4.	Repairing of electrical appliances on the Campus.	Infrastructure Maintenance Committee made a survey of various rooms in the college campus and reported the Principal and subsequently the electrical appliances were repaired by college.

5. Organisation of NSS special Camp and 'Yuwarang' Cultural and Sports Meet'.	→ NSS Special Camp was successfully organised in the mid January 2020 and 'yuwarang' college festival in the 2 <sup>nd</sup> 4 <sup>th</sup> week of January 2020.
6. Planning of UBA and PBR Activities.	- A number of social commitment activities were conducted under UBA and PBR in adopted five villages.

This report is to be presented in the next IQAC meeting for its approval and feedback.

  
IQAC-Co-ordinator

  
Principal  
Mahatma Gandhi Arts,  
Science & Late  
N. P. Commerce College,  
Amori, Dist - Gadchiroli

Date: 11.03.2020

Notice 3



All the members of IQAC are hereby informed to attend a general meeting on dated 16<sup>th</sup> March 2020, 11:30 am in IQAC office.

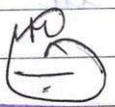
Agenda of the meeting:

- 1) Digitalisation of library.
- 2) Extension of Mastersoft services in teaching learning and administration.
- 3) Purchasing of Computers.
- 4) Upgradation of infrastructural facilities.
- 5) Planning for facing 2<sup>th</sup> cycle of NAAC.
- 6) Feedback ATR
- 7) Preparation of AQAR of 2019-20

IQAC Members:


Dr. no.	Name	Signature
1)	Shri. M. W. Wanmali	
2)	Shri. D. W. Wanmali	
3)	Shri. R. M. Nimje	
4)	Dr. Manoj Thakre	
5)	Prof. Prigadarshan Ganvir	
6)	Dr. C. D. Mungmode	
7)	Dr. R. V. Ghokmode	
8)	Prof. Shashikant Gedam	
9)	Prof. Sneha Moharle	
10)	Prof. Parag Meshram	
11)	Dr. Jayesh Papadkar	
12)	Shri. P. N. Ganvir	

- 3) Shri. Pramod Borkar - 
- 4) Ku. Priyanka Thakre - 



**IQAC-Co-ordinator**

12.3.2020

  
Mahatma Gandhi Arts,  
Science & Late  
N. P. Commerce College,  
Armori, Dist - Gadchiroli




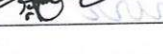

### Meeting Minutes










Minutes of the Meeting of IQAC held on 16th March 2020, 11.30 am in IQAC office.

Agenda of the meeting:

- 1) Digitalisation of library.
- 2) Extension of microsoft services in teaching learning and administration.
- 3) Purchasing of computers.
- 4) Upgradation of infrastructural facilities.
- 5) Planning for facing NAAC's 4th cycle.
- 6) feedback ATR
- 7) Preparation of AQAR of 2019-20.

Members present in the meeting.

- 1) Shri. M. W. Wanmali - 
- 2) Shri. D. W. Wanmali - 
- 3) Shri. R. M. Nimje - 
- 4) Dr. Manoj Thore - 
- 5) Prof. Priyadarshan Ganvir - 

- 6) Dr. C.D. Mungmode - 
- 7) Dr. R.V. Ghonmode - 
- 8) Prof. Shashikant Gedam - 
- 9) Prof. Sneha Mohurle - 
- 10) Prof. Parag Meshram - 
- 11) Dr. Jayesh Papadkar - 
- 12) Shri. P.N. Ganvir - 
- 13) Shri. Pramod Borkar - 
- 14) Ku. Priyanka Thakre - 


Following points were discussed and the resolutions were passed.

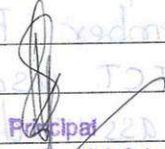
- 1) All IQAC members emphasised upon the digitalisation of library services. Librarian was invited in a meeting and it was decided to subscribe cloud based DELNET and M-OPAC services in library.
- 2) For effective teaching learning and administration (admission / salary / leave etc.) it was discussed to extend Microsoft services.
- 3) To cope up with changing scenario in education, IQAC member Prigadarshan Ganvir suggested to enhance ICT usage. Principal, for the academic purpose assured to purchase 15 computers in upcoming session.
- 4) Principal informed IQAC co-ordinator to notice Infrastructure Maintenance Committee to suggest any upgradation in infrastructural facilities if needed.
- 5) Principal and IQAC chairman Dr. L.H. Khalsa and IQAC co-ordinator Prof. N.N. Meshram told their plans

for facing 4th cycle of NAAC. They suggested to start documentation of each criterion right from today. IQAC members participated in strategic plans to be adopted. IQAC members suggested some innovative activities to be organised in the college so that to get good score in extension activities.

6) Feedback is taken from all the stakeholders of college annually. Feedback taken from all the stakeholders of college and it was decided in the meeting to make a proper analysis of these feedbacks by Feedback Analysis Committee and submit Action Taken Report of feedback.

7) It was unanimously decided to start AQAR preparation of 2019-20. Criterion II co-ordinator suggested that the results of Gondwana University Summer Examination will be declared in July 2020 and hence all agreed to complete AQAR till August-2020.

  
IQAC Co-ordinator

  
Principal  
Mahatma Gandhi Arts,  
Science & Late  
N. P. Commerce College,  
Amori, Dist - Gaachiroli

Date: 16/3/2020

Place: Amori

## ACTION TAKEN REPORT


On the decisions of the IQAC meeting held on 16<sup>th</sup> March 2020. To implement the decisions of the above mentioned meeting of IQAC, the following actions were taken.

Sr. no.	Decisions	Actions taken
1.	Digitalization of library.	- Digitalization of library is made and Delnet, MOPAC have been subscribed for the similar purpose.
2.	Extension of Microsoft Services in Teaching learning & administration.	- Microsoft services in teaching learning, admission, finance are enhanced for the better creation of educational environment.
3.	Purchasing of Computers.	- Proposal of 15 computers sent to the management for sanction.
4.	Upgradation of Infra-structural facilities.	- Upgradation and renovation of boys, girls' common room are done by infrastructure Maintenance Committee.



- |  |  |
|--|--|
| 5. Planning for facing 4th cycle of NAAC | → Strategic plans are made. Documentation for NAAC 4th cycle has commenced.  |
| 6. Feedback ATR                          | - College Feedback Analysis Committee collected feedback from all the stakeholders, analysed feedback and took recommendations into consideration and prepared Feedback Action Taken Report (ATR). |

This report is to be presented in the next IQAC meeting for its approval and feedback.

  
IQAC-Co-ordinator

Date: 22<sup>nd</sup> June 2020

  
Principal  
Mahatma Gandhi Arts,  
Science & Late  
M. P. Commerce College,  
Armori, Dist - Gadchiroli