

**No. : IQAC - / 2018-2019 / 01**

**Minutes of the meeting of IQAC of Mahatma Gandhi Arts, Science and Late N. P.**

**Commerce College, Armori held on 25.6.2018 at 11.00 am**

**Agenda**

- 1) Review and conformation of previous meeting report.
- 2) Review of AQAR of academic session 2017-2018.
- 3) Formation of new IQAC body as per new notification of 23/05/2018
- 4) Preparation of Academic Calendar for 2018-19.
- 5) Future programmes of each board and department.
- 6) Organization of seminars, conferences and workshops.
- 7) Introduction of new skill based courses.
- 8) Apply for students scholarship under CSR funds of ONGC, Reliance, BPCL, HPCL etc. .
- 9) Use of ICT by and for faculty and students.

**Members Present**

Sr. No.	Name		
1.	Dr. Lalsingh Khalsa	-	Principal / Chairman IQAC
2.	Prof. N. N. Meshram	-	Co-ordinator IQAC
3.	Shri. M. W. Wanmali	-	Managing Body Representative
4.	Shri. D. W. Wanmali	-	Member of Local Society
5.	Shri. R. M. Nimje	-	Administrative Representative
6.	Dr. Manoj Thaore	-	Teacher Representative
7.	Prof. Priyadarshan Ganvir	-	Teacher Representative
8.	Dr. C. D. Mungmode	-	Teacher Representative
9.	Dr. R. V. Ghonmode	-	Teacher Representative
10.	Prof. Sneha Mohurle	-	Teacher Representative
11.	Prof. Parag Meshram	-	Teacher Representative
12.	Dr. Jayesh Papadkar	-	Teacher Representative
13.	Shri. P. N. Ganvir	-	Technical Staff Representative
14.	Shri. Pramod Borkar	-	Alumni Representative
15.	Shri. Gurunanak Shiwarkar	-	Student Representative

**Following points were discussed and resolutions were passed:**

- 1) IQAC Coordinator Prof. Nomesh Meshram welcomed the newly formed IQAC body as per new NAAC notification.
- 2) The report of the previous meeting was presented and approved.
- 3) The draft of the AQAR 2017-18 is ready. It will be submitted once the remaining details are received from the concerned committees / departments.
- 4) The IQAC Coordinator requested Principal Dr. Lalsingh Khalsa to make provision of timely repair and maintenance of computers, printers etc. and he assured to hand over this routine work to infrastructure maintenance committee immediately.
- 5) Code of conduct handbook has to be prepared and IQAC Coordinator Prof. Nomesh Meshram and Dr. Vijay Raiwatkar may be given charge to prepare handbook of code of conduct.
- 6) IQAC Chairman Dr. Lalsingh Khalsa discussed about workshops and seminars to be organized in the current session. It was resolved to organize PBR workshop, NAAC sponsored conference, Intellectual Property Rights Workshop and workshop on online content development and courses.
- 7) It was discussed to prepare academic calendar of 2018-19 and it was resolved to prepare it in a special meeting chaired by Hon. Principal, IQAC Coordinator and core committee of IQAC.
- 8) Principal Dr. L. H. Khalsa acquaint IQAC with some newly introduced certificate courses .i.e. Lab Technician, Beauty Parlour and Sewing Machine Operator. All discussed about admission process for these courses and appointment of teachers to conduct these courses.
- 9) ONGC, BPCL, Reliance, HPCL, etc. are some of the firms renowned for its CSR activity. IQAC members decided to aware these firms of our institution situated in tribal and remote part of Maharashtra and request it to confer our poor and needy students their scholarship. Prof. Jayesh Papadkar was made the head to handle this process.
- 10) It was unanimously decided that the ICT use on the campus should be increased. An emphasis was put on development of e-content by the faculty.
- 11) To make the academic and administrative transaction easy and smooth cloud based ERP system has been installed form Mastersoft Cloud Pvt. Ltd. in 2018-19.

12) IQAC Coordinator Prof. Nomes Meshram put an emphasis on the proper notice of the academic calendar, future programmes should be circulated to all departments and all faculties today itself. (25.6.2018)

### Action Taken Report

On the decision of the IQAC meeting held on 25.6.2018

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

Sr. No.	Decision	Action Taken
1.	To keep ready the AQAR of 2017-18.	The draft AQAR of 2017-18 successfully completed and sent to NAAC in Oct. 2018.
2.	Preparation of Academic Calendar for 2018-19.	Academic Calendar was prepared and circulated in the first week of July 2018.
3.	Handbook of code of conduct	Handbook of code of conduct was prepared code of conduct displayed in the library and main building.
4.	Plan for organizing seminars and workshops.	<ul style="list-style-type: none"> <li>• Workshop on e-content development for faculty and SWAYAM for students was organized on 6<sup>th</sup> Aug.2018.</li> <li>• Probable duration of conference, workshops decided. (PBR workshop - mid December/ NAAC conference &amp; IPR workshop Feb. 2019.</li> </ul>
5.	Introduction of new skill based courses.	Courses in Lab Technician, Beauty

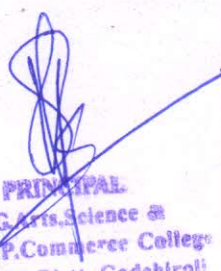
		Parlour and Sewing Machine Operator have been introduced during 2018-19.
6.	Scholarship under CSR fund.	100 Students' applications for HPCL Scholarship have been sent.
7.	Use of ICT on the campus.	Faculty was encouraged to use E-content over traditional teaching.
8.	To make the efficient administrative and academic transaction.	Cloud based ERP system from Mastersoft Cloud Pvt. Ltd. has been started.

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

**Prof. Nomesh Meshram**  
**Coordinator**  
**IQAC**

**Dr. Lalsingh Khalsa**  
**Principal & Chairman**  
**IQAC**

28/11/2018

  
**PRINCIPAL**  
**M.C. Arts, Science &**  
**State N.P. Commerce College**  
**ARMORI Distt Gadchiroli**

**No. : IQAC - / 2018-2019 / 02**

**Minutes of the meeting of IQAC of Mahatma Gandhi Arts, Science and Late N. P. Commerce College, Armori held on 17.12.2018 at 11.30 am.**

**Agenda**

- 1) Review and conformation of previous meeting report.
- 2) Review of functioning of all boards and departments.
- 3) Planning for organizing PBR Workshop, NAAC sponsored conference, IPR workshop.
- 4) Research Development Programmes.
- 5) Alumni Association Registration.
- 6) Launching of Unnat Bharat Abhiyan Activities.
- 7) Finalization of conference and workshop dates.
- 8) HPCL Scholarship distribution ceremony.

**Members Present**

Sr. No.	Name		
1.	Dr. Lalsingh Khalsa	-	Principal / Chairman IQAC
2.	Prof. N. N. Meshram	-	Co-ordinator IQAC
3.	Shri. M. W. Wanmali	-	Managing Body Representative
4.	Shri. D. W. Wanmali	-	Member of Local Society
5.	Shri. R. M. Nimje	-	Administrative Representative
6.	Dr. Manoj Thaore	-	Teacher Representative
7.	Prof. Priyadarshan Ganvir	-	Teacher Representative
8.	Dr. C. D. Mungmode	-	Teacher Representative
9.	Dr. R. V. Ghonmode	-	Teacher Representative
10.	Prof. Shashikant Gedam	-	Teacher Representative
11.	Prof. Sneha Mohurle	-	Teacher Representative
12.	Prof. Parag Meshram	-	Teacher Representative
13.	Dr. Jayesh Papadkar	-	Teacher Representative
14.	Shri. P. N. Ganvir	-	Technical Staff Representative
15.	Shri. Pramod Borkar	-	Alumni Representative
16.	Shri. Gurunank Shiwarkar	-	Student Representative

**Following points were discussed and resolutions were passed:**

- 1) The report of the previous meeting of 25/06/2018 was presented and approved.
- 2) Chairman of the IQAC, Principal Dr. L. H. Khalsa suggested all criterion Coordinators to remain in touch with all boards and guide all directors, committee heads for better and effective implementation of proposed remaining activities.
- 3) It was decided to register Alumni Association and Prof. Shashikant Gedam was appointed to complete the process.
- 4) NSS coordinator Dr. R. N. Chavhan was appointed as the Project Coordinator of Unnat Bharat Abhiyan. Under this campaign it was decided to adapt five villages-Kasavi, Ashta, Antarji, Rampuri and Palora of Armori taluka..
- 5) Date of PBR Workshop confirmed - 26<sup>th</sup> Dec. 2018. Dates of NAAC sponsored conference on Intellectual Property Rights Workshop also confirmed wherer NAAC conference is arranged on 23<sup>rd</sup> Feb. 2019 and IPR Workshop on 22<sup>nd</sup> Feb. 2019.
- 6) IQAC unanimously passed a resolution that the faculty should publish their papers in UGC listed journals only. They should encourage students to involve in research projects.
- 7) On application for scholarship under CSR fund, HPCL has granted scholarship to our 88 students (4,79,600/-) under CSR activity .It was decided to organize scholarship distribution ceremony in March 2019.
- 8) The report of the meeting held on 25.6.2018 presented and approved.

**Action Taken Report**

**On the decisions the IQAC meeting held on 17.12.2018**

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

<b>Sr. No.</b>	<b>Decision</b>	<b>Action Taken</b>
1.	Smooth & effective functioning of all boards & departments.	Review of activities and programmes implemented taken and board directions given list of remaining activities to be performed.

2.	Organization of PBR Workshop, NAAC conference & IPR workshop	PBR Workshop was organized on 26 <sup>th</sup> Dec.2018. NAAC sponsored conference was successfully organized on 23 <sup>rd</sup> Feb. 2019 while Intellectual Property Rights Workshop on 22 <sup>nd</sup> Feb. 2019.
3.	Enhancement in Research Development Programmes	Increase in research paper publication by faculty. Research culture cultivated by organizing students' seminars, surveys, field visit, research projects etc.
4.	Registration of Alumni Association.	College Alumni Association got registered in February 2019. Registration No. is Gadchiroli/0000012/2019.
5.	Launch of Unnat Bharat Abhiyan.	Five villages are adapted under the campaign and Dr. R. N. Chavhan appointed as project coordinator. Activities started.
6.	HPCL Scholarship Distribution Ceremony	HPCL Scholarship Distribution Ceremony was organized on 1 <sup>st</sup> March 2019 in the presence of HPCL executives.

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

**Prof. Nomesh Meshram**  
Coordinator  
IQAC

**Dr. Lalsingh Khalsa**  
Principal & Chairman  
IQAC

24.03.2019

  
PRINCIPAL  
M.G. Arts, Science &  
Late N.P. Commerce College  
ARMORI Distt. Gadchiroli

**No.: IQAC - / 2018-2019 / 03**

**Minutes of the meeting of IQAC of Mahatma Gandhi Arts, Science and Late N. P.  
Commerce College, Armori held on 25<sup>th</sup> March 2019 at 11.30 am.**

**Agenda**

- 1) Review and conformation of previous meeting report.
- 2) Review of major activities organized during the year.
- 3) Preparation of AQAR 2018-2019.
- 4) Future plans of the institution.
- 5) Any other matter.

**Members Present**

Sr. No.	Name		
1.	Dr. Lalsingh Khalsa	-	Principal / Chairman IQAC
2.	Prof. N. N. Meshram	-	Co-ordinator IQAC
3.	Shri. M. W. Wanmali	-	Managing Body Representative
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15.	Shri. Pramod Borkar	-	Alumni Representative
16.	Shri. Gurunanak Shiwarkar	-	Student Representative



**Following points were discussed and resolutions were passed :**

- 1) The report of the meeting held on 17/12/2018 presented and approved.
- 2) IQAC Coordinator Prof. Nomesh Meshram welcomed all and started meeting. Review of major programmes organized by various board was taken and the Principal showed satisfaction as most of the planned activities were implemented during the year.
- 3) All criterion Coordinators suggested some innovative activities with respect to their criterion and suggested IQAC Coordinator to include them in the next year's academic calendar.
- 4) It was unanimously decided to start AQAR preparation of 2018-2019. Prof. Priyadarshan Ganvir suggested that the university results will be declared in June / July - 19 and hence it was resolved to complete AQAR till mid of August 2019.
- 5) Principal and IQAC chairman Dr. Lalsingh Khalsa told IQAC Coordinator Prof. Nomesh Meshram to prepare future plan for 2019-20 and present it in the staff council meeting.

## Action Taken Report

On the decisions of IQAC meeting held on 25<sup>th</sup> March 2019.

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


Sr. No.	Decision	Action Taken
1.	Review of major activities organized by various boards and departments.	All major activities were reviewed with their success benefit and outcomes.
2.	Preparation of AQAR of 2018-2019.	AQAR preparation has been started and it will be completed in August 2019.
3.	Future Plans for 2019-20.	Some new innovative activities suggested by IQAC members are included in current year's academic calendar. Their action will be timely reviewed.

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

**Prof. Nomesh Meshram**  
Coordinator  
IQAC

**Dr. Lalsingh Khalsa**  
Principal & Chairman  
IQAC

26. 6. 2019

  
PRINCIPAL  
M.G.Arts, Science &  
ate N.P.Commerce College  
ARMORI Distt Gadchiroli