



Shirpur Education Society's
H.R.Patel Arts Mahila College Shirpur
NAAC Re-Accredited "A" Grade
NMU Academic Grade "A" Grade


Hon. Amrishbhai
Patel **President**
Dr. Sharda J.Shitole
Principal

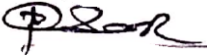
IQAC Meeting No. 1/2017

Dt. 18/07/2017

Topics for Discussion

1. To discuss and decide about the academic year planning FOR THE YRAR 2017-18
2. TO discuss on planning and implementation strategies by various departments and committees (Activities and programmes).
3. To prepare planning and enabling teachers submit question banks, department and committee wise tentative activities/programmes for 2017-18.


Co-ordinator
IQAC
Smt. H. R. Patel Art's Mahila
College, Shirpur





IQAC Meeting No. 1/2017

Dt. 18/07/2017

Minutes of Staff Meeting

1. Dept./ committee- wise preparation of date & time details to smoothly conduct and avoid clashes in programmes.
2. Staff - Academy: Four programmes / Lectures be conducted/ organized throughout the year.
Topics-University Act - 2016, statutes, CAS promotion, Exam Pattern.
 - Financial provision shall be made available to arrange for guest honorarium.
3. Teacher Local Guardian Committee should make allotment of FYBA students & ask teacher to guide and motivate newly admitted students.
4. To organize/ call on faculty members meeting and ask them to prepare question banks, organize seminars, group discussions and other skill development activities.
5. To arrange and update computer and language lab software/ hardware, internet and anti-virus.
6. IQAC office computer be installed with Antivirus and printer should be brought in regular practice.

Finally, the meeting was called off with the permission of the chairperson. The Coordinator extended thanks to the committee members.

Following members attended the meeting

Sr.No.	Name	Sign
1.	Dr. R. G. Saner(Acting Principal)	
2.	Dr. H. R Chaudhari(Member)	
3.	Dr. K. B. Patil (Member)	
4.	Mr. Bharat Sonar(Member)	
5.	Mr. Gajanan Patil (Coordinator, IQAC)	



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IQAC Meeting No. 2/2017

Dt. 04/08/2017

Topics for Discussion

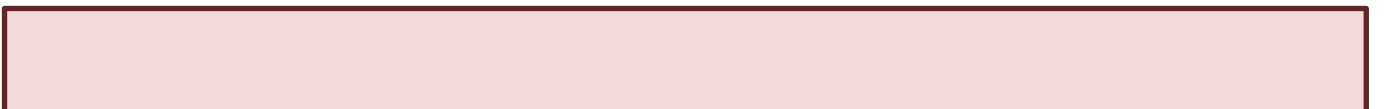
A meeting of IQAC members was organized today on 4th Aug. 2017 at 4. 30 pm in principal's cabin. The meeting was presided over by Dr. R. G Saner, Principal in charge.

Minutes of Staff Meeting

1. It is decided that all the members unanimously agreed upon starting of the Central & State Govt. sponsored Skill Development courses with the assistance 1 MSDPL, an NGO, from Pune.
2. The members agreed upon signing of MoU with the Govt. Agencies & accept the terms and conditions stated in the Agreement letter.
3. The members agreed to invite quotations for language lab.
4. Finally, the meeting concluded with vote of Thanks by coordinator.

The attendance of the members is as follows

Sr.No.	Name	Sign
1.	Dr. R. G. Saner	
2.	Mr. Bharat Sonar	
3.	Dr. H. R Chaudhari	
4.	Dr. K. B. Patil	
5.	Dr. Vinay Pawar	
6.	Mr. Gajanan Patil	





IQAC Meeting No. 3/2017

Dt. 10/10/2017

Topics for Discussion

A meeting of IQAC members was organized today on 10th Oct. 2017 at 4. 00pm in IQAC Office to substantiate and validate the API of Mr. Gajanan P. Patil (Asstt. professor, Dept. of English) for the purpose of CAS from stage II to stage III




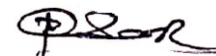
Minutes of the Meeting

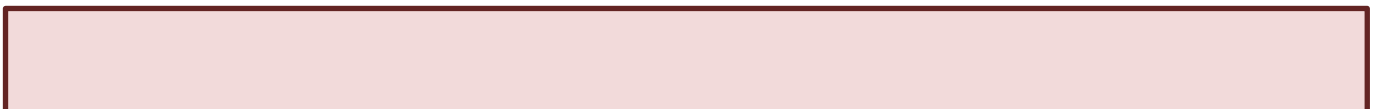
The minutes of the meeting are as follows

1. The meeting started with the coordinator's welcoming to the IQAC Members and informing about the API. Of the said faculty is as per the 4th Amendment of the UGC and also the directions and format prepared by NMU, Jalgaon.
2. The members checked and verified the forms and the accompanied documentary evidences as per the claim made to get the credits in the API by the said faculty member.
3. The members verified and substantiated the files from year 2012-13 to 2016-17 along with filled in formats and evidences attached.
4. All members fully agreed on the validation & substantiation and decided unanimously after preparing the score sheet to forward the proposal to the Principal for further execution.

The meeting was called off by extending thanks by the coordinator.

Following members were present

1. Dr. H. R. Chaudhari (Principal in charge) 
2. Dr. K B. Patil(Member, IQAC) 
3. Mr. Bharat Sonar(Member, IQAC) 
4. Dr. Rahul Saner 





IQAC Meeting No. 4/2017

Dt. 27/10/2017

Topics for Discussion

A meeting of college IQAC members was organized on 27 Oct 2017 at 11.30 am under the guidance of Prin. Dr. K. B. Patil (Management Representative) in Principal's cabin.

The Agenda of the meeting was as follows

1. To check and verify the API for the academic year - 2016-17
2. To verify academic diaries of the Faculty members for the year 2016-17.
3. To discuss an academic development of the college for the year 2017 -18.
4. Any other topic with the permission of the chair.

Minutes of Meeting held on 27 oct. 2017

A meeting of the College IQAC was organized 27 Oct 2017 at 11. 30 am under the guidance of Prin. Dr. K. B. Patil (Management Representative) in Principals cabin.

The minutes of the Meeting are as follows.

1. Hon'ble Prin. Dr. K. B. Patil presided over the meeting and the coordinator Mr. Gajanan Patil presented the API of the faculty members for the year 2016 - 17. The president along with two other experts, Dr. Pramod Deore (Vice Principal, RCPIT) and Dr. Atul Shirkhedkar (vice principal, RCP Pharmacy checked and verified the filled in API forms and the faculty teaching workload for the year 2016 -17.
2. Hon'ble members also went through the Faculty Academic diaries for the year 2016-17. They scrutinized diaries of each of the faculty members and suggested changes wherever required. However, the members felt satisfied over the Academic diary entries and the record of the academic events kept & observed by the college faculty members.
3. It is decided that the faculty members should at least complete/ discharge duties for at least 1400 hours in an academic year as per standard UGC requirement of 1520 hrs./ year. It is noticed that two of the faculty members, Mr. R. V. More & Dr. Mrs.



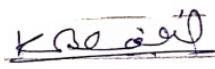
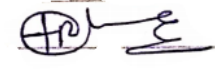


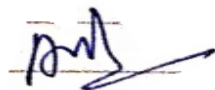


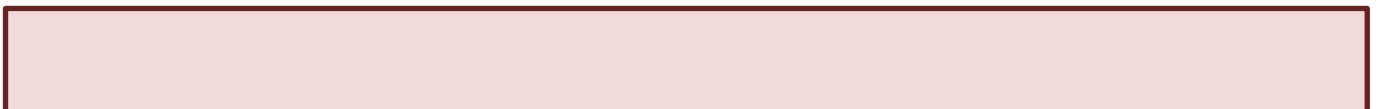
IQAC Meeting No. 4/2017

Dt. 27/10/2017

4. Suniti Acharya should be asked to increase their efficiency of work as their working hours. hours are below the average scale.
5. The members suggested about some innovative strategies for calculating the workload and hours in an excel format.
6. Finally the members agreed upon the API forms and faculty workload and accepted the verification made by the IQAC of the College.
7. At last, the Coordinator extended vote of thanks of all the honorable members of IQAC.

Following members were present to attend the meeting.

Sr.no.	Name	Sign
1.	Prin. Dr. K. B. Patil (Management Representative)	
2.	Dr. Pramod Deore (Vice Principal, RCPIT)	
3.	Dr. K. B. Patil (Member)	
4.	Dr. H. R. Chaudhari (Member)	
5.	Mr. Bharat Sonar (Member)	
6.	Mr.Gajanan Patil (Coordinator)	
7.	Dr. Atul Shirkhedkar (Vice Principal, RCPPharmacy)	





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IQAC Meeting No. 5/2017

Dt. 21/02/2018

Meeting of Non-Teaching staff

A Meeting of the college non-teaching staff was organised on 21 Feb 2018 at 10.30 am in principals cabin. Prin. Dr. Sharada Shitole presided over the meeting.

1. College students – Admission, Exam, Scholarship Process.
2. Technical aspects in official work.
3. Student related aspects.
4. Updation of computer / online system.


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IQAC
Smt. H. R. Patel Art's Mahila
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IQAC Meeting No. 5/2017





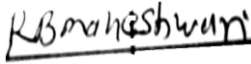


Dt. 21/02/2018

Minutes of Non-Teaching staff Meeting

During the meeting hours following topics from the agenda were discussed and finalized.

1. At the outset, the head clerk Mr. J. D. Chaudhari put-in details of student's admission exam from details, scholarship disbursement of previous year and there technical aspects.
2. About technical aspects, the working clerks briefed about the available hardware & software services and also the procedure from admission to the results from the University.
3. Students related aspects regarding subject change, form filling, scholarship details, and L.C. details were told to have smooth delivery.
4. Updation in certain software & anti-virus packages are needed.

Finally the meeting was called off with permission of the chairs.

1	Mr. J. D. Chaudhari	
2	Mr. B. D. Shirsath	
3	Mrs. Daksha Sharma	
4	Ms. Trupti Joshi	
6	Mr. R. B. Maheshwari	
5	Mr. R. A. Dayma	
7	Mrs. Anita Dhangar	



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IQAC Meeting No. 6/2017

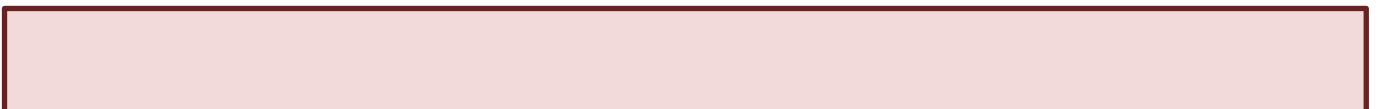
Dt. 06/04/2018

A Workshop - Cum - Meeting

A Workshop - cum meeting on Revised Assessment Accreditation Process (NAAC) was organized today i.e. on 6 April 2018 at 9. 45 am in Computer Lab under the guidance of Prin. Dr. Sharda Shitole

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Shirpur, Dist.Dhule 425 405





IQAC Meeting No. 6/2017

Dt. 06/04/2018

Minutes

1. The meeting was Organized on 6th April 2018 at 9. 45 pm in the computer lab in presence of Prin. Dr. Sharada Shitole.
2. The meeting was intended to discuss on the revised assessment and accreditation process of NAAC.
3. The Coordinator of College IQAC made a PowerPoint presentation on the format provided for affiliated colleges by NAAC.
4. The discussion was held on criterion - wise inputs. The faculty members were briefed about the expected requirements for A & A process of college for its 3rd cycle.
5. The discussion was also led on to the formation of few committees to maintain and monitor records and processes.
6. The meeting - cum - workshop was over with concentrating on certain aspects important for College's preparation for 3rd Cycle.
7. The coordinator, IQAC thanked the Principal and other members on behalf of IQAC.

Following members attended the meeting

Sr.No.	Name	Sign
1.	Smt.M.V.Chaudhari	
2.	Mrs.Vidya Y.Patil	
3.	Mrs.Roshni Sharma	
4.	Smt.S.M.Deore	
5.	Mr.B.I.Pardeshi	
6.	Dr. R. M. Wadile	
7.	Dr. R. G. Saner	
8.	Dr. H. R. Chaudhari	
9.	Mr. Atul Khose	
10.	Dr. Vinay Pawar	
11.	Mr. R.V.More	
12.	Dr. H. M. Chaudhari	
13.	Dr.Suniti S. Acharya	
14.	Dr. K. B. Patil	
15.	Dr. Gajanan Patil	



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IQAC Meeting No. 7/2017

Dt. 24/04/2018

Second Meeting cum Workshop

A meeting of regarding revised NAAC A & A API and Teaching workload hours was organized today, i.e. on 24 April 2018 at 9: 30 am.

Prin. Dr. Sharada Shitole Presided over the workshop cum – meeting.

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IQAC Meeting No. 7/2017

Dt. 24/04/2018

Minutes

1. The meeting began with the IQAC coordinator's welcoming of the Principal & the staff.
2. The IQAC coordinator briefed about the essential requirements as per the revised guidelines of NAAC in A & A Process.
3. The points such as IEQA Status, 70: 30 pattern of analysis, questionnaires of QIM, QUM were discussed. Student satisfaction survey, online evaluation process etc. were studied and discussed.
4. Faculty members were asked to discuss on the essentials factors required for college's facing of its 3rd cycle of A & A process.

Finally, the coordinator IQAC extended vote of thanks and the meeting – cum workshop was declared over.

Following teaching staff was present.

Sr.No.	Name	Sign
1.	Dr. Suniti Acharya	
2.	Dr. R. M. Wadile	
3.	Dr. R. G. Saner	
4.	Dr. Atul Khose	
5.	Mr. L. Z. Patil	
6.	Mr. R. V. More	
7.	Dr. H. R. Chaudhari	
8.	Dr. K. B. Patil	