



IQAC Meeting No. 1/2019-20

Dt. 15/06/2020

IQAC Meeting

A meeting of IQAC members was organized today, i.e. on Monday, 15 June 2020 at 3.30 pm to validate and substantiate the Institutional API and Faculty Workload for the Academic year - 2019-20.

The Agenda of the meeting is given below

AGENDA

1. Validation and substantiation of faculty API for Academic year 2019-20.
2. Faculty workload for AY.2019-20.
3. Faculty Academic Diary verification.
4. Preparation of Summary report and its submission to the Principal

Co-ordinator
IQAC
Smt. H. R. Patel Arts Mahila
College, Shirpur

Principal
Shirpur Education Society's
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Minutes of Staff Meeting

Following discussions and details took place in the meeting.

1. Validation and substantiation of Faculty API

The members studied the API Forms i.e. SES API collected in soft copy form and validated and substantiated the scores and prepared a score sheet for 13 Faculty members as suggested by the College Management.

2. Faculty Workload

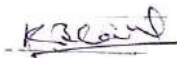



The members scrutinized the soft copy forms submitted by 13 faculty members of faculty workload as per the UGC and SES guidelines including teaching, learning, training, professional development, curricular- co-curricular Evaluation etc. related activities.

3. The committee also verified the academic diaries of each of the faculty members prepared for the AY 2019-20 and verified the teaching hours and other essentials information pertaining to claimed scores in the institutional API and the Faculty Academic Dairy.

Finally a score sheet was prepared and made ready by duly signing it to forward it to the Principal.

The meeting was called off with the decision of organization of staff meeting for both teaching and non-teaching in June end or first week of July 2019

Following members attended the meeting.

Sr.No.	Name	Sign
1.	Mr. K. B. Patil	
2.	Dr. H. R. Chaudhari	
3.	Mr. Bharat Sonar	
4.	Mr. J. D. Chaudhari	
5.	Dr . R. G. Saner	



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Dr. Sharda J. Shitole

Principal

Dr. Gajanan Patil

Co-ordinator

IQAC Meeting No. 2/2019-20

Dt. 20/12/2019

Topics for Discussion

A meeting of college IQAC is organized on 20 Dec 2019 at 4.00 PM to substantiate and validate the API for CAS (Promotion purpose of the following faculty members of the college for stage 1st to stage as per 4th Amendment of UGC Regulations.

1. Dr. Rahul G. Saner (Education)
2. Dr. Vinay G. Pawar (Physical Education)

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Principal
Dr. Gajanan Patil
Co-ordinator

Sr.No.	Name	Sign
1.	Dr. K. B. Patil	
2.	Dr. H. R. Chaudhari (History)	
3.	Mr. Bharat sonar	
4.	Dr. H. M. Chaudhari (Librarian)	
5.	Dr. Rahul Saner (Education)	
6.	Dr. Vinay Pawar (Physical Education)	

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IQAC Meeting No. 3/2019

Dt. 17/07/2019

Meeting of IQAC with College staff

A meeting of IQAC with College staff is organized on 17 July 2019 at 12.00 PM in computer lab. Prin. Dr. Sharda J. Shitole presided over the meeting. Prin. Dr. K. B. Patil (Management Representative) guided the staff.

The agenda of the meeting is as follows

1. Academic Year 2019-20 Academic, Co-curricular and extension activities planning.
2. Preparation of ICT oriented teaching learning material.
3. Committee wise planning and activities.
4. Teacher's performance in A.Y. 2018-19.

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IQAC Meeting No. 3/2019-20

Dt. 26/07/2019

Minutes of IQAC meeting

A meeting of the college teaching staff was called on 26 July 2019 at 12.00 PM in computer lab. The meeting was presided over by Prin. Dr. Sharda Shitole. Prin. Dr. K. B. Patil (Management Representative) guided the staff about their academic planning and institutional development.

The discussions and planning for the academic year 2019-20 is as follows.

1. The meeting was started with the welcome of College Management Representative Prin. Dr. K. B. Patil and also with community representative of the IQAC Dr. Shrikant Wadile.
2. Hon'ble Prin. Dr. K. B. Patil, after scrutinizing the faculty performance of the institutional API and faculty workload expressed satisfaction over the teacher's performance. He also guided the staff about quality planning and effective implementation of academic, curricular, co-curricular, evaluation, extension, and faculty research activities.
3. Dr. K. B. Patil encouraged the faculty members about the use of ICT in teaching activities.
3. The faculty members were asked to prepare teaching plan and faculty activities for the year 2019-20. It is decided that each faculty should prepare three PPT lectures per semester for course.
4. The IQAC co-ordinator informed about the 2018-19 effective implementations and also asked the faculty members to prepare activities /programmes (at least three) per committee.
5. Finally the meeting was concluded with the vote of thanks of all the dignitaries including the management, community representatives by the co-ordinator.

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IQAC Meeting No. 4/2019-20

Dt. 24/06/2019

A first meeting of college IQAC for the academic year 2019-20 was held on 24 June 2019 at 3.30 PM in the Principal's cabin Prin. Dr. Sharda J. Shitole presided over the chair.

Minutes of IQAC Meeting 24 June 2019

The meeting had following discussions held regarding the academic planning and implementation of quality initiatives

1. First of all the IQAC coordinator circulated the agenda copy amongst the members enlisting-IQAC calendar planning, faculty and department activities, ICT lecture organization and planning, initiation of gender-sensitization related activities, etc.
2. The members agreed upon the calendar planning of the IQAC prepared for the A.Y. 2019-20 including AQAR preparation /submission, ICT lectures organization, Quality Programme organization, student and staff computer training, promotion in support & organization of National Conference in the subjects Physical Education and NAAC recent Development in its SSR framework, proposal preparation for RUSA and the funding agenesis for college and faculty development.
3. Organization of Induction programme for FYBA students, Alumni Meet, Parents Meet, and Mata Melava is decided in the month of July 2019.
4. It is decided that, all teaching faculty members must at least conduct three ICT lectures either in PPT or Video format per course per semester.

Besides, it is expected that the numbers of gender sensitization programmes should be regularly organized for students' overall development.

4. Finally the members agreed upon prompting quality initiatives and the same has to be circulated in staff meeting.

5. The meeting came to an end since no timely topics were ready for discussion. The coordinator, IQAC extended vote of thanks and the meeting was over at 5.00PM.

Following members of IQAC were present.

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



IQAC Meeting No. 5/2019-20

Dt. 05/08/2019

A meeting with skill development and career Oriented Courses coordinators was organised to discuss on the conduct of the courses and programmes. Principal Dr. Sharda Shitole presided over the meeting.

Minutes of Meeting 5 August 2019

Meeting of unit all the co-ordinates of career oriented carries (Add-on) was organised on 5 August 2019 at 4.00pm. Prin. Dr. Sharda Shitole presided over the chair. The Meeting had following discussions

1. The meeting was held about present status, intake capacity, students enrolled during and current enrolment strategies.
2. The co-ordinators of Functional English, Computer Application, Travel and Tourism, Beauty Therapy and Hair Dressing, Aerobics & Yoga presented the status of their individual courses including time-table, syllabus, library books, present student enrolment, exam schedule etc.
3. The chairperson Prin. Dr. Sharda Shitole appealed all course co-ordinators to go forward with diploma courses and also to make efforts in increasing students strength.
4. It is also discussed that foundation course Human Right education should be continued by creating more awareness among students.

Finally the meeting came to an end with the extending of vote of thanks by the IQAC Coordinator.

Following members attended the meeting.

Sr.No.

Name

Sign

1. Mr. R.M. Wadile

2. Mr. Bharat Sonar



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Principal
Dr. Gajanan Patil
Co-ordinator

3. Ms. Vaishali L. Borse
4. Ms. Vidya Y. Patil
5. Dr. Atul Khose
7. Dr. Vinay Pawar
8. Dr. Gajanan P. Patil
9. Dr. K. B. Patil

V Borse

Patil

Khose

Pawar

Gajanan P. Patil

K. B. Patil

Patil

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IQAC Meeting No. 6/2019-20

Dt. 14/01/2020

A meeting of all teaching staff was organised on 14 Jan. 2010 at 4.30 PM in Computer Lab. The meeting was presided over by Prin. Dr. Sharda Shitole. The Agenda of the meeting was as follows

AGENDA

1. To prepare the first draft of SSR for NAAC cycle-3 of the college.
2. To discuss at length and the website updating detailed and assigning responsibilities to staff.
3. To work efficiently for NAAC criteria-wise essential inputs.
4. Any other topic with the permission of the chair.

Finally, there were no topic for discussion; hence the meeting came to an end. The IQAC co-ordinator extend vote of thanks of all the staff member.

Following members were present.

Sr.No.	Name of the Student	Signed
1.	Dr. K. B. Patil	
2.	Dr. H. M. Chaudhari	
3.	Mr. L. Z. Patil	
4.	Dr. R. V. More	
5.	Dr. H. R. Chaudhari	
6.	Dr. R. G. Saner	
7.	Mrs. Deore .S. M.	
8.	Mrs. Daksha S. Sharma	
9.	Smt. T. A. Joshi	
10.	Mr. Bharat Sonar	
11.	Dr. S. S. Aacharya	
13.	Vidya Y. Patil	
14.	Smt. M. V. Chaudhari	



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Co-ordinator

15. Ms. Vaishali L. Borse
16. Mrs. Girase. I. R
17. Dr. Atul Khose
18. Dr. Y.M.Pawar
19. Mr. B. I. Pradeshi
20. Dr. R. M. Wadile
21. Dr. Vinay Pawar

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IQAC Meeting No. 6/2019 -20

Dt. 14/01/2020

Minutes of staff meeting held on 14 Jan 2020

1. As per the topic stated on the agenda, the planning and implementation of criteria-wise inputs for all criteria in NAAC SSR cycle-3. It is decided that each criteria co-ordinator and other members should collect necessary information and prepare the qualitative and quantitative metrics as required for the SSR.
2. It is also discussed that the revised process needs website updation. Hence, all the staff members were asked to suggest and upload/ prepare essential inputs required for the same. A special committee is formed with Dr. Rahul Saner and Ms. Vaishali Borse to look into the website updation process.
3. The meeting was again directed to get the criteria – wise inputs understood properly. Each faculty must add essential credentials towards their personal, departmental, committee work related inputs to strengthen the SSR.

Finally, the meeting concluded with vote of thanks by the IQAC/NAAC-cycle co-ordinator.

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IQAC Meeting No. 7/2019 -20

Dt. 07/02/2020

IQAC Meeting with Teaching and Non-Teaching Staff

A meeting of college teaching and non-teaching staff was organized today. i.e on 07/02/2020 at 4.30pm in the Computer Lab. Prin.Dr.Sharda Shitole was presided over the meeting. Following Agenda was set.

AGENDA

1. To successfully organize and co-operate for the Physical Education department organized one-day National Level workshop to be held on 9 Feb.2020 at SM Patel Hall.
2. To organize Mata Melava for mother parents of UG and PG students
3. NAAC SSR related preparation
4. Any other topic with the permission of the chair

Following members attended the meeting.

- | | |
|------------------------|--|
| 1. Dr. H. R. Chaudhari | |
| 2. Mrs. Vidya Y. Patil | |
| 3. Smt. M.V. Chaudhari | |
| 4. Dr. H. M. Chaudhari | |
| 5. Dr. Atul Khose | |
| 6. Dr. Rahul. G. Saner | |
| 7. Dr. Vinay Pawar | |
| 8. Mr. Bharat Sonar | |
| 9. Mr. B. I. Pardeshi | |
| 10. Ms. Vaishali Borse | |
| 11. Mrs. Girase. I. R | |
| 12. Dr. Yuvraj Pawar | |
| 13. Mr. L. Z. Patil | |
| 15. Dr. R. V. More | |
| 16. Dr. R. M. Wadile | |
| 17. Mrs. Deore. S. M. | |
| 18. Dr. K. B. Patil | |



Dt. 07/02/2020

Minutes of the IQAC Meeting with Teaching and Non-Teaching Staff


A meeting of college teaching and non-teaching staff was organized today. i.e on 07/02/2020 at 4.30pm in the Computer Lab. Prin.Dr.Sharda Shitole was presided over the meeting.

Minutes

1. The meeting started at 4.30pm in the computer lab regarding the successful organization and co-operation to the Physical Education department organized one-day National Level workshop to be held on 9 Feb.2020 at SM Patel Hall. The Principal appealed all the staff members to make the event a success by extending their co-operation through several committees formed for the event. The responsibility regarding the conduct was discussed again.
2. It is also decided that the IQAC and the Women's Gender Sensitization Activity Cell, Savitribai Phule Study Centre, Yuvati Sabha, Adiwasi Yuvati Vikas Manch have decided to organize Mata Melava especially for the mother parents of UG and PG students. For the programme Ms.Neelima Mishra, Reman Magesesey Awardee is invited as a Chief Guest along with Miss Yamini Kulkarni, Women Activist, etc.
3. The Principal took follow up of the NAAC SSR related preparation work and appealed all to complete the task by calling meetings when necessary.
4. Any other topic with the permission of the chair:

Since there were no topics for discussion, the meeting was called off with the permission of the chair.

The Co-ordinator, IQAC Dr.Gajanan Patil extended vote of thanks.


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IQAC Meeting No. 8/2019-20

Dt. 17/02/2020

A meeting of all teaching staff was organized on 17/02/2019 at 4:15 pm. At Library reading hall. The meeting was presided over by Principal Dr. Sharda Shitole. The agenda of the meeting was as follows-

AGENDA

1. To discuss necessary inputs in NAAC SSR.
2. To widely discuss 7 criteria.
3. The essential inputs to be discussed by NAAC co-ordinator Dr. Gajanan Patil.
4. Doubt solving and query satisfaction in relation to 7 criteria.
5. Any other topic with the permission of chair.

Following member attended the meeting.

Sr.No.	Name	Sign
1.	Dr. H. R. Chaudhari	
2.	Mrs. Vidya Y. Patil	
3.	Smt. M.V. Chaudhari	
4.	Dr. H. M. Chaudhari	
5.	Dr. Atul Khose	
6.	Dr. Rahul. G. Saner	
7.	Dr. Vinay Pawar	
8.	Mr. Bharat Sonar	
9.	Mr. B. I. Pardeshi	
10.	Ms. Vaishali Borse	
11.	Mrs. Girase. I. R	
12.	Dr. Yuvraj Pawar	
13.	Mr. L. Z. Patil	
14.	Dr. R. V. More	
15.	Dr. R. M. Wadile	
16.	Mrs. Deore. S. M.	
17.	Dr. K. B. Patil	

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IQAC Meeting No. 8/2019-20

Dt. 17/02/2020

Meeting of staff members 17/02/2020 at 4.30 pm

A meeting of college teaching and non-teaching staff was organised on **17/02/2020** at 4:30 pm. Prin. Dr. Sharda Shitole presided over the meeting.

1. The meeting was primarily called on with a purpose of discussing on the criteria – wise inputs and necessary data for both qualitative and quantitative metrics.
2. The NAAC cycle-3 co-ordinator briefed the present staff about the NAAC process including-AQAR-IIQA-SSR-DVV Process-Peer Team Visit- Result-etc. Along with this the important metrics of all the 7 criteria were highlighted by the co-ordinator
3. The NAAC cycle-3 co-ordinator gave an extended presentation through PPT in Library reading hall on NAAC criteria –wise questions including Qualitative and Quantitative metrics and briefed about the areas where inputs are collected and also expected some more required data for certain metrics from the respective criterion co-ordinators.
4. The discussion on all 7 criteria was performed and several queries raised by staff members were classified by the co-ordinator and the principal.

The doubts pertaining to the answer /reply of a few queries were preserved, and are decided to get clarified from experts in this field. The queries raised were particularly in the non-applicable areas to an affiliated college and also a few metrics which seemed doubtful to answer.

Finally, the IQAC/NAAC coordinator extended vote of thanks and the meeting was over.

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