

BAR. SHESHRAO WANKHEDE COLLEGE OF ARTS & COMMERCE
KHAPERKHEDA, DIST NAGPUR
INTERNAL QUALITY ASSURANCE CELL

IQAC MEETING NOTICE

Date: 01/02/2019

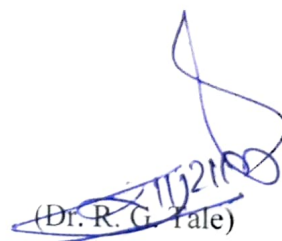
I have the honour to inform you that the second meeting for the Session 2019-20 of the Internal Quality Assurance Cell will be held on Monday, 04th of Feb 2019 at 1:30 p.m. in the college.

All the members of the IQAC are requested to make it convenient to attend the meeting.

Agenda:

1. Confirmation and Review of Minutes of Meeting held on 11/10/2018.
2. To Take updates of the progress of course completion and continuous evaluation process.
3. About initiating NAAC work.
4. Discussion about NAAC Accreditation and Assessment process.
5. Formation of NAAC Steering/Core Committee.
6. Formation of IQAC.
7. Framing of Vision, Mission and Core Values of Institute.
8. Defining PEOs, POs and PSOs of the program.
9. Issue with the permission of the chair.


(Dr. Sangita Chore)
Dr. Sangita R. Chore
Co-ordinator
Internal Quality Assurance Cell,
Bar. Sheshrao Wankhede College of
Art's & Commerce, Khaperkheda


(Dr. R. G. Tale)
Dr. R. G. Tale
Principal
Bar. Sheshrao Wankhede College
Art's & Commerce, Khaperkheda of
Ta- Saoner, Dist.- Nagpur

CC:

1. All Committee Members
2. Admin. Office

**BAR. SHESHRAO WANKHEDE COLLEGE OF ARTS & COMMERCE
KHAPERKHEDA. DIST NAGPUR
INTERNAL QUALITY ASSURANCE CELL**

Minutes of the IQAC meeting dated 04 Feb 2019 at 1:30 p.m.

The first meeting of IQAC for the session 2019-2020 was held on 04 of Feb, 2019 at 1: 30 p.m in Principal's chamber under the chairmanship of the head of the institution, Dr. Ramkrishna G. Tale (Principal).

Agenda:1 Confirmation and Review of Minutes of Meeting held on 11/10/2018.

Resolution:

Thorough discussion was made, review is taken and it was unanimously approved Minutes of Meeting held on 11/10/2018.

Agenda:2. To take updates of the progress of course completion and continuous evaluation process.

Resolution:

The Principal then asked the teachers about the completion of their courses. He also informed that in case the courses are completed. The revision should be taken for the improvement of the university result. The IQAC coordinator instructed the teachers to provide study material to the students in printed form.

Agenda:3 About initiating NAAC work.

Resolution:

Thorough discussion was made and it was unanimously resolved that, NAAC work is to initiated to inculcate culture of quality in institute. Further all teaching and non-teaching staff were provided with revised NAAC Manual released in July-2017 for basic understanding and study.

Agenda 4 Discussion about NAAC Accreditation and Assessment process.

Resolution:

New Process of NAAC Accreditation and Assessment is discussed. It has three stages-

1. Self Study Report (Qualitative Metrics (350 Marks) + Quantitative Metrics (650 Marks))

2. Student Satisfaction Survey (SSS)

3. Peer Team Visit

Agenda: 5 Formation of NAAC Steering/Core Committee.

Resolution:

Thorough discussion was made and it was unanimously resolved that, NAAC Core/Steering committee is to be constituted consisting of key functionaries of the institute to prepare NAAC SSR. NAAC Steering/Core Committee is constituted by approval of all and Dr. Sangita R. Chore is selected as NAAC Coordinator.

Agenda: 6 Formation of IQAC.

Resolution:

As per NAAC Guidelines, IQAC may be constituted in every institution under the Chairmanship of the Head of the institution with heads of important academic and administrative units and a few teachers and a few distinguished educationists and representatives of local management and stakeholders.

Members of IQAC were decided by consent of all present members and it was decided to communicate all members regarding Second IQAC meeting on 27/04/2019 at 01:30 PM in Principal Cabin.

Further, It was resolved that Dr. Sangita R. Chore shall act as IQAC Coordinator.

Agenda: 7 Framing of Vision, Mission and Core Values of Institute.

Resolution:

Thorough discussion was made and it was unanimously determined that concrete steps and path needed in all directions for achieving quality excellence. For this all members focused on need of framing Vision, Mission and Core Values of Institute for setting quality benchmark.

So, It was decided that, As IQAC has representation of all stakeholders, IQAC can work for framing Vision, Mission and Core Values of Institute. Once Vision, Mission and Core Values of Institute are framed will be put in various institute level committees/ bodies for approval.

Agenda: 8 Defining of PEOs, POs and PSOs of the program.

Resolution:

Thorough discussion was made and it was unanimously resolved that as per new guidelines of accrediting bodies like NAAC, there is need of Defining PEOs, POs and PSOs of the program.

So, It was decided that, As IQAC has representation of all stakeholders, IQAC can work for Defining of PEOs, POs and PSOs of the program. This committee is responsible for conducting 3 Meetings for defining of Vision, Mission, PEOs, POs and PSOs of the program and submitting report to Principal. Once PEOs, POs and PSOs of all departments are defined, will be put in various institute level committees/ bodies for approval.

Agenda: 9 Issue with the permission of the chair.

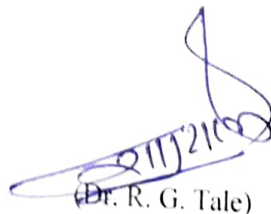
Resolution:

As there were no issues to discuss meeting was concluded with vote of thanks to all present.



(Dr. Sangita Chore)










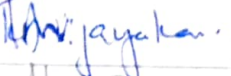
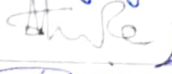
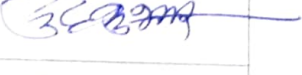
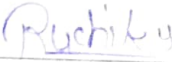
Dr. Sangita R. Chore
Co-ordinator
Internal Quality Assurance Cell,
Bar. Sheshrao Wankhede College of
Art's & Commerce, Khaperkheda



(Dr. R. G. Tale)

Dr. R. G. Tale
Principal
Bar. Sheshrao Wankhede College of
Art's & Commerce, Khaperkheda
Ta. Sachin, Dist. - Nagpur

Attendance

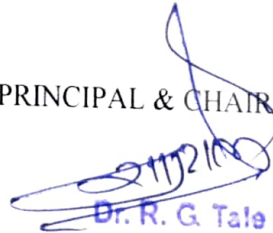
Sr. No.	Name of the Members of IQAC	Designation	Signature
1.	Dr. Ramkrishna G. Tale	Principal	
2.	Dr. Sangita Chore	IQAC Coordinator	
3.	Dr. Jyoti Selukar	Associ. Professor	
4.	Dr. Anjali Pande	Associ. Professor	
5.	Dr. Gajanan Somkuwar	Associ. Professor	
6.	Dr. Rajendra Raut	Asstt. Professor	
7.	Dr. Umesh Janabandhu	Asstt. Professor	
8.	Prof. Pratibha Gadwe	Asstt. Professor	
9.	Shri Shankar Bahadure	Head Clerk	
10.	Hon. Smt. Kundatai Vijaykar	Nominees from Management	
11.	Shri Mahendra Sahare	Nominees from Alumni	
12.	Shri. Dulichandji Kumbhare	Nominees from Employers /Industrialists/stakeholders	
13.	Ms. Ruchika Bhadang	Nominees from Students	

IQAC COORDINATOR



Dr. Sangita R. Chore
Co-ordinator
Internal Quality Assurance Cell,
Bar. Sheshrao Wankhede College of
Art's & Commerce, Khaperkheda

PRINCIPAL & CHAIRPERSON




Dr. R. G. Tale
Principal
Bar. Sheshrao Wankhede College of
Art's & Commerce, Khaperkheda of
Ta- Saoner, Dist.- Nagpur

Action Taken Report of Meeting held on 04/02/2019

Sr. No.	Resolution in the Meeting	Action Taken for Implementation & Outcomes
1.	About initiating NAAC work.	All teaching and concerned non teaching were provided with NAAC Manual and instructed to study NAAC Manual.
2.	Formation of NAAC Steering/Core Committee.	NAAC Steering/Core Committee Office Order was taken out at institute level dated 04/02/2019.
3.	Formation of IQAC.	IQAC Office Order was taken out at institute dated 04/02/2019 and Second Meeting of IQAC is planned on 27/04/2019.
4.	Framing of Vision, Mission and Core Values of Institute and Defining of Vision, Mission, PEOs, POs and PSOs of all departments.	Stakeholder Committee (IQAC) is formed at institute dated 04/02/2019.

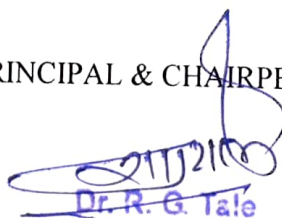
IQAC COORDINATOR



Dr. Sangita R. Chore
Co-ordinator

Internal Quality Assurance Cell,
Bar. Sheshrao Wankhede College of
Art's & Commerce, Khaperkheda

PRINCIPAL & CHAIRPERSON



Dr. R. G. Tale
Principal
Bar. Sheshrao Wankhede College of
Art's & Commerce, Khaperkheda of
Ta- Saoner, Dist.- Nagpur

BAR. SHESHRAO WANKHEDE COLLEGE OF ARTS & COMMERCE
KHAPERKHEDA, DIST NAGPUR
INTERNAL QUALITY ASSURANCE CELL

IQAC MEETING NOTICE

Date: 22/04/2019

I have the honour to inform you that the second meeting for the Session 2019-2020 of the Internal Quality Assurance Cell will be held on Saturday, 27/04/2019 at 1:30 p.m. in the college.

All the members of the IQAC are requested to make it convenient to attend the meeting.

Agenda:

1. Confirmation and Review of Minutes of Meeting held on 04/02/2019.
2. Action taken report of Principal-HODs Meeting held on 04/02/2019.
3. Opening words by Chairman.
4. Self-introduction of the members.
5. Introduction Speech by IQAC Coordinator.
6. About deciding Goals and Objectives of IQAC.
7. About deciding functions of IQAC.
8. About deciding IQAC Monitoring Mechanism.
9. Restructuring stakeholder feedback mechanism.
10. To review green initiatives and waste management steps in campus.
11. Any other subject with the permission of the chairperson.

All the concerned are requested to make it convenient to attend the meeting.


IQAC COORDINATOR

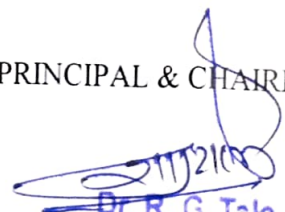
Dr. Sangita R. Chore
Co-ordinator

Internal Quality Assurance Cell,
Bar. Sheshrao Wankhede College of
Art's & Commerce, Khaperkheda

CC:

1. All Committee Members
2. Admin. Office

PRINCIPAL & CHAIRPERSON


Dr. R. G. Tale
Principal
Bar. Sheshrao Wankhede College
Art's & Commerce, Khaperkheda of
Ta. Saoner, Dist.- Nagpur

Minutes of Meeting

The chairman Dr. R. G Tale occupied the chair and welcomed the members for second IQAC Meeting. The following business was transacted in the meeting:-

Agenda:1 Confirmation and Review of Minutes of Meeting held on 04/02/2019.

Resolution:

Thorough discussion was made, review is taken and it was unanimously approved Minutes of Meeting held on 04/02/2019..

Agenda:2 Action taken report of Principal-HODs Meeting on 04/02/2019.

Sr.No.	Resolution in the Meeting	Action Taken for Implementation & Outcomes
5.	About initiating NAAC work.	All teaching and concerned non teaching were provided with NAAC Manual and instructed to study NAAC Manual.
6.	Formation of NAAC Steering/Core Committee.	NAAC Steering/Core Committee Office Order was taken out at institute level dated 04/02/2019.
7.	Formation of IQAC.	IQAC Office Order was taken out at institute dated 05/03/2019 and Second Meeting of IQAC is planned on 27/04/2019.
8.	Framing of Vision, Mission and Core Values of Institute and Defining of Vision, Mission, PEOs, POs and PSOs of all departments.	Stakeholder Committee (IQAC) is formed at institute dated 04/02/2019.

Agenda: 3 Opening words by Chairman.

Resolution:

Dr. R. G. Tale, Chairman briefed all present members on the formation of IQAC cell and its overall responsibilities.

Agenda:4 Self-introduction of the members.

Resolution:

All the members were given their introduction.

Agenda: 5 Introduction Speeches by IQAC Coordinator.

Resolution:

Dr. Sangita Chore, IQAC coordinator introduced all present members to the goals, objectives, functioning and monitoring mechanism of IQAC as per NAAC guidelines.

Agenda: 6 About deciding Goals and Objectives of IQAC.

Resolution:

Thorough discussion was made and Goals and Objectives of IQAC were decided as follows:-

- To develop a quality system for consistent programmed action to improve the academic and administrative performance of the college.
- To promote measures for institutional functioning towards quality enhancement thorough imbining quality culture and institutionalization of best practices.

Agenda: 7 About deciding functions of IQAC.

Resolution:

Thorough discussion was made and functions of IQAC were decided as follows:-

- Arrangement of files of our existing feedback responses from students, parents and other stakeholders on quality related institutional processes.
- Acting as a nodal cell of the college for coordinating quality-related activities, including adoption and dissemination of good practices.
- Development and application of quality benchmarks for the various academic and administrative activities of the college.
- Organization of Institute level programs and quality related programs.
- Preparation of the Annual Quality Assurance Report (AQAR) of the Institute based on the quality parameters/assessment criteria developed by the relevant quality assurance body (like NAAC, ISO,NIRF) in the prescribed format.

Agenda: 8 About deciding IQAC Monitoring Mechanism.

Resolution:

The institutions need to submit yearly the Annual Quality Assurance Report (AQAR) to NAAC.

A functional Internal Quality Assurance Cell (IQAC) and timely submission of Annual Quality Assurance Reports (AQARs) are the Minimum Institutional Requirements (MIR) to volunteer for third or subsequent cycle's accreditation. During the institutional visit the NAAC

peer teams will interact with the IQAC's to know the progress, functioning as well quality sustenance initiatives undertaken by them.

So as a part of IQAC Monitoring Mechanism it was decided that IQAC should meet as and when required and take review of all activities mentioned in earlier points and extend necessary suggestions/ corrective actions to maintain overall quality culture in the institute.

Agenda:9 Restructuring stakeholder feedback mechanism.

Resolution:

Dr. Sangita Chore (NAAC Coordinator) Proposed that presently there is different mechanism for collecting stakeholder feedback, so there is need of change in mechanism as per NAAC institute level. Thorough discussion was made and it was decided that change in mechanism at institute level must be made for collecting, analyzing and implementing feedback of all stakeholders. Dr. Gajanan Somkuwar Criteria-I coordinators of NAAC given responsibility to modify existing feedback forms and come up with new mechanism.

Agenda: 10 To review green initiatives and waste management steps in campus.

Resolution:

It was brought to the notice of all IQAC members that, green initiative like Tree Plantation is carried out annually in the campus. As well separate manpower is given for maintenance of these initiatives. IQAC was satisfied with the initiatives and suggested to make separate bicycles stand in parking and encourage student and staff to use bicycles.

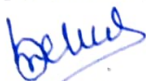
IQAC Chairman briefed about solid and liquid waste management strategies in the institute and highlighted need of e-waste management. Thorough discussion was made and it was decided either to give e-waste to supplier and take discount in bills or to use components from e-waste for repair/ maintenance of systems.

Agenda:11 Any other subject with the permission of the chairperson.

Resolution:

As there were no issues to discuss meeting was concluded with vote of thanks to all present.

IQAC COORDINATOR




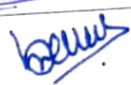
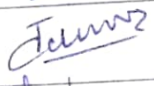
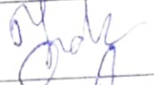
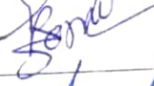

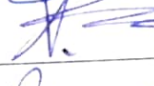
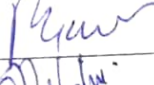
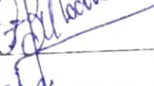
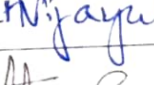
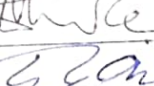
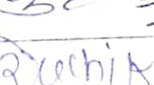
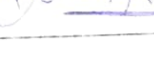
Dr. Sangita R. Chore
Co-ordinator
Internal Quality Assurance Cell,
Bar. Sheshrao Wankhede College of
Art's & Commerce, Khaperkheda

PRINCIPAL & CHAIRPERSON



Principal
Bar. Sheshrao Wankhede College of
Art's & Commerce, Khaperkheda
Ta- Saoner, Dist- Nagpur

Attendance

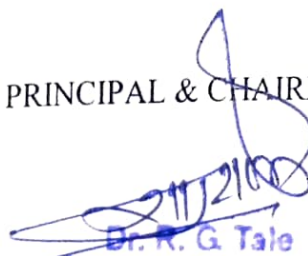
Sr. No.	Name of the Members of IQAC	Designation	Signature
1.	Dr. Ramkrishna G. Tale	Principal	
2.	Dr. Sangita Chore	IQAC Coordinator	
3.	Dr. Jyoti Selukar	Associ. Professor	
4.	Dr. Anjali Pande	Associ. Professor	
5.	Dr. Gajanan Somkuwar	Associ. Professor	
6.	Dr. Rajendra Raut	Asstt. Professor	
7.	Dr. Umesh Janabandhu	Asstt. Professor	
8.	Prof. Pratibha Gadwe	Asstt. Professor	
9.	Shri Shankar Bahadure	Head Clerk	
10.	Hon. Smt. Kundatai Vijaykar	Nominees from Management	
11.	Shri Mahendra Sahare	Nominees from Alumni	
12.	Shri. Dulichandji Kumbhare	Nominees from Employers /Industrialists/stakeholders	
13.	Ms. Ruchika Bhadang	Nominees from Students	

IQAC COORDINATOR



Dr. Sangita R. Chore
Co-ordinator
Internal Quality Assurance Cell,
Bar. Sheshrao Wankhede College of
Art's & Commerce, Khaperkheda

PRINCIPAL & CHAIRPERSON



Dr. R. G. Tale
Principal
Bar. Sheshrao Wankhede College
Art's & Commerce, Khaperkheda of
Ta- Saoner, Dist.- Nagpur

Action Taken Report of Meeting held on 27/04/2019

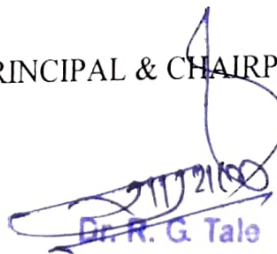
Sr. No.	Resolution in the Meeting	Action Taken for Implementation & Outcomes
1.	About deciding IQAC Monitoring Mechanism.	As a part of IQAC Monitoring Mechanism it was decided to conduct next IQAC Meeting on 22/04/2019.
2.	Restructuring stakeholder feedback mechanism.	Stakeholder feedback mechanism restructured and decided to implement from Academic Year 2018-19 even semester

IQAC COORDINATOR



Dr. Sangita R. Chore
Co-ordinator
Internal Quality Assurance Cell,
Bar. Sheshrao Wankhede College of
Art's & Commerce, Khaperkheda

PRINCIPAL & CHAIRPERSON



Dr. R. G. Tale
Principal
Bar. Sheshrao Wankhede College
Art's & Commerce, Khaperkheda of
Ta- Saoner, Dist.- Nagpur