

Anekant Education Society's
Tuljaram Chaturchand College of Arts, Science & Commerce, Baramati

IQAC MEETING NOTICE

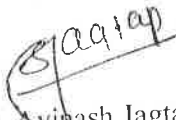
Notice No. 06

Dtd 31-3-2017




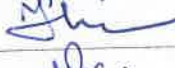






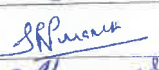









The meeting of IQAC committee members is being held on ~~Monday, 03/04/2017~~ at 12.00 noon
Saturday

Agenda of meeting :

- 1) Confirmation of the minutes of the previous meeting
 - 2) To discuss on planning of IQAC activities for the academic year 2017-18
 - 3) Discussion on the issues with the permission of chairman
- All the members are requested to attend the meeting in the meeting hall.


Mr. Avinash Jagtap
IQAC Coordinator


Principal Dr. Chandrashekhar V. Murumkar
Chairman

Sr.No	Name	Signature
1	Mr. Abhinandan B. Shah - Administrative officer	
2	Dr. Jagdish D. Deshpande	
3	Dr. Ashok E. Kalange	
4	Dr. Milind H. Gajbhiye	
5	Dr. Yogini R. Muley	
6	Dr. Seema A. Naik	
7	Dr. Bhagwan S. Mali	
8	Dr. Samadhan K. Patil	
9	Mr. Sushil A. Deshmukh	
10	Dr. Ramchandra T. Sapkal	
11	Dr. Mahadeo B. Kanade	
12	Dr. Ajit B. Telave	
13	Mr. Sadashiv R. Puranik	
14	Dr. Arun S. Magar	
15	Mr. Sachin N. Gadekar	
16	Dr. Vaishali V. Patil	
17	Dr. Janardhan K. Pawar	
18	Mr. Vinayak Lashkar	
19	Mr. Upendra D. Choudhari	
20	Mr. Vishal V. Shah	

Anekant Education Society's
Tuljaram Chaturchand College of Arts, Science & Commerce, Baramati

Proceedings of IQAC meeting No. 01 held on 01/04/2017 at 12.00 noon in Meeting Hall :

Following members attended the meeting :

Sr.No	Name
1	Prin. Dr. Chandrashekhar V. Murumkar – Chairman
2	Mr. Avinash S. Jagtap – Coordinator
3	Dr. Ajit B. Telave – Asst. Coordinator
4	Mr. Abhinandan B. Shah - Administrative officer
5	Dr. Jagdish D. Deshpande
6	Dr. Ashok E. Kalange
7	Dr. Milind H. Gajbhiye
8	Dr. Yogini R. Muley
9	Dr. Seema A. Naik
10	Dr. Bhagwan S. Mali
11	Dr. Samadhan K. Patil
12	Mr. Sushil A. Deshmukh
13	Dr. Ramchandra T. Sapkal
14	Mr. Sadashiv R. Puranik
15	Dr. Arun S. Magar
16	Mr. Sachin N. Gadekar
17	Dr. Vaishali V. Patil
18	Dr. Janardhan K. Pawar
19	Mr. Vinayak Lashkar
20	Mr. Upendra D. Choudhari

(Handwritten signatures and initials next to the list of members)

Following members could not attend the meeting :

- Dr. Mahadeo B. Kanade
- Mr. Vishal V. Shah

Agenda of meeting :

- 1) Confirmation of the minutes of the previous meeting
- 2) To discuss on planning of IQAC activities for the academic year 2017-18
 - 2.1 To finalize the names of departmental IQAC coordinator
 - 2.2 ISO Certification
 - 2.3 Academic Calendar
 - 2.4 Academic Planner
 - 2.5 Bridge & Remedial Course
 - 2.6 Academic & Green Audit
 - 2.7 Alumni Meet
 - 2.8 MoU
 - 2.9 Centre for Cultural Activities and fine arts
 - 2.10 Centre for Foreign language
 - 2.11 Community Radio
 - 2.12 Centre for Oriental Studies and Research
 - 2.13 Autonomy – B.Voc., M.Voc. and M.Sc. Statistics
 - 2.14 Conference Protocol
 - 2.15 Student Research Fund
 - 2.16 Student Welfare and Aid Fund
- 3) Discussion on the issues with the permission of chairman

Follwing points were discussed in the meeting :

- 1) **Confirmation of the minutes of the previous meeting**

The minutes of the meeting held on 07/03/2017 were read by the IQAC coordinator. These minutes were confirmed by the committee.
- 2) **To discuss on planning of IQAC activities for the academic year 2017-18**

Planning of IQAC activities for the academic year 2017-18 on the following subjects :

 - 2.1 **To finalize the names of departmental IQAC coordinator**

Resolution - HoD of the department should appoint departmental IQAC coordinator.
He / She should not be the member of college IQAC.

2.2 ISO Certification

Resolution - A separate committee for ISO – 15001 Certification should be constituted. Dr. R. T. Sapkal will be the chairman for ISO Certification committee and he should submit the details by the end of December 2017.

2.3 Academic Calendar

Resolution - A separate committee for Academic Calendar headed by Dr. S. K. Patil should be constituted. The committee prepare the academic calendar incorporating all the details of IQAC meeting, remedial, bridge course, induction programme etc. and should submit 100 copies of calendar before 25th April 2017.

2.4 Academic Planner

Resolution - A separate committee for Academic Planner headed by Dr. A. E. Kalange should be constituted. The committee prepare the academic calendar incorporating all the details of Activities conducted, Submission of CR & API, Details of Student Mentoring etc. General Notice should be given to the departments for preparation of planner in writing.

2.5 Bridge & Remedial Course

Resolution - Notice for the conduct of bridge course should be displayed at the beginning of first term. All the department should be informed to submit the details after completion of course along with the feedback. Result Analysis committee should prepare subject wise and department wise report for weak learners and advance learners. The list of weak learners should be communicated to the department and departments are informed to conduct remedial course for weak learners. The list of advance learners should be communicated to the IQAC and IQAC will promote the students for participation in various activities.

2.6 Academic & Green Audit

Resolution - The institution should go for academic and green audit. Dr. A. B. Telave has given the responsibility to identify the procedure and authority for academic and green audit.

2.7 Alumni Meet

Resolution - A separate committee for Alumni Association should be constituted. The committee prepare the procedure for alumni meet at department as well as institutional level. It was also discussed that the management has

approved the fund collection from alumni. The fund collected should be utilized for purchase of equipment / instruments / books etc. the committee should look after this matter.

2.8 MoU

Resolution - A separate committee for establishment of industrial linkages and MoU should be constituted. Every department should also signed at least five MoU per year with reputed industries and institutions.

2.9 Centre for Cultural Activities and fine arts

Resolution - A separate centre for cultural activities and fine arts should be established. Mr. B. R. Torane will chair this centre along with Mrs. M. R. Badave.

2.10 Centre for Foreign language

Resolution - A separate language training centre should be established in the campus for Marathi, Hindi and English language. Dr. S. B. Mane will chair this centre.

2.11 Centre for Oriental Studies and Research

Resolution - A separate centre for Modi / Pali / Ardhamagadhi and Jain Literature should be established. This centre should start different certificate courses in four languages. Mr. Sunil Lokhande will chair this centre.

2.12 Community Radio

Resolution - The institution has applied for community radio to HRD Ministry. This centre will be linked up with NSS unit and will run entertainment and social awareness programme.

2.13 Autonomy – B.Voc., M.Voc. and M.Sc. Statistics

Resolution - It was decided to go for autonomy in B.Voc., M.Voc. and M.Sc. Statistics programme. A separate committee of Dr. S. J. Sathe, Mr. A. S. Jagtap, Dr. A. B. Telave and Mr. A. B. Shah should check the status and procedure for autonomy. They should visit the concerned institution and should submit the report within 3 months.

2.14 Conference Protocol

Resolution - Department willing to organize Seminar / Conference should follow the procedures prescribed by IQAC. Dr. M. H. Gajbhiye in concerned with IQAC and Principal should prepare a detail format for this.

Specified rules and regulations should be prepared for the faculty willing to participate in Seminar and Conferences.

2.15 Student Research Fund

Resolution - A separate committee headed by Dr. S. J. Sathe should be constituted for standardization of protocol / procedure for distribution of funds.

2.16 Student Welfare and Aid Fund

Resolution - A separate committee should be constituted. The committee collects contribution from various stake holders and also prepare a standard protocol for distribution of this fund. The committee of Dr. B. S. Mali, Mr. A. S. Jagtap and Mr. A. B. Shah is constituted for this purpose.

3) Discussion on the issues with the permission of chairman

3.1 Remunerative consultancy :

Resolution - It was discussed that every department should (Electronics, Mathematics, Statistics, Botany etc.) should take the responsibility for remunerative consultancy. They should strengthen the consultancy services of the department.

3.2 Orientation Courses :

Resolution - The institution should introduced orientation courses for teaching, administrative staff and laboratory staff based on Research / Effective communication / API / Security / Safety / Equipment training / Tally / Yoga etc.

It was also discussed to introduced Health insurance / Group insurance / Yoga training / Walkers club / Cycle club / Anekant Vyakhyanmala etc. for faculty welfare.

3.3 Patent and IPR :

Resolution - Expert lectures should be organized on patenting and IPR protocol. Dr. M. H. Gajbhiye has given the responsibility for organization of expert lectures on this topics.

3.4 Best practices :

Resolution - Institute should identify best / innovative practices like induction programme, women empowerment programme, practices for orphan girls etc. It was also discussed to organize programmes on environmental awareness.

3.5 Feedback Form :

Resolution - Feedback form for all the curricular, co-curricular and extracurricular activities should be prepared. The existing formats should be revised as per need. Introduction of online feedback form was also discussed.

3.6 MoU with Vishwaniketan Centre

Resolution - It was decided to check the procedure for signing the MoU with Vishwaniketan Centre. This centre will assist the institution for international student exchange programme.

3.7 Competitive Examination Centre

Resolution - Competitive Examination Centre should be strengthened by providing the required facilities. The centre should organize training programme for TOFEL/ GATE / NET / SLET / GRE alongwith the Competitive exams conducted by UPSC / MPSC and Banking authorities.

3.8 Resource persons

Resolution - It was decided every faculty / department should prepare a list of eminent personalities in the subject and at least one lecture per department should be organized every year.

The meeting ended thanks to the chair.


IQAC Coordinator


Chairman & Principal