

Dr. Babasaheb Ambedkar Memorial Society's

Dr. Ambedkar College of Arts, Commerce & Science, Chandrapur

Deeksha Bhoomi, Civil Lines, Chandrapur (M.S.) - 442 401

Dr. Rajesh Dahegaonkar

PRINCIPAL

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Affiliated To
Gondwana University,
Gadchiroli

NAAC Re-accredited B++ Grade (CGPA 2.76)

Ref. No. : DAC/AC/641/2019

Date :
16/03/2019

Notice for the 4th meeting of IQAC

All the members of Internal Quality Assurance Cell (IQAC) are, hereby, informed that the meeting of IQAC will be held on 23rd March, 2019 at 9.00 a.m. in the Principal's cabin under the chairmanship of the Principal.

All members are requested to attend the meeting.

Agenda of this meeting is as follows:

- 1) To read and confirm the minutes of the previous meeting of IQAC held on 13rd January, 2019.
- 2) To discuss and finalized the Five years perspective plan of the college.
- 3) To discuss and confirm the formats of feedback of all stake holders.
- 4) To discuss and find ways to improve support from Alumni Association.
- 5) To discuss about the compilation of college prospectus for coming session and college magazine of the current session.
- 6) To discuss about to create a smart class rooms.
- 7) To hold discussion on about signing MoU with any organizations, Industry or Institute.
- 8) To form various committees for the Golden Jubilee function of the college.
- 9) To form the various committees for better academic and administrative functions of the college for upcoming session.

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10) Any other matter with the permission of the chair.

Gawali
Dr. S. R. Gawali

Coordinator

IQAC

Dahegaonkar
Dr. R. R. Dahegaonkar

Principal

Internal Quality Assurance Cell (IQAC)

S. N.	Name of IQAC Member	Designation	Signature
1	Dr. R. R. Dahegaonkar	Chairperson: Head of Institution	<i>Dahegaonkar</i>
2	Dr. S. R. Gawali	Coordinator	<i>Gawali</i>
3	Dr. P. H. Munjankar	Co-coordinator	<i>Munjankar</i>
4	Shri V. K. Tembhurne	Teacher Representative	<i>Tembhurne</i>
5	Dr. B. M. Moon	Teacher Representative	<i>Moon</i>
6	Ku M. N. Raipure	Teacher Representative	<i>Raipure</i>
7	Shri K. N. Mahajan	Teacher Representative	<i>Mahajan</i>
8	Shri R. Gajbhiye	Teacher Representative (Librarian)	<i>Gajbhiye</i>
9	Dr. K. D. Kalaskar	Teacher Representative	<i>Kalaskar</i>
10	Shri S. D. Beley	Teacher Representative	<i>Beley</i>
11	Shri K. A. Ghotekar	Management Representative	<i>Ghotekar</i>
12	Shri R. D. Ghotekar	Senior Administrative Officer	<i>Ghotekar</i>
13	Shri S. K. Tamgade	Senior Administrative Officer	<i>Tamgade</i>
14	Dr. Y. Dudhpachare	Local Society Representative	<i>Dudhpachare</i>
15	Shri Nitin Shedmake	Student Representative	<i>Shedmake</i>
16	Ku B. D. Ratnparkhi	Alumni Representative	<i>Ratnparkhi</i>
17	Shri W. D. Modak	Employers Representative	<i>Modak</i>
18	Vacant	Industrialist Representative	NA
19	Shri M. P. Khobragade	Stakeholder Representative	<i>Khobragade</i>

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23/03/2019
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Minutes of 4th meeting of IQAC

The meeting of Internal Quality Assurance Cell (IQAC) was held on Saturday, 23rd March 2019 at 9.00 a.m. under the Chairmanship of Dr. Rajesh R. Dahegaonkar, Principal and Chairperson of IQAC.

The following members were present in the meeting:-

S. N.	Name of IQAC Member	Designation	Signature
1	Dr. R. R. Dahegaonkar	Chairperson: Head of Institution	
2	Dr. S. R. Gawali	Coordinator	
3	Dr. P. H. Munjankar	Co-coordinator	
4	Shri V. K. Tembhurne	Teacher Representative	
5	Dr. B. M. Moon	Teacher Representative	
6	Ku M. N. Raipure	Teacher Representative	
7	Shri K. N. Mahajan	Teacher Representative	
8	Shri R. Gajbhiye	Teacher Representative (Librarian)	
9	Dr. K. D. Kalaskar	Teacher Representative	
10	Shri S. D. Beley	Teacher Representative	—
11	Shri K. A. Ghotekar	Management Representative	—
12	Shri R. D. Ghotekar	Senior Administrative Officer	
13	Shri S. K. Tamgade	Senior Administrative Officer	
14	Dr. Y. Dudhpachare	Local Society Representative	—
15	Shri Nitin Shedmake	Student Representative	
16	Ku B. D. Ratnparkhi	Alumni Representative	
17	Shri W. D. Modak	Employers Representative	
18	Vacant	Industrialist Representative	—
19	Shri M. P. Khobragade	Stakeholder Representative	

Dr. S. R. Gawali, the Coordinator of the IQAC welcomed the members to the 4th IQAC meeting of the current Academic year 2018-2019. He briefed the members about the agenda of the meeting and invited suggestions on the agenda of the meeting given in the notice on dated 16/03/2019.

Agenda No. 1) To read and confirm the minutes of the previous meeting of IQAC held on 13/01/2019

Dr. S. R. Gawali, the Coordinator of IQAC read the minutes of the previous meeting held on 13rd January, 2019 and it was unanimously accepted by the house.

Dr. P. H. Munjankar presented the Action Taken Report (ATR) before the committee. All the members agreed to and were satisfied with the ATR.

Action taken on the minutes of the previous meeting held on 13/01/2019

Sr. No.	Action Proposed	Action Taken
1	To organize Annual Sport and Cultural Programme	The Annual Sports and Cultural Annual Programme 'Yuvatarang' was organized between January 28 to January 30, 2019.
2	To organize the N.S.S. camp	The N.S.S. unit of the college conducted one week camp between 15/01/2019 to 21/01/2019 at the village Devada.
3	To discuss the felicitation of meritorious students of different faculties of our college	The college felicitated meritorious students in Annual Sports and Cultural Annual Programme 'Yuvatarang'.
4	To discuss about the formation of Memorandum of Understanding (MoU)	The college has signed MoU with Arts, Commerce and Science College, Tukum, Chandrapur
5	To discuss about the organization of workshop / seminar / conference	One day University Level Workshop was organized on 10 th March, 2019 in association with Arts, Commerce and Science College, Tukum, Chandrapur.

Agenda No.2) To discuss and finalize the Five year Perspective Plan of the college.

Dr. S. R. Gawali, the IQAC Coordinator explained the importance of Institutional Five year Perspective Plan keeping in view Social responsibilities and academic excellence. The Perspective Plan focuses on the improvement in research, introduction of additional courses, more industry collaborations, better placements and looking at revenue-enhancing activities. It has been unanimously decided that a Committee is to be constituted under the Chairmanship of Mr. S. D. Beley. The members of the committee are as follows.

Five Year Perspective Plan Committee

Sr. No.	Member of the Committee	Designation
1	Mr. S. D. Beley	Chairman
2	Dr. S. R. Gawali	IQAC Coordinator
3	Dr. D. M. Pimpalshende	Member
4	Mr. M. T. Sontakke	Member
5	Mr. R. M. Labhane	Member
6	Mr. M. S. Warjurkar	Member
7	Mr. G. T. Panchbhai	Member
8	Mr. R. P. Gajbhiye	Member
9	Mr. S. S. Dakhole	Member
10	Mr. R. D. Ghotekar	Member

Agenda No.3) To discuss and confirm to modify formats of feedback of all stake holders.

Detailed discussions were held on feedback of all stakeholders for the process of development of quality enhancement for academic and administrative activities of the college. Student with a minimum of 75% attendance will only be qualified to fill the feedback forms. For the current year, only offline feedback forms can be given to students and analyzed by IQAC. Dr. S. R. Gawali volunteered to draft the feedback forms of five stakeholders: Students, Teachers, Parents, Alumni and Employer. The IQAC Coordinator emphasized on taking action and responding positively to suggestion given in the feedback forms.

Agenda No.4) To discuss and find ways to improve support from Alumni Association.

To strengthen the Alumni association of the college, the Chairperson, Dr. Rajesh Dahegaonkar suggested that every department should invite and engage at least 10 alumni to interact with the current batch of students. Alumni feedback forms be taken and an alumni registration fee may be introduced, which may be managed by opening of a separate bank account. All the necessary guidelines will be formulated by the alumni committee of our college.

Agenda No.5) To discuss about the compilation of College Prospectus for coming session and College Magazine of the current session.

Dr. Rajesh Dahegaonkar, Principal of the college constituted a College Prospectus Committee under the Chairmanship of Dr. P. M. Shende. The other members of the committee were Mr. K. N. Mahajan, Miss M. N. Raipure, Dr. Bina M. Moon and Mr. S. W. Patil. Further it is unanimously suggested that the College Prospectus Committee should prepare the prospectus on or before 30/04/2019.

A committee comprising of Miss M. N. Raipure, Chairman, Dr. Bina M. Moon, Mr. K. N. Mahajan, Miss B. D. Ratnaparkhi, Dr. S. R. Gawali and Dr. P. H. Munjankr would be in charge of the College Magazine "Mukti". Further it is unanimously decided that the College Magazine Committee should prepare the magazine on or before 30/04/2019.

Agenda No.6) To discuss about to create a smart classrooms.

Dr. S. R. Gawali, IQAC Coordinator explained the importance of the smart classroom for effective delivery of teaching and learning process. Dr. Rajesh Dahegaonkar stated that the facility of smart classroom could be made available such as computers, specialized software, audience response technology, assistive listening devices, networking and audio/visual capabilities where faculty members could conduct classes for their students..

Agenda No.7) To hold discussion on about signing MoU with any organizations, Industry or Institute.

It has been suggested by Dr. Rajesh Dahegaonkar to IQAC Coordinator Dr. S. R. Gawali to take initiative steps to form MoUs for the collaborative work with any organizations, Industry or Institute.

Agenda No.8) To form various committees for the Golden Jubilee Function of the college.

As in the forthcoming session, the college is going to complete 50 years of its

establishment, Dr. Rajesh Dahegaonkar, Principal suggested various ways for the celebration of Golden Jubilee Function. He suggested that the various academic and co-curricular activities of the coming session should be organized under the head of Golden Jubilee Function. It was decided to publish special edition of Souvenir.

The following committees has been formed for smooth functioning of Golden Jubilee Year:

- | | |
|------------------------|--|
| 1. Executive Committee | 2. Souvenir Committee |
| 3. Cultural Committee | 4. Documentation Committee |
| 5. Sport Committee | 6. Campus Beautification |
| 7. NCC/NSS Committee | 8. Advt. / News Preparation Committee |
| 9. Stage Committee | 10. Discipline / Seating Arrangement Committee |

Agenda No.9) To form the various committees for better academic and administrative functions of the college for upcoming session.

To workout the mechanism for ensuring timely, efficient and periodic progressive performance of academic and co-curricular activities on regular basis, Dr. Rajesh Dahegaonkar Principal of our college directed Mr. S. D. Beley, Vice Principal of the college to form different committees such as Faculty Incharge (Arts, Commerce and Science Faculty) , Prospectus, Admission, Time-Table, Disciplinary, NSS & Adult Education, NCC, Library, Cultural, Sports, Student Council Election, College Exam, Result Sheet, Self Employment Cell, IQAC, Excursion, Alumni Association, Nature Club, Botanical Garden, Legal Awareness, Right to Information, College News, Grievance Redressal, College Magazine, CDC, Screening Committee (API), Women Cell, University Affiliation and Research etc.

Agenda No. 10) Any other matter with the permission of the Chair

Since there is no other matter with the permission of the Chair, hence the meeting concluded with vote of thanks by Dr. P. H. Munjankar.



**Coordinator
IQAC
Dr. Ambedkar College of Arts
Comm. & Science, Chandrapur**


PRINCIPAL

**Dr. Ambedkar College of Arts,
Comm. & Science, Chandrapur**

