

Chanda Shikshan Prasarak Mandal's
JANATA MAHAVIDYALAYA, CHANDRAPUR

INTERNAL QUALITY ASSURANCE CELL

MINUTES OF MEETING

AND

ACTION TAKEN REPORT

SESSION 2014-15

Minutes of Meeting
Meeting for AQAR Compilation

Chairperson: Dr. M. Subhas

Place: Principal's Office

Date: 21/07/2014 Time: 11.30 a.m.

Agenda:

Compiling Annual Quality Assurance Report AQAR 2013-14.

Members present for the meeting-

Name


1. Dr. M.Subhas
2. Dr. Y.B.Gedam
3. Mr. Amol Dhawas
4. Dr. F.W. Niranjane
5. Mr. P.V.Patilpaik
6. Dr. Y. Y. Dudhpachare
7. Dr. V.D.Umare
8. Mr. V.S.Bodhale
9. Dr. D.M.Gaidhane
10. Dr. S.R. Gomkar
11. Mrs. M.A.Mahatale
12. Dr. Anita Hooda
13. Mr. I.S.Kondra
14. Dr. N.R.Baig
15. Mrs. S.S.Wankar

Notes:

Coordinator formally welcomed all the members. Principal Dr. M.Subhas explained the role of IQAC and compiling of Annual quality assurance report. As per seven criterion of assessment, seven committees were formed and the responsibility of committee-wise data collection was given to them.

Everyone was instructed to collect data along with supporting proofs and maintain a record in the form of hard and soft copies.

The incharge were asked to submit data within one week to the coordinator, so that final compilation is done. Mr. I.S. Kondra proposed vote of thanks and the meeting concluded at 12.30 noon.



Dr. T.K.Titus
Coordinator, IQAC


Dr. M. Subhas
(Principal)
Janaki Mahavidyalaya
Chandrapur

Chairperson, IQAC

Meeting for AQAR 2013-14 Finalization

Chairperson: Dr. M. Subhas

Place: Principal's Office

Date: 15/08/2014 Time: 11.30 a.m.

Agenda:

- Discussion and finalization of Annual Quality Assurance report 2013-14
- Any other matter with chairman's permission.

Members present for the meeting-


| Name | Signatures |
|-------------------------|------------|
| 1. Dr.M.Subhas | |
| 2. Dr. J.M.Somani | |
| 3. Prof. K.C.Dhanorkar | |
| 4. Dr. P.J.Khinch | |
| 5. Dr. F.W.Niranjane | |
| 6. Dr. Anita Hooda | |
| 7. Prof. M.R.Jambhulkar | |
| 8. Mr. I.S.Kondra | |
| 9. Mr. D.U.Adbale | |
| 10. Prof. N.R.Baig | |


Notes:

Principal Dr. M.Subhas formally welcomed all the members. Dr.T.K.Titus read out the detailed AQAR 2013-14 prepared for submitting to NAAC office. A discussion was held on few topics. After minor changes, house gave approval to submit AQAR 2013-14 to NAAC office.

Principal Dr. M.Subhas asked all the members to motivate staff for quality enhancement. A discussion on students' feedback and parents' teachers meeting was held. Proposal for placement/promotion under CAS was discussed.

The meeting adjourned at 11.30 a.m.


Dr. T.K.Titus
Coordinator, IQAC


Dr. M. Subhas
(Principal)
Janata Mahavidyalaya,
Chandrapur
Chairperson, IQAC

MINUTES OF IQAC MEETING WITH STAFF

Session 2014-15

Chairperson: Dr. M. Subhas

Place: Principal's Office

Date: 15/09/2014 Time: 11.30 a.m.

Agenda:

- **Discuss about post NAAC Accreditation measures.**
- **Discussion about curricular and co-curricular activities to be conducted according to suggestions by PEER TEAM.**
- **Students Result discussion.**


Notes:

Principal Dr. M.Subhas formally welcomed all the members. Dr.T.K.Titus explained the recommendations suggested by NAAC to the staff. A discussion was carried out on the measures that can be taken according to the recommendations.

Following decisions were taken:

1. Various activities to be conducted under career guidance every year.
2. Introduction of skill oriented courses in coming years.
3. Efforts to be taken to strengthen placement cell.
4. Workshops/training programs to be conducted for non-teaching staff every year.
5. All the staff should introduce innovative and creative methods in teaching-learning process.
6. There should be enhanced use of ICT in coming years.
7. Extra attention should be paid on slow learners.
8. All the staff should strive for good results.
9. There should be more participation of faculty in FDP.

Everyone agreed to the above decisions and the meeting ended with vote of thanks by Dr. T.K.Titus.


Dr. T.K.Titus
Coordinator, IQAC


Dr. M. Subhas
(Principal)
Janata Mahavidyalaya
Chandrapur

Chairperson, IQAC

MINUTES OF IQAC MEETING WITH NON-TEACHING STAFF

Session 2014-15

Chairperson: Dr. M. Subhas

Coordinator: Prof. N. R. Baig

Place: Seminar Hall

Date: 22/04/2015

Time: 12.00 p.m.

Agenda:

- **Approval of Last minutes of meeting**
- **Discussion on Admission procedure.**
- **Discussion on Financial Audit.**
- **Discussion on in-house Administrative audit.**
- **Any other agenda with the permission of chairperson.**

Notes:


Principal Dr. M.Subhas formally welcomed all the members. Mr. D. U. Adbale presented the minutes of last meeting held on 22/04/2014. Minutes were approved by the house.

Following transactions were carried out and finalized in the meeting:

1. **Timely Publication of updated college prospectus.**
2. **Smooth conduct of admission procedure.**
3. **Timely submission of examination forms.**
4. **Financial audit to be conducted timely.**
5. **More use of MIS.**
6. **Timely updating service books.**
7. **Timely submission of requirements by practical laboratories and Library.**
8. **It was decided to conduct in-house administrative audit.**
9. **All the staff should strive to keep healthy and friendly atmosphere in campus.**

Everyone agreed to the above decisions and the meeting ended with vote of thanks by N.R.Baig


Coordinator, IQAC
Co-Ordinator-IQAC
Jagata Mahavidyalaya
Chandrapur


Dr. M. Subhas
(Principal)
Jagata Mahavidyalaya
Chandrapur

Minutes of Meeting of IQAC with Alumni held on 01/08/2014 at Principal's office
Time: 10.30 a.m.

Agenda: To organize Alumni Meet.

Following members were present for the meeting

1. Prof. I. S. Kondra -
2. Dr. J. M. Somani -
3. Prof. K. C. Dhanorkar -
4. Dr. P.J. Khinchi -
5. Dr. F. W. Niranjane -
6. Dr. Anita Hooda -
7. Prof. M.R. Jambhulkar -
8. Mr. D. U. Adbale -
9. Mr. A. V. Dhande -
10. Ms. Omeshwari Chahare -
11. Ms. Neha Chouhan -
12. Mr. Ganesh Yergude -


Alumni Members

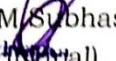
- 1. Dr. S. M. Tiwari**
- 2. Mr. Pankaj Gawande**
- 3. Mr. S. N. Gore**
- 4. Mr. Swapnil Bhagat**
- 5. Amar Balki**
- 6. Ashish Virutkar**

NOTES

- 1. Dr. M. Subhas welcomed all the members.**
2. N.R.Baig, Asst. Coordinator IQAC, mentioned the objective of holding annual meet for the advancement of our institution.
3. After discussion with all the members it was resolved to conduct an Alumni Meet on 14th of August 2014.

4. It was decided that the schedule for the meet would be prepared by Mr. I. S. Kondra and all will be informed.
5. It was decided to disseminate the responsibility of informing their alumni to the HoDs of all the departments for success of the event.
6. The meeting ended on enthusiastic note.


Coordinator, IQAC
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Dr. M. Subhas
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Jagata Mahavidyalaya
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ACTION TAKEN REPORT

SESSION 2014-15

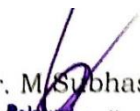
| Plan of Action | Achievements |
|---|---|
| <ol style="list-style-type: none"> 1. Enhancing Research work. 2. Carrying out extracurricular activities for personality development of students, industrial and academic visits as a part of curriculum. 3. Enhancement in environmental conservation related activities. 4. Encouragement for gender sensitization programs. | <ol style="list-style-type: none"> 1. Increase in research paper publications at national and international level. Four faculty members were awarded with Ph.D. degree. 2. Essay competitions were conducted on college and University level, Students of Microbiology were sent for seminar competition, a student of science won district level debate competition, Department of botany, geography and other arts departments, had educational tours. 3. Cleanliness drive and water conservation programs and rallies were taken out. 4. Women cell conducted program on gender sensitization and Women's health and hygiene. |

Action Taken Report (ATR) (From AQAR 2014-15)

1. Department of Chemistry and Geography organised university level workshops on "Scope of Syllabus for Vth and VIth Semester".
2. A UGC sponsored one day National Seminar on "Recent Advances in Chemical Sciences, NSRACS-2015" was organised by department of Chemistry on 16th Feb. 2015. The proceedings of the seminar were published in IJBAT-International Journal of Research in Biosciences, Agriculture and Technology. As many as 60 research papers were published.
3. There was enhancement in research activities during the session 2014-15. As many as 11 research papers by different faculty were published in the International journals with impact factor. Four of the faculty were awarded Ph.D. degree.
4. Admission committee was formed for the smooth processing of admissions.
5. Departmental clubs were formed on the decided dates in July.
6. The IQAC remained active throughout the year.
7. Faculty attended the workshop on the restructuring and Scope of Syllabus.
8. The college in collaboration with District Civil Hospital, Chandrapur organized a blood donation camp.
9. An essay competition was organized to mark Hindi Diwas.

10. U.G and P.G (Botany) students along with the faculty had a botanical tour to Hemalkasa Triveni Sangam and Prakash Amte's Ashram on 2nd March and also visited Reserve forest of Alapalli range.
11. The Botanical club of Botany department organised a guest lecture on the topic "Handling of Instruments in Plant Biotechnology" on 20th March 2015.
12. Botany Department felicitated the meritorious students of M.Sc.
13. A study tour to Ambar Nala, near Gadchandur was arranged by Zoology department.
14. Disha bande, a student of B.Sc. IInd year, microbiology was appreciated for her seminar on "Instrumentation" at Rajiv Gandhi Engineering college, Chandrapur in December 2014.
15. NSS day was celebrated with great enthusiasm on 24th September 2014.
16. Student Council Election of Gondwana University was conducted smoothly.
17. Women Cell of our college organized a program on "Feminine Hygiene" and gender sensitization.
18. A Workshop on Road Safety and Traffic rules was organized in the College Auditorium. Mr. Pundlik Sapkale, Incharge of city traffic and Dr. Raju Bhujbal, Sub-divisional officer were the chief guest, who guided the students and a brochure containing the information on traffic rules was released.
19. A tour to Dr. Baba Amte's Anandwan was organized for the NSS volunteers for social sensitization.
20. One day Theatre training workshop was organized by NSS department. Students actively took part in the workshop.
21. The college magazine MOHOR was released during college annual day celebration.
22. Gondwana University Intercollegiate Cross country (Men & Women) Competition was organized by our college.
23. A seven day residential NSS camp was organised in Pipri village on 29th Jan 2015. In all 100 NSS volunteers participated in the camp. The theme of the camp was "Clean Village Clean India".
24. Unit Tests and Terminal Examinations were conducted as per the schedule.


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