

**Chanda Shikshan Prasarak Mandal's
JANATA MAHAVIDYALAYA, CHANDRAPUR**

**INTERNAL QUALITY ASSURANCE
CELL**

**MINUTES OF MEETING
AND
ACTION TAKEN REPORT**

SESSION 2021-22

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of Meeting held on 05/07/2021

Venue: Principal's office


Time: 11.00 a.m.


Following members were present for the meeting:

Sr. No.	Name	Signature
01.	Dr. M. Subhas	
02.	Smt. Dr. P.A. Jiwatode	
03.	Prof. V. S. Bodhale	
04.	Dr. A. K. Mahatale	
05.	Dr. P.J. Khinchi	
06.	Mr. I. S. Kondra	
07.	Mr. P.B.Chahare	
08.	Dr. P. S. Jogi	
09.	Dr. M. L. Jiwatode	
10.	Dr. A. Y. Surya	
11.	Shri. D. U. Adbale	
12.	Shri. A. V. Dhande	
13.	Ms. Mamta Atram	
14.	Mr. Swapnil Bhagat	
15.	Adv. Abhay Pachpore	
16.	Dr. C. Allewar	
17.	Mr. Deepak Parekh	
18.	Dr. N.B.Kukde	
19.	Dr. D. V. Santoshwar	
20.	Dr. N. R. Baig	

Agenda	Resolution
1. Confirmation of minutes of last IQAC meeting.	IQAC unanimously approved the minutes of the last meeting held on 19/10/20.
2. Review of 3 rd Cycle NAAC Accreditation result.	The results of A & A was briefed by Coordinator and reviewed.
3. Academic activities U.G. and P.G. (Academic Calendar)	The academic Calendar framed by Calendar committee was briefed by In-charge. And various co-curricular and extracurricular activities included for the session 2021-22 were discussed. It was resolved that everyone will strictly adhere to this calendar.
4. Online classes of students, students' attendance, students' progression etc.	Even after beginning of physical classes partially, teachers were asked to conduct classes in online mode for completion of syllabus within time. Everyone agreed to this suggestion.
5. Internal evaluation (CIE).	It was decided that more efforts should be taken to improve internal evaluation and new ways should be introduced.
6. Research Lab Recognition	It was decided that proposals for labs like physics, chemistry, computer science, economics and commerce would be sent for recognition as research labs.
7. Conduct of faculty-wise National online seminars.	It was decided to conduct national online seminar in the month of February 2022. Teachers should be encouraged to publish research articles in UGC CARE journals.

8. Awareness programs on NEP	To create awareness among staff and students it was decided to conduct awareness programs on National Education Policy in the months of January-February 2022.
9. Any other agenda with the permission of chairperson	Discussion on 'Students' Orientation Program', 'Alumni Meet', IPR program, Reforms in Internal Examination, Results analysis, was carried out. It was resolved that all the quality enhancement programs should be carried out according to academic calendar giving more stress on innovative teaching-learning process.


 Coordinator, IQAC
 Co-Ordinator-IQAC
 Jagata Mahavidyalaya
 Chandrapur


 Dr. M. Subhas
 (Principal)
 Jagata Mahavidyalaya
 Chandrapur

INTERNAL QUALITY ASSURANCE CELL
MINUTES OF MEETING

IQAC Meeting: Session 2021-22

Date: 31/07/2021

Minutes of meeting of Internal Quality Assurance Cell with teaching staff.

Chairperson: Dr. M. Subhas

Coordinator: Dr. N. R. Baig

Place: Principal's office

Time: 11.00 pm.

A meeting of the Internal Quality Assurance Cell (IQAC) with the staff was held in the Principal's office.

Agenda:

1. Academic activities UG & PG.
2. Online classes of UG and PG, students' attendance, their progression, keeping daily diary.
3. Internal Assessment marks.
4. Online theory and practical examinations.
5. Discussion on Short term courses and bridge courses..
6. Organizing guest lectures and other programmes.
7. Admission process.
8. Research publications/Seminars/Workshops and conferences.
9. Any other agenda with the permission of chairperson.

Following members were present for the meeting-

प्राचार्यांचे कार्यालय, जनता महाविद्यालय, चंद्रपूर
कं. जमवि/ ११५६ / २०२१-२०२२ दि. : ३०.०७.२०२१

दिनांक २८.०७.२०२१ च्या सूचने नुसार आज दिनांक ३१ जुलै, २०२१ ला सकाळी ११.०० वाजता प्राचार्यां समवेत घेण्यात आलेल्या मिटींग मध्ये कला, वाणिज्य व विज्ञान शाखेचे उपप्राचार्य, IQAC समन्वयक तसेच विभाग प्रमुख उपस्थित होते.

Agenda :

- 1) Academic Activites U.G. & P.G.
- 2) On Line classes of U.G. & P.G. and students attendance & Their progreesion keeping in daily diary.
- 3) Internal assessment marks.
- 4) Online Theory and Practical Examinations.
- 5) Regarding Short Term courses and Bridge courses.
- 6) Orgaizing Guest lecture and other programmes.
- 7) Admission process.
- 8) Research Publication /Seminar / workshop and other.

Sr.No.	Name of Teacher	Faculty/Department	Signature
1	Dr. K.C. Patil	V.P. Sci. Faculty/ H.O.D. Physics	Patil (02)
2	Dr. A.K. Mahatale	V.P. Arts Faculty & H.O.D. Eco.	hcn (2)
3	Prof. V. S. Bodhale	V.P. Commerce Faculty	Ms. Bodhale (2)
4	Dr. N. R. Baig	IQAC Coordinator	Nair (1)
5	Dr. S.G. Naranje	Commerce	Abst
6	Dr. F.W. Niranjane	Commerce	Abst
7	Dr. P.J. Khinchi	H.O.D. Zoology	Mishra (2)
8	Dr. M.B. Shende	H.O.D. Botany	Shende (2)
9	Dr. P.S. Jogi	H.O.D. Chemistry	Abst
10	Dr. S.R. Gomkar	H.O.D. Maths	Spl No
11	Dr. M.L. Jivtode	H.O.D. Computer science	Mishra (2)
12	Dr. S. S. Wankar	H.O.D. Microbiology	Shinde (1)
13	DR. R.G. Wankhede	H.O. D. Marathi	Xm (1)
14	Prof. K.C. Dhanorkar	H.O.D. Political Science	Prasanna (1)
15	Dr. Y.Y. Dudhapachre	H.O.D. Geography	Shinde (2)
16	Dr. I.S. Kondra	H.O.D. English	St (2)
17	Dr. S.M. Tiwari	H.O.D. Hindi	St (2)
18	Dr. K.A. Varma	H.O.D. Home economics	Kumar (2)
19	Dr. A.Y. Suriya	H.O.D. Computer science (P.G.)	AY (No)
20	Dr. V.D. Umare	H.O.D. Chemistry (P.G.)	Umare (No)
21	Dr. U.B. Deshmukh	H.O.D. Botany (P.G.)	Umare
22	Prof. G.P. Save	H.O.D. Physics (P.G.)	Abst
23	Dr. S.D. Misar	H.O.D. Zoology (P.G.)	Save (1)
24	Dr. K.S. Thakare	H.O.D. Phy.Edu.	Thakare (2)
25	Dr. P.B. Chahare	Librarian	Chahare (2)

Notes

Dr. N. R. Baig formally welcomed all the members present for the meeting and explained the agenda for this meeting. Dr. M. Subhas congratulated staff for getting B++ score in the 3rd cycle accreditation process. Following agenda were discussed and resolutions were taken.

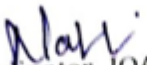
1. Academic activities UG & PG.
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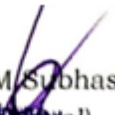
Resolution: For quality enhancement of teaching learning process following resolutions were taken-

1. Yearly calendar for the session 2021-22 was discussed and activities to be undertaken for UG and PG were discussed and it was asked to prepare departmental calendar separately.
2. UG second year and Third year & PG second year classes to be started in online mode.
3. Faculties was asked to conduct classes through ZOOM/GOOGLE MEET/WEBEX platform or video lectures should be uploaded on YouTube and links to be shared through Whatsapp/Google Classroom etc.
4. Extra-curricular activities to be conducted in online mode/offline mode whichever suitable.
5. Personal counseling of students to be done as everyone is in stressed situation.
6. Due to pandemic, university decided to conduct practical exams in online mode for this session also, therefore ways and means for the smooth conduct of this exam was decided.
7. Admission process for the session 2021-22 was discussed as the new session was going to start from September 2021.
8. It was decided that faculty should publish research papers in UGC CARE listed/ Peer reviewed journals.

9. The topic of National Education Policy and its importance was discussed and it was decided that few awareness programs will also be conducted in the months of January – February 2022.

As there was no other agenda to discuss, the meeting concluded with vote of thanks.


Coordinator, IQAC
Co-Ordinator-IQAC
Jagata Mahavidyalaya
Chandrapur


Dr. M. Subhas
(Principal)
Jagata Mahavidyalaya
Chandrapur

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of Meeting held on 03/02/2022

Venue: Principal's office

Time: 11.30 am

Dr. M. Subhas, Chairperson

Dr. N.R. Baig, Coordinator

Following members were present for the meeting:

Sr. No	Name
01.	Prof. V. S. Bodhale
02.	Dr. K. S. Thakare
03.	Dr. A. K. Mahatale
04.	Dr. P. J. Khinchi
05.	Dr. K. C. Patil
06.	Dr. S. S. Wankar
07.	Dr. D. M. Gaidhane
08.	Dr. M. B. Shende
09.	Dr. P. B. Chahare
10.	Dr. P.S.Jogi
11.	Dr. S. R. Gomkar
12.	Dr. V. D. Umare
13.	Dr. S. D. Misar
14.	Dr. M. L. Jivtode
15.	Dr. A. Y. Suriya
16.	Mr. G. P. Save

Notes:

Dr. M. Subhas welcomed all the members and briefed out the agenda for this meeting.

Dr. N. R. Baig explained the series of curricular, co-curricular and extracurricular activities to be carried out during second half of the session 21-22, which is going to start from 07/02/22 according to the university calendar. Everyone agreed to this calendar with minor changes in the program list.

Dr. M. Subhas, insisted all the faculty to conduct regular classes, be it online or offline, so that maximum syllabus is covered, as the students are falling back due to pandemic. Teachers should themselves inform the students about classes and be in constant touch with them. Students should be counseled regularly through their mentors. Students should be assigned projects and assignments at its earliest as they are not able to complete if there is any lockdown later.

Regular activities (curricular & co-curricular) should be conducted as per calendar issued in the beginning of the session.

ZOOM platform has been subscribed; online programs/activities should be carried out through this platform.

All the HoDs and faculty should remain in the college premises during all the working hours so that the problems of students could be solved.

The result analysis committee was asked to analyze the results of W-2021 university exams and present in the next meeting as results were yet to be declared.

The placement and Career guidance Cell presented report of last session. Chairperson asked them to prepare calendar of activities for this session and invite more companies for campus interviews.

All the different cells and committees were asked to frame their own calendar of events from the main institute's academic calendar and strictly adhere to it.

Dr. A. K. Mahatale explained the schedule of internal exam which will be conducted in the form of two unit tests and one term (end semester) exam per semester.

Dr. A. Y. Suriya informed everyone about the skill enhancement courses introduced by the University for 3rd year UG students of all faculties and how they are conducted every year.

Dr. N.R. Baig insisted all to undertake more ICT based lectures, lectures through audio-visual aids to enhance teaching learning process. She also asked everyone

to create Google Classrooms and provide notes and assignments through these online classes. She also asked to pay more attention towards slow learners through remedial classes.

Dr. M.Subhas informed about the National e-Seminar that was going to be conducted from 7th Feb. 2022 in online mode and the resource persons of the seminar.


He also informed that similar e-Seminars will be conducted by Commerce and Arts faculty in the 3rd week of this month. A meeting to chalk out detailed schedule will be held tomorrow i.e 4th Feb. 22

The meeting adjourned at 1.30 p.m. with chairman's permission

Coordinator


Coordinator, IQAC
Co-Ordinator-IQAC
Janata Mahavidyalaya
Chandrapur

Chairperson


Dr. M. Subhas
(Principal)
Janata Mahavidyalaya
Chandrapur

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of Meeting held on 20/05/2022

Venue: Principal's office

Time: 11.30 am

Dr. M.Subhas, Chairperson

Dr. N.R. Baig, Coordinator

Agenda:

- **Review of academic activities**
- **Conduct of University Practical and Theory Exams**
- **Review of Syllabus Completion**

Following members were present for the meeting:

Sr. No	Name
01.	Dr. M. Subhas, Chairperson
02.	Dr. K. C. Patil
03.	Dr. P. J. Khinchi
04.	Dr. P. S. Jogi
05.	Dr. M. B. Shende
06.	Dr. D. M. Gaidhane
07.	Dr. S. S. Wankar
08.	Dr. S. R. Gomkar
09.	Dr. K. A. Verma
10.	Dr. M.A. Mahatale
11.	Dr. M. L. Jivtode
12.	Dr. V. D. Umare
13.	Dr. S. D. Misar
14.	Dr. A. Y. Suriya
15.	Dr. U. B. Deshmukh
16.	Mr. G. P. Save
17.	Mr. S. V. Kinnake
18.	Mr. V.S. Ramteke
19.	Dr. N.R. Baig, Coordinator

Notes:

Dr. M. Subhas Chairman, IQAC welcomed all the faculty members.

Dr. N.R. Baig, Coordinator IQAC, informed about the agenda for today's meeting.

Dr. M. Subhas took review of the academic activities performed during the second semester of the session 2021-22.

Dr. K.C. Patil, vice-principal of science faculty informed about various activities conducted by faculty of science under the subjects of 'capability Enhancement Scheme', add-on/ short term certificate courses', career guidance etc.

Various short term certificate courses were conducted by, Computer Science department, Chemistry department, Botany and Zoology department.

Computer department also conducted 'Computer skills course' for Arts and Commerce Faculty students.

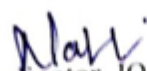
Continuous Internal Assessment of the students in the form of Unit Tests, End semester Examination, viva, internal assignments, projects etc. was conducted as per the information given by Vice-Principal.

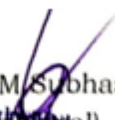
Dr. M. Subhas discussed about the Practical and theory exams that were going to start from 21st May and 1st June respectively. After pandemic period, these exams are now going to be conducted in offline mode.

Dr. M. Subhas also discussed about the some new and innovative ways which should be introduced in teaching theory and practical.

Faculty was asked to provide at least 3-5 model question papers/ question bank, to the students for the better preparation for their theory exams.

As there was no other agenda to discuss, the meeting concluded with vote of thanks.



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ACTION TAKEN REPORT 2021-22

Plan of Action	Achievements/Outcomes
<ul style="list-style-type: none"> To introduce research centers for more subjects. 	Departments for Physics, Chemistry, Computer Science, Economics and Commerce have been recognized as Research Centre's by Gondwana University Gadchiroli
<ul style="list-style-type: none"> To organize faculty-wise national/international seminars/conferences/workshops. 	National level seminars on various topics were organized by all the three faculties from 7-12 th February 2022 by faculty of Science and Technology, 23-26 th February 2022 by Faculty of Humanities and 28 th February by Faculty of Commerce & management.
<ul style="list-style-type: none"> To introduce new skill developing and job oriented add-on courses. 	Department of Computer Science organized new short term skill oriented course.
<ul style="list-style-type: none"> To increase collaborations 	New MoUs were signed.
<ul style="list-style-type: none"> To organize extra-curricular activities for overall development of students 	<ul style="list-style-type: none"> Expert Guidance Lectures were organized by almost all departments. Programs through departmental cells. Celebration of Teachers Day and Birth and Death Anniversaries of great Indian Personalities. Celebration of Various days like Hindi Day, World Population day, Constitution Day, Reading Day, Independence Day, Republic Day etc. Covid-19 Vaccination camp organized. Quiz contest organized by Science Departments. Participation of students in various extension activities.

	<ul style="list-style-type: none"> • Industrial visits organized by various departments. • Lectures/Workshops on soft skills conducted. • Five Days Basic Computer Skills Oriented Program for FYUG Students conducted. <p>Conduct of Bridge Courses, Short term skill oriented courses, Yoga and Meditation camp, Personal counseling through students mentoring system, remedial coaching, by various department, career counseling- programs conducted under capability enhancement scheme.</p>
<ul style="list-style-type: none"> • Augment capability enhancement schemes. 	Workshops/Lectures on Soft skills and other capability enhancement schemes conducted


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