

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

**INTERNAL QUALITY ASSURANCE  
CELL**

**MINUTES OF MEETING  
AND  
ACTION TAKEN REPORT**

**SESSION 2022-23**

# **INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**Minutes of Meeting held on 18/08/2022**

**Meeting of IQAC Core Committee**

**Venue: Office of the Principal**

**Time: 9.00 a.m.**

Following members were present for the meeting:

## **Agenda:**

1. Confirmation of minutes of last IQAC meeting.
2. Academic activities U.G. and P.G. (Academic Calendar)
3. Internal evaluation (CIE).
4. Introduction of new programs like M.Sc. Mathematics.
5. Conduct of extra-curricular activities for overall development of
6. Conduct of faculty-wise National online seminars.
7. Awareness programs on National Education Policy
8. Solar Panel Installation
9. Any other agenda with the permission of chairperson.

## **Attendees**

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. Muskan Khan	
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	

## Notes:

**1. Confirmation of minutes of last IQAC meeting:** The Chairperson called the meeting to order and began with the first agenda item. The minutes of the previous IQAC meeting were confirmed by the members present and were duly noted.

**2. Academic activities U.G. and P.G. (Academic Calendar):** Discussion was held regarding the academic calendar for undergraduate (U.G.) and postgraduate (P.G.) programs. It was suggested that the academic calendar should be updated and communicated to students and faculty members. All members agreed, and the Chairperson instructed the academic committee to finalize and circulate the revised academic calendar.

**3. Internal evaluation (CIE):** The Chairperson emphasized the importance of continuous internal evaluation (CIE) for maintaining academic quality. The committee discussed strategies for effective implementation of CIE and the need to ensure that evaluation processes are fair, transparent, and in compliance with university guidelines. It was decided to organize a workshop on best practices in CIE for faculty members.

**4. Introduction of new programs like M.Sc. Mathematics:** The proposal for introducing a new program, M.Sc. Mathematics, was presented to the committee. After a thorough discussion, the committee approved the introduction of the program and suggested setting up a sub-committee to develop the curriculum and guidelines for its implementation.

**5. Conduct of extra-curricular activities for overall development:** The members discussed the importance of extracurricular activities in students' overall development. It was decided that each department should organize at least one extracurricular activity every semester. The HoDs, Cultural and Sports committee was assigned the responsibility of coordinating these activities.

**6. Conduct of faculty-wise National online seminars:** The need for conducting faculty-wise national online seminars to enhance research and teaching skills was discussed. The committee agreed to organize such seminars and encouraged faculty members to participate actively.

**7. Awareness programs on National Education Policy:** The Chairperson stressed the importance of creating awareness about the National Education Policy among faculty members and students. It was suggested that a series of

workshops and webinars on NEP be organized, and the IQAC committee was assigned to oversee these initiatives.

**8. Solar Panel Installation:** IQAC coordinator stresses the importance of installing Solar Panels in the institution. It was suggested Shri. D.U. Adbale, Registrar will look into the matter and initiate the process.

**8. Any other agenda with the permission of Chairperson:** Members were given the opportunity to bring up any additional agenda items. No new items were proposed.

**Announcements:**

- The next IQAC meeting date and agenda will be communicated via email.
- All departments were reminded to update their course materials and syllabi as per the latest university guidelines.

**Adjournment:** The meeting was adjourned by the Chairperson, and the next meeting was scheduled for September 2022.

**Minutes recorded by:** Dr. N.R. Baig, Coordinator, IQAC

  
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 20/08/2022**

**Meeting of IQAC with Staff**

**Venue: Library hall**

**Time: 11.00 a.m.**

**Agenda:** Planning for the session 2022-23

Attendees:

Sr. No	Name and Sign	Sr. No.	Name and Sign
01.	Dr. M.Subhas	28.	Dr. A.Y.Suriya
02.	Dr. R.G.Wankhede	29.	Mr. Amar Balki
03.	Prof. V.S.Bodhale	30.	Dr. U.B.Deshmukh
04.	Dr. F.W.Niranjane	31.	Dr. Deepika Santoshwar
05.	Dr.K.S.Thakare	32.	Mr. Ganesh Yergude
06.	Dr.A.K.Mahatale	33.	Mr. Hridayshah Atram
07.	Dr.Y.Y.Dudhpachare	34.	Mr. G.P.Save
08.	Dr. P.J.Khinchi	35.	Mr. S.V.Kinnake
09.	Dr. Sarita Tiwari	36.	Mr. V.S. Ramteke
10.	Dr.K.C.Patil		
11.	Dr.I.S.Kondra		
12.	Dr.S.S.Wankar		
13.	Dr.D.M.Gaidhane		

14.	Dr. V.N.Wankhede		
15.	Dr. M.B.Shende		
16.	Dr.P.B.Chahare		
17.	Dr.J.L.Paighan		
18.	Dr. N.R.Baig		
19.	Dr.P.S.Jogi		
20.	Dr.K.A.Varma		
21.	Mrs.M.A.Mahatale		
22.	Dr.V.D.Umare		
23.	Mr. V.S.Gowardipe		
24.	Mr. P.V.Patilpaik		
25.	Dr.S.D.Misar		
26.	Dr.A.K.Dhawas		
27.	Dr.P.V.Meshram		

The Chairperson, Dr. M. Subhas, welcomed all staff members and introduced the agenda for the meeting, which included the following items:

**1. Academic activities U.G. and P.G. (Academic Calendar):** The Chairperson initiated the discussion on academic activities, focusing on the academic calendar for the upcoming session. It was emphasized that timely planning of the academic calendar is crucial for the smooth functioning of U.G. and P.G. programs. All members were encouraged to prepare their departmental calendars in accordance with the institutional academic calendar.

**2.** The Chairperson highlighted the importance of internal evaluation (**Continuous Internal Evaluation or CIE**) as an integral part of our education system. The discussion revolved around the need for ensuring fair and transparent evaluation processes and the role of faculty in implementing CIE effectively. Staff members were encouraged to actively participate in workshops and training sessions to enhance their understanding of CIE.

**3.** The importance of conducting extracurricular activities for the holistic development of students was emphasized. Each department was tasked with organizing at least one extracurricular activity every semester. Staff members were encouraged to come up with innovative ideas for these activities and to actively participate in their organization.

**5.** The proposal for conducting faculty-wise national online seminars to enhance research and teaching skills was discussed. All staff members were encouraged to actively participate in these seminars and contribute to their success. The Chairperson assured the provision of necessary resources for organizing such seminars.

**6.** The Chairperson stressed the significance of creating awareness about the National Education Policy (NEP) among the staff and students. It was decided to organize workshops, webinars, and sessions to disseminate information about the NEP. Staff members were encouraged to actively participate in and contribute to these programs.

**7. Any other agenda with the permission of Chairperson:** The Chairperson invited staff members to bring up any additional agenda items. No new items were proposed.

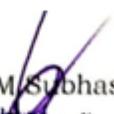
**Announcements:**

- The IQAC would finalize the academic calendar and share it with all concerned departments.
- The schedule for extracurricular activities would be communicated by the Extra-Curricular & Cultural Committee.
- Information on faculty-wise national online seminars and NEP awareness programs would be shared via email.

**Adjournment:** The meeting was adjourned by the Chairperson, and the next meeting date and agenda would be communicated via email.

**Minutes recorded by:** Dr. N.R. Baig, Coordinator, IQAC

  
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## **INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**Minutes of Meeting held on 21/01/2023**

**Meeting of IQAC with Staff**

**Venue: Library hall**

**Time: 11.00 a.m.**

**Date: 21/01/2023**

Minutes of meeting of Internal Quality Assurance Cell with the staff members

Chairperson: Dr. M. Subhas

Coordinator: Dr. N. R. Baig

Place: Library Hall

Time: 11.00 a.m.

A meeting of the Internal Quality Assurance Cell (IQAC) with the teaching staff (Regular and CHB) was held on Thursday 21<sup>st</sup> January 2021 in the Library Hall.

Attendees

Sr. No	Name and Sign	Sr. No.	Name and Sign
01.	Dr. M.Subhas	28.	Mr. Amar Balki
02.	Dr. R.G.Wankhede	29.	Dr. U.B.Deshmukh
03.	Prof. V.S.Bodhale	30.	Dr. Deepika Santoshwar
04.	Dr. F.W.Niranjane	31.	Mr. Ganesh Yergude
05.	Dr.K.S.Thakare	32.	Mr. Hridayshah Atram
06.	Dr.A.K.Mahatale	33.	Mr. G.P.Save
07.	Dr.Y.Y.Dudhpachare	34.	Mr. S.V.Kinnake
08.	Dr. P.J.Khinchi	35.	Mr. V.S. Ramteke
09.	Dr.K.C.Patil	36.	Prof. Tanuja S. Padishalwar
10.	Dr.I.S.Kondra	37.	Prof. Rachna D. Wankhede
11.	Dr.S.S.Wankar	38.	Prof. P. Kolhe

12.	Dr.D.M.Gaidhane	39	Prof. Lipika Roy
13.	Dr. V.N.Wankhede	40	Prof. Pranali J. Shende
14.	Dr. M.B.Shende	41	Prof. Kiran T. Kondhekar
15.	Dr.P.B.Chahare	42	Prof. Sonali. Sarada
16.	Dr.J.L.Paighan	43	Prof. S.D.Shetty
17.	Dr. N.R.Baig	44	Prof. S.G.Wankhede
18.	Dr.P.S.Jogi	45	Prof. Rakesh Chauhan
19.	Dr.K.A.Varma	46	Prof. M.S.Kakade
20.	Mrs.M.A.Mahatale		Prof. K.A.Gawai
21.	Dr.V.D.Umare		
22.	Mr. V.S.Gowardipe		
23.	Mr. P.V.Patilpaik		
24.	Dr.S.D.Misar		
25.	Dr.A.K.Dhawas		
26.	Dr.P.V.Meshram		
27.	Dr. A.Y.Suriya		

**Agenda:** A review of academic calendar and academic activities to be conducted in this even semester

### 1. Welcome and Opening Remarks

Principal Dr. M. Subhas extended a warm welcome to all the faculty members, setting a positive tone for the meeting.

Coordinator, Dr. N.R. Baig, presented the minutes of the previous meeting held on 20-08-2022 and provided an overview of the agenda for the current meeting.

2. Following points were discussed for this semester.

#### (a) Short-Term and Value-Added Courses:

- Decision to continue as usual, with the option for online delivery if required.

**(b) Use of ICT Tools for Teaching:**

- Faculty urged to integrate ICT tools for an enhanced teaching and learning experience.

**(c) Students Mentoring System:**

- Emphasis on enhancing the mentoring system, conducting online meetings for personal and career counseling.

**(d) Identification of Slow and Advanced Learners:**

- Strategy to identify and cater to the needs of slow learners, with special attention.

**(e) Internal Examination and Online Assessment:**

- Examination committee to prepare schedules; online assessments to be conducted using platforms like Google Classrooms.

**(f) Feedback Mechanism:**

- Annual feedback on syllabus/curriculum and teaching-learning process to be collected and analyzed department-wise.

**(g) Student Satisfaction Survey:**

- Every department head to conduct a survey on overall institution performance in March-April.

**(h) Workshops/Seminars:**

- Departments to organize events on IPR and Industry-Academia Innovative practices.

**(i) Research Publications:**

- Faculty encouraged to publish research papers in UGC-approved and peer-reviewed journals.

**(j)-(aa) Various Activities and Initiatives:**

- Departments instructed to undertake extension activities, collaborate for research, conduct E-content development, and implement various enhancement schemes.

(a) All the departments should conduct programs through Capability Enhancement Schemes- like Soft Skill development, Remedial Coaching, Language Lab, Bridge Courses, Yoga and Meditation, Personal Counseling. Personal counseling should be

- conducted through Mentor-Mentee meetings. These can also be done in collaboration with outside agencies.
- (b) Guidance for competitive exams to be provided by departments/Placement Cell, and records to be maintained.
  - (c) Students progression to higher education has to be tracked every year and records maintained.
  - (d) Departments to maintain records of students qualifying for state/National/International level examinations during each year like NET/SET/CAT/JAM/GATE etc
  - (e) COLLEGE FEST to be organized as usual.
  - (f) Departments should maintain records of students' participation and awards in sports and cultural activities.
  - (g) Alumni Association Committee should look after meetings and activities of Alumni Association. And all the departments should strive for new registrations in the association.
  - (h) Faculty development /Administrative training programs to be organized by the college for teaching and non-teaching staff during the year
  - (i) Parent teachers meeting to be conducted.
  - (j) Gender equity programs to be conducted by Women Cell and ICC/NSS and should look for the participation of both male and female students.
  - (k) All the departments should undertake environment consciousness programs alternate energy initiatives like more use of LEDs, save electricity campaign to be taken by departments and college.
  - (l) All the departments should take initiatives to engage with and contribute to local community located near and around the college or city.
  - (m) All the departments should conduct activities for promotion of universal values and ethics.
  - (n) Best practices to be followed by every department.

#### **4. Action Items for Faculty Vice-Principals**

Faculty vice-principals tasked with organizing meetings with their respective departments to devise plans incorporating the discussed activities. Plans to be submitted to IQAC.

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#### **8. Code of Conduct and Record Keeping**

Dr. M. Subhas urged faculty members to adhere to a code of conduct, emphasizing the importance of maintaining accurate records. Faculty instructed to submit records to respective vice-principals.

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#### **9. Best Practices by Dr. Khinchi**

Dr. Khinchi shared insights on best practices to be followed by departments.

The meeting concluded with a reminder of the importance of adapting to current circumstances and a call for collective efforts to ensure a successful academic semester.

  
Coordinator, IQAC  
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# **INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**Minutes of Meeting held on 28/03/2023**

**Meeting of IQAC with Staff**

**Venue: Library hall**

**Time: 11.00 a.m.**

Date: 28-03-2023

Time: 10.00 am

Venue: Principal's office

## **Attendees**

Dr. M. Subhas - Principal

Dr. N. R. Baig - Coordinator, IQAC

Dr. A. K. Mahatale - Vice Principal, Faculty of Humanities

Dr. K. C. Patil -Vice-Principal, Faculty of Science & Technology

Dr. V. S. Bodhale - Vice-Principal, faculty of Commerce

Dr. P. J. Khinchi – Head, Department of Zoology

Dr. M. B. Shende - Head, department of Botany

Dr. Y. Y. Dudhpachare - Head, Department of geography

Dr. P.S.Jogi – Head, Department of Chemistry

## **Agenda:**

The meeting, convened by the Principal, was focused on the following agenda items:

### **1. Formation of Committee as per University Guidelines for NEP:**

The Principal initiated the discussion by highlighting the need to form a committee in line with the University guidelines for the implementation of the National Education Policy (NEP).

## **2. Collect the Syllabus as per NEP:**

The next point of discussion was collecting the updated syllabus that aligns with the NEP.

## **3. Discuss with BOS Chairman Regarding Syllabus for Individual Subjects:**

The Principal emphasized the importance of consulting with the Board of Studies (BOS) Chairman regarding the syllabus for individual subjects.

## **4. Follow University Instructions through University Website:**

Members were reminded to closely follow University instructions and guidelines pertaining to NEP implementation, which would be available through the University's official website.

## **5. Decide a Framework, Take Unanimous Decision, and Apply at College Level:**

The meeting addressed the need to determine a framework for implementing NEP, arriving at a unanimous decision, and applying it at the college level.

## **6. Discuss with Principal Time to Time Before Finalizing Anything:**

The Principal encouraged ongoing discussions with them at critical junctures before finalizing any decisions related to NEP implementation.

### **Discussion and Decisions:**

#### **1. Formation of Committee as per University Guidelines for NEP:**

It was decided to establish a committee comprising relevant faculty members, subject experts, and representatives from various departments to oversee the NEP implementation.

Arts: 1. Dr. A.K.Mahatale  
2. Dr. Y.Y.Dudhpachare  
3. Dr. J.L. Paighan  
4. Dr. I.S. Kondra  
5. Dr. K.A. Varma  
Science: Dr. P.J.Khinchi  
Dr. K.C.Patil  
Dr. P.S. Jogi  
Dr. M.B. Shende  
Dr. M.L.Jivtode

Dr. S.S. Wankar  
Dr. S.R. Gomkar  
Dr. A.Y.Surya  
Dr. V.S. Ramteke  
Commerce: Dr. F.W.Niranjane  
Dr. D.V.Santoshwar  
Mr. H.R.Atram

## **2. Collect the Syllabus as per NEP:**

Members were assigned to gather the revised syllabi for their respective subjects in alignment with NEP guidelines.

## **3. Discuss with BOS Chairman Regarding Syllabus for Individual Subjects:**

The importance of collaborating with the BOS Chairman for each subject to ensure that the syllabi are consistent with NEP was emphasized.

## **4. Follow University Instructions through University Website:**

All members were instructed to regularly check and comply with University instructions and updates on their official website related to NEP.

## **5. Decide a Framework, Take Unanimous Decision, and Apply at College Level:**

It was agreed to form a sub-committee within the NEP implementation committee, which would be tasked with drafting a framework for NEP implementation at the college level.

## **6. Discuss with Principal Time to Time Before Finalizing Anything:**

Members were reminded to keep the Principal informed and engaged throughout the process, seeking their input and guidance at key decision points.

## **Announcements:**

The NEP committee would be formed and convened for its first meeting shortly.

Members responsible for collecting subject-wise syllabi were instructed to start the process.

The sub-committee for developing the NEP framework would begin its work soon.

Regular communication and consultation with the Principal were encouraged throughout the NEP implementation process.

Adjournment:

The meeting was adjourned by the Principal, and the next steps for NEP implementation would be communicated to the attendees.

Minutes recorded by: Dr. N. R. Baig, Coordinator, IQAC

  
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# **INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**Minutes of Meeting held on 10/04/2023**

**Meeting of IQAC with Alumni Association and PT Association  
committee**

**Venue: Principal's office**

**Time: 11.00 a.m.**

Following members were present for the meeting:

Attendees:

- Dr. N.R. Baig, IQAC Representative
- Dr. B. M. Rajurkar, Alumni Association President
- Dr. I.S. Kondra, Alumni Association Secretary
- Dr. M. B. Shende, PT Association President
- Dr. S. R. Gomkar, PT Association Secretary

Agenda:

1. Review of Activities for the Session 2022-23

Meeting Proceedings:

1. Opening and Welcome: The meeting was called to order by Dr. N. R. Baig, the IQAC representative, who welcomed all the attendees and thanked them for their presence.
2. Introduction: Each attendee introduced themselves, mentioning their respective roles and associations.
3. Review of Activities: The IQAC representative initiated the discussion by providing an overview of the activities carried out during the session 2022-23. The following points were highlighted and discussed:

a. Academic Initiatives:

- Many academic initiatives like, students' seminars, soft skill development programs, College FEST, were successfully conducted

- After COVID-19 students' attendance in attending such initiatives is reduced. Personal counseling of students to come out of these situations is carried out.

b. Co-curricular and Extra-curricular Activities:

- Co-curricular activities like Short term certificate courses and bridge courses were conducted by various department and extra-curricular activities like sports and cultural programs were conducted
- Students enthusiastically participated in all such events

c. Alumni Association Activities:

- The Alumni Association President shared the various initiatives and events organized throughout the session.
- Motivational lecture was conducted by Alumni Association
- Association has resolved to conduct more such events

d. PT Association Activities:

- The PT Association President provided an overview of the activities carried out during the session.
- PT meetings were conducted
- The participation was average.
- They resolved to conduct more impactful meetings

4. Discussion and Feedback: Open discussions were held among all the attendees regarding the activities reviewed. The following points were discussed:

a. Collaboration Opportunities:

- It was understood that IQAC, Alumni Association and PT association can work together for the overall development of students, through activities like Students Orientation Program, PT meetings and Alumni Association Meetings
- It was discussed how important it was to work together on various areas as students are the threads that link all the three together, this would ultimately lead to the enhancement of overall quality of education and student development.

b. Suggestions for Improvement:

- Ask More Alumni to join the Association
- Ask more parents to attend meetings
- Improve the participation of students by making more announcements

c. Alumni and PT Association Support:

- Dr. M. Subhas, principal, requested the Alumni Association and PT Association to extend their support to upcoming activities and initiatives.

5. Action Points: The following action points were agreed upon during the meeting:

a. IQAC to incorporate suggestions received and implement necessary changes for the upcoming session.

b. Alumni Association to explore opportunities for mentorship programs and guest lectures.

c. PT Association to organize training workshops and fitness sessions for students.

6. Future Meeting Schedule: The attendees agreed to schedule the next meeting in the month of October, 2023 to review the progress made on the action points and plan for the upcoming session.

7. Closing Remarks: The IQAC representative thanked all attendees for their active participation and valuable contributions to the meeting. The meeting was adjourned at 12.00 noon.

Minutes recorded by: Dr. N. R. Baig

Approved by: Dr. M. Subhas, Chairman IQAC

  
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## **INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**Minutes of Meeting held on 06/05/2023**

**Meeting of IQAC with Staff**

**Venue: Principal's office**

**Time: 11.00 a.m.**

**Present:**

Sr.	Name and Sign	Sr.	Name and Sign
01.	Dr. M.Subhas	28.	Dr. U.B.Deshmukh
02.	Prof. V.S.Bodhale	29.	Dr. Deepika Santoshwar
03.	Dr.K.S.Thakare	30.	Mr. Ganesh Yergude
04.	Dr. F.W.Niranjane	31.	Mr. Hridayshah Atram
05.	Dr.A.K.Mahatale	32.	Mr. G.P.Save
06.	Dr.Y.Y.Dudhpachare	33.	Mr. S.V.Kinnake
07.	Dr. P.J.Khinchi	34.	Mr. V.S. Ramteke
08.	Dr.K.C.Patil		
09.	Dr.I.S.Kondra		
10.	Dr.S.S.Wankar		
11.	Dr.D.M.Gaidhane		
12.	Dr. V.N.Wankhede		
13.	Dr. M.B.Shende		
14.	Dr.P.B.Chahare		
15.	Dr.J.L.Paighan		
16.	Dr. N.R.Baig		
17.	Dr.P.S.Jogi		
18.	Dr.K.A.Varma		
19.	Mrs.M.A.Mahatale		
20.	Dr.V.D.Umare		
21.	Mr. V.S.Gowardipe		
22.	Mr. P.V.Patilpaik		
23.	Dr.S.D.Misar		
24.	Dr.A.K.Dhawas		
25.	Dr.P.V.Meshram		
26.	Dr. A.Y.Suriya		
27.	Mr. Amar Balki		

## **Agenda:**

The Chairperson, Dr. M. Subhas, called the meeting to order to review the activities conducted during the session 2022-23 to assess compliance at the end of the session.

**1. Opening Remarks:** The Chairperson initiated the meeting by welcoming the staff members and setting the context for the discussion. The purpose was to evaluate the activities conducted during the previous academic session to ensure compliance with our goals and objectives.

**2. Review of Activities Conducted in 2022-23:** The Coordinator presented a list of activities conducted during the session 2022-23:

- International webinars by departments
- College Fest
- Cultural programs
- Students' seminars
- Sports programs
- NSS camp
- Soft skill development programs
- Short-term certificate courses

**3. Assessment of Compliance:** Each Head of Department (HOD) and staff member provided a brief overview of the activities conducted in their respective departments. The discussion revolved around compliance with the goals and objectives set at the beginning of the session. The following points were discussed:

- **Workshops/Seminars/Webinars:** The HODs provided details about the workshops/seminars/webinars conducted by their departments, the participation, and the extent to which they aligned with the curriculum.
- **College Fest:** Feedback on the College Fest, including participation, funds management, and the overall impact on students, was discussed.
- **Cultural Programs:** The committee assessed the cultural programs, their integration with academics, and their contribution to students' overall development.
- **Students' Seminars:** The HODs and staff members reviewed the seminars conducted by departments and discussed their effectiveness in improving research and presentation skills.
- **Sports Programs:** The sports programs were evaluated in terms of participation, achievement, and their role in promoting physical fitness and team spirit.

- **NSS Camp:** The NSS camp's contribution to community engagement, social responsibility, and students' personal growth was discussed.
- **Soft Skill Development Programs:** Members talked about the impact of soft skill development programs on students' communication, leadership, and employability.
- **Short-Term Certificate Courses:** The alignment of short-term certificate courses with industry requirements and their relevance for students' career development was considered.

**4. Compliance Assessment:** The Chairperson summarized the findings and assessed the overall compliance of the activities with the institution's objectives. Areas of success were acknowledged, while suggestions for improvement were made for activities that fell short of expectations.

**5. Way Forward:** It was decided to create a comprehensive report based on the compliance assessment, highlighting successful activities and areas that require improvement. Recommendations for enhancing the quality and effectiveness of the mentioned activities would be incorporated in the report.

**6. Any Other Business:** Members were invited to bring up any additional agenda items or concerns. No new items were proposed.

**Announcements:**

- A compliance assessment report would be prepared by respective department.
- Suggestions and recommendations from this meeting would be considered for the upcoming session's planning.

**Adjournment:** The meeting was adjourned by the Chairperson, and the next meeting date and agenda would be communicated via email.

**Minutes recorded by:** Dr. N.R. Baig, Coordinator, IQAC

  
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 (Principal)  
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 Chandrapur

## Action Taken Report for the session 2022-23

Plan of Action	<b>Achievements/Outcomes</b>
<ul style="list-style-type: none"> <li>• Introduction of new programs affiliated to Gondwana University</li> </ul>	<p>New M.Sc. mathematics Program has been introduced in the institution.</p>
<ul style="list-style-type: none"> <li>• Introduction of new skill oriented courses.</li> </ul>	<p>Short term courses in Soft Skills and Google Tools have been introduced.</p>
<ul style="list-style-type: none"> <li>• Workshops/seminars/conferences</li> </ul>	<ol style="list-style-type: none"> <li>1. Workshop on gaming, Graphics and Animation by Computer Science department.</li> <li>2. Seminar on Research methods by Faculty of Humanities.</li> <li>3. Workshop on Electoral Registration by NSS</li> <li>4. Workshop on “Stress Management” by Library</li> <li>5. Y-20 Awareness Week Organized</li> </ol>
<ul style="list-style-type: none"> <li>• To augment Incubation cell activities.</li> </ul>	<p>Career Guidance programs organized by various departments.            Placement drive by JIO Company.            Placement drive by HDFC Bank            Mega JOB FAIR Visit            Placement Drive by India Post Payment</p>
<ul style="list-style-type: none"> <li>• Conduct of extra-curricular activities for overall development of students.</li> </ul>	<ul style="list-style-type: none"> <li>• Expert Guidance Lectures were organized by almost all departments.</li> <li>• Programs through departmental cells.</li> <li>• Celebration of Teachers Day and Birth and Death Anniversaries of great Indian Personalities.</li> <li>• Celebration of Various days like Hindi Day, World Population day, Constitution Day, Reading Day, Independence Day, Republic Day etc.</li> </ul>

	<ul style="list-style-type: none"> <li>• Participation of students in various extension activities.</li> <li>• Industrial visits organized by various departments.</li> <li>• Lectures/Workshops on soft skills conducted.</li> <li>• Five Days Basic Computer Skills Oriented Program for FYUG Students conducted.</li> <li>• Gender sensitization programs conducted by Women Cell</li> <li>• NSS camp organized.</li> </ul> <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"> <li>• Conduct of COLLEGE FEST.</li> </ul>	<p>A one week COLLEGE FEST was organized which included, sports, cultural and co-curricular activities.</p>
<ul style="list-style-type: none"> <li>• SOLAR PANELS installation</li> </ul>	<p>Initial procedure to buy solar panels for the institution begun.</p>
<ul style="list-style-type: none"> <li>• Awareness programs on National Education Policy</li> </ul>	<p>Workshops and seminars regarding awareness of NEP among students and faculty were organized.</p>

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