



Shri Shivaji Education Society Amravati's
Shri Shivaji Arts, Commerce and Science College, Motala
Dist. Buldana - 443103



2017-18

IQAC MEETING

MEETING NO.1

DATE: -15 June 2017

All the members of IQAC are hereby requested that IQAC Meeting no.1 for the session 2017-18 is organized under the kind chairmanship of our Principal Dr. H. G. Patil.

You are all kindly requested to attend the meeting.

AGENDA FOR THE MEETING

IQAC Meeting No. 1

Date: -15 June 2017

Time: -12.00 AM

Venue: - Principal's cabin

The following points will be discussed: -

- 1) Approval to the Minutes of last IQAC Meeting held on 29th April, 2017
- 2) Functioning of Admission Committee.
- 3) To prepare Timetable for the session 2017-18.
- 4) To prepare Academic Calendar for the session 2017-18.
- 5) Recruitment of clock hour basis teachers for the session.
- 6) To organize welcome ceremony for the first-year student.
- 7) To organize cultural, curricular, extra-curricular & Extension activities throughout the year.
- 8) To organize value added courses & soft skill development programme.
- 9) To motivate the Teachers for the participation of Research activity.
- 10) To restructure IQAC committee.

Name

Signature

1. Dr.H.G.Patil
2. Prof. S. B. Gaikwad
3. Prof. V. N. Dhumal
4. Prof. G. S. Virkar
5. Prof. Sau N. N. Maskar
6. Prof. A. S. Meherkar
7. Prof. R. V. Patil
8. Prof. P. R. Chate
9. Shri.C. N. Shiral
10. Shri. S. V. Kinge
11. Prof. B.S.Jadhao
12. Dr. A. B. Deshmukh

IQAC Meeting No. 1
Date: -15 June 2017
Time: -12.00 AM
Venue: - Principal's cabin

The meeting of IQAC is held on **15 June 2017** under the kind chairmanship of Principal Dr. H. G. Patil.

The following members of IQAC are present in the meeting.

Name	Signature
1) Dr.H.G.Patil	
2) Prof. S. B. Gaikwad	
3) Prof. V. N. Dhumal	
4) Prof. G. S. Virkar	
5) Prof. Sau N. N. Maskar	
6) Prof. A. S. Meherkar	
7) Prof. R. V. Patil	
8) Prof. P. R. Chate	
9) Shri.C. N. Shiral	
10) Shri. S. V. Kinge	
11) Prof. B.S.Jadhao	
12) Dr. A. B. Deshmukh	

MINUTES OF THE MEETING OF INTERNAL QUALITY ASSURANCE CELL (IQAC)

HELD ON 15 JUNE 2017

IQAC Co-Ordinator welcomes the chairman of the meeting Dr.H.G.Patil by offering the flower and also welcome all members of IQAC by folding hands towards them. And with permission of the chairman the meeting was started.

Subject 1: Approval to the Minutes of last IQAC Meeting held on 29th April, 2017 and action taken report.

Resolution 1: The minutes of the previous meeting held on 29th April, 2017 were presented by IQAC Co-Ordinator Mr. Bharat Jadhao before the IQAC members. All members unanimously resolved to approve the minutes of last meeting.

Subject 2: - Functioning of Admission Committee.

Resolution 2: It is decided that now the 12th std results are declared so Admission should be started. It is also decided that every year we give admission to the first come first admission. It is also decided that last year Admission committee will be active for the current session. The resolution was passed unanimously by all members.

Subject No. 3: - To prepare Timetable for the session 2017-18.

Resolution: - The chairman of the meeting directed to the timetable committee to prepare the timetable for the academic session 2017-18. It is unanimously resolved by all members.

Subject No 4: - To prepare Academic Calendar for the session 2017-18.

Resolution: - The chairman of the meeting directed to the Academic planning committee to prepare the Academic Calendar comprising all the events day by day for the academic session 2017-18. It is unanimously resolved by all members.

Subject No. 5: - Recruitment of clock hour basis teachers (CHB) for the session.

Resolution No 5: - Since 2009-10 the Science faculty is running on CHB teachers. So it is decided by all members of IQAC that recruitment of vacant post should be recruited by advertising and following due process. It is unanimously resolved by all members.

Subject No. 6: - To organize welcome ceremony for the first-year student.

Resolution No 6: As per the NAAC guidelines one incubation programme be arranged so it is decided that welcome programme should be arranged in the college campus. The responsibility is shouldered on the head of each faculty. The decision is unanimously resolved by all the members.

Subject No. 7: - To organize cultural, curricular, extra-curricular & Extension activities throughout the year.

Resolution No 7: - As per the guidelines of SGBAU and mentioned in academic calendar of college, all the activities should be carried out by the respective committees. The resolution is consented by all the members.

Subject No. 8: - To organize value added courses & soft skill development programme.

Resolution No 8: - As per the guidelines of NAAC it is necessary to carry out value added courses & the soft skill development programmes so the Chairman as directed to all faculty members to organized the above said programmes & to introduce value added courses. The resolution is consented by all the members.

Subject No. 9: - To motivate the Teachers for the participation of Research activity.

Resolution No 9: -The Chairman has directed all the faculty members to participate National & International Conferences & at least Two papers per Year should publish in Peer reviewed journals.The resolution is consented by all the members.

Subject No.10: - To restructure IQAC committee.

Resolution No. 10: - The chairman has directed that a new teacher is transferred here so IQAC committee should be restructured. All the member are agree and consented.

IQAC Co-OrdinatorPrincipal
Prof. Bharat Jadhao

Dr. H. G. Patil