



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



**2018-19**

**IQAC MEETING**

**MEETING NO.1**

**DATE: -15 June 2018**

All the members of IQAC are hereby requested that IQAC Meeting no.2 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 2018**

**Time: -2.00 PM**

**Venue: - Principal's cabin**

The following points will be discussed: -

- 1) Approval to the Minutes of last IQAC Meeting held on 6 Jan 2018.
- 2) To Activate admission committee process.
- 3) To prepare the Time table and Academic calendar for the session 2018-19.
- 4) Discussion on the recruitment on teachers of science stream.
- 5) To purchase the books.
- 6) Discussion on the construction of auditorium.
- 7) To organize cultural, curricular, extra-curricular & Extension activities throughout the year.
- 8) To organize value added courses & soft skill development programme.

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 2018**  
**Time: - 2.00 AM**  
**Venue: - Principal's cabin**

The meeting of IQAC is held on **15 June 2018** 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. Dr. B. S. Jadhao |           |

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

HELD ON 15 June 2018

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 6 Jan. 2018 and action taken report.

**Resolution 1:** The minutes of the previous meeting held on 10 Jan 2018 were presented by IQAC Co-Ordinator Dr. B. S. Jadhao before the IQAC members. All members unanimously resolved to approve the minutes of the last meeting.

**Subject 2:** - To Activate admission committee process.

**Resolution 2:** It is decided that now the 12<sup>th</sup> 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 the Time table and Academic calendar for the session 2018-19.

**Resolution 3:** -The chairman of the meeting directed to the timetable committee to prepare the timetable & the Academic planning committee to prepare the Academic Calendar comprising all the events day by day for the academic session 2018-19. It is unanimously resolved by all members.

**Subject No 4:-** Discussion on the recruitment on teachers of science stream.

**Resolution No 4:-** As the result of the last year due to delay to the process of the recruitment of CHB teachers the students suffered. So it is decided by all members of IQAC that recruitment of CHB teachers should be recruited by advertising and following due process. It is unanimously resolved by all members.

**Agenda No. 5:** -To purchase the books.

**Resolution No 5:** - As the requirements of the books received from the respective subject teachers it is decided that as per budget available to purchase books. the resolution is unanimously resolved by all members.

**Agenda No. 6:** -Discussion on the construction of auditorium

**Resolution No 6:** - It is discussed that our college is multi faculty college and we are needed the auditorium. It is decided that the proposal for the construction of auditorium should be prepared and submitted to the management for the approval. The resolution is unanimously resolved by all 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 introduce new value-added courses & the soft skill development programmes for this year 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.

IQAC Co-Ordinator  
Prof Dr. B. S. Jadhao

Principal  
Dr. H. G. Patil