

Vasantrao Naik Mahavidyalaya, Aurangabad



Internal Quality Assurance Cell Proceedings

Date 05/01/2018

Place : IQCA Office

Time : 11:00 Am

Proceedings of the first Meeting of IQCA, held in the IQCA Office at 11:00 am on 15/01/2018

The following members were present.

S.r	Name	Designation	Department	Remarks
1	Dr.M.B. Ubale	Principal	Sign	Chairman
2	Dr. J.J Chamargore	Assistant Professor	Chemistry	Co-ordinator
3	Dr. D.K Darade	Assistant Professor	Social Science	Member
4	Dr.S.R Ankaram	Assistant Professor	Zoology	Member
5	Dr.B.K Jokare	Assistant Professor	Hindi	Member
6	Dr.V.M Kamble	Associate Professor	Librarian	Member
7	Dr. H.M Wankar	Assistant Professor	Public Administration	Member
8	Mr.A.R Jamkar	Associate Professor	History	Member
9	Dr.K.T Mahajan	Associate Professor	English	Member

2. Agenda :

1. Initial remarks by the principal/ Chairman IQAC
2. Review of previous meeting proceedings and action taken.
3. Discussion on AQAR requirements.
4. Discussion on Dept IQAC Co-ordinators role in compiling & submitting information for AQAR
5. Discussion on recommendations & suggestions made by the NAAC peer team

6. Any other matters

3. Proceedings :

1. After the IQAC Co-ordinator welcomed all the members to the meeting he placed before the members the NAAC- IQAC Guidelines as regards the composition of IQAC giving representations to various stakeholders and the practice followed by accredited peer institutions to reconstitute the interim IQAC and accordingly, the reconstitution of IQAC that has been undertaken. He thanked the earlier IQAC members for their work prior to the NAAC visit, Further he introduced the new committee members.
2. The chairman – IQAC (Principal) in his initial remarks thanked all the members for accepting the IQAC membership. He suggested the members to give the constructive ideas which were measurable and to actively participate in the process of quality assurance. Further he appraised the members about AQAR requirements to be update every year, as a pre-requisite for next cycle of reaccreditation.
3. The members discussed the recommendation & suggestions made by the NAAC peer Team during then visit from 7th sep to 9th sep 2017
4. As per the NAAC peer Team's suggestions, concrete efforts were taken to strengthen the IQAC Dept It was decided to submit all the activities of the staff for its approval inculcating. All the documentation of academic activities, research proposals, physical development of the campus, professional development of the faculty student centric activities inculcation of skill based programmers.
5. It was decided to organized at least three workshops in near future to update the staff with the present scenario
6. It was decided to organized at least three workshops in near future to update the staff with the present scenario
7. It was decided to encourage the staff to motivate the students through different awards/ rewards in their respective subjects.
8. It was decided to chalk out a perception plan for the next five years.

9. It was decided to constitute the committee for students feed-back on academic assessment of teaching learning process.
10. To launch Addon / value added/skill oriented certificate courses for all subjects the one to one interaction of the subjects heads to be planned in the month of April and it was further decided to set objective, outcome and syllabus of the course.
11. It was decided in order to expand vision & scope of education a new platform be made available to the students in the form of knowledge katta. so as to support student centric activities.
12. IQAC Co-ordinator informed that statistics boards of every department and the principals office would be updated in the month of janewary every years and requested the members to submit the data required to update this time by 15/03/2018 in the template already given.
13. IQAC Co-ordinator proposed a procedure for conducting the internal Assessment and it was decided to direct the Academic Monitoring committee to explore and take a decision on the feasibility of the proposal.
14. Dr. S.R Ankaram felt Alumni Association should be made more active and to get registered. Dr. K.T Mahajan desired that VNM alumni could contribute in arranging guest lectures by industry experts and improving the placement opportunities.
15. The meeting concluded, with the chairman thanking all the members for their active participation.

Dr. M.B Ubale
Principal & chairperson IQAC

To
All the members

Vasantrao Naik Mahavidyalaya, Aurangabad



Internal Quality Assurance Cell Proceedings

Date 05 July 2018
Place : IQCA Office

Sunday
Time : 11:30 Am

Proceeding of the meeting of IQAC held in the principals cabin at
11:30 am on 05 July 2018

Sr.No	Name of the members
1.	Dr.M.B. Ubale
2.	Dr. J.J Chamargore
3.	Dr. D.K Darade
4.	Dr.S.R Ankaram
5.	Dr.B.K Jokare
6.	Dr.V.M Kamble
7.	Dr. H.M Wankar
8.	Mr.A.R Jamkar
9.	Dr.K.T Mahajan

2. Agenda :

1. Initial remarks by the principal /chairman – IQAC
2. Review of previous meeting proceeding and action taken.
3. To discuss revised Annual Quality Assurance Report AQAR
4. To discuss Academic Audit Modalities
5. Any other item with permission of chair

Proceedings :

1. NAAC has revised the guidelines for submission of annual Quality Assurance report (AQAR) in Accredited institutions from 2018-19.

The revised guidelines will come into effect from 1st July 2018. The principal, IQAC has presented all points are covered in the new format of AQAR to the benefit of heads of the Departments and members of Internal Quality Assurance cell. All the members of IQAC felt that the new format is more significant than old format.

2. The monitoring and evaluation of the institutional processes require a carefully structured system of internal and external review. In the view of the above, the NAAC has recommended undertaking a continuous Academic and Administrative Audit (AAA)

Academic Audit:-

Academic audit can be understood as a scientific and systematic method of reviewing the quality of academic process in the institution. It is related with the quality assurance and enhancing the quality of academic activities in the institution.

Chairperson of IQAC has presented the objectives of our institution to all the members. The objectives of an Academic Audit are.

- To understand the existing system and assess the strengths and weakness of the departments and to suggest the methods for improvement and for overcoming the weaknesses.
- To identify the existing academic & administrative mechanisms and to identify the opportunities for academic & administrative reforms, etc.
- To enhance the academic integrity, transparency, accountability and participation of stake holders among the activities of department.
- To evaluate the optimum utilization of resources.

Internal Audit modalities are presented

Methodology is reviewed such as, data collation and data capturing online feedback system. Data verification and validation procedures.

Analysis of online feedback form of students was done by committee members & action taken accordingly.

Planning for organizing bridge course for newly admitted first year students of all faculty & also identify slow learner students by each departments.

It was decided that IQAC will prepare roadmap for the departments and all the heads of the departments will ensure necessary action towards excellent quality assurance.

Dr. M.B Ubale

Principal

Chairperson –IQAC

To

IQAC All Members.

Vasantrao Naik Mahavidyalaya, Aurangabad



Internal Quality Assurance Cell Proceedings

Date 24/09/2018

Place : IQCA Office

Time : 12:00 PM

Proceeding of the Meeting of IQCA, held in the principals cabin at
10:30 Noon on 12:00 pm 2018

Sr.No	Name of the members	Criteria
1.	Dr. D.K Darade	I
2.	Dr.S.R Ankaram	II
3.	Dr.B.K Jokare	III
4.	Dr.V.M Kamble	IV
5.	Dr. H.M Wankar	V
6.	Mr.A.R Jamkar	VI
7.	Dr.K.T Mahajan	VII
8.	Dr. J.J Chamargore	Co-ordinator

2. Agenda :

6. Initial remarks by the principal /chairman – IQAC
7. Review of previous meeting proceeding and action taken.
8. Discussion on AQAR requirements, schedule of submission and formats.
9. Discussion on Dept IQAC Coordinators "role in compiling & Submitting information for AQAR"
10. Discussion on department wise certificate course/ Mooc course framing.

11. Collection & Compilation of reports on events/ activities conducted by the departments from 20/04/2018 till date
12. Any other matters.

3. Proceedings :-

1. IQAC Coordinator gave a brief review of previous meeting proceeding and the action taken thereon.
2. IQAC members requested the chairman to direct the heads of the departments to involve the department Co-ordinators in taking academic related decisions.
3. Dr. K.T Mahajan suggested that IQAC could contribute in standardizing the process of organizing faculty development programs/ conferences and preparing research proposals.
4. IQAC chairman –Principal Dr. M.B Ubale suggested (a) To arrange IQAC awareness programs in each department and (b) To standardize the documentation process at the department level on a priority.
5. As per guidelines, principal – IQAC chairman discuss with all departmental heads about framing syllabus for value added skill development certificate courses certificate courses will be designed for 30 units implemented from upcoming semester or next academic year .
6. IQAC Co-ordinator proposed a procedure for conducting the internal Assessment and it was decided to direct the Academic audit or monitoring committee to explore and take a decision on the feasibility of the proposal
7. Dr. K.T Mahajan suggested that IQAC Could contribute in standardizing the process of organizing faculty development programs. Principal IQAC chairman proposed for minor research project to develop motivate research project –Dr. J.V Bharad apply for minor research project forwarded through IQAC to UGC (Academic Year 2018-19) & Dr BAMU Aurangabad

8. IQAC committee recommended the proposal of Wankar H.M & Chamargore J.J for Apply refresher courses for faculty development program through proper channel
9. The Meeting concluded, with the chairman thanks all the members for their active participation.

Dr.M.B Ubale
Principal &
Chalrman IQAC

To

IQAC All members.

Vasantrao Naik Mahavidyalaya, Aurangabad



Internal Quality Assurance Cell Proceedings

Date 25/01/2019

Place : IQCA Office

Time : 01:00 PM

Proceeding of IQAC, Committee meetings dated on 25/01/2019 day
on 01:00 pm to 02:30 pm

Sr.No	Name of the members	Criteria
1.	Dr. D.K Darade	I
2.	Dr.S.R Ankaram	II
3.	Dr.B.K Jokare	III
4.	Dr.V.M Kamble	IV
5.	Dr. H.M Wankar	V
6.	Mr.A.R Jamkar	VI
7.	Dr.K.T Mahajan	VII
8.	Dr. J.J Chamargore	Co-ordinator

2. Agenda:-

1. initial remarks by the principal /chairman IQAC
2. Review of previous meeting proceeding and action taken
3. Curricular /Co-curricular /Extracurricular
4. Any other subject with the permission of chairman

Proceedings :-

The minutes of previous IQAC Meeting held on was read and approved.

1. All the presidents of various associations & heads of departments were asked to plan the activities and fix the dates of meetings for the semester and submit the list to the IQAC.
2. It was decided to have two internal exams All students would also be given an assignment in each of their subject.
3. The class Guides (teachers) / Mentors were asked to meet their words individually and try to find out it their personal details, family background, work particulars, their problems, etc.
4. It was decided that remedial classes for slow learners would be conducted on a regular basis regular basis along with peer group learning on designated days.
5. It was decided to conduct the students council election for promoting leadership qualities amongst students.
6. To create awareness in students on 14 Jan 2019 on University Nam Vistar Din, organized workshop on harassment & discrimination is caste creed system by Dr. Mahesh kulthe.
7. It was decided to Organize industrial visit for science (Chemistry) Students.
8. The principal and IQAC Co-ordinator made a special request to all presidents of association and HOD's to submit their reports to IQAC. The principal thanked the IQAC Committee members staff members for their support and Co-operation

Principal

Dr. M.B Ubale

Vasantrao Naik Mahavidyalaya, Aurangabad



Internal Quality Assurance Cell Proceedings

Date 01/03/2019

Place :

Time : 03:00 PM

Proceeding of IQCA, Last Meetings dated on 01/03/2019 Friday on
01:00 pm to 03:00 pm

Sr.No	Member's present	Sign
1.	Dr. J.J Chamargore	
2.	Dr. D.K Darade	Criteria i
3.	Dr.S.R Ankaram	Criteria II
4.	Dr.B.K Jokare	Criteria III
5.	Dr.V.M Kamble	Criteria IV
6.	Dr. H.M Wankar	Criteria V
7.	Dr.K.T Mahajan	Criteria V I
8.	Mr.A.R Jamkar	Criteria VII

Agenda :-

1. Initial remarks by the principal /chairman IQAC
2. Review of previous meeting proceeding and action taken
3. Curricular /Co-curricular /Extra curricular
4. Any other subject with permission of chairman

Proceedings :- The minutes of previous IQAC Meeting held on was read & approved

1. It was decided to make IQAC Annual Meeting calendar. IQAC Meeting conducted on months last week of Friday or last working day of month.
2. IQAC suggested to office for collect the proposals (information or application) from All teaching and non-teaching staff for CAS (carrier Advancement scheme) Promotion up to last week of March for planning of next coming Academic year.
3. So that IQAC Planned to promote teachers for refresher course, orientation course short term course as per need in next academic year.
4. PBAS were collected through administration upto 10th April
5. It was decided that workshops for students on syllabus (Question-Answer pattern) would be conducted.
6. All the presidents of various associations & heads of departments were asked to planter academic calendar (micro level) of the department As per Academic calendar of college & university
7. All the members of IQAC committee criteria wise documentation for 2017-18 should be completed up to 15 March.
8. It was decided to organize workshop on Scopus- NRIF(National Institutional ranking framework) in month of Feb by Dr. Veena Kamble.
9. It was decided to do Area wise renaming in college campus.

Principal

Dr.M.B Ubale

Vasantrao Naik Mahavidyalaya, Aurangabad



Internal Quality Assurance Cell Proceedings

Date 19 June 2019
Place : IQAC Office

Time : 11:30 am

Minutes of the meeting

The IQAC meeting was conducted dated 19 June 2019 in IQAC office. The application was received from teachers, for CAS promotion dated 16/06/2019 after scrutiny the following teachers are eligible for CAS promotion according to GR to Maharashtra Govt dated 08/03/2019 and 10/05/2019 for CAS promotion of AL 11 to AL 12 stage-3 ; Assistant Professor AL-12 to Associate Professor AL 13A stage 4; and Associate professor AL-13(A) to 13 to Professor 14 stage 5. The Committee recommends the proposals of promotions of said above. Hence IQAC certified the API score and recommended for further necessary action.

Resolutions taken :-

IQAC permits of proceed CAS of the following teachers of the college. Subject of fulfillment of the criteria as in the several Government orders and UGC circulars.

S.r	Name of the teacher	Designation
1	Dr. Jgdish V. Bharad	Associate to professor
2	Dr.Sanjay D. Shinde	Professor
3	Dr.Vikram Khillare	Professor
4	Dr.Kamlesh T. Mahajan	Professor
5	Dr.Jaishree V. Patil	Assistant Professor to Associate
6	Dr.Jaishree J. Chamargore	Assistant Professor AL-11 To AL-12
7	Dr.Wankar H.M	Assistant Professor AL-11 To AL-12

- It has unanimously been resolved that student satisfaction survey(SSS) Process should be web based online keeping in mind the upcoming new outline of online AQAR submission process.
- It has been decided that the organizational structure of the IQAC will have to be reconstituted as per the recent guidelines as per the recent guidelines of the NAAC

Principal

Member Present

Sr.No	Name of the members	Criteria
1.	Dr. D.K Darade	I
2.	Dr.S.R Ankaram	II
3.	Dr.B.K Jokare	III
4.	Dr.V.M Kamble	IV
5.	Dr. H.M Wankar	V
6.	Mr.A.R Jamkar	VI
7.	Dr.K.T Mahajan	VII
8.	Dr. J.J Chamargore	Co-ordinator

Vasantrao Naik Mahavidyalaya, Aurangabad



Internal Quality Assurance Cell Proceedings

Date 16/07/2019

NOTICE

13/07/2019

To
Hon'bel Members IQAC
Vasantrao Naik Mahavidyalaya
Sir/Madam

All the members of the IQAC are hereby informed that the Meeting is arranged on 16th July 2019 at 01:00 pm in IQAC office to discuss the issues mentioned in the following agenda.

Agenda:-

1. Review of previous Meeting
2. Reconstitution of IQAC Members
3. Mentoring file to be updated and submitted
4. Innovative practices in teaching
5. Additional Courses for value addition
6. Purchase of reference books for library
7. Placement cell to conduct career orientation programs
8. Organize parents Meet
9. Alumni engagement to be discussed
10. Student satisfaction survey format to be discussed with students
11. Topics for FDP's
12. Wall magazine to be revived
13. Planning for industrial visits
14. Publication culture to be continued & given due importance in VGC notified journals
15. plan for conducting workshop/ seminars national conference/
international conference

16. Verity API Score & proposals of faculty members for CAS-Promotion
17. All Committees to submit their annual report
18. Students data to be updated department wise
19. Third cycle of NAAC do's & don't should be discuss with all staff members in next meeting.
20. Website to be effectively designed and updated regularly
21. Formulation of different clubs (science, social science, Languages etc)

Proceedings:

Jaishree chamargore, IQAC Co-ordinator welcomed all the member to the first academic meeting of year 2019-20 and briefed all the members about previous meeting.

IQAC Co-ordinator & members of IQAC committee discussed & take decision reconstitution of IQAC committee as per new guidelines include one management representative some member from from academic front one members industry & include student representation for IQAC.

IQAC Co-ordinator further stressed on monitoring file to be updated as per the format already framed for which all IQAC members agreed in accordance

Dr. Darade D.K. suggested to have value added, skill based courses for the benefit of students, college provide more choice to students to chose course suggestions by all members was discussed and decision to introduce some new courses was decided by members all members were advised to suggest the prevalent.

courses not the trend. Student's select any value added or skill base course as per their choice.

Librarian Dr. veena kamble demand for purchase of more no of reference books as per requirements.

Prin. S.L Patankar then put forth to the members to make placement cell more stronger. placement office to work more towards it but members disclosed their displeasure about students not taking it seriously, not attending orientation or workshops conducted in campus or not responding

back even after communication with them Prin.S.L Patankar suggested not to lose hope but keep trying and focusing on placement and also suggested to develop a kind of awareness program on career orientation or career awareness programs.

IQAC Co-ordinator discuss with members about alumini association, put forth their plans upon strengthening the alumni and requested to have a separate group on social media IQAC Co-ordinator then discussed with the members about student satisfaction survey. Dr.S.R Ankaram & Dr. H.M Wankar suggested to do analysis of feedback form of students about student satisfaction survey faculty wise Prin S.L Patankar suggested of conduct minimum of two FDPS for this semester and suggested few names and topics for the benefit of faculty members Dr. K.T Mahajan suggested to review the wall magazine tradition as this exercise makes student get in touch with latest updates and happening ground them for which all members readily agreed upon under 'Prakashan' wall magazine publication, annual magazine all to be given due importance was suggested and decided.

The wall magazine names from departments are to be continued. Industrial visits or study tour to be conducted on regular basis in an year was suggested by prin S.L Patankar, HOD'S of science. put the proposals of industries which can be visited IQAC Co-ordinator requested the members to continue with publication culture and suggested to publish more in UGC notified journals.

prin. S.L Patnkar suggested all the committee heads and members to submit their annual repor at her earliest to IQAC to know the working and development of all committees.

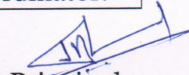
IQAC Co-ordinator suggested to all criteria wise in charge to submit documentation of AQAR (2017-18) also was of the opinion that the website is not updated & for requirement of efficiently working she requested to principal to give proper person who can redesign our website and meet the latest requirement laid out by NAAC as most of the documents have to be uploaded through website only for witch we may have to dynamic website which caters to all our present needs. IQAC committee suggest to formulate different prin S.L Patankar suggested to

IQAC committee & API-score validation committee to verify API- Score of all faculty members from their PBAS (2018-19)

Dr. J.J Chamargore IQAC Co-ordinator and Dr. A Jamkar discussed about the workshop conduted by NAAC On 17/07/2019 in Pune which is attended by Dr.Veena kamble & Dr.S.L Ankaram and briefed all the members about 7 criterion on which out college will be evaluated, do's and dot's AAA etc all these topicss were very well covered in NAAC workshop conducted for affiliated colleges The meeting concluded with vote of Thanks by Dr.J.J Chamargore IQAC Co-ordinator .

IQAC members were present for metting

Sr.No	Member's present
1.	Dr. J.J Chamargore
2.	Dr. D.K Darade
3.	Dr.S.R Ankaram
4.	Dr.B.K Jokare
5.	Dr.V.M Kamble
6.	Dr. H.M Wankar
7.	Dr.K.T Mahajan
8.	Mr.A.R Jamkar
9	Dr. J.J Chamargore (IQAC Co-ordinator.


Principal
PRINCIPAL
Vasantao Mahabharadhyaya
Aurangabad