

Minutes of the Second IQAC Meeting Session 2022 – 23

Following are the minutes of the 2nd IQAC Meeting held on 15th April 2023 at 12.00 pm in Principal's Room. Following members were present –

S. no	Name of the Person	Designation
1.	Dr. Ujwal Lanjewar	Principal Chairperson
2.	Dr. Dilip Deshpande,	Retd. Professor Special Invitee
3.	Dr. Amruta Bhuskute,	Asst. Prof. (Psychology) IQAC Coordinator
4.	Dr. Suchita Marathe	Vice –Principal & HOD (Eng.) Member
5.	Dr. D. Shambharkar	HOD (Political Science) Member
6.	Dr. Aparna Chaudhary	Librarian Member
7.	Dr. Charuta Joshi	Asst. Prof. (Political Science) Member
8.	Dr. Archana Gupta	Asst. Prof. (English) Member
9.	Shri Pramod Vairagade,	Superintendent Administrative officer
10.	Mrs. Ragini Kokarde	Head Clerk, Member
11.	Shri. Ashutosh Chorghade	Clerk, Member
12.	Mrs. Medhavi Joshi	Parent Representative, Member
13.	Ms. Jayanti Joshi	Student Representative, Member

Dr. Harish Rathi, Secretary, N.S.M. Management Representative, Dr. Deepa Balkhande, Head, (Psychology) IQAC Co-coordinator, Shri Milind Manapure, Industry Representative, Mrs. Suvarna Kayande, Entrepreneur Industry Representative, Dr. Nilima Damle, Mrs. Kiran Mundada, Alumni Representative conveyed their inability to attend the meeting.

MINUTES

1. Meeting called to Order –

The meeting was called to order by Chairperson and Principal Dr. Ujwal Lanjewar at 12.00 pm.

2. Approval of the last minute held on 11th February 2023-

The minutes of the First meeting for the session 2022-23 held on 11th February 2023 were read out by Dr Amruta Bhuskute, IQAC coordinator.

3. Compliance /ATR –

Dr. Bhuskute read the ATR as mentioned below:

Compliance / Action Taken Report of the Resolutions made in the 1st Meeting of IQAC for the Session 2022-23

Sr. No.	Noting/Resolutions	Action Taken / Compliance
1	Meeting noted the preparations of NAAC Visit and schedule is awaited	Preparations are now almost done and PTV is scheduled for 27 th & 28 th April 2023
2	Meeting noted that College is soon going	Postponed due to NAAC PTV Schedule,

	to sign MOU with Chitnavis Trust	will be done in May 2023
3	Meeting noted that T, P, & Ent. Cell has conducted various Placement & Training Activities	Ms. Shivani Choursiya is now placed as SBI Life Mitra, and 19 students attending training at ICICI Academy has got placement at various firms
4	Meeting Moted that Uniform is being introduced for students from coming Session	Under Process

4. To review NAAC Peer Team Visit Preparations:

Dr. Bhuskute briefed about the preparations done. She also updated about the suggestions received from Dr. Urmila Dabir, Expert invitee during the Mock visit held on 13th of April 2023.

Dr. Deshpande enquired about the preparation of presentations by all the departments and Cells. Principal Dr, Lanjewar affirmed that the presentations of all the departments are ready and enquired if the activities conducted in the session 2022-23 added in the presentations. Dr. Deshpande emphatically said that the activities must be added to highlight the consistency and commitment in the efforts of the college.

5. Approval of IQAC Handbook:

Dr. Bhuskute briefed about the concept and idea behind the handbook. She also ensured that the first draft of the handbook was ready and it will be finalized after receiving suggestions on it. Once it will be approved, it will be uploaded on the website.

6. To note Annual Report of IQAC:

The Annual Report of IQAC was read by Dr. Bhuskute and it was approved.

7. To approve the College Calendar for the Session 2023-24:

College Calendar for Session 2023-24 was read by Dr. Bhuskute and it was approved.

7. To note plan of activities for the next session:

Dr. Bhuskute read the plan of activities. Dr. Deshpande suggested to organize more participatory workshops in the coming session. He also suggested that the department of History should plan the activity of Heritage walk under the guidance of an expert in the field of Archeology. He enquired about the consultancy services to be provided by the Department of Psychology. Principal Dr. Lanjewar updated him that the college is in the process of

signing MoU with the experts in the field of Psychological Therapy for Counselling and Consultancy work.

8. Any other matter with the permission of the chair

a) Slow Learner Advance Learner Policy:

Vice Principal Dr. Suchita Marathe brought it to the notice that the college has to identify whether a student is a slow learners and advance learners at the time of admission in the first year. She proposed that below 55% and above 55% will be the criteria for categorizing the students as slow or advance learner respectively.

Secondly, she proposed that for assessment of Course Objectives (COs), Unit wise class tests be held from the next sessions. Principal Dr. Lanjewar suggested that sharing the answers of a question bank will be a better option to ensure preparation of students for exams and attain learning outcomes. The suggestions were noted.

b) Provision of Advance for conducting Departmental and Cell activities:

Dr. Bhuskute proposed that the departments and Cells under IQAC be given an amount as advance for conducting programs and activities. Dr. Deshpande suggested to include this provision in the College Budget under the head of co-curricular activities. The suggestion was noted.

c) Appointment of IQAC Coordinator:

Dr. Bhuskute proposed that the name of the next IQAC Coordinator for the term after NAAC Visit should be declared at least a year before to enable that person to learn and prepare herself to ably shoulder this responsibility. The suggestion was noted and Dr. Deshpande suggested that this responsibility be given to Dr. Bhuskute for the next term.

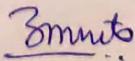
d) Renovation of Room no. 6:

Dr. Suchita Marathe informed that the parents of Late Shri. Amar Damle, Assistant Professor, Department of Psychology wish to donate the amount up to Rs. 1,00,000/- to sponsor a prize in his memory. However, she proposed that this amount be utilized for renovating Room no. 6 to convert it into IQAC Office. Dr. Deshpande suggested that the amount by the parents of late Shri. Damle be utilized as prize money as they wish and a proposal should be sent to the Management for renovation of Room no. 6.

9) Thanks to the Chair:

The meeting ended with Thanks to the chair at 1.30 p.m.


Principal
S. B. Mahila Mahavidyalaya
Mahal, Nagpur


IQAC - CO-ORDINATOR
S. B. Mahila Mahavidyalaya
Mahal, Nagpur.