

K.E.S.Anandibai Pradhan Science college, Nagothane.

**Internal Quality Assurance Cell (IQAC)**

**Academic Year 2018-19**

**Minutes of 1<sup>st</sup> Meeting of the IQAC**

Minutes of the meeting of the Head/Incharge of the Department with the Principal held on 18<sup>th</sup> June 2018 at 2.00 p.m. The Venue of the meeting was NAAC Room.

The meeting of the Internal Quality Assurance Cell (IQAC) started at 2.10 p.m. under the Chairmanship of Hon.Principal Dr.Sandesh S.Gurav.

The following members were present:

<b>Sr.No.</b>	<b>Name of the Members</b>	<b>Designation</b>
1.	Dr. Sandesh S. Gurav	Principal / Chairperson
2.	Hon. Vinayak D. Khopkar	Member Governing Body
3.	Mr. Narendra P. Jain	External Expert
4.	Mr. Anil K. Kale	External Expert
5.	Dr. Dinesh V. Bhagat	IQAC- Coordinator
6.	Dr. Mrs.Kurra Sarada	Teacher-Member
7.	Dr. Satish D. Patil	Teacher-Member
8.	Dr. Vijay S. Chavan	Teacher – Member
9.	Dr. Shrikrishna D. Tupare	Teacher – Member
10.	Dr. Vilas R. Jadhavar	Teacher – Member
11.	Prof. Mrs. S.V.Chaudhari	Teacher – Member
12.	Mr. Vikas S. Shinde	Teacher – Member
13.	Mr.Hemant F. Jadhav	Librarian-Member
14.	Adv. Mrs. Sonal H. Jain	Alumni Nominee
15.	Mrs. Nilam V. Mahale	Alumni Nominee

Dr.Dinesh V.Bhagat, Co-Ordinator IQAC has started the meeting. He welcomed Hon.Principal and all Heads/Incharges of the Department present for the meeting.

Agenda of the first meeting for year 2018-19 was as follows:

**Agenda:**

1. Preparation of action plan of IQAC for academic year 2018-19
2. Finalize and submission of AQAR of Academic year 2017-18
3. Action to be taken for recommendations given by NAAC peer team
4. Preparation of all the activities of 2017-18
5. Review of admission process of UG & PG courses for academic year 2018-19
6. Review of Academic results of UG & PG classes.
7. Participation of faculty in Syllabus revision workshops.
8. Organization of Workshop on CS/IT
9. Preparation of Avishkar research conversions competition for District zone.
10. Planning to avail research grants from University of Mumbai
11. Preparation and participation of students in Youth Festival
12. Any other relevant issues with permission of the chairman

**It was resolved that:**

1. IQAC should draft and provide plan of action as per the revised Accreditation framework of NAAC to academic departments for the year 2018-19.
2. AQAR for the academic year 2017-18 should be submitted to NAAC Office before deadline.
3. Fulfilments of the NAAC Recommendations mentioned in the plan of Action for 2018-19 should be attained till April 2019.
4. Criteria chairmen should preserve soft & hard copies of the documents as per the SOP given by NAAC.
5. Admissions of UG courses (B.Sc. Chemistry/IT) and PG courses (M.Sc. Organic Chemistry) should completed till 30<sup>th</sup> August 2019.
6. All academic departments should maintain qualitative and quantitative results during the year 2018-19 & submitted to IQAC well in time
7. Faculty of the college should be deputed to participate in workshops on revised syllabi arranged by other institutions.
8. workshop should be conducted for students of CS & IT in the first half.
9. It was decided to prepare more research projects and complete in large number of students participants.
10. More proposals of research projects should be submitted to funding agencies to avail more research grant
11. Cultural committee should motivate students to participate in cultural events of University of Mumbai.

The meeting ended with vote of thanks by Dr.V.R.Jadhvar

Dr.D.V.Bhagat  
Co-ordinator  
Internal Quality Assurance Cell

Prin. Dr.Sandesh S.Gurav  
Chairman  
Internal Quality Assurance Cell

