

IQAC Meeting Minutes – [Dec-May 2018]

Meeting Information			
Objective:	To take a review of NAAC Visit Preparation		
Date:	11/5/2018		
Time:	3.00 pm		
Called By:	Mr.A.U. Mojad	Facilitator:	Dr. S. R. Pacharne
Timekeeper:	Mr. Ajay .Dhamale	Note Taker:	Dr. N. G. Jagtap
Submitted by:	Dr. Deepali Patil	Approved by:	Dr. Y. R. Thorat
Attendees:	Dr.S.K.Pole	<u>Deepali Patil</u>	
	Mr. Sahebrao Jadhav	-	
	Mr. Suresh V.Khaire	-	
	Dr. Chowgule B.G	-	<u>B.G</u>
	Mr.Sudam Kamble	-	
	Dr.Y.R.Thorat	-	<u>Y.R.Thorat</u>
	Dr.D.R.Patil	-	<u>D.R.Patil</u>
	Dr.L.G.Retwade	-	<u>L.G.Retwade</u>
	Dr.S.R.Pacharne	-	<u>S.R.Pacharne</u>
	Ms. C.V. Deokar	-	
	Mr.A.U.Mojad	-	<u>A.U.Mojad</u>
	Mr. A.E. Kadam	-	<u>A.E.Kadam</u>
	Dr.N.G.Jagtap	-	<u>N.G.Jagtap</u>
	Ms. Seema Dhame	-	<u>Seema Dhame</u>
	Mr. M.K.Satav	-	<u>M.K.Satav</u>
	Mr. Ashok Dorugade	-	<u>Ashok Dorugade</u>

Agenda Items		Presenter	Time Allotted
1	General Review	Mr. A.U. Mojad	5 minutes
2.	To prepare files of Departments and Criteria for NAAC preparation	Prin. Pole S.R.	15 minutes
3.	To check information of DVV and provide compliances urgently.	Dr. Deepali Patil	10 minutes
4.	Take a review of the work done in each Criteria, Department and Committee.	Dr.Y.R. Thorat	10 minutes
5.	Any other matters for discussion	Dr. L.G. Retwade	10 minutes

Discussion

- **General Review**
IQAC Coordinator narrated the minutes of the previous meeting which were approved by the committee members present.
Recommended by : Mr. A.U. Mojad
Approved by : All members present
- **To prepare files of Departments and Criteria for NAAC preparation**
Principal Pole S.R. provided guidance for file preparation as per new guidelines .
Recommended by : Mr. Sudam Kamble
Resolved by: Mr. Suresh V. Khaire
- **To check information of DVV**
Discussion about Queries and provide clarification and compliances as required by DVV
All the criterion heads were asked to complete the information required and provide the changed and rectified data to DVV within a week.
Recommended by: Dr. Deepali Patil
Resolved by: Dr. N.G. Jagtap
- **Take a review of the work done in each Criteria, Department and Committee**
Heads of all the Criteria, Departments and Committees should complete all the documentation required for NAAC along with photographs, attendance records and evidences as required.
Recommended by: Dr. Y.R. Thorat
Resolved by: Mr.A.U.Mojad
- **Any other matter for discussion**
IQAC decided to well prepare for visit of NAAC Peer Team .
IQAC discussed about infrastructure, Separate Department and its availability and development.
Recommended by: Dr. N.G. Jagtap
Resolved by: Ms. Seema Dhame

New Action Items		Responsible	Due Date
1	Preparation for NAAC peer team visit	Mr.A.U.Mojad	30/6/2018
2	To prepare teaching, non-teaching staff and students to face NAAC peer team	Dr. Deepali Patil	30/7/2018

Other Notes & Information

Active participation of Teachers in various Department Activities to be promoted.

Principle
PRINCIPAL

Samaj Bhushan Baburao alias Appasaheb
 Jedhe Arts, Commerce & Science College,
 Pune-411 002.