

Meeting Minutes – [Dec –Feb 2015]

Meeting Information			
Objective:	To plan Academic Activities like Seminars and Guest Lectures		
Date:	15/12/2014	Location:	Principal Cabin
Time:	11.00am.	Meeting Type:	Regular
Called By:	Dr. D. R. Patil	Facilitator:	Dr. N. G. Jagtap
Timekeeper:	Mr.R.M. Shelke	Note Taker:	Dr.L.G. Retwade
Submitted by:	Dr. Y.R. Thorat	Approved by:	Mr.A.U. Mojad
Attendees:	Dr.S.K.Pole Dr.Y.R.Thorat Dr.D.R.Patil Dr.L.G.Retwade Dr.S.R.Pacharane Ms. C.V. Deokar Mr.A.U.Mojad Dr.N.G.Jagtap Ms. Seema Dhame		
	<i>Handwritten signatures:</i> Thorat Patil Retwade Shelke Deokar Mojad Jagtap Dhame		
Agenda Items		Presenter	Time Allotted
1	General Review	Dr. D.R. Patil	5 minutes
2.	IQAC to guide the Departments to organize Seminars	Dr. Y. R. Thorat	10 minutes
3.	To plan N. S. S. Activities	Dr. S. R. Pacharane	15 minutes
4.	To plan Sports Activities	Dr. L. G. Retwade	10 minutes
5.	Preparation of AQAR	Mr. A. U. Mojad	10 minutes

Discussion:

- General Review of the Minutes and Action taken of the previous meeting was conducted by the IQAC Coordinator. All the members gave their consent to the minutes.
- IQAC suggested that Seminars should be organized to promote research interests amongst the staff. Departments of Commerce and Marathi to organize Seminars- Head of the Commerce Department, Dr. Y. R. Thorat and Head, Marathi Department, Mrs. Sawant discussed about conducting a Seminar in January 2015 and the preparations to be made including the themes, list of the Invitees and Venue.
- Celebration of International Women's Day- IQAC suggested that a special programme for girls should be arranged especially focusing on Self -Defence on this day.
- To plan N. S. S activities-IQAC coordinated with N.S. S Programme Officer to carry out various activities to promote social awareness amongst students. A review of preparations for Winter Camp was taken.
- To plan Sports Activities- IQAC informed the Physical Director to organize Annual sports activities for students and encourage them for participation in Inter-college, State and National level sports activities.
- AQAR to be prepared by IQAC - IQAC instructed all the Heads of the Departments and Committee Heads to plan their activities and keep the data ready for AQAR during the next meeting.

New Action Items		Responsible	Due Date
1	AQAR To be prepared	Dr. D. R. Patil	3/4/2015


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