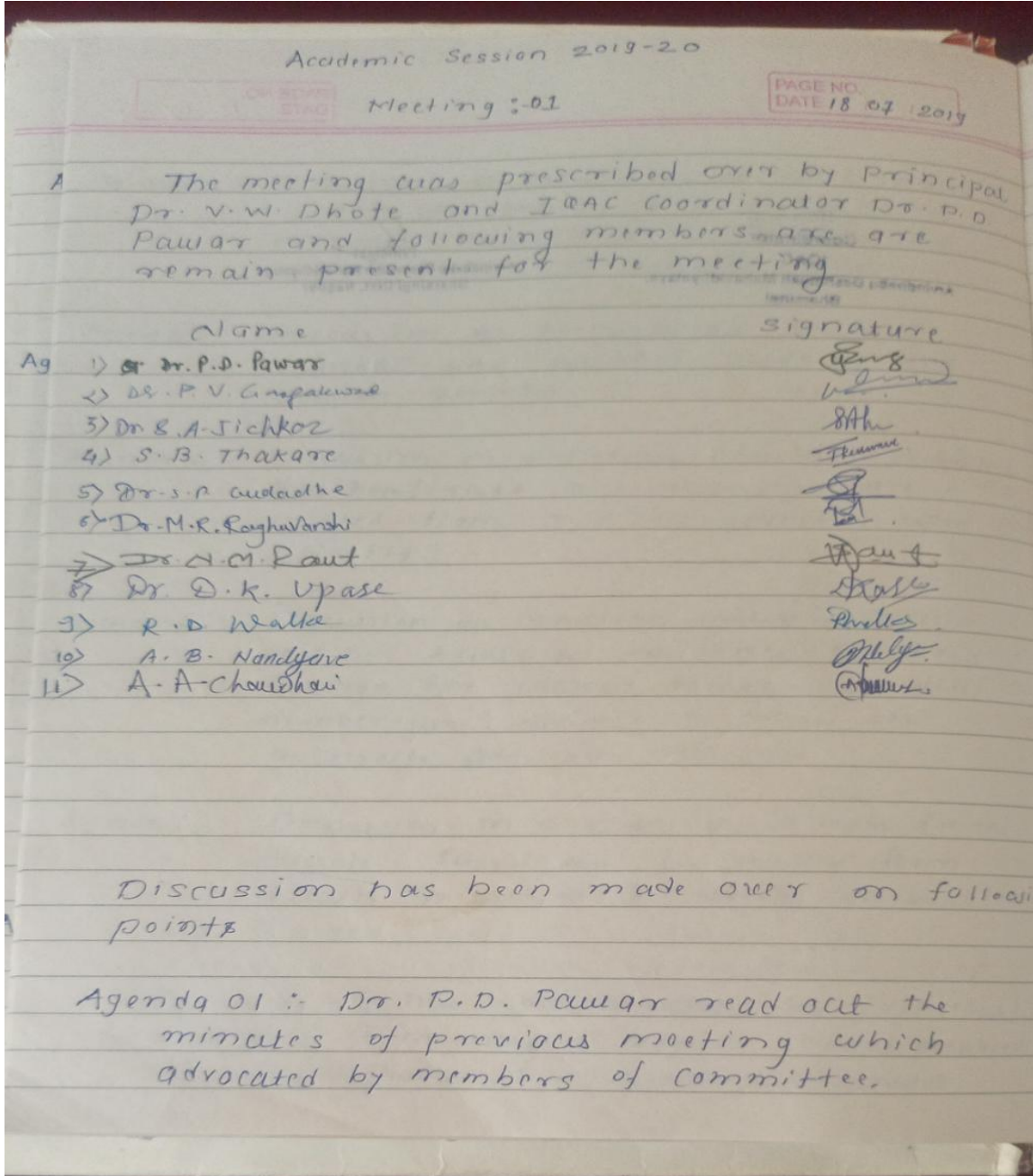




V.S.P.M. Academy of Higher Education
Arvindbahu Deshmukh Mahavidyalaya Bharsingi
Tah. Narkhed, Dist. Nagpur
Academic Session 2019-20
Minutes of Meetings



Agenda 02 :- Dr. S.S. Koda no more part of this college so his name from IQAC committee has been removed. Mr. A.D. Ghotpure office superintendent got retired from college so his name also removed from IQAC committee.

Agenda 03 :- Dr. P.V. Gayakwad, Department of mathematics appointed as new IQAC member in IQAC committee. and Mr. A.A. Choudhary appointed as office representative on IQAC committee.

Agenda 04 :- Student member Pawan Umak pass out from the college hence need to appoint new student members. So Miss. Chetany Thombare of B.Sc. II and Mr. Hemant Forkade M.A.-I selected as student members on IQAC committee.

Agenda 05 :- Newly form IQAC committee form as shown below.

- | | | |
|----|-------------------|-------------------|
| 1. | Dr. V.W. Dhote | Chairperson |
| 2. | Dr. P.D. Pawar | IQAC Co-ordinator |
| 3. | Mr. S.B. Thakare | Co-ordinator |
| 4. | Dr. S.A. Jichakar | Faculty member |
| 5. | Mr. D.K. Upase | Faculty member |
| 6. | Dr. S.P. Gadadhe | Faculty member |
| 7. | Dr. P.V. Gayakwad | Faculty member |

8. Mr. A. B. Nandgave	Faculty member
9. Mr. D. Y. Raut	Management Member
10. Dr. G. W. Kaware	Alumni Member
11. Dr. Vasant Khabade	External Member
12. Miss. Chitana Thambare	Student member
13. Mr. Hemant Farkade	Student Member
14. Mr. A. A. Choudhary	Office Representative
15. Mr. C. B. Borapatre	Technical Staff Member.

Agenda 06: Discussion of Admission process

→ Discussion has been made on admission process for UG student in various streams as per university schedule provided. Number of admission completed and number of vacant seats available in different streams are mentioned and it was decided to fulfill the vacant seats available in different streams.

Agenda 07: Discussion on Academic planning

As per the academic calendar prepared for the academic session, it was decided to conduct all the required activities by the all departments and details regarding activities to be submitted time to time to respective committee convenor.

Agenda 08: Discussion of purchasing Books, Journals. Requirement of Books, Journals has been asked to the departments and tell them to provide the list of requirements, accordingly the purchasing can be done by the library department.

Agenda 09: Discussion on using ICT tools. It was discussed that all the teachers must use the ICT tools for the teaching process such as Google classroom, Youtube, power point presentation and it was decided that all teacher use these tools to improve the teaching ability.

Agenda 10: Certificate courses in college. It was decided that for the winter session college will run three certificate courses. certificate course in tally by commerce department, certificate course in vermicompost by Science department, certificate course in Fashion designing (stitching) by Arts department. responsibility for conducting courses was given to respective convenors.

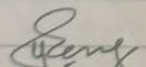
Agenda 11: Discussion on "Best Practices". It was decided that for the session college will show two "Best practices" and work according to that.
i) Games and sports ii)

Agenda 12: Discussion on submission of AQAR. AQAR for academic session 2018-19 to be submitted through online method for that respective data from criterion convenor has been collected. It was decided to start the process of submission of AQAR for academic session 2018-19.

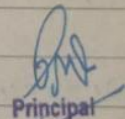
Agenda 13: Academic Audit Report.

Discussion has been made on preparation and submission of Academic audit report by the faculty members. It was decided that all faculty member should submit their academic report for session 2018-19 to IQAC upto the end of month of August.

Meeting has been concluded by principal chairman of meeting and vote of thanks proposed by Mr. S.B. Thakare.


Coordinator
IQAC

Arvindbabu Deshmukh Mahavidhyalaya,
Bharsingi

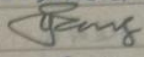
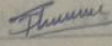
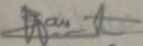
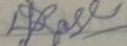
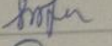


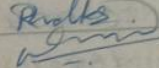
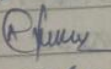

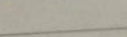

Principal

Arvindbabu Deshmukh Mahavidhyalaya
Bharsingi Dist. Nagpur

Meeting - 02

PAGE NO.
DATE 15/09/2019

The meeting was presided over by Principal Dr. V. W. Dhote and IOAC co-ordinator Dr. P. D. Pawar and following members are remain present for the meeting on dated 15/09/2019

Name	Signature
1) P. D. Pawar	
2) S. B. Thakore	
3) N. M. Raut	
4) D. K. Upase	
5) Dr. S. A. Jichkar	
6) Dr. S. P. Wadadhe	
7) Dr. M. R. Raghuvanshi	
8) R. D. Walke	
9) Dr. P. V. Gajalewad	
10) A. A. Chaudhari	
11) A. B. Nandgare	

Discussion has been made over on following points.

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PAGE NO. / /
DATE / /

A Agenda 01: Dr. P. D. Pawar read out the minutes of previous meeting which advocated by the committee members.

Agenda 02: Discussion of submission of AQAR.
Discussion has been made on submission of AQAR for academic session 2018-19 and it was told that the process is in progress. AQAR will be submitted upto the end of month October.

Agenda 03: Proposal for NSS camp.
It was decided that NSS department will conduct the University level and college level NSS camp for that department of NSS will prepare the proposal and put forward in front of IQAC.

Agenda 04: Organizing University level sports activity.
Physical education director inform that our college got the permission for organizing University level Hockeyball competition for Men and Women and Malkhamb competition for Men. Discussion was made on organizing these activities.

PAGE NO. / /
DATE / /

Agenda 05: Regular working of activities
Discussion was made on proper working of regular decided activities as per academic calendar. It was found that all the departments working properly as per the provided work.

Agenda 06: University theory exam winter-2019
Discussion was done on organizing university theory examination W-2019. It was decided that Dr. Megha Raghavanshi works as an exam incharge for conduction of exam properly.

Agenda 07: organization of Alumni Meet
Discussion was made over organizing first alumni meet for the session and it was decided that the alumni meet will be organized immediately after the winter vacation in the month of November.


Agenda 08: Committee work for newly appointed staff
College have newly appointed staff in the month of September 2019 in department of science and Arts, Library. It was decided to include their name on various working committee which will improve the efficiency of work.

Agenda 09: Discussion on organization of 'Arvindbabu Death anniversary' programme along with student Felicitation programme.

A Meeting was concluded by the Principal
chairman of meeting and vote of thanks
has been proposed by Dr. S.A. Jichaleor.


Coordinator
IQAC

Arvindbabu Deshmukh Mahavidhyalaya,
Bharsingi

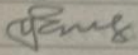
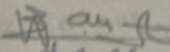
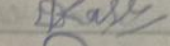


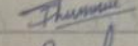
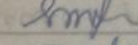
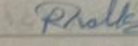
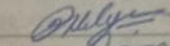
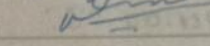
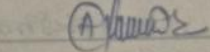

Principal

Arvindbabu Deshmukh Mahavidhyalaya
Bharsingi Dist. Nagpur

Meeting 03

PAGE NO.
DATE 01/01/2020

The meeting was presided over by Principal Dr. V. W. Dhote and IQAC coordinators Dr. P. D. Pawar and following members remain present for the meeting on dated 01/01/2020

Name	Signature
1) Prof. P. D. Pawar	
2) Dr. A. M. Raut	
3) Dr. D. K. Upase	
4) Dr. S. P. Gudadhe	
5) Dr. M. R. Raghuvanshi	
6) S. B. Thakare	
7) Dr. S. A. Sichekar	
8) P. D. Walke	
9) A. B. Nandiyani	
10) Dr. P. V. Gayakwad	
12) A. A. Chaudhari	

Discussion has been made over the following agendas.

1 Agenda 01: Dr. P.D. Pawar read out the minutes of previous meeting which advocated by the committee members.

Agenda 02: Discussion on NSS camp organization.

Discussion was done on organizing NSS camp. Director of NSS inform that college got the permission of organization of college level and University level NSS camp. It was decided that college level NSS camp will be organize in the month of January and University level NSS camp will be organize at the start of month February. at village Rohuna and Paradsinga respectively.

Agenda 03: State Level workshop on IPR and EAS

Discussion was made on organizing state level workshop on "Intellectual Property Rights" and "career advancement scheme" it was decided that workshop will be organized in the month of March. Dr. P.D. Pawar appointed as co-ordinator Dr. S.B. Thakare as Secretary and Dr. N.M. Rao as joint secretary for organization of workshop.

Agenda 04: Running certificate courses in session.

Discussion was made on completion of certificate courses organize in winter session and it was found that courses are successfully completed.

New certificate courses during summer session to be organized, for that it was decided that college will run one certificate course on "Business Application" in collaboration with Edubridge Learning Pvt. Ltd. for that IANC did the MoU with them. On college level college also run two certificate courses "certificate course in welding fabrication" and "certificate course in communicative English".

Agenda 05: Running value added courses.
Discussion was done on organizing value added courses, different suggestions are received and it was decided to run "Self Defence Programme" for the girls team from the mid of January.

Agenda 06: Organizing Annual Gathering Programme
Discussion was made on organizing "Annual Gathering Programme" it was decided that annual gathering will be conducted on 25th and 26th January 2020. Discussion was also made on organizing various activities during annual gathering schedule.

Agenda 07: Discussion on organizing Alumni Meet
Discussion was made on organizing alumni meet and it was decided that alumni meet will be organized at the end of month of March 2020.

Agenda 08: Teacher-Parents-students association activities
Discussion was done on organizing an activity in association with Teacher-Parents-students and it was decided to conduct an programme regarding "Competitive Examination Guidance" for students and parents in the month of January.

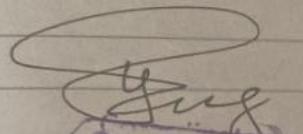
Agenda 09: Preparation of College Magazine
Discussion was made over preparation of college magazine for session, respective work has been distributed to committee members and it was decided that magazine should be ready by end of month of March.

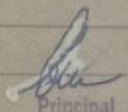
Agenda 10: Teacher-Parents Meet
Discussion was made on organizing Teacher parents meet and it was decided that Teacher-parent meet will be organize for all the department in first week of April immediately after "Alumni association Meet"

Agenda 11: Teaching and Non-teaching training
Discussion was made on organizing training programme for teaching and Non teaching staff and it was decided to organize such activity in upcoming weeks.

Agenda 12 :- Upgradation of Administration, Finance account and student admission and support software. Master soft ERP solutions. Demand has been made by the administrative staff regarding upgradation of ERP software discussion has been made on it. As per need it was decided to put forward proposal in front of management.

Meeting was concluded by principal chairman of meeting and vote of thanks proposed by Dr. P.V. Gayakwad.


Co-ordinator
IQAC
A. D. Mahavidyalaya
Bharsingi


Principal
Arvindbabu Deshmukh Mahavidyalaya
Bharsingi Dist. Nagpur

Meeting Op

PAGE NO.
DATE 16/04/2020

Meeting was prescriped over by Principal Dr. V. W. Dhote and JAC co-ordinator Dr. P. D. Pawar and following members will remain present for the meeting.

Name	Signature
1) P. D. Pawar	[Signature]
2) Dr. S. A. Jichkar	[Signature]
3) R. A. Walke	[Signature]
4) Dr. S. B. Thakore	[Signature]
5) Dr. S. P. Gundadhe	[Signature]
6) Dr. D. K. Upase	[Signature]
7) Dr. P. V. Gayakwad	[Signature]
8) Dr. N. M. Raut	[Signature]
9) Dr. M. R. Raghuvanshi	[Signature]
10) A. A. Chaudhari	[Signature]
11) A. B. Nandyave	[Signature]

Discussion has been made on following points

Agenda 01 :- Dr. P.D. Pawar read out the minutes of previous meeting which advocated by the committee members.

Agenda 02: Completion of remaining syllabus due to Covid-19
→ Discussion has been made on current situation of Covid-19 and remaining syllabus of the students. It was decided that faculty members should complete their remaining syllabus by using online teaching methodology.

Agenda 03: Postponed State Level workshop on IPR and CAS. Earlier it was decided to take IPR and CAS state level workshop on 28th March 2020 but it got cancelled due to Covid-19. It was decided that this workshop should be conducted through online method in the month of May, 2020.

Agenda 04: Discussion on pre-planned activities.

Activities such as Teacher-parents meet, second alumni association meet which are decided earlier to conduct in the month of March and April.

It was decided to cancel the conduction of these activities due to effect of Covid-19.

Agenda 05: Discussion on work-from home report.

Discussion was done on doing work from home for teaching staff. It was decided that faculty members do their work from home and weekly report of work to be submitted to IQAC and Principal.

Agenda 06: Felicitation of student participated
→ student team college which participated at national level in sports activities. Students awarded with prize and get certificate of participation. It was decided to felicitate them on occasion of Death anniversary of "Late Arvindbabu Deshmukh"

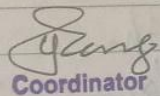
Agenda 07: Academic calendar for session 2020-21
→ Responsibility of preparing academic calendar for session 2020-21 was given to JAAC and it was decided that academic calendar should be ready by the end of month of June 2020.

Agenda 08: Preparation of prospectus for session 2020-21
→ Discussion was made on preparation of prospectus of session 2020-21. Suggestions are invited by the prospectus committee for the changes. It was decided that committee members keep prospectus ready before the result announcement of HSC.

Agenda 09: Discussion on admission process 2020-21
→ Committee are form for the admission of the student in various streams. Responsibility has been given to them to conduct admission process as per the schedule which university will provide.

Agenda to: Preparation of AAR for session 2019-20
Discussion has been made on preparing AAR for
the session 2019-20 and respective work discuss
with convenor and members of committee. It was
infor that all required data will be submit to
IQAC by criterion convenors by the end of month
June 2020

Meeting was concluded by the Principal chairman
of meeting and vote of thanks proposed by
Dr. S. P. Audmalhe.



Coordinator
IQAC

Arvindbabu Deshmukh Mahavidhyalaya,
Bharsingi



Principal

Arvindbabu Deshmukh Mahavidhyalaya
Bharsingi Dist. Nagpur

Action Taken Report

Meeting 01		Date:- 18/07/2019
S.N.	Agenda	Action Taken Report
1.	Agenda 2	Name of Dr. S.S. Kadu and Mr. A. D. Gharpure has been removed from IQAC committee
2.	Agenda 3	Dr. P.V. Gayakwad and Mr. A. A. Choudhary appointed as new member of IQAC.
3.	Agenda 4	Miss. Chetana Thombare and Hemant Farkade appointed as students member on IQAC
4.	Agenda 5	New IQAC committee comes in action for academic session 2019-20
5.	Agenda 6	Admission process for session 2018-19 successfully completed as per the university schedule
6.	Agenda 7	Activities are taken as per academic calendar prepared for the session
7.	Agenda 8	New text Books are purchased as per the requirement provided by the departments
8.	Agenda 9.	All the teachers used ICT tools for teaching and report related that submitted to IQAC
9.	Agenda 10	Three certificate courses are successfully conducted during winter session starting from August 2019 to October 2019
10.	Agenda 11	Two Best Practices "Games and Sports and Village Adaptation" successfully run during the session.
11.	Agenda 12	AQAR for session 2018-19 is in preparation
12.	Agenda 13	Academic audit conducted by IQAC on 17 th August 2019
Meeting 02		Date :-15/09/2019
1.	Agenda 2	AQAR for session 2018-19 prepared and ready for submission
2.	Agenda 3	Proposal of NSS University level and College level NSS camp submitted on 23/11/2019
3.	Agenda 4	University level Holly ball, Malkhamb competition successfully organized during 4 to 16 October 2019.
4.	Agenda 5	All the department conducted regular activities as per the mention in academic calendar.
5.	Agenda 6	University theory exam Winter-2019 successfully conducted by Officer in charge.
6.	Agenda 7	First Alumni meet was successfully conducted on 28/11/2019

7.	Agenda 8	New staff appointed included in varying college committees
Meeting 03		Date :-01/01/2020
1.	Agenda 2	College level NSS camp successfully organized during 27 th January to 2 nd February 2020 at village Rohana and University level NSS camp successfully organized during 15 to 21 February 2020 at Paradsinga
2.	Agenda 3	State level workshop on “IPR and CAS” successfully conducted on 26 th May 2020
3.	Agenda 4	Certificate course in “Business Application”, “Welding and fabrication” and Communicative English” successfully conducted during summer session.
4.	Agenda 5	Value added course “ Self Defense Training” for girls students conducted successfully from 01/02/2020
5.	Agenda 6	Annual Gathering was successfully organized during 25 th and 26 th January 2020.
6.	Agenda 7	Second Alumni meet for session to be organized in the month of March 2020
7.	Agenda 8	First Teacher-Parents association activity “ Competitive Examination Workshop” was successfully organized on 04/02/2020
8.	Agenda 9.	College magazine for the session was published on 16 th April 2020
9.	Agenda 10.	Teacher-Parents Meet to be organized in the month April 2020
10.	Agenda 11	Two training programme for teaching and non-teaching staff members “Stress Management” and “Financial Management” was organized on 01/01/2020 and 13.03/2020.
Meeting 04		Date :-16/04/2020
1.	Agenda 2	Remaining syllabus of student due to Covid-19 was completed successfully using online teaching methodology.
2.	Agenda 3	Postponed State level workshop on “IPR and CAS” was successfully conducted on 26/05/2020
3.	Agenda 4	Parent-Teacher Meet and Alumni Meet has been cancelled due to Covid-19 effect.
4.	Agenda 5	Work from Home report are submitted weekly by all faculty members to IQAC.
5.	Agenda 6	Felicitation programme for students on 19 th September 2020 cancelled due to Covid-19 effect.

6.	Agenda 7	Academic calendar for the session 202-21 has been preped
7.	Agenda 8	Prospectus for the session 2020-21 has been prepared by the committee members.
8.	Agenda 9	Admission process for the session 2020-21 has been successfully completed by the committee members.
9.	Agenda 10	AQAR for the session 2019-20 has been in preparation which to be submitted up-to the 30 th December.




PRINCIPAL
ARVINDBABU DESHMUKH MAHAVIDYALAYA
BHARSINGI, DIST. NAGPUR