

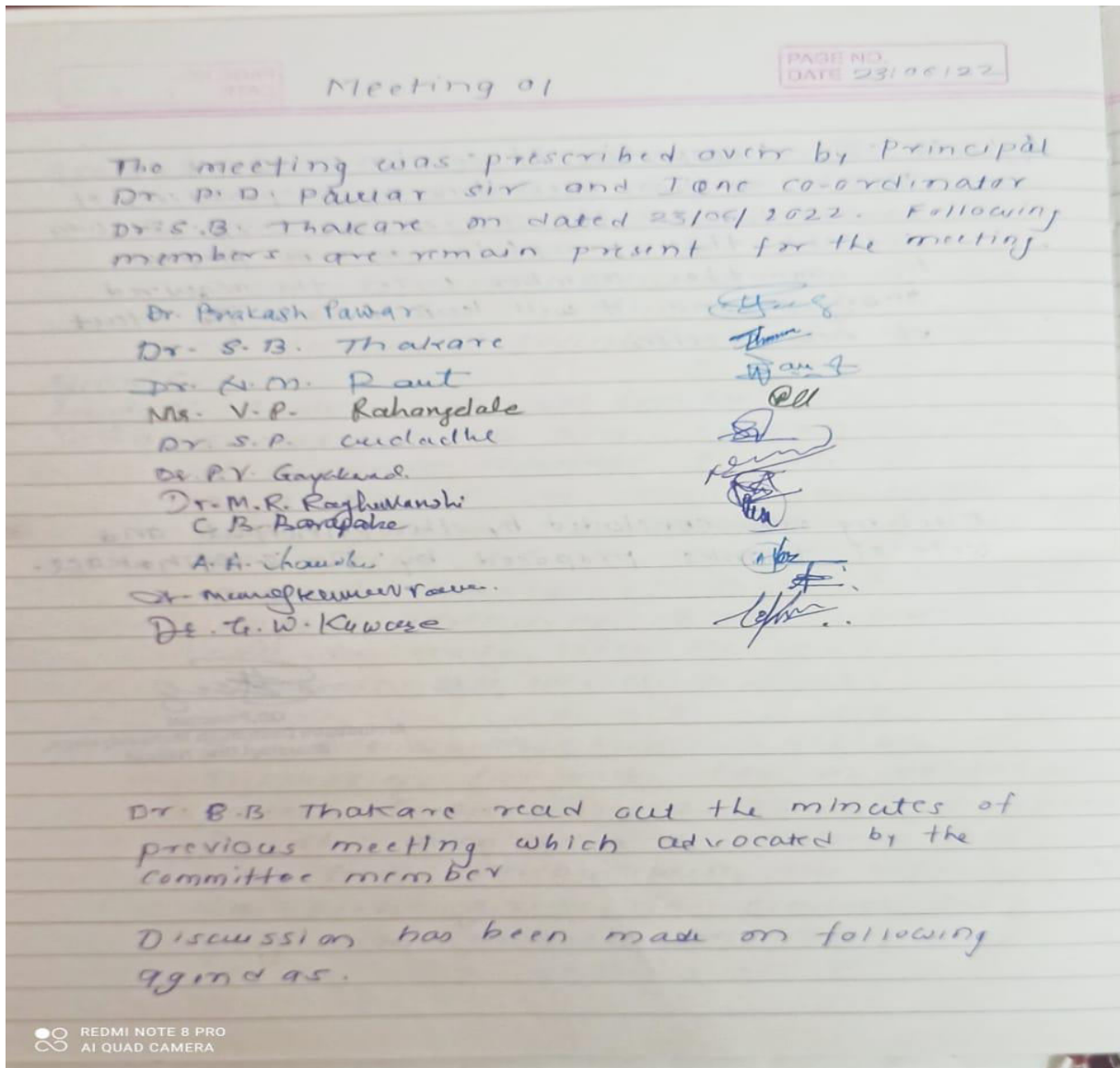


V.S.P.M. Academy of Higher Education
Arvindbabu Deshmukh Mahavidyalaya Bharsingi
Tah. Narkhed, Dist. Nagpur
Academic Session 2022-23
Minutes of Meetings



Meeting No. 1

Date 23/06/2022



Agenda 01 :- Admission Process

Discussion has been made on admission process as per the schedule provided by R.T.M Nagpur university. Committees of admission has been already formed and instruction given to them to carry out the procedure as per university schedule

Agenda 02 :- Academic Calendar

Academic calendar has been already prepared for the session 2022-23. from the reference of R.T.M Nagpur university. Discussion has been made on conduction activities and academic planning as per the provided calendar

Agenda 03 :- Discussion on Requirement & Budget

All the department are inform to provided the required budget and requirement for their department upto the end of this week to the IETC.

Agenda 04 :- Purchase of books, journals, e-journals

Discussion has been made on purchase of book for each department, purchase of journals and e-journals and instruction given to each department to provide the list of requirement and budget.

Agenda 05: Feedback from stakeholders
Feedback has been collected from the stakeholders. Discussion has been made on suggestion provided by the stakeholder and it was decided to forward few suggestion from stakeholders for the improvement.

Agenda 06: Internal audit
Discussion has been made on conduction of internal audit for the session 2021-22 and it was decided to conduct in first week of september 2022.

Agenda 07: Discussion on Green audit
Discussion has been made on conduction of Green, energy and environment audit for session 2021-22. Regarding that work has been distributed and work has been already started to over the suggestion from last audit.

Agenda 08: College annual magazine
Discussion has been made on college annual magazine "onjal phalanchi" for the session 2021-22. and work has been given to committee member for publication of it.

Agenda 09: Institutional scholarship.

Discussion has been made on distribution of Institutional scholarship as per decided rules and regulation. It was decided to distribute the scholarship to the students on occasion of "Arvindhabu Smriti Din".

Agenda 10: College Best Practices

Eco-club activities and competitive examination series and career counselling was ~~been~~ taken as best practices for last session. It was decided to continue them for this session also and work has been given to all the committee member to make planning for run them.

Agenda 11:- AQAR Submission

AQAR submission process for the session 2021-22 has been already started by the IQAC. All criterion convener and member and inform to submit time-to-time required data for the submission.

Agenda 12: IQAC composition.

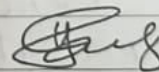
IQAC composition will remain the same as per the last composition. Only student members has been got passed out from the college. So it was discussed to add new

student members in IAC composition. Names of students from each faculty has been invited based on students performances.

agenda 13: Student council & student appointment on committees.

Discussion has been made on formation of students council and students appointment on different college committees. It was decided to form student council and add students name in different committees after the admission process completed.

Meeting was concluded by the principal and vote of thanks has been proposed by IAC co-ordinator.



PRINCIPAL
ARVINDBABU DESHMUKH MAHARAJALAYA
BHARSINGI, DIST. NAGPUR.

Meeting 02

PAGE NO.
DATE 07/10/22

Meeting was prescribtd over by the Prinupal and IAC co-ordinator on dated 07/10/2022. Following members are remain present for the meeting.

- Dr. P. D. Pawar
- Dr. S. B. Thatore
- Dr. S. P. Gudechhe
- Dr. P. V. Gayakwad
- Dr. A. M. Raut
- Ms. V. P. Rahangdale
- Dr. M. R. Raghunathi
- C. B. Barapatre
- A. A. Chaudhan
- Dr. M. M. Verma
- Dr. G. W. Kulkarni

[Handwritten signatures corresponding to the list of members]

Dr. S. B. Thatore read out the minutes of previous meeting which advocated by the all committee members

Discussion has been made on following agenda

Agenda 01: AQAR Submission

AQAR submission process for the session 2021-22 has been started. Review of submission process has been taken and required data has been asked to submit to criterion convener and committee convener.

Agenda 02: Review of activities and academic planning

Discussion has been made on conduction of activities and academic planning as per academic calendar. Review has been taken on academic calendar, activities conducted and academic planning followed.

Agenda 03: Green audit.

Discussion has been made on submission of data required for the conduction of green audit. Instruction has been given to the different committee convener to provide the required data in prescribed format.

Agenda 04: College level theory exam VI-2022.

As per the university regulation to conduct the theory examination of odd Semester I, III at college level. Committee has been formed for the conduction of exam. Dr. S.P. Qudathe has been

appointed as exam incharge for the
conduction of theory exam NI-2022

Agenda 05: certificate courses

Discussion has been made on running certificate course in college for session 2023-23. It was decided that college will run ~~the~~ certificate courses which sanction by the university. Regarding this preparation has been already done and proposal has been prepared for the certificate course in

- 1) Vermicomposting
- 2) Mushroom cultivation
- 3) Agro Economics
- 4) Basic English Grammar.

The concern of these courses has been appointed and they are inform to submit the proposal for the courses are early as possible.

Agenda 06: student appointment of college committees.

Discussion has been made on appointment of students on various college committees

Mr. Swayam Phole from B.Sc. ITT has been appointed as students IQAC member for session 2022-23. So new composition of IQAC has as mention below.

Dr. P.D. Pawar	Chairperson
Dr. S.B. Thakare	IQAC Co-ordinator
Dr. M.H. Raut	Member Co-ordinator
Dr. S.P. Gudadhe	Member
Dr. P.V. Gayakwad	Member
Dr. M.R. Raghuranshi	Member
Mr. V.P. Rahangdale	Member
Mr. D.Y. Raut	Management Member
Dr. G.W. Kaware	Alumni Member
Dr. Nasant Kubade	External member
Mr. A.B. Choudhary	office representative
Mr. C.B. Barapatri	Technical staff
Mr. Swayam Phole	Student member.

Students are also appointed on various college committees as member. such as NSS, cultural, sports council, Grievance & redressal cell etc.

Agenda of students council

Discussion has been made on formation of student council and Dr. A. N. Ingole has been appointed as member of this committee. He has given responsibility of formation of student council.

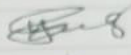




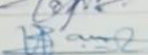
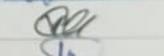

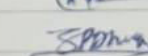
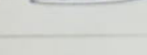
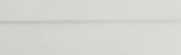
The meeting was concluded by the principal and Dr. M. M. Raut deliver the vote of thanks.

PRINCIPAL
ARVINDBABU DESHMUKH MAHAYALAYE
BHARSINGI, DIST. NAGPUR

PAGE NO.
DATE 12/01/23

Meeting 03

Meeting was prescribed over by the Principal Dr. P. D. Pawar Sir and JEAC coordinator Dr. S. B. Thakare on dated 12/01/2023. Following members are remain present for the meeting.

Dr. P. D. Pawar	
Dr. S. B. Thakare	
Dr. S. P. Audache	
Dr. M. R. Bhatnagar	
Dr. P. V. Gajekwar	
Dr. M. V. Kulkarni	
Dr. G. M. Pant	
Mr. V. P. Rahangdale	
C. B. Borapatre	
A. A. Chaudhari	
S. P. Dhole	

Dr. S. B. Thakare read out the minutes of previous meeting which advocated by the committee members.

Discussion has been made on following agendas.

Agenda 01 :- AQAR submission

AQAR submission process for session 2021-22 is in last stage and it was informed that it will be submitted upto the end of this month.

Agenda 02 :- Review of academic planning

Review has been taken on academic planning and activity conduction as per the academic calendar and instructions are given to follow the planning as per the provided.

Agenda 03 :- NSS camp

Discussion has been made on conduction of NSS camp, it was informed by the NSS co-ordinator Mr. Kate that the proposal for college level NSS camp has been submitted and camp will be conducted in month of February.

Agenda 04 :- College annual gathering

Discussion has been made on conduction of college annual gathering and it was decided to conduct the annual gathering during 31st January to 02 February 2023. Responsibility has been given to the committee members.

Agenda 05: Koshish annual sports event, Physical and medical test.

Discussion has been made on conduction of above events. Dr. M. M. Varma physical education director inform that all these events will be conducted after the college annual gathering during 15 Feb 28 February 2023.

Agenda 06: History conference

Principal sir inform that college get the opportunity to organized the regular history conference of collaboration of 03 universities. College accepted this opportunity and it was inform that this conference will have to organized during 24, 25 March. Mr. R. S. Ahorpage has been appointed as secretary to conduct the procedure of conference.


Agenda 07: To organized Funded conference

Discussion has been made on organizing funded conference. Mr. V. P. Rahangdale inform the ICSSR agency provide the fund for organizing conference. Responsibility of submission of proposal given to the criterion III committee members.

Agenda 08 :- Alumni meet

Discussion has been made on organization of alumni meet for the session and responsibility has been given to the alumni committee member to organized the alumni meet event before the end of session.

The meeting was concluded by the principal and vote of thanks delivered by the Dr. S.B. Thakare.



PRINCIPAL
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BHARSINGEL, NAGPUR

Meeting 04.

PAGE NO.
DATE 27/04/23

Meeting was prescribed over by the Principal and IQAC co-ordinator on dated 27/04/2023. Following members are remain present for the meeting:

Dr. P. D. Rawar

Dr. S. B. Thakare

Ms. V. P. Rahangdale

Dr. S. P. Aundathe

Dr. H. M. Paut

Dr. P. V. Gopalwad.

Dr. M. R. Raghuvanshi

C. B. Borade

A. A. Chavhan

Dr. M. M. Verma

Dr. G. W. Kiyose

S. P. Dhole

Dr. S. B. Thakare read out the minutes of previous meeting which advocated by the committee members.

Discussion has been made on following agendas.

Agenda 01: AQAR Submission

IQAC co-ordinator inform that the AQAR of academic session 2021-22 has been successfully submitted to the NAAC and has been accepted by the NAAC.

Agenda 02: National conference NEP-2020

It was inform that the college got the funding for the organisation of two day national conference on NEP-2020 from ICSSR Delhi and WRC, Mumbai.

The schedule for the conference has been ready and conference will be held on 03 and 04 May 2023. The work of various committee regarding conference distributed by convener Mr. V.P. Rahangdale.

Agenda 03: Workshop on IPR

Discussion already made on organizing workshop on IPR but it is still not conducted. Dr. Rita Walake inform to conduct the IPR workshop as early as possible. Dr. Walake inform that it will be conducted upto the 15th May 2023.

Agenda 04 University theory exam S-2023
Discussion has been made on university theory exam S-2023, which will start from the month of May. Mr. R.S. Ghospade appointed as exam incharge for the conduction of examination.

Agenda 05: Data submission.

All the faculty members, department heads and committee conveners are inform to submit the reports of all the events conducted under their department, committee and criterion upto the 7th May 2023.

Agenda 06: Feedback from stakeholders
Responsibility of collection of feedback from the stakeholder has been given the convenor and members of Criterion I, and they are inform to submit data before the end of session.

Agenda 07 Admission committee.

Discussion has been made on formation of admission committee for the admission of session 2023-24. The conveners and members are appointed for the admission process from various streams.

Agenda 08 Academic Calendar.

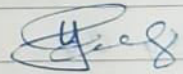
Preparation of academic calendar for the session 2023-24, the responsibility has been taken by the IQAC and IQAC co-ordinator inform that it will be displayed as soon as the academic calendar of university has been uploaded.

Agenda 09 College Working committee

College working committee are remain nearly same as that of the last session. The few changes are made in it after the discussion in meeting.

Agenda 10 : Prospectus of 2023-24

Discussion has been made on prospectus for the academic session 2023-24. Changes are mentioned by some faculty members. With these changes responsibility given to committee convenor and member to keep prospectus ready before the admission process will start.



PRINCIPAL
ARVINDBABU DESHMUKH MAHARAJALAYA
BHARSINGI, DIST. NAGPUR

Action Taken Report

Meeting 01		Date:- 23/06/2022
S.N.	Agenda	Action Taken Report
1.	Agenda 1	Admission process successfully completed by committee members for the al UG and PG students as per the schedule of university
2.	Agenda 2	Academic calendar followed by most of the department and conducted activity during the academic session.
3.	Agenda 3	Budget for the requirement has been provided by the department and it will be sanctioned and requirement for department has been completed.
4.	Agenda 4	List of book and journals requirement has been provided by the each department and required books for department are ordered.
5.	Agenda 5	Suggestions on feedback are taken in consideration, It was put forwarded in front of management and some suggestion are taken in consideration.
6.	Agenda 6	Internal audit for the academic session 2021-22 will be conducted in the month of November 2022.
7.	Agenda 7	Green audit which includes Green, Energy and Environmental audit for session 2021-22 has been completed through the reputed agency.
8.	Agenda 8	Annual magazine for the session 2021-22 has been published
9.	Agenda 9	Institutional scholarship has been distributed to the 12 students of amount 2000/- to each.
10.	Agenda 10	Eco-club activity and competitive examination and career counselling activity conducted properly.
11.	Agenda 11	Data for the submission of AQAR for session 2021-22 has been collected from the criterion convener.

12.	Agenda 12	Mr. Swayam dhole from B.Sc. III has been appointed as member of IQAC.
13.	Agenda 13	Students are appointed as members on different college working committee
Meeting 02		Date :-07/10/2022
1.	Agenda 1	AQAR data has been collected from criterion convener and committee conveners and submission process has been started.
2.	Agenda 2	Activities are conducted by many departments as per academic calendar and some are inform to conduct on priority basis.
3.	Agenda 3	Data for green audit submitted by the committee members and green audit has been conducted successfully.
4	Agenda 4	Dr. S. P. Gudadhe appointed as Exam in charge and successfully conducted the examination.
5	Agenda 5	College submitted the proposal for the certificate course in Vermicomposting, Mushroom cultivation, Agro-economics and Basic English Grammer.
6	Agenda 6	Students are appointed as member on various college committees.
7	Agenda 7	Student council has been form and President and secretary of students council selected.
Meeting 04		Date :-12/01/2023
1.	Agenda 1	AQAR for the academic session 2021-22 has been successfully submitted by the IQAC.
2.	Agenda 2	Activities are conducted by many departments as per academic calendar and some are inform to conduct on priority basis.
3.	Agenda 3	NSS college camp successfully conducted in the month of March 2023
4.	Agenda 4	Annual Gathering “ Snehmilan” successfully conducted on during 31 January to 02 February 2023

5.	Agenda 5	Sports event Koshish, medical and physical test has been successfully conducted.
6.	Agenda 6	College conducted National History conference in collaboration with universities.
7.	Agenda 7	College got sanction for conduction of national seminar on NEP-2020 from ICSSR Delhi and WRC Mumbai.
8.	Agenda 8	College conducted the alumni meet in the month of April.
Meeting 04		Date:- 27/04/2023
1.	Agenda 1	AQAR for the academic session 2021-22 has been successfully submitted by the IQAC.
2.	Agenda 2	National seminar on NEP-2020 funded from ICSSR Delhi and WRC Mumbai conducted during 03-04 April 2023.
3.	Agenda 3	State level workshop on IPR also conducted.
4.	Agenda 4	Dr. R. S. Ghorpade appointed as exam in charge for University theory exam S-2023.
5.	Agenda 5	All committee conveners submitted the report of events conducted during the session
6.	Agenda 6	Feedback are collected from the stakeholders.
7.	Agenda 7	Admission process for 2023-24 has been started by the committee members.
8.	Agenda 8	Academic calendar for 2023-24 has been prepared and published.
9.	Agenda 9	College committee responsibility and office order are distributed to the faculty members.
10.	Agenda 10	Prospectus for the session prepared by the prospectus committee members for session 2023-24.

