

**Shri Shivaji Science College, Amravati**

**IQAC 2019-20**

**Notice Meeting No. 01**

The meeting of IQAC is scheduled on **13/06/2019 at 3.30 pm**, in Principal's office.  
All the members of IQAC are requested to attend.

**Agenda:-**

1. To read and confirm the minutes of last meeting held on 12/04/2019
2. To discuss about the RUSA proposal.
3. To discuss about the online format of AQAR 2018-19
4. To discuss about the digitization of the documents at department level.
5. To discuss about the special issue of IQAC Newsletter preparation.
6. To discuss about the activities to be conducted in this academic year.
7. To discuss about the Add-on / value Added Certificate courses.
7. Any other item with the permission of the chairman.

Date: 07/06/19

  
IQAC Coordinator  
Shri Shivaji Science College  
Amravati.

## Minutes and Action Taken Report of the meeting held on 13/06/19

The following members were present for the meeting: -

1. Dr. V. G. Thakare, Chairman
2. Dr. W.S. Barde
3. Dr. P. R. Padole
4. Dr. Mrs. S. P. Ingole
5. Dr. G.A. Wagh
6. Dr. D. D. Khedkar
7. Dr. H. S. Lunge, Coordinator
8. Dr. P.W.Deotare
9. Sh. Mahesh Patil

### Minutes:-

1. The coordinator read out the minutes of last meeting held on 12<sup>th</sup> April. 2019 and were then confirmed after discussion.
2. The Principal informed the members about the RUSA proposal to be submitted on Component-9 as per guidelines. It was decided to collect the required information from office and all departments and prepare the complete proposal and submit it before the last date.
3. The discussion held on the new AQAR format introduced by NAAC and it was decided that the information be collected from all departments and be compiled as per the format for final submission.
4. It was decided to inform all the departments to keep ready all the documentary evidences in digitized form.
5. The chairman and members of IQAC discussed and decided to publish the IQAC Newsletter Issue (Jan-June 2018), which includes the information on achievements of the students, teachers and the academic programmes conducted in the college. Accordingly, it was decided that the IQAC will compile the collected information from all departments.
6. The Principal informed the members about the various academics, extracurricular activities to be conducted as per the academic calendar 2018-19.
7. The discussion held on to start college level the Add-on / value Added Certificate courses by the departments

**ATR (Action Taken Report):**

1. The RUSA proposal on component-9 has prepared and submitted to SPD RUSA, Govt. of Maharashtra, Mumbai along with all documentary evidences.
2. The compilation of the data and information for all criteria of AQAR has been completed and kept ready for final submission to NAAC.
3. IQAC notified all department to prepare the different folders of digitized documents.
4. IQAC members edited and compiled the information collected from all departments and prepared eight pages which was send to offset for setting and printing.
5. The chairman, in a Heads of Council meeting, notified all departments to adhere the academic calendar and organize the programmes.
6. It was decided to convey to all departments to prepare the course curriculum and start college level offline / online Add-on / value Added Certificate courses.

  
IQAC Coordinator  
Shri Shivaji Science College  
Amravati.

  
Principal  
Shri Shivaji Science College,  
Amravati.

**SHRI SHIVAJI SCIENCE COLLEGE, AMRAVATI**  
**2019-20**

**Notice IQAC Meeting No. -02**

As per the directives of the principal sir, all IQAC members are requested to attend the meeting of IQAC on Monday, **14<sup>th</sup> October 2019 at 3.00pm** in Principal's office.

**Agenda:**

1. To read and confirm the minutes of last meeting held on 13/06/2019
2. To discuss about the NIRF preparation.
2. To discuss about the Newsletter preparation.
3. To discuss about the AQAR preparation.
4. To discuss about presentation, to the teachers, on requirements for AQAR and SSR as per new NAAC guidelines.
5. Any other item with the permission of chair.

  
**IQAC Coordinator**  
**Shri Shivaji Science College**  
**Amravati.**



**ATR (Action Taken Report):**











1. It was decided to collect the required information from office and all departments and to keep ready the complete data for online submission before the last date.
2. IQAC Newsletter Issue (Jan-June 2018), information has been compiled.
3. The information received from departments according to the new AQAR format and has been compiled.
4. The presentation has been prepared by IQAC to the teachers, on requirements of data for SSR as per new NAAC guidelines.

  
IQAC Coordinator  
Shri Shivaji Science College  
Amravati.

  
Principal  
Shri Shivaji Science College,  
Amravati.

## Minutes and Action Taken Report of the meeting held on 14/10/19

The following members were present:

1. Dr V. G. Thakare 
2. Dr. H. S. Lunge 
3. Dr. W. S. Barde 
4. Dr. P. R. Padole 
5. Dr. G.A. Wagh 
6. Dr. Mrs. S.P. Ingole 
7. Dr. D. D. Khedkar 
8. Dr. M. S. Gaikwad 
9. Dr. P. W. Deotare 
10. Sh. Mahesh Patil 

### Minutes:-

1. The coordinator read out the minutes of last meeting held on 13<sup>th</sup> June. 2019 and were then confirmed after discussion.
2. The Principal informed the members about the NIRF notice and discussion held about the data collection required for NIRF. It was decided to collect the required information from office and all departments and to keep ready the complete data for online submission before the last date.
3. The chairman and members of IQAC discussed about the progress of data collection for IQAC Newsletter Issue (Jan-June 2018), Accordingly it was decided that the IQAC will compile the collected information from all departments
4. The discussion held on information received from departments according to the new AQAR format and to compile it as per the format for final submission.
5. The discussion held about presentation, to the teachers, on requirements of data for SSR as per new NAAC guidelines.
6. The Principal takes the review about the various academics, extracurricular activities to be conducted as per the academic calendar 2018-19.

**SHRI SHIVAJI SCIENCE COLLEGE, AMRAVATI**  
**2019-20**  
**IQAC Meeting No-03**

As per the directives of the Principal sir, all IQAC members are requested to attend the meeting of IQAC on Saturday, **16.11.2019 at 3.30pm** in Principal's office.

**Agenda:**

1. To read and confirm the minutes of last meeting held on 14/10/2019
2. To discuss about organization of One Day workshop on NAAC New Methodology.
3. To discuss about Alumni Meet and National conference
4. To discuss about the AQAR preparation.
5. Any other item with the permission of chair.

  
IQAC Coordinator  
Shri Shivaji Science College  
Amravati.

## Minutes and Action Taken Report of the meeting held on 16/11/19

The following members were present


1. Dr V. G. Thakare
2. Dr. H. S. Lunge
3. Dr. W. S. Barde
4. Dr. P. R. Padole
5. Dr. G.A. Wagh
6. Dr. Mrs. S.P. Ingole
7. Dr. D. D. Khedkar
8. Dr. M. S. Gaikwad
9. Dr. P. W. Deotare
10. Sh. Mahesh Patil

### Minutes:-

1. The coordinator read out the minutes of last meeting held on 10<sup>th</sup> October 2019 and were then confirmed after discussion.
2. It has been decided to organize One Day workshop on NAAC New Methodology. After discussion the date 19th Nov.19 has been decided along with the resource persons.
3. The chairman expresses the opinion about organization of Alumni Meet and National conference in chemistry in the month of November 19.
4. The review has been taken about the AQAR preparation.

### ATR (Action Taken Report):

1. After discussion the date, 19th Nov.19, has been decided along with the resource persons. The IQAC has prepared the plan and send the invitation card to colleges
2. It has been decided to organize Alumni Meet 27 December 19 and the Alumni committee has prepared the detailed the program outline and National conference in chemistry has been organized by Chemistry department
3. The AQAR draft has been prepared by IQAC and submitted to NAAC.

  
IQAC Coordinator  
Shri Shivaji Science College  
Amravati.

  
Principal  
Shri Shivaji Science College,  
Amravati.



**SHRI SHIVAJI SCIENCE COLLEGE, AMRAVATI**  
**2019-20**  
**IQAC Meeting No-04**

As per the directives of the Principal sir, all IQAC members are requested to attend the meeting of IQAC on Monday, **22<sup>th</sup> February 2020 at 3.30pm** in Principal's office.

**Agenda:**

1. To read and confirm the minutes of last meeting held on 16/11/2019
2. To discuss about the NIRF preparation.
3. To discuss about the Feedback collection.
4. To discuss about National Science Day celebration.

  
**IQAC Coordinator**  
**Shri Shivaji Science College**  
**Amravati.**

## Minutes and Action Taken Report: (Meeting 22.2.2020)

The following members were present

1. Dr V. G. Thakare
2. Dr. H. S. Lunge
3. Dr. W. S. Barde
4. Dr. P. R. Padole
5. Dr. G.A. Wagh
6. Dr. Mrs. S.P. Ingole
7. Dr. D. D. Khedkar
8. Dr. M. S. Gaikwad
9. Dr. P. W. Deotare
10. Sh. Mahesh Patil

### Minutes:

1. The minutes of the last meeting had been read and confirmed after discussion.
2. The NIRF data has been collected from office and all department and compiled by the IQAC
3. It has been decided to obtain Feedback from students and teachers online
4. The chairman has informed about organization of National Science Day celebration and after discussion it has decided to organize at Science and Innovation Centre of the parent Society.
5. The Principal gives information about Internal assessment to be completed as per university guidelines.

### Action Taken Report:

1. The NIRF data has been uploaded on NIRF portal by the IQAC
2. The Feedback has been obtained by Feedback committee online and prepared the analysis.
3. The National Science Day celebrated by all departments by conducting seminar competitions/ quiz, model preparation at Science and Innovation Centre of the parent Society.
5. The process of Internal assessment had been completed by all departments and marks are uploaded on portal as per university guidelines.

  
IQAC Coordinator  
Shri Shivaji Science College  
Amravati.

  
Principal  
Shri Shivaji Science College,  
Amravati.