

IQAC: Minutes of Meetings with ATR

TAB FOR 2022-2023
2023-2024



SHRI SHIVAJI EDUCATION SOCIETY, AMRAVATI'S
SHRI SHIVAJI SCIENCE COLLEGE, AMRAVATI

INTERNAL QUALITY ASSURANCE CELL (IQAC)

24.06.2022

Notice

Meeting 1

All IQAC members are requested to attend the meeting scheduled on 25.06.2022 at Principal's office.

S.N.	Name	Designation	Signature
1	Dr. G. V. Korpe	Chairman	
2	Dr. W. S. Barde	Co-Ordinator	
3	Dr. P. R. Padaole	Teacher Member	
4	Dr. Ms. S.P. Ingole	Teacher Member	
5	Dr. G. A. Wagh	Teacher Member	
6	Dr. D. D. Khedkar	Teacher Member	
7	Dr. M. S. Gaikwad	Teacher Member	
8	Dr. P.A. Nagpure	Teacher Member	
9	Dr. Ms. U. S. Junghare	Teacher Member	
10	Dr. H. S. Lunge	Stakeholders' Representative	
11	Mr. Mahesh Patil	Member from Administrative officers	

Agenda:

1. Confirmation of the minutes of last meeting dated 16.04.2022.
2. Action taken on the minutes of last meeting dated 16.04.2022.
3. To prepare IQAC action plan for peer team visit.
4. Any other items with the permission of the chair












Dr. W. S. Barde
IQAC Coordinator
Shri Shivaji Science College
Amravati.



INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the IQAC meeting held on 25.06.2022

The IQAC meeting was held on 25.06.2022 at Principal's office. Following members were present for the meeting.

- 1 Dr. G. V. Korpe 
- 2 Dr. W. S. Barde 
- 3 Dr. P. R. Padaole 
- 4 Dr. Ms. S.P. Ingole 
- 5 Dr. G. A. Wagh 
- 6 Dr. D. D. Khedkar 
- 7 Dr. M. S. Gaikwad 
- 8 Dr. P. A. Nagpure 
- 9 Dr. U. S. junghare 
- 10 Dr. H. S. lunge 
- 11 Shri Mahesh Patil 

IQAC coordinator requested the IQAC chairperson to bring the meeting in order.

Item -1: Confirmation of the minutes of last meeting dated 16.04.2022.

The IQAC coordinator read the minutes of last meeting. Members of IQAC unanimously confirmed the minutes.

Item-2: Action taken on the minutes of last meeting dated 16.04.2022

IQAC coordinator presented the report on action taken on minutes of the last meeting.

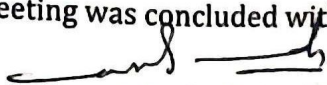
Item-3: To prepare IQAC action plan for peer team visit.

It was decided to prepare the detailed action plan for meetings with council of Heads, staff council meeting, meeting with committee conveners, issue of guidelines to prepare presentation by HoDs and committee conveners etc. The chairman insisted to take strict follow-ups of the actions by each committee/department.

Item-4: Any other items with the permission of the chair

No item for discussion.

Coordinator proposed vote of thanks and the meeting was concluded with the permission of the chair.


Dr. W. S. Barde,
IQAC Coordinator
Shri Shivaji Science College
Amravati.



INTERNAL QUALITY ASSURANCE CELL (IQAC)

Action taken on the minutes of the IQAC meeting held on 25.06.2022

Item -1: No action was required

Item-2: No action was required

Item-3: **To prepare IQAC action plan for peer team visit.**

Action plan with the schedules for the meetings with HoDs , committee conveners and alumni association of the college was prepared by the IQAC members. IQAC has issued the guidelines for the HoDs and committee conveners regarding organization of files and PPT slides for presentation before the NAAC PT.

In view of timely follow-ups, members of IQAC are assigned the mentorship of the departments and committees.

Item-4: **Any other items with the permission of the chair**

No other items for discussion

Coordinator proposed vote of thanks and the meeting was concluded with the permission of the chair.

Dr. W. S. Barade
IQAC Coordinator
Shri Shivaji Science College
Amravati.

Principal
Shri Shivaji Science College,
Amravati.



INTERNAL QUALITY ASSURANCE CELL (IQAC)

21.09.2022

Notice

Meeting 2

All IQAC members are requested to attend the meeting scheduled on 22.09.2022 at IQAC office.

Time : 3:00 pm

S.N.	Name	Designation	Signature
1	Dr. G. V. Korpe	Chairman	
2	Dr. W. S. Barde	Co-Ordinator	
3	Dr. P. R. Padaole	Teacher Member	
4	Dr. Ms. S.P. Ingole	Teacher Member	
5	Dr. G. A. Wagh	Teacher Member	
6	Dr. D. D. Khedkar	Teacher Member	
7	Dr. M. S. Gaikwad	Teacher Member	
8	Dr. P.A. Nagpure	Teacher Member	
9	Dr. Ms. U. S. Junghare	Teacher Member	
10	Dr. H. S. Lunge	Stakeholders' Representative	
11	Mr. Mahesh Patil	Member from Administrative officers	

Agenda:

9. Confirmation of the minutes of last meeting dated 25.06.2022.
10. Action taken on the minutes of last meeting dated 25.06.2022.
11. Discussion on 4th cycle accreditation result.
12. IQAC action plan for academic year 2022-23.
13. Restructuring of college committees.
14. Discussion on implementation of CBCS curriculum at first year level of all the programs.
15. Data collection for submission of AQAR 2021-22.
16. Any other items with the permission of the chair

Dr. W. S. Barade
IQAC Coordinator
Shri Shivaji Science College
Amravati



INTERNAL QUALITY ASSURANCE CELL (IQAC)

22.09.2022

Meeting 2

Following IQAC members were present for the meeting held on 22.09.2022 at 3:00 pm.

S.N.	Name	Designation	Signature
1	Dr. G. V. Korpe	Chairman	
2	Dr. W. S. Barde	Co-Ordinator	
3	Dr. P. R. Padaole	Teacher Member	
4	Dr. Ms. S.P. Ingole	Teacher Member	
5	Dr. G. A. Wagh	Teacher Member	
6	Dr. D. D. Khedkar	Teacher Member	
7	Dr. M. S. Gaikwad	Teacher Member	
8	Dr. P.A. Nagpure	Teacher Member	
9	Dr. Ms. U. S. Junghare	Teacher Member	
10	Dr. H. S. Lunge	Stakeholders' Representative	
11	Mr. Mahesh Patil	Member from Administrative officers	

Agenda:

1. Confirmation of the minutes of last meeting dated 25.06.2022.
2. Action taken on the minutes of last meeting dated 25.06.2022.
3. Discussion on 4th cycle accreditation result.
4. IQAC action plan for academic year 2022-23.
5. Restructuring of college committees. → Dr. Barde, Dr. Padaole, Dr. Wagh.
6. Discussion on implementation of CBCS curriculum at first year level of all the programs.
7. Data collection for submission of AQAR 2021-22.
8. Any other items with the permission of the chair

Dr. W. S. Barde
IQAC Coordinator
Shri Shivaji Science College
Amravati.

Principal
Shri Shivaji Science College,
Amravati.



INTERNAL QUALITY ASSURANCE CELL (IQAC)

towards the governing body, the alumni and the ex staff members of the college.

Item-4: IQAC action plan for the academic year 2022-23

The chairman directed the coordinator to prepare an action plan for current academic year. He also advised that the plan must be prepared by taking into consideration of implementation of CBCS by the Sant Gadge Baba Amravati University, Amravati.

Item-5: Restructuring of college committees

The responsibility of restructuring of the college committees was given to Dr. W.S. Barde, Dr. P.R. Padole and Dr. G. A. wagh.

Item-6: Discussion on implementation of CBCS curriculum at first year level of all the programs.

The members discussed about the implementation of CBCS . After the discussion it was decided to inform the details about the CBCS scheme to the students.

Item-7: Data collection for submission of the AQAR 2021-22.

It was decided to call data and information along with supporting documents and report form all the departments and the committees/cells. It was decided unanimously to upload AQAR data in the first week of December, 2022.

Item-8: Any other items with the permission of the Chair.

The chairman instructed to nominate a few support members in the IQAC to facilitate further working of the IQAC. He also suggested to creates a "Students Development Cell" which will organize the activities to enhance various skills in the students. He also added to start "Earn while Learn Scheme" for the needy students.

The IQAC Coordinator proposed vote of thanks and the meeting was concluded with the permission of the chair.

Dr. W. S. Barade
IQAC Coordinator
Shri Shivaji Science College
Amravati.







Principal
Shri Shivaji Science College,
Amravati.



INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the IQAC meeting held on 22.09.2022

The IQAC meeting was held on 22.09.2022 at IQAC office. Following members were present for the meeting.

- 1 Dr. G. V. Korpe
- 2 Dr. W. S. Barde 
- 3 Dr. P. R. Padale 
- 4 Dr. Ms. S.P. Ingole
- 5 Dr. G. A. Wagh 
- 6 Dr. D. D. Khedkar 
- 7 Dr. M. S. Gaikwad 
- 8 Dr. P. A. Nagpure
- 9 Dr. U. S. Junghare 
- 11 Shri Mahesh Patil

IQAC coordinator requested the IQAC chairperson to bring the meeting in order.

Item -1: Confirmation of the minutes of last meeting dated 25.06.2022.

The IQAC coordinator read out the minutes of last meeting. The chairman and the Members of IQAC unanimously confirmed the minutes.

Item-2: Action taken on the minutes of last meeting dated 25.06.2022

IQAC coordinator presented the report on action taken on minutes of the last meeting.

Item-3: Discussion on forth cycle accreditation result.

The chairman congratulates all the members of IQAC for securing A+ grade for the college. The chairman and the members discussed on the score of qualitative and quantitative metrics. The chairman instructed the members to chalk out the action plan regarding the areas where the college needs improvements.

The chairman also instructed the members to work out criterion wise SWOC analysis and prepare accordingly the strategic and the deployment plan for their respective criterion.

The chairman and the IQAC members decided to organize general gathering of all the stakeholders to share the outcomes of 4th cycle accreditation and to have an opportunity to express humble gratitude



INTERNAL QUALITY ASSURANCE CELL (IQAC)

Action taken on the minutes of the IQAC meeting held on 22.09.2022

Item -1: Confirmation of the minutes of last meeting dated 25.06.2022.

No action was required

Item-2: Action taken on the minutes of last meeting dated 25.06.2022

No action was required

Item-3: Discussion on forth cycle accreditation result.

On 30 September, 2022 the IQAC has organized the general gathering of all the stakeholders. The stake holders actively participated in the discussion of 4th cycle accreditation outcomes.

The Principal expressed humble gratitude towards the Governing Body, the Alumni and the Ex staff members of the college for their kind support.

Item-4: IQAC action plan for the academic year 2022-23

The work is still in progress.

Item-5: Restructuring of college committees

The committees are yet to be finalized. The respective in charge assured to submit the draft committees about 15th November, 2022..

Item-6: Discussion on implementation of CBCS curriculum at first year level of all the programs.

The induction program was organized during 29.09.2022 to 01.10.2022 for the first year students and during the induction program students are informed in detail about the CBCS scheme, credit scoring and the examination pattern.

Item-7: Data collection for submission of the AQAR 2021-22.

The heads of the departments and the committees/cells conveners are informed about the submission of data and required documents.

Item-8: Any other items with the permission of the Chair.

As per the instructions by the chairman, "Students Development Cell" and "Earn while Learn Scheme" are created.

Coordinator proposed vote of thanks and the meeting was concluded with the permission of the chair.

Dr. W. S. Borade
IQAC Coordinator
Shri Shivaji Science College
Amravati.

Principal
Shri Shivaji Science College,
Amravati.



INTERNAL QUALITY ASSURANCE CELL (IQAC)

09.11.2022

Notice

Meeting 3

All IQAC members are requested to attend the meeting scheduled on 10.11.2022 at IQAC office.

Time : 2:00 pm

S.N.	Name	Designation	Signature
1	Dr. G. V. Korpe	Chairman	
2	Dr. W. S. Barde	Co-Ordinator	
3	Dr. P. R. Padole	Teacher Member	
4	Dr. Ms. S.P. Ingole	Teacher Member	
5	Dr. G. A. Wagh	Teacher Member	
6	Dr. D. D. Khedkar	Teacher Member	
7	Dr. M. S. Gaikwad	Teacher Member	
8	Dr. P.A. Nagpure	Teacher Member	
9	Dr. Ms. U. S. Junghare	Teacher Member	
10	Dr. H. S. Lunge	Stakeholders' Representative	
11	Mr. Mahesh Patil	Member from Administrative officers	

Agenda:

6. Confirmation of the minutes of last meeting dated 22.09.2022.
7. Action taken on the minutes of last meeting dated 22.09.2022.
8. Submission of AQAR 2021-22
9. Collection and organization of data for NIRF-2023
10. Any other items with the permission of the chair

Dr. W. S. Barade
IQAC Coordinator
Shri Shivaji Science College
Amravati.

Principal
Shri Shivaji Science College,
Amravati.



INTERNAL QUALITY ASSURANCE CELL (IQAC)

10.11.2022

Meeting 3

Following IQAC members were present for the meeting held on 10.11.2022 at 2:00 pm.

S.N.	Name	Designation	Signature
1	Dr. G. V. Korpe	Chairman	
2	Dr. W. S. Barde	Co-Ordinator	
3	Dr. P. R. Padaole	Teacher Member	
4	Dr. Ms. S.P. Ingole	Teacher Member	
5	Dr. G. A. Wagh	Teacher Member	
6	Dr. D. D. Khedkar	Teacher Member	
7	Dr. M. S. Gaikwad	Teacher Member	
8	Dr. P.A. Nagpure	Teacher Member	
9	Dr. Ms. U. S. Junghare	Teacher Member	
10	Dr. H. S. Lunge	Stakeholders' Representative	
11	Mr. Mahesh Patil	Member from Administrative officers	

Agenda:

Agenda:

1. Confirmation of the minutes of last meeting dated 22.09.2022.
2. Action taken on the minutes of last meeting dated 22.09.2022.
3. Submission of AQAR 2021-22
4. Collection and organization of data for NIRF-2023
5. Any other items with the permission of the chair

Dr. W. S. Barade
IQAC Coordinator
Shri Shivaji Science College
Amravati.

Principal
Shri Shivaji Science College,
Amravati.



INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the IQAC meeting held on 10.11.2022

The IQAC meeting was held on 10.11. 2022 at the IQAC office. Following members were present for the meeting.

- 1 Dr. G. V. Korpe
- 2 Dr. W. S. Barde
- 3 Dr. P. R. Padole
- 4 Dr. Ms. S.P. Ingole
- 5 Dr. G. A. Wagh
- 6 Dr. D. D. Khedkar
- 7 Dr. M. S. Gaikwad
- 8 Dr. P. A. Nagpure
- 9 Dr. U. S. junghare
- 11 Shri Mahesh Patil

IQAC coordinator requested the IQAC chairperson to bring the meeting in order.

Item -1: Confirmation of the minutes of last meeting dated 22.09.2022.

The IQAC coordinator read out the minutes of last meeting. The chairman and the Members of IQAC unanimously confirmed the minutes.

Item-2: Action taken on the minutes of last meeting dated 22.09.2022.

IQAC coordinator presented the report on action taken on minutes of the last meeting. No issues were reported.

Item-3: Submission of AQAR 2021-22

IQAC coordinator presented the status of AQAR 2021-22 in the meeting. He informed that the data collection is in process. It was decided to collect data for NIRF keeping NIRF on first priority.

Item-4: Collection and organization of data for NIRF-2023

After reviewing the score of NIRF it was decided to research placement and progression data. The chairman insisted on recollection of data from the departments so that no such data should remain untraced.

Item-5: Any other items with the permission of the chair

No item for discussion.

Dr. W. S. Barade
IQAC Coordinator
Shri Shivaji Science College
Amravati.

Principal
Shri Shivaji Science College
AMRAVATI



INTERNAL QUALITY ASSURANCE CELL (IQAC)

Action taken on the minutes of the IQAC meeting held on 10.11.2022

- Item -1:** **Confirmation of the minutes of last meeting dated 22.09.2022.**
No action required
- Item-2:** **Action taken on the minutes of last meeting dated 22.09.2022.**
Non action required.
- Item-3:** **Submission of AQAR 2021-22**
IQAC coordinator reported that the AQAR is ready for submission and after cross check will be uploaded within a week.
- Item-4:** **Collection and organization of data for NIRF-2023**
NIRF data on DCS portal was uploaded on 20 January, 2023.
- Item-5:** **Any other items with the permission of the chair**
No item for discussion.

Dr. W. S. Barade
IQAC Coordinator
Shri Shivaji Science College
Amravati.

Principal
Shri Shivaji Science College
AMRAVATI



INTERNAL QUALITY ASSURANCE CELL (IQAC)

22.04.2023

Notice

Meeting 4

All IQAC members are requested to attend the meeting scheduled on 23.04.23 at IQAC office.

Time : 3:00 pm

S.N.	Name	Designation	Signature
1	Dr. G. V. Korpe	Chairman	
2	Dr. V. G. Thakare	Member from Parent Society	
3	Dr. W. S. Barde	Co-Ordinator	
4	Dr. P. R. Padaole	Teacher Member	
5	Dr. Ms. S.P. Ingole	Teacher Member	
6	Dr. G. A. Wagh	Teacher Member	
7	Dr. D. D. Khedkar	Teacher Member	
8	Dr. M. S. Gaikwad	Teacher Member	
9	Dr. P.A. Nagpure	Teacher Member	
10	Dr. Ms. U. S. Junghare	Teacher Member	
11	Dr. H. S. Lunge	Stakeholders' Representative	
12	Mr. Mahesh Patil	Member from Administrative officers	

Agenda:

1. Confirmation of the minutes of last meeting dated 10.11.2022.
2. Action taken on the minutes of last meeting dated 10.11.2022.
- ✓3. Review on the status AQAR 2021-22 submission.
- ✓4. To plan IQAC activities for next academic session 2023-24.
- ✓5. Finalization of academic calendar of academic session 2023-24.
6. Discussion of Google sheets prepared for Academic calendar, Academic audit and Cos attainment evaluation.
7. Review on working status of Group 1 to Group 7 committees.



INTERNAL QUALITY ASSURANCE CELL (IQAC)

prepared and chairman asked the coordinator to prepare final IQAC Activity Plan 2023-24.

Item 5 : Finalization of academic calendar of academic session 2023-24.

The coordinator presented the academic calendars prepared by the departments and committees for the academic session 2023-24. During discussion the chairman and some of the members have suggested some activities to be added in these academic calendars. The chairman asked coordinator to prepare consolidate college academic calendar for the session 2023-24 for its publication on college website and college prospectus.

Item 6: Any other items with the permission of the chair

No item for discussion.

Dr. W. S. Barade
IQAC Coordinator
Shri Shivaji Science College
Amravati.

Principal
Shri Shivaji Science College
AMRAVATI



INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the IQAC meeting held on 22.04.2023

The IQAC meeting was held on 22.04.2023 at IQAC meeting hall. Following members were present for the meeting.

- 1 Dr. G. V. Korpe
- 2 Dr. W. S. Barde
- 3 Dr. P. R. Padale
- 4 Dr. Ms. S.P. Ingole
- 5 Dr. G. A. Wagh
- 6 Dr. D. D. Khedkar
- 7 Dr. M. S. Gaikwad
- 8 Dr. P. A. Nagpure
- 9 Dr. U. S. junghare
- 10 Dr. H. S. lunge
- 11 Shri Mahesh Patil

IQAC coordinator requested the IQAC chairperson to bring the meeting in order.

Item -1: Confirmation of the minutes of last meeting dated 10.11.2022.

The IQAC coordinator read the minutes of last meeting. Members of IQAC unanimously confirmed the minutes.

Item-2: Action taken on the minutes of last meeting dated 10.11.2022

IQAC coordinator presented the report on action taken on minutes of the last meeting.

Item-3: Review on the status AQAR 2021-22 submission

IQAC coordinator informed the chairman that AQAR 2021-22 is ready for upload. Chairman appreciated the work done by the members of the IQAC.

Item-4: To plan IQAC activities for next academic session 2023-24.

The chairman asked the criterion in charge to prepare activity plan taking into consideration the areas where the college is required to enhance & streamline the activities to increase the score of the criterion. The criterion in charge members placed the draft activity plan for discussion. After discussion a tentative rough draft of activities plan for next year was



INTERNAL QUALITY ASSURANCE CELL (IQAC)

Action taken on the minutes of IQAC meeting held on 22.04.2023

Item -1: Confirmation of the minutes of last meeting dated 10.11.2022.

No action required.

Item-2: Action taken on the minutes of last meeting dated 10.11.2022

No action required.

Item-3: Review on the status AQAR 2021-22 submission

AQAR 2021-22 submitted on 08.05.2023.

Item-4: To plan IQAC activities for next academic session 2023-24.

The IQAC members and related committee conveners of their criterion had a series of meetings to discuss & prepare action plan for an improvement of their criterion score. Every IQAC member, the criterion in charge, has designed outcome based processes and practices for enhancement of college performance related to the key indicators of NAAC A & A framework. These practices later will be known as best practices of college.

Item 5 : Finalization of academic calendar of academic session 2023-24.

Academic calendar was finalized and published in prospectus as well as on college website.

Item 6: Any other items with the permission of the chair

No action required.

Dr. W. S. Barade
IQAC Coordinator
Shri Shivaji Science College
Amravati.

Principal
Shri Shivaji Science College
AMRAVATI