



*Matsyodari Shikshan Sanstha's*

**Ankushrao Tope College, Jalna – 431203**

**INTERNAL QUALITY ASSURANCE CELL**

**Minutes of the IQAC Meeting Held on 18 June 2016**

**18 June 2016**

The first meeting of the IQAC was held on 18/06/2016 at 02:00 PM under the Chairmanship of the Principal of the college. It was conducted in the IQAC office. The following agenda was discussed thoroughly and decisions were taken.

**Agenda:**

1. To start Special Programs for Slow and Advanced Learners
2. To start Industrial Visits, Internships, Field Visits, On-the-Job Training
3. To start Teacher-Parent Scheme for all students
4. To recruit teachers through University/Management
5. To vitalize Internal Assessment System for UG and PG students
6. To start/renew UGC Certificate/Diploma programs under NSQF
7. To inaugurate new Sports Complex
8. To establish Competitive Exams Guidance Center

- At the very outset, Principal Dr. Gaikwad R.J. welcomed all the IQAC members and looked through the agenda of the meeting.
- The Chairman invited opinions of all IQAC members with regard to the Action Plan for the academic year 2016-17. Accordingly, the members provided different academic plans to be carried out during the academic year. It was decided that the Academic Calendar be prepared from June to April.
- The Chairman attracted the attention of the members towards the issue of special programs for slow and advanced learners. In this regard, a committee was formed to look into this matter.
- The issue of starting industrial visits, field trips, internships and on-the-job training was discussed and it was decided that students of UGC certificate



*Matsyodari Shikshan Sanstha's*

**Ankushrao Tope College, Jalna – 431203**

**INTERNAL QUALITY ASSURANCE CELL**

**Minutes of the IQAC Meeting Held on 18 June 2016**

courses under Community College and other students should be sent for internships and on-the-job trainings as per the MOUs with different industries.

- The chairman attracted the attention of the members towards the issue of Teacher-Parent Scheme and it was unanimously decided that the scheme be made more dynamic.
- The issue of recruitment of teachers through university and management on vacant posts was pending since a long time. It was decided that this issue should be resolved at the earliest.
- IQAC coordinator attracted the attention of the members towards the issue of Internal Assessment of the UG and PG students. It was decided that the existing Internal Assessment System should be made even more vigorous from this academic year.
- Considering the importance of skill development of students, the decision of renewing UGC's certificate/diploma programs under NSQF was taken after a careful deliberation.
- The members also insisted to speed up the work of the Sports Complex in order to make it available to the users. Hence, the decision was taken to inaugurate the Sports Complex in the month of November/ December 2016.
- The chairman insisted to have a Competitive Guidance Cell for the students of UG and PG. Accordingly, a decision was taken to establish the same in the college from this academic year.
- Since there were no other issues, the meeting was adjourned with the permission of the chairperson.



Matsyodari Shikshan Sanstha's

**Ankushrao Tope College, Jalna – 431203**

**INTERNAL QUALITY ASSURANCE CELL**

**Minutes of the IQAC Meeting Held on 18 June 2016**

Sr. No.	Name	Designation	Signature
1.	Dr. Gaikwad R.J.	Chairman	
2.	Dr. Patil S.A.	Member	
3.	Dr. Khan S.A.	Member	
4.	Dr. Gaikwad S.V.	Member	
5.	Dr. Gajhans D.S.	Member	
6.	Dr. Gavande K.S.	Member	
7.	Dr. Nikalje S.G.	Member	
8.	Dr. Dhere M.P.	Member	
9.	Dr. Quadri S.J.	Director/Coordinator	







Matsyodari Shikshan Sanstha's

**Ankushrao Tope College, Jalna – 431203**

**INTERNAL QUALITY ASSURANCE CELL**

**Minutes of the IQAC Meeting Held on 18 June 2016**

**Action Taken Report**

Sr. No.	Agenda	Action Taken
1.	To start Special Programs for Slow and Advanced Learners	Programs started
2.	To start Industrial Visits, Internships, Field Visits, On-the-Job Training	Started Industrial Visits and other activities
3.	To start Teacher-Parent Scheme for all students	Parent-Teacher Scheme started
4.	To recruit teachers through University/Management	Teachers recruited
5.	To vitalize Internal Assessment System for UG and PG students	CIE vitalized
6.	To start/renew UGC Certificate/Diploma programs under NSQF	Certificate/Diploma programs renewed
7.	To inaugurate new Sports Complex	Sports Complex inaugurated
8.	To establish Competitive Exams Guidance Center	Competitive Exam Guidance Cell established

Coordinator/Director IQAC

Director IQAC  
Matsyodari Shikshan Sanstha's  
Ankushrao Tope College  
Jalna (M.S.)

*B. B. B. B.*

Principal  
**PRINCIPAL**  
Matsyodari Shikshan Sanstha's  
Ankushrao Tope College, Jalna





*Matsyodari Shikshan Sanstha's*

**Ankushrao Tope College, Jalna – 431203**

**INTERNAL QUALITY ASSURANCE CELL**

**Minutes of the IQAC Meeting Held on 28 April 2017**

**28 April 2017**

The second meeting of the IQAC was held on 28/04/2017 at 01:00 PM under the Chairmanship of the Principal of the college. It was conducted in the IQAC office. The following agenda was discussed thoroughly and decisions were taken.

**Agenda:**

1. **To fill up the vacant post of Office Superintendent**
2. **To get Administrative Audit of the college done**
3. **To arrange Seminars/Conferences/Symposiums**
4. **To recruit teachers and non-teaching staff through Management**
5. **To prompt teachers to contest elections of B.O.S./Academic Council etc**
6. **To start/renew UGC Certificate/Diploma programs under NSQF**
7. **To prompt teachers to use ICT tools in teaching**
8. **To motivate teachers to apply for various Research Funding**

- At the very outset, Principal Dr. Gaikwad R.J. welcomed all the IQAC members and looked through the agenda of the meeting.
- The Chairman invited opinions of all IQAC members with regard to the Action Plan for the academic year 2016-17. Accordingly, the members provided different academic plans to be carried out during the academic year. It was decided that the Academic Calendar be prepared from June to April.
- The Chairman attracted the attention of the members towards the issue of filling up of the vacant post of the Office Superintendent. It was decided that Mr. Theng S.J. should be appointed as an in charge O.S.
- The chairperson insisted to get the administrative audit done on the institute level. Accordingly, it was agreed to conduct it through *Trisutri*.



*Matsyodari Shikshan Sanstha's*

**Ankushrao Tope College, Jalna – 431203**

**INTERNAL QUALITY ASSURANCE CELL**

**Minutes of the IQAC Meeting Held on 28 April 2017**

- The issue of hosting seminars/conferences/symposiums was taken for discussion and it was decided that various departments should host such programs on a grand scale.
- The issue of recruitment of teachers and non-teaching staff through management on vacant posts was pending since a long time. It was decided that this issue should be resolved at the earliest.
- Considering the BOS and Academic Council elections of the university, the chairperson appealed the teachers to contest these elections in great number.
- Considering the importance of skill development of students, the decision of renewing UGC's certificate/diploma programs under NSQF was taken after a careful deliberation.
- The IQAC coordinator insisted that all teachers should use ICT tools in order to make teaching/learning process feasible.
- The chairman insisted that more and more teachers should apply for various funding agencies. Hence, it was decided that research proposals should be submitted to UGC and other agencies.
- Since there were no other issues, the meeting was adjourned with the permission of the chairperson.





Matsyodari Shikshan Sanstha's

**Ankushrao Tope College, Jalna – 431203**

**INTERNAL QUALITY ASSURANCE CELL**

**Minutes of the IQAC Meeting Held on 28 April 2017**

Sr. No.	Name	Designation	Signature
1.	Dr. Gaikwad R.J.	Chairman	
2.	Dr. Patil S.A.	Member	
3.	Dr. Khan S.A.	Member	
4.	Dr. Gaikwad S.V.	Member	
5.	Dr. Gajhans D.S.	Member	
6.	Dr. Gavande K.S.	Member	
7.	Dr. Nikalje S.G.	Member	
8.	Dr. Dhere M.P.	Member	
9.	Dr. Quadri S.J.	Director/Coordinator	





Matsyodari Shikshan Sanstha's  
**Ankushrao Tope College, Jalna – 431203**  
**INTERNAL QUALITY ASSURANCE CELL**

**Minutes of the IQAC Meeting Held on 28 April 2017**


**Action Taken Report**

Sr. No.	Agenda	Action Taken
1.	To fill up the vacant post of Office Superintendent	Vacant post filled up by appointing Mr. Theng S.J.
2.	To get Administrative Audit of the college done	Administrative Audit done through <i>Trisutri</i>
3.	To arrange Seminars/Conferences/Symposiums	Arranged Seminars/Conferences
4.	To recruit teachers and non-teaching staff through Management	Recruitment done
5.	To prompt teachers to contest elections of B.O.S./Academic Council etc	Teachers contested B.O.S. & other elections
6.	To start/renew UGC Certificate/Diploma programs under NSQF	Renewed certificate/Diploma programs under NSQF
7.	To prompt teachers to use ICT tools in teaching	Teachers started using ICT
8.	To motivate teachers to apply for various Research Funding	Teachers applied for various funding agencies

  
Coordinator/Director IQAC

Director IQAC  
Matsyodari Shikshan Sanstha's  
Ankushrao Tope College  
Jalna (M.S.)



  
Principal

PRINCIPAL  
Matsyodari Shikshan Sanstha's  
Ankushrao Tope College, Jalna





*Matsyodari Shikshan Sanstha's*

**Ankushrao Tope College, Jalna – 431203**

**INTERNAL QUALITY ASSURANCE CELL**

**Minutes of the IQAC Meeting Held on 18 June 2017**

The First meeting of the IQAC was held on 18/06/2017 at 012:30 PM under the Chairmanship of the Principal of the college. It was conducted in the IQAC office. The following agenda was discussed thoroughly and decisions were taken.

**Agenda:**

1. **To get Energy audit done**
2. **To augment basic infrastructure in Girls' hostel**
3. **To start short term certificate courses at the institute level**
4. **To form a committee for solving exam-related grievances**
5. **To implement Colleges for Potential with Excellence (CPE) scheme**
6. **To arrange placement drives on campus**
7. **To arrange workshop on IPR**

- At the very outset, Principal Dr. Gaikwad R.J. welcomed all the IQAC members and looked through the agenda of the meeting.
- The Chairman invited opinions of all IQAC members with regard to the Action Plan for the academic year 2016-17. Accordingly, the members provided different academic plans to be carried out during the academic year. It was decided that the Academic Calendar be prepared from June to April.
- The issue of energy audit was discussed and it was decided that it should get done at the earliest.
- The chairperson attracted the attention of the members towards the augmentation of infrastructure at girls' hostel. It was decided that budgetary provision be made in the next CDC meeting for the same.



*Matsyodari Shikshan Sanstha's*

**Ankushrao Tope College, Jalna – 431203**

**INTERNAL QUALITY ASSURANCE CELL**

**Minutes of the IQAC Meeting Held on 18 June 2017**

- The issue of starting short term certificate courses at the institutional level was discussed and it was unanimously decided that all departments should prepare the courses and start them as early as possible.
- Due to the long-felt need of a cell to solve exam-related grievances, the members decided to form a committee to look into these matters.
- The chairperson attracted the attention of the members to the CPE award that the institute received and urged that the scheme be implemented from this academic year. All the members unanimously agreed to this.
- It was also decided that placement drives on the campus should be arranged for the eligible students of the institution.
- The IQAC coordinator attracted the attention of the members towards hosting of IPR workshop and the decision to host the same was taken unanimously.
- Since there were no other issues, the meeting was adjourned with the permission of the chairperson.



Matsyodari Shikshan Sanstha's

**Ankushrao Tope College, Jalna – 431203**

**INTERNAL QUALITY ASSURANCE CELL**

**Minutes of the IQAC Meeting Held on 18 June 2017**

Sr. No.	Name	Designation	Signature
1.	Dr. Gaikwad R.J.	Chairman	
2.	Dr. Patil S.A.	Member	
3.	Dr. Khan S.A.	Member	
4.	Dr. Gaikwad S.V.	Member	
5.	Dr. Gajhans D.S.	Member	
6.	Dr. Gavande K.S.	Member	
7.	Dr. Nikalje S.G.	Member	
8.	Dr. Dhere M.P.	Member	
9.	Dr. Quadri S.J.	Director/Coordinator	

1.







*Matsyodari Shikshan Sanstha's*  
**Ankushrao Tope College, Jalna – 431203**  
**INTERNAL QUALITY ASSURANCE CELL**

**Minutes of the IQAC Meeting Held on 18 June 2017**

**Action Taken Report**

Sr. No.	Agenda	Action Taken
1.	To get Energy audit done	Got Energy audit done
2.	To augment basic infrastructure in Girls' hostel	Augmented infrastructure in Girls' hostel
3.	To start short term certificate courses at the institute level	Started short term certificate courses
4.	To form a committee for solving exam-related grievances	Committee formed and a cell established
5.	To implement Colleges for Potential with Excellence (CPE) scheme	CPE Scheme implemented
6.	To arrange placement drives on campus	Placement drive arranged
7.	To arrange workshop on IPR	Workshop on IPR arranged

  
Coordinator/Director IQAC

Director IQAC  
Matsyodari Shikshan Sanstha's  
Ankushrao Tope College  
Jalna (M.S.)



Principal  
PRINCIPAL  
Matsyodari Shikshan Sanstha's  
Ankushrao Tope College, Jalna





*Matsyodari Shikshan Sanstha's*

**Ankushrao Tope College, Jalna – 431203**

**INTERNAL QUALITY ASSURANCE CELL**

**Minutes of the IQAC Meeting Held on 09 February 2018**

The First meeting of the IQAC was held on 09/02/2018 at 012:30 PM under the Chairmanship of the Principal of the college. It was conducted in the IQAC office. The following agenda was discussed thoroughly and decisions were taken.

**Agenda:**

1. **To purchase Tally ERP software**
  2. **To get the feedback on curriculum from different stakeholders**
  3. **To start subject-related short term certificate programs from 2018-2019**
  4. **To prepare Program Outcomes and Course Outcomes (POs & COs)**
  5. **To update sports facilities**
  6. **To prepare ICT enabled classrooms**
  7. **To provide financial support to teachers for seminars/conference**
- At the very outset, Principal Dr. Gaikwad R.J. welcomed all the IQAC members and looked through the agenda of the meeting.
  - The Chairman invited opinions of all IQAC members with regard to the Action Plan for the academic year 2016-17. Accordingly, the members provided different academic plans to be carried out during the academic year. It was decided that the Academic Calendar be prepared from June to April.
  - IQAC Coordinator initiated the discussion about purchasing Tally ERP software in order to smoothen the office management. After a careful deliberation, the decision to purchase the software was taken. It was also decided that various vendors should be consulted for this purpose.
  - The chairperson attracted the attention of the members towards the issue of obtaining feedback on curriculum from various stakeholders. It was decided



*Matsyodari Shikshan Sanstha's*

**Ankushrao Tope College, Jalna – 431203**

**INTERNAL QUALITY ASSURANCE CELL**

**Minutes of the IQAC Meeting Held on 09 February 2018**

that feedback be taken from students, teachers, alumni and employers from the academic year 2018-2019.

- The issue of starting short term certificate courses at the institutional level was discussed and it was unanimously decided that all departments should start the courses from 2018-2019.
- Considering the importance of Outcome Based Education, the decision to formulate Program Outcomes (POs) and Course Outcomes (Cos) was taken. The chairperson suggested the names of the committee for this work.
- Considering the importance of ICT in teaching and learning, the chairperson suggested that there should be some ICT enabled classrooms. Hence, the decision to prepare well-equipped virtual classrooms was taken. A committee was formed to get the technical support and to prepare the budget.
- The issue of providing financial assistance to teachers to attend seminars/conferences and to pay membership fees was also discussed and the decision to pay the same was taken. It was decided that this expenses should be borne out of the CPE funding.
- Since there were no other issues, the meeting was adjourned with the permission of the chairperson.





Matsyodari Shikshan Sanstha's

**Ankushrao Tope College, Jalna – 431203**

**INTERNAL QUALITY ASSURANCE CELL**

**Minutes of the IQAC Meeting Held on 09 February 2018**

Sr. No.	Name	Designation	Signature
1.	Dr. Gaikwad R.J.	Chairman	
2.	Dr. Patil S.A.	Member	
3.	Dr. Khan S.A.	Member	
4.	Dr. Gaikwad S.V.	Member	
5.	Dr. Gajhans D.S.	Member	
6.	Dr. Gavande K.S.	Member	
7.	Dr. Nikalje S.G.	Member	
8.	Dr. Dhere M.P.	Member	
9.	Dr. Quadri S.J.	Director/Coordinator	





Matsyodari Shikshan Sanstha's

**Ankushrao Tope College, Jalna – 431203**

**INTERNAL QUALITY ASSURANCE CELL**

**Minutes of the IQAC Meeting Held on 09 February 2018**

**Action Taken Report**

Sr. No.	Agenda	Action Taken
1.	To purchase Tally ERP software	Tally ERP software purchased
2.	To get the feedback on curriculum from different stakeholders	Collecting feedback on curriculum has been made a regular practice each year
3.	To start subject-related short term certificate programs from 2018-2019	Started short term certificate courses on institutional level from 2018-2019
4.	To prepare Program Outcomes and Course Outcomes (POs & COs)	POs and COs prepared and hosted on institutional website
5.	To update sports facilities	Sports facilities updated
6.	To prepare ICT enabled classrooms	ICT enabled classrooms prepared
7.	To provide financial support to teachers for seminars/conference	Financial support to teachers provided to attend Seminars/Conferences

Coordinator/Director IQAC

Director IQAC  
Matsyodari Shikshan Sanstha's  
Ankushrao Tope College  
Jalna (M.S.)

Principal

PRINCIPAL  
Matsyodari Shikshan Sanstha's  
Ankushrao Tope College, Jalna





*Matsyodari Shikshan Sanstha's*

**Ankushrao Tope College, Jalna – 431203**

**INTERNAL QUALITY ASSURANCE CELL**

**Minutes of the IQAC Meeting Held on 05 July 2018**

The First meeting of the IQAC was held on 05/06/2018 at 012:30 PM under the Chairmanship of the Principal of the college. It was conducted in the IQAC office. The following agenda was discussed thoroughly and decisions were taken.

**Agenda:**

1. **To Upgrade Digital Classrooms**
  2. **To upgrade English Language Laboratory**
  3. **To form Criteria-wise committees for NAAC A&A**
  4. **To make available high speed internet**
  5. **To prepare MOUs with other institutes for B.Voc. degree programs**
  6. **To start Yoga and Stress Management Center**
  7. **To organize Professional Development/Administrative Training Programs**
  8. **To get Green Audit done from the external agency**
  9. **To get Academic and Administrative Audit (AAA) done from the university**
- At the very outset, Principal Dr. Gaikwad B.R. welcomed all the IQAC members and looked through the agenda of the meeting.
  - The Chairman invited opinions of all IQAC members with regard to the Action Plan for the academic year 2018-19. Accordingly, the members provided different academic plans to be carried out during the academic year. It was decided that the Academic Calendar be prepared from June to April.
  - IQAC Coordinator initiated the discussion about upgrading ICT enabled classrooms. Accordingly, the decision to update these classrooms with latest software and peripherals was taken unanimously. It was also decided that various vendors should be consulted for this purpose.





*Matsyodari Shikshan Sanstha's*

**Ankushrao Tope College, Jalna – 431203**

**INTERNAL QUALITY ASSURANCE CELL**

**Minutes of the IQAC Meeting Held on 05 July 2018**

- The issue of upgrading English Language laboratory was taken for discussion. It was decided that new software be installed from the academic year 2018-2019.
- Since there was the need to revise the NAAC committees, it was decided that some of the members of NAAC criterions be changed in order to smoothen the work of Assessment and Accreditation.
- The issue of taking review of examination results was taken next and the decision to form a committee to analyze the results of previous year was taken.
- Considering the importance of ICT in teaching and learning, the chairperson suggested that fast internet should be made available. Hence, the decision to subscribe for 50 MBPS speed was taken. A committee was formed to get the technical support and to prepare the budget.
- For the upcoming B.Voc. programs, it was necessary to link the institute with other industries with MOUs, hence this issue was discussed in this meeting. It was decided that appropriate industry partners should be selected and MOUs should be signed with them.
- The decision of starting Yoga and Stress Management was also taken unanimously.
- Discussion on conducting various training programs for teaching and non-teaching staff also took place and it was decided that more and more such programs should be conducted.
- The issue of getting the Green Audit done was taken for discussion and the decision to get it done was taken.
- As per the rule of the university, it is mandatory to get Academic and Administrative Audit done. Hence, this issue was taken and it was decided that AAA should be done at the earliest.
- Since there were no other issues, the meeting was adjourned with the permission of the chairperson.



Matsyodari Shikshan Sanstha's

**Ankushrao Tope College, Jalna – 431203**

**INTERNAL QUALITY ASSURANCE CELL**

**Minutes of the IQAC Meeting Held on 05 July 2018**

Sr. No.	Name	Designation	Signature
1.	Dr. Gaikwad B.R.	Chairman	
2.	Dr. Patil S.A.	Member	
3.	Dr. Khan S.A.	Member	
4.	Dr. Garad M.D.	Member	
5.	Dr. Gajhans D.S.	Member	
6.	Dr. Gavande K.S.	Member	
7.	Dr. Nikalje S.G.	Member	
8.	Dr. Dhere M.P.	Member	
9.	Dr. Gaikwad S.V.	Director/Coordinator	





Matsyodari Shikshan Sanstha's

**Ankushrao Tope College, Jalna – 431203**

**INTERNAL QUALITY ASSURANCE CELL**

**Minutes of the IQAC Meeting Held on 05 July 2018**

**Action Taken Report**

Sr. No.	Agenda	Action Taken
1.	To Upgrade Digital Classrooms	Digital Classrooms upgraded
2.	To upgrade English Language Laboratory	English Language Lab upgraded
3.	To form Criteria-wise committees for NAAC A&A	Criteria-wise committees formed
4.	To make available high speed internet	High speed internet made available
5.	To prepare MOUs with other institutes for B.Voc. degree programs	MOUs prepared for B.Voc.
6.	To start Yoga and Stress Management Center	Yoga & Stress Management Center started
7.	To organize Professional Development/Administrative Training Programs	Training programs organized
8.	To get Green Audit done from the external agency	Got Green Audit done from external agency
9.	To get Academic and Administrative Audit (AAA) done from the university	Got AAA done from the parent university

IQAC Coordinator/Director

Director IQAC  
Matsyodari Shikshan Sanstha's  
Ankushrao Tope College  
Jalna (M.S.)



Principal

**PRINCIPAL**  
Matsyodari Shikshan Sanstha's  
Ankushrao Tope College, Jalna





*Matsyodari Shikshan Sanstha's*

**Ankushrao Tope College, Jalna – 431203**

**INTERNAL QUALITY ASSURANCE CELL**

**Minutes of the IQAC Meeting Held on 07 April 2019**

The second meeting of the IQAC was held on 07/04/2019 at 012:30 PM under the Chairmanship of the Principal of the college. It was conducted in the IQAC office. The following agenda was discussed thoroughly and decisions were taken.

**Agenda:**

1. **To run various courses of NUSSD through TISS**
  2. **To run various short term courses through *Vedanta* Foundation**
  3. **To submit online AQAR for the Academic Year 2018-2019**
  4. **To start independent Counselling Center in the college**
  5. **To prepare RUSA proposal**
  6. **To upgrade Science Laboratories**
  7. **To conduct offline Student Satisfaction Survey for 2019-2020 online AQAR**
  8. **To purchase Microscan 50 MBPS bandwidth for central library**
  9. **To conduct training program for teachers about Outcome Based Education**
- At the very outset, Principal Dr. Gaikwad B.R. welcomed all the IQAC members and looked through the agenda of the meeting.
  - The Chairman invited opinions of all IQAC members with regard to the Action Plan for the academic year 2018-19. Accordingly, the members provided different academic plans to be carried out during the academic year. It was decided that the Academic Calendar be prepared from June to April.
  - The chairperson expressed the need to start NUSSD courses of TISS as early as possible and the decision to do this was taken unanimously.
  - The issue of starting short term certificate courses through *Vedanta* Foundation, Mumbai was discussed and the decision to start these courses was taken.



*Matsyodari Shikshan Sanstha's*

**Ankushrao Tope College, Jalna – 431203**

**INTERNAL QUALITY ASSURANCE CELL**

**Minutes of the IQAC Meeting Held on 07 April 2019**

- Considering the need to submit online AQAR before the stipulated date, the decision to prepare and submit the same was taken.
- Considering the need of students and parents, the issue of starting an independent counselling center in the college was discussed. It was decided that Department of Psychology should take the lead in this respect and Prof. Mrs. Devare S.K. be made the in charge.
- The issue of RUSA grants was taken for discussion and the decision to prepare the proposal was taken.
- Upgradation of various Science Laboratories was a long-pending issue and it was decided that the labs be upgraded with new equipment and apparatus.
- With respect to the preparation of AQAR, it was necessary to conduct offline Students Satisfaction Survey about the overall functioning of the institute. Hence it was decided to prepare a questionnaire and conduct the survey after reopening of the college in the next academic year.
- The issue of purchasing a fast speed internet for central library was taken for discussion and it was decided that the connection of 50 MBPS speed of Microscan be purchased and activated as early as possible.
- The chairperson expressed the need to conduct training programs for teachers and it was decided that the same on Outcome Based Education be conducted. The decision to invite Principal Mrs. Thosar as a resource person was taken.
- Since there were no other issues, the meeting was adjourned with the permission of the chairperson.



Matsyodari Shikshan Sanstha's

**Ankushrao Tope College, Jalna – 431203**

**INTERNAL QUALITY ASSURANCE CELL**

**Minutes of the IQAC Meeting Held on 07 April 2019**

Sr. No.	Name	Designation	Signature
1.	Dr. Gaikwad B.R.	Chairman	
2.	Dr. Patil S.A.	Member	
3.	Dr. Khan S.A.	Member	
4.	Dr. Garad M.D.	Member	
5.	Dr. Gajhans D.S.	Member	
6.	Dr. Gavande K.S.	Member	
7.	Dr. Nikalje S.G.	Member	
8.	Dr. Dhere M.P.	Member	
9.	Dr. Gaikwad S.V.	Director/Coordinator	







Matsyodari Shikshan Sanstha's

**Ankushrao Tope College, Jalna – 431203**

**INTERNAL QUALITY ASSURANCE CELL**


**Minutes of the IQAC Meeting Held on 07 April 2019**

**Action Taken Report**

Sr. No.	Agenda	Action Taken
1.	To run various courses of NUSSD through TISS	NUSSD courses through TISS started
2.	To run various short term courses through Vedanta Foundation	Vedanta Foundation short term courses started
3.	To submit online AQAR for the Academic Year 2018-2019	Submitted online AQAR of 2018-2019
4.	To start independent Counselling Center in the college	Counselling center started from 2019-2020
5.	To prepare RUSA proposal	RUSA proposal prepared & submitted
6.	To upgrade Science Laboratories	Science Laboratories upgraded
7.	To conduct offline Student Satisfaction Survey for 2019-2020 online AQAR	Conducted offline SSS for 2018-2019 AQAR
8.	To purchase Microscan 50 MBPS bandwidth for central library	Microscan 50 MBPS bandwidth purchased
9.	To conduct training program for teachers about Outcome Based Education	Training program on OBE conducted by inviting Principal Thosar madam as a resource person

  
Coordinator/Director IQAC

**Director IQAC**  
Matsyodari Shikshan Sanstha's  
Ankushrao Tope College  
Jalna (M.S.)

  
Principal

**PRINCIPAL**  
Matsyodari Shikshan Sanstha's  
Ankushrao Tope College, Jalna





*Matsyodari Shikshan Sanstha's*

**Ankushrao Tope College, Jalna – 431203**

**INTERNAL QUALITY ASSURANCE CELL**

**Minutes of the IQAC Meeting Held on 12 July 2019**

The first meeting of the IQAC was held on 12/06/2019 at 01:30 PM under the Chairmanship of the Principal of the college. It was conducted in the IQAC office. The following agenda was discussed thoroughly and decisions were taken.

**Agenda:**

1. **To get Academic and Administrative Audit done from the parent university**
  2. **To organize seminars/Workshops on IPR/Innovation/Entrepreneurship**
  3. **To arrange Field Visits/Study Tours/Internships for various courses**
  4. **To conduct extension activities through N.S.S. camps in the neighborhood**
  5. **To organize sports and cultural programs**
  6. **To get Green Audit done from external agency**
- At the very outset, Principal Dr. Gaikwad B.R. welcomed all the IQAC members and looked through the agenda of the meeting.
  - The Chairman invited opinions of all IQAC members with regard to the Action Plan for the academic year 2018-19. Accordingly, the members provided different academic plans to be carried out during the academic year. It was decided that the Academic Calendar be prepared from June to April.
  - The issue of preparing a proposal for Academic and Administrative Audit was taken for discussion and it was decided that it should be filled up as early as possible.
  - Considering the importance of Startups and Entrepreneurship, the chairperson expressed the need to host seminars and workshops on these topics. Hence, the decision was taken to host these programs in this academic year.



*Matsyodari Shikshan Sanstha's*

**Ankushrao Tope College, Jalna – 431203**

**INTERNAL QUALITY ASSURANCE CELL**

**Minutes of the IQAC Meeting Held on 12 July 2019**

- Based on the curriculum, it is necessary to send the students to various study tours, field visits, internships etc. hence the chairperson attracted the attention of the members towards this issue. Accordingly, the decision was taken to send the students in great numbers for such activities.
- Considering the importance of extension activities, the decision to conduct such activities in the neighborhood community was taken. It was also decided that N.S.S. department of the college should conduct various camps in the neighborhood community.
- The decision to host sports and cultural activities was also taken during this academic year.
- The issue of getting the Green Audit done was taken for discussion and it was decided that the proposal should be sent to the Social Forestry Division, Jalna. The chairperson assigned this work to Dr. Patil S.A. of Geography department as a coordinator.
- Since there were no other issues, the meeting was adjourned with the permission of the chairperson.





Matsyodari Shikshan Sanstha's

**Ankushrao Tope College, Jalna – 431203**

**INTERNAL QUALITY ASSURANCE CELL**

**Minutes of the IQAC Meeting Held on 12 July 2019**

Sr. No.	Name	Designation	Signature
1.	Dr. Gaikwad B.R.	Chairman	
2.	Dr. Patil S.A.	Member	
3.	Dr. Khan S.A.	Member	
4.	Dr. Garad M. D.	Member	
5.	Dr. Gajhans D.S.	Member	
6.	Dr. Gavande K.S.	Member	
7.	Dr. Nikalje S.G.	Member	
8.	Dr. Dhere M.P.	Member	
9.	Dr. Gaikwad S.V.	Director/Coordinator	





Matsyodari Shikshan Sanstha's

**Ankushrao Tope College, Jalna – 431203**

**INTERNAL QUALITY ASSURANCE CELL**

**Minutes of the IQAC Meeting Held on 12 July 2019**

**Action Taken Report**

Sr. No.	Agenda	Action Taken
1.	To get Academic and Administrative Audit done from the parent university	AAA done through parent university
2.	To organize seminars/Workshops on IPR/Innovation/Entrepreneurship	Organized seminars/workshops on IPR/Innovation/Entrepreneurship
3.	To arrange Field Visits/Study Tours/Internships for various courses	Field Visits/Study Tours/Internships arranged for various courses
4.	To conduct extension activities through N.S.S. camps in the neighborhood	Conducted extension and outreach activities through N.S.S.
5.	To organize sports and cultural programs	Organized sports and cultural programs
6.	To get Green Audit done from external agency	Got Green Audit done from external Agency

  
Coordinator/Director IQAC

Director IQAC  
Matsyodari Shikshan Sanstha's  
Ankushrao Tope College  
Jalna (M.S.)

  
Principal

**PRINCIPAL**  
Matsyodari Shikshan Sanstha's  
Ankushrao Tope College, Jalna





*Matsyodari Shikshan Sanstha's*

**Ankushrao Tope College, Jalna – 431203**

**INTERNAL QUALITY ASSURANCE CELL**

**Minutes of the IQAC Meeting Held on 15 February 2020**

The Second meeting of the IQAC was held on 15/02/2020 at 01:45 PM under the Chairmanship of the Principal of the college. It was conducted in the IQAC office. The following agenda was discussed thoroughly and decisions were taken.

**Agenda:**

1. **To update sport facilities**
  2. **To update ICT enabled classrooms**
  3. **To purchase books and subscribe journals in the central library**
  4. **To prepare the blueprint of the proposed new college building in the campus**
- At the very outset, Principal Dr. Gaikwad B.R. welcomed all the IQAC members and looked through the agenda of the meeting.
  - The Chairman invited opinions of all IQAC members with regard to the Action Plan for the academic year 2018-19. Accordingly, the members provided different academic plans to be carried out during the academic year.
  - The issue of updating sports facilities was taken for discussion and it was decided that this work should be done at the beginning of the next academic year.
  - Considering the importance of use of ICT in teaching and learning, the decision to upgrade the ICT enabled classrooms taken.
  - Dr. Garad M.D. initiated the issue of purchasing new books and subscribing new journals for central library. The chairperson consented for the same and the decision was taken to do the same in the next academic year.





Matsyodari Shikshan Sanstha's

**Ankushrao Tope College, Jalna – 431203**

**INTERNAL QUALITY ASSURANCE CELL**

**Minutes of the IQAC Meeting Held on 15 February 2020**

- The issue of new proposed building was taken for discussion and it was decided that the blueprint of the building be prepared with the help of Engineers decided by the management.
- Since there were no other issues, the meeting was adjourned with the permission of the chairperson.

Sr. No.	Name	Designation	Signature
1.	Dr. Gaikwad B.R.	Chairman	
2.	Dr. Patil S.A.	Member	
3.	Dr. Khan S.A.	Member	
4.	Dr. Garad M.D.	Member	
5.	Dr. Gajhans D.S.	Member	
6.	Dr. Gavande K.S.	Member	
7.	Dr. Nikalje S.G.	Member	
8.	Dr. Dhere M.P.	Member	
9.	Dr. Gaikwad S.V.	Director/Coordinator	





*Matsyodari Shikshan Sanstha's*  
**Ankushrao Tope College, Jalna – 431203**  
**INTERNAL QUALITY ASSURANCE CELL**

**Minutes of the IQAC Meeting Held on 15 February 2020**

**Action Taken Report**

Sr. No.	Agenda	Action Taken
1.	To update sport facilities	Sports facilities updated
2.	To update ICT enabled classrooms	ICT enabled classrooms updated
3.	To purchase books and subscribe journals in the central library	Books purchased and journals subscribed for central library
4.	To prepare the blueprint of the proposed new college building in the campus	Blueprint of the new proposed building prepared

  
Coordinator/Director IQAC

Director IQAC  
Matsyodari Shikshan Sanstha's  
Ankushrao Tope College  
Jalna (M.S.)

Principal

  
**PRINCIPAL**  
Matsyodari Shikshan Sanstha's  
Ankushrao Tope College, Jalna





*Matsyodari Shikshan Sanstha's*

**Ankushrao Tope College, Jalna – 431203**

**INTERNAL QUALITY ASSURANCE CELL**

**Minutes of the IQAC Meeting Held on 18 June 2020**

The first meeting of the IQAC was held on 18/06/2020 at 01:00 PM under the Chairmanship of the Principal of the college. It was conducted in the IQAC office. The following agenda was discussed thoroughly and decisions were taken.

**Agenda:**

1. **To start Add on courses in Hindi and Botany subjects**
  2. **To establish ISRO Study Center for Remote Sensing certificate course**
  3. **To conduct collaborative activities for research, student and faculty exchange**
  4. **To prepare the blueprint of the proposed new college building in the campus**
  5. **To arrange Placement Drive through TISS**
  6. **To arrange Alumni Association Meeting**
  7. **To procure funds from philanthropists/Individuals for developmental works**
- At the very outset, Principal Dr. Gaikwad B.R. welcomed all the IQAC members and looked through the agenda of the meeting.
  - The Chairman invited opinions of all IQAC members with regard to the Action Plan for the academic year 2020-21. Accordingly, the members provided different academic plans to be carried out during the academic year.
  - In order to enrich the existing curriculum, the members discussed on the issue of Add on courses. In this regard, the decision to start two more short term Add on courses in Hindi and Botany was taken.
  - Dr. Gajhans D.S. initiated the discussion about establishing ISRO study center for starting new short term courses. Accordingly, the decision to start Remote Sensing certificate course was taken.





*Matsyodari Shikshan Sanstha's*

**Ankushrao Tope College, Jalna – 431203**

**INTERNAL QUALITY ASSURANCE CELL**

**Minutes of the IQAC Meeting Held on 18 June 2020**

- The chairperson highlighted the issue of collaborative research activities and student and faculty exchange. Accordingly, the decision to increase these activities in this academic year was taken unanimously.
- As per the plan of new proposed building, the decision to prepare a blueprint was taken. It was decided that this work should be assigned to a panel of Engineers fixed by the management in order to actually start the construction work.
- Dr. Patil S.A., the coordinator of TISS discussed about hosting a Campus Drive for the students of NUSSD program. Hence, the decision was taken to do the same was taken.
- The issue of arranging Alumni Association meeting was taken for discussion next. It was decided that at least two meetings should be taken in this academic year.
- The issue of procuring funds from individuals and Philanthropists was also taken for discussion. It was decided that such people of the acquaintances should be approached for this purpose in order to complete developmental works.
- Since there were no other issues, the meeting was adjourned with the permission of the chairperson.



Matsyodari Shikshan Sanstha's

**Ankushrao Tope College, Jalna – 431203**

**INTERNAL QUALITY ASSURANCE CELL**

**Minutes of the IQAC Meeting Held on 18 June 2020**

Sr. No.	Name	Designation	Signature
1.	Dr. Gaikwad B.R.	Chairman	
2.	Dr. Patil S.A.	Member	
3.	Dr. Khan S.A.	Member	
4.	Dr. Garad M.D.	Member	
5.	Dr. Gajhans D.S.	Member	
6.	Dr. Gavande K.S.	Member	
7.	Dr. Nikalje S.G.	Member	
8.	Dr. Dhere M.P.	Member	
9.	Dr. Gaikwad S.V.	Director/Coordinator	





Matsyodari Shikshan Sanstha's

**Ankushrao Tope College, Jalna – 431203**

**INTERNAL QUALITY ASSURANCE CELL**

**Minutes of the IQAC Meeting Held on 18 June 2020**


**Action Taken Report**

Sr. No.	Agenda	Action Taken
1.	To start Add on courses in Hindi and Botany subjects	Add on courses in Hindi and Botany started
2.	To establish ISRO Study Center for Remote Sensing certificate course	ISRO study center established
3.	To conduct collaborative activities for research, student and faculty exchange	Conducted collaborative activities for research, student/faculty exchange
4.	To prepare the blueprint of the proposed new college building in the campus	Blueprint of the new proposed building prepared
5.	To arrange Placement Drive through TISS	Placement drive through TISS arranged
6.	To arrange Alumni Association Meeting	Arranged Alumni Association meeting
7.	To procure funds from philanthropists/Individuals for developmental works	Procured funds from philanthropists/Individuals for developmental works

  
Coordinator/Director IQAC

Director IQAC  
Matsyodari Shikshan Sanstha's  
Ankushrao Tope College  
Jalna (M.S.)

Principal

  
PRINCIPAL  
Matsyodari Shikshan Sanstha's  
Ankushrao Tope College, Jalna







*Matsyodari Shikshan Sanstha's*

**Ankushrao Tope College, Jalna – 431203**

**INTERNAL QUALITY ASSURANCE CELL**

**Minutes of the IQAC Meeting Held on 03 April 2021**

The second meeting of the IQAC was held on 03/04/2021 at 01:00 PM under the Chairmanship of the Principal of the college. It was conducted in the IQAC office. The following agenda was discussed thoroughly and decisions were taken.

**Agenda:**

1. **To start Add on courses in Microbiology and Chemistry subjects**
  2. **To host COVID Vaccination program for students and staff**
  3. **To organize health camps in the neighboring villages through N.S.S.**
  4. **To vitalize Students Welfare Dept.**
  5. **To arrange Placement Drive through TISS**
  6. **To arrange Alumni Association Meeting**
  7. **To start courses in *Bhagwatgeeta* and Pali and Buddhism**
- At the very outset, Principal Dr. Gaikwad B.R. welcomed all the IQAC members and looked through the agenda of the meeting.
  - The Chairman invited opinions of all IQAC members with regard to the Action Plan for the academic year 2020-21. Accordingly, the members provided different academic plans to be carried out during the academic year.
  - In order to enrich the existing curriculum, the members discussed on the issue of Add on courses. In this regard, the decision to start two more short term Add on courses in Hindi and Botany was taken.
  - Dr. Gajhans D.S. initiated the discussion about establishing ISRO study center for starting new short term courses. Accordingly, the decision to start Remote Sensing certificate course was taken.



*Matsyodari Shikshan Sanstha's*

**Ankushrao Tope College, Jalna – 431203**

**INTERNAL QUALITY ASSURANCE CELL**

**Minutes of the IQAC Meeting Held on 03 April 2021**

- The chairperson highlighted the issue of collaborative research activities and student and faculty exchange. Accordingly, the decision to increase these activities in this academic year was taken unanimously.
- As per the plan of new proposed building, the decision to prepare a blueprint was taken. It was decided that this work should be assigned to a panel of Engineers fixed by the management in order to actually start the construction work.
- Dr. Patil S.A., the coordinator of TISS discussed about hosting a Campus Drive for the students of NUSSD program. Hence, the decision was taken to do the same was taken.
- The issue of arranging Alumni Association meeting was taken for discussion next. It was decided that at least two meetings should be taken in this academic year.
- A decision to start courses in *Bhagwatgeeta* and Pali and Buddhism was taken as per the expectation of New Education Policy. It was decided that these courses be started from the next academic year.
- Since there were no other issues, the meeting was adjourned with the permission of the chairperson.



Matsyodari Shikshan Sanstha's

**Ankushrao Tope College, Jalna – 431203**

**INTERNAL QUALITY ASSURANCE CELL**

**Minutes of the IQAC Meeting Held on 03 April 2021**

Sr. No.	Name	Designation	Signature
1.	Dr. Gaikwad B.R.	Chairman	
2.	Dr. Patil S.A.	Member	
3.	Dr. Khan S.A.	Member	
4.	Dr. Garad M.D.	Member	
5.	Dr. Gajhans D.S.	Member	
6.	Dr. Gavande K.S.	Member	
7.	Dr. Nikalje S.G.	Member	
8.	Dr. Dhere M.P.	Member	
9.	Dr. Gaikwad S.V.	Director/Coordinator	







Matsyodari Shikshan Sanstha's

**Ankushrao Tope College, Jalna – 431203**

**INTERNAL QUALITY ASSURANCE CELL**

**Minutes of the IQAC Meeting Held on 03 April 2021**

**Action Taken Report**

Sr. No.	Agenda	Action Taken
1.	To start Add on courses in Microbiology and Chemistry subjects	Add on courses started
2.	To host COVID Vaccination program for students and staff	Vaccination programme hosted
3.	To organize health camps in the neighboring villages through N.S.S	Health Camps organized
4.	To vitalize Students Welfare Dept.	Students Welfare Dept. vitalized
5.	To arrange Placement Drive through TISS	Placement Drives arranged
6.	To arrange Alumni Association Meeting	Alumni Meeting arranged in August
7.	To start courses in <i>Bhagwatgeeta</i> and Pali and Buddhism	A committee is formed to form the curriculum of these courses

  
Director IQAC  
Matsyodari Shikshan Sanstha's  
Ankushrao Tope College  
Jalna (M.S.)



  
PRINCIPAL  
Matsyodari Shikshan Sanstha's  
Ankushrao Tope College, Jalna