



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.



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- 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.



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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	





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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.



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- 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.



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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	





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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

