



Rayat Shikshan Sanstha's



**Annasaheb Awate Arts, Commerce and Hutatma
Babu Genu Science College, Manchar
Maharashtra, India**

Date

Academic Year 2018-19

IQAC Meeting

Date: 30-July-2018

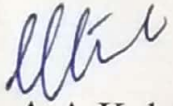
Venue: Principal Cabin

Time: 12.30 p.m.

The college IQAC members are hereby informed that the committee meeting is organized on 31st July 2018 at 12.30 am in Principal Cabin. All members are requested to remain present in time for meeting.

Sr. No.	Agenda Points
1.	ItemNo-1 To read and confirm minutes of last meeting
2.	Item No-2 To Consider action action taken report of decisions of last meeting
3.	ItemNo-3To chalk out academic plan for the academic year 2018-2019 a. Academic calendar of College b. Departmental calendars c. To prepare objectives and PO, PSO, CO for each subject and course.
4.	Item No-4 To Take review of the academic process and update the records.
5	Item No.5To implement continuous Comprehensive evaluation Method at UG and PG Level

Sr.Nos.	Member of Committee	Signature
1	Hon. Dilipraoji Walse Patil (Management Representative)	
2	Hon. Bhagavanrao Bende Patil (Industrialist)	
3	Dr.P.B. Kale (Alumni)	
4	Dr. Hansraj Thorat (Alumni)	
5	Dr. B.B.Kale (Scientist C-MET)	
6	Prof. V.K. Deshmukh	
7	Prof. Dr.S.N. Bolbhat	
8	Prof. A. S. Jadhav	
9	Prof. V.P. Supekar	
10	Prof. S.S Gaikwad	
11	Prof. Dr. B.B Kalapure	
12	Prof.T.Y.Randive	
13	Prof. V.B.Adasare	



(Dr. A.A.Kale)

Coordinator

(NAAC & IQAC)



(Princ.Dr. N.S.Gaikwad)

Chairperson

(Principal, A.A.College, Manchar)

Minutes of the Meeting held on 31/07/2018.

ItemNo-1 To read and confirm minutes of last meeting.

The meeting began with the general feed back by the principal regarding the existing processes in the college and the likely availability of good infrastructure and premises of the college which will be available for new development. The committee was apprised for declaring the "A" Grade with CGPA 3.09 on 27th Nov. 2107 by National Assessment & Accreditation Council (NAAC) Bangalore. The deep discussion on the valuable suggestions and recommendation given by the NAAC Peer committee. The discussion was also held on suggestion and recommendation given by Sanstha's Academic Administration and Audit (AAA) committee visited on 24th March 2018 and though discussion was held on preparation the action plan for the rectification of the suggestion and recommendation.

Item No-2 To consider action taken report of decisions of last meeting

The coordinator of IQAC read out the action Plan prepared by the IQAC committee. The action plan prepared for the development of the college was approved by unanimously by the committee and also decided to work as per suggestion and action plan prepared by IQAC.

ItemNo-3 To chalk out academic plan for the academic year 2018-2019

A. Academic Calendar of College

B.Departmental calendars

C.To Prepare objectives and PO, PSO, CO for each subject and course.

The chairperson the IQAC committee chalks out the various academic plans to run in the academic year 2018 -19. The following academic programme was chalk out by the chairperson of the committee.

A. Academic Calendar of College:

It was finalized in the meeting to prepare the academic calendar of college 2018-2019 by the committee. Academic calenderer should includes month and day wise activities all programmes related to academic teaching in the first and second semester , schedule of curricular activities of the academic year and also the extension activity run by the college thought the year.

B.Departmental calendars

The chairperson introduces the important of the departmental calendar and finalized to prepare the departmental calendar for the academic year 2018-19. The departmental calendar should includes to be held the departmental meeting, minutes of the meeting at least two meeting per semester. The Head of the department of each department should write the minutes of meeting immediately. It was also finalized to introduce the following points in the meeting which includes teaching, curricula and extension activities will be carried out in the academic year

Academic Activity: 1. Preparation teacher diary 2. Preparation of teaching plan: Teaching Plan Includes the months, days and period available for the actual teaching as per the university guidelines. 3. Preparation of lesson notes of each lecture. 4. Departemntal time table 5. Individual time table 6. Curricular activities include the Introduction of Two Unit Test, Mid-Semester examination and seminar, test, Home assignment, Tutorial etc.

Co-Curricular Activities: Includes organizing seminar, conferences, and workshop
Extension activities: Includes visit to industry, research Institute, Parent meets, Alumni meets etc.

Research activity: Motivation of Faculty and student s toward the presentation and publication of research work in National and International Journals and Conferences and university Avishkar, Inspire research programmes.

C. To Prepare objectives and PO, PSO, CO for each subject and course.

The Chairperson introduced the importance of preparation of aim, objectives of PO, PSO, CO for each subject and course the Head of the department of all departments should prepare the aim, objectives of Progremmes outcomes, Programs specific outcomes and curricular outcomes of each subject and every course run by department of the college.

Item No-4 To Take review of the academic process and update the records.

The chairperson of the IQAC took review of the academic process which includes the result of last academic years, admission process, Academic calendar ,Departmental inputs, annual / semester teaching plan , Annual Plan of the various committees college, Importance of to keep update records of each committees. It was decided to take following initiative action for improvement of the the student academic performance

Remedial Teaching: Those Students failed in the previous examination should be listed and special coaching to them should be provided.

Slow and advance learner coaching: students of each class segregated on the basis of their merit of previous examination and progressive students and Talent

student batches should be prepared and extra lectures are scheduled to them by preparing separate time table.

Mentor – Mentee Scheme: The 10 to 20 students of each class allotted to the concern teacher to understand their learning difficulties. Special coaching Item **No.5 To implement continuous Comprehensive evaluation Method at UG and PG Level**

As per university guideline and improvement of the learning student centric process it is essential to carry out the continuous internal evaluation of the students. It was decided to introduce two unit test, and Mid-Semester examination for the UG and PG students in addition to their mandatory university examination. For the betterment of student learning behavior the choice based system strengthened particularly, T.Y. and PG students. They should assign and give the home work in the form of Home Assignment, Tutorials, seminars, open books test, and reference works.

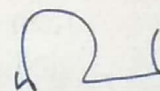
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