



Rajyat Shikshan Sanstha's

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

Date

Academic Year 2020-2021

IQAC Meeting

Date: 6th April, 2021

Venue: Principal Office

Time: 11.30 a.m.

The NAAC criteria chairmen and the Heads of the all department of the college are hereby informed that the NAAC/ IQAC third committee meeting is organized on **8th April, 2021 at 11.30 am** in Principal office. All members are requested to make it convenient to remain present in time for the meeting.

| Sr. No. | Agenda Points |
|---------|---|
| 1. | Item No-1 To read and confirm minutes of last meeting |
| 2. | Item No-2 To discuss about conducting offline classes as per Maharashtra government directives |
| 3. | Item No-3 To discuss about COVID19 - RTPCR and Antigen Test of the faculty and other staff members of the college |
| 4. | Item-4 To discuss about disinfecting the campus for Covid19 and Application of SOP |
| 5. | Item-5 To discuss about conducting classes in college to be run |

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| | in shifts in the online/offline mode |
| 6 | Item-6 To discuss about the seating arrangement to be made for the students attending offline classes |
| 7 | Item-7 To discuss about the activities to be conducted under the IQAC |
| 8 | Item-8 To discuss and seek permission for purchasing LCD Projector, UPS, Computer Server, Voltage Stabilizer for the teaching learning enhancement |
| 9 | Item-9 To discuss and seek permission for purchasing Shimadzu FT-IR, Rota- Evaporator, HPLC, Magnetic Stirrer with temperature sensor for Chemistry Department Practicals. |
| 10 | ItemNo-10 To discuss action taken report of decisions of last meeting |
| 11 | Item No-11 Any other concerned issues raised by Principal |

| Sr.Nos. | Members 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. A.B.Nikumbh | |
| 8 | Prof. S.V.Jade | |
| 9 | Dr. S.B.Misal | |
| 10 | Prof. V.P. Supekar | |
| 11 | Dr. S.R.Chavan | |
| 12 | Prof.T.Y.Randive | |

| | | |
|----|------------------|-----------------|
| 13 | Prof.S.D.Ugale | <u>Ugale</u> |
| 14 | Dr. R.V.Hangarge | <u>Hangarge</u> |

Ganesh Wagh
(Prof.G.C. Wagh)
Coordinator
(NAAC & IQAC)
Manchar)



K.G.Kanade
(Princ.Dr. K.G.Kanade)
Chairperson
(Principal, A.A.College,

Minutes of the Meeting held on 8th April, 2021.

NAAC/ IQAC second committee meeting was organized on 8th April, 2021 at 11.30 am in Principal office. All members were present for the meeting. Minutes of the meeting are as follows:-

Item No-1 To read and confirm minutes of last meeting.

The meeting started under the chairmanship of Principal and minutes of last meeting confirmed unanimously by all the members of the committee.

Item No-2 To discuss about conducting offline classes as per Maharashtra Government directives from 15th February 2021

It was decided by all the members and the president of the committee that as per the directives of Maharashtra government 2021/Q. No 6/Vishi-3 dated 3rd February, 2021 offline lecture are to be conducted with the prior permission of local authorities and lectures are conducted offline accordingly strictly adhering to Government guidelines.

Item No-3 To discuss about COVID19 -RTPCR and Antigen Test of the faculty and other staff members of the college

It was also discussed in the meeting regarding the as per the wide letter of Maharashtra Government 2021/Q. No 6/Vishi-3 dated 3rd February, 2021 Covid19 RTPCR and Antigen Test has to be done of every faculty and Non-teaching staff of the college. Till to date 20 faculty members have been tested with RTPCR and Antigen Test and they have been tested Negative and remaining staff will be tested soon.

Item No-4 To discuss about disinfecting the campus for Covid19 and Application of SOP laid down by Maharashtra Government.

It was decided that Hand sanitizers for the students and staff have to be made available on the campus with thermometer, Thermal scanner/ Gun, Pulse Oxymeter, soap and water. Maximum used spaces have to be disinfected with disinfectants and also to observe that SOP laid down by Maharashtra Government has to be strictly followed.

Item No-5 To discuss about conducting classes in college to run in shifts in the online/offline mode

Due to COVID-19 pandemic all the classes of UG and PG were conducted online with Google Meet and Zoom App. But now as per the guidelines of SP Pune University all the classes have to be conducted with offline mode with 50% students. For conducting these classes offline rotation system is applied and all the evaluation processes have to be done accordingly. It was unanimously decided to conduct offline classes in shifts with 50% students.

Item No-6 To discuss about the seating arrangement to be made for the students attending offline classes

It was unanimously decided that as per the guidelines of SP Pune University all the classes have to be conducted with offline mode with 50% students. Seating arrangements are made available to the students attending offline classes with maintaining physical distancing.

Item No-7 To discuss about the activities to be conducted under the IQAC

The Coordinator of the IQAC put the importance of various activities in the college to conducting for the academic year. It was unanimously decided that various activities like academic activities considering all the criterions.

Item No-8 To discuss and seek permission for purchasing LCD Projector, UPS, Computer Server, Voltage Stabilizer (5KVA) for the teaching learning enhancement of Various PG departments.

It was also discussed by all the members and the president the need of purchasing purchasing LCD Projector, UPS, Computer Server, Voltage Stabilizer for the teaching learning enhancement as the number of students have been increase and it has become essential to purchase all the required items for PG departments like M.Sc Analytical Chemistry, M.Sc Physics and M.Sc. Botany. It was unanimously agreed to purchase LCD Projector, UPS, Computer Server, Voltage Stabilizer (5KVA) under various grants of B.Voc and fees collected from Non Grant courses.

Item No-9 To discuss and seek permission for purchasing Shimadzu FT-IR, Rota- Evaporator, HPLC, Magnetic Stirrer with temperature sensor for Chemistry Department Practicals.

For conducting the practical the department of Chemistry has Shimadzu FT-IR in possession; since it is old and not updated hence the repairing and maintenance cost is very high. There is need of purchasing other equipments like Rota- Evaporator, HPLC and Magnetic Stirrer with temperature sensor for Chemistry Department Practicals. It was unanimously decided to purchase all the required equipments for conducting practicals in the Chemistry Department.

Item No-10 To discuss action taken report of decisions of last meeting

The coordinator of IQAC read out the action Plan of the previous meeting prepared by the committee and the action taken by college The Chairperson and members of IQAC of the college approved unanimously the action taken report of decisions of the previous meeting. The total review of the action plan of academic of the previous meeting were discussed

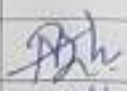

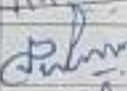


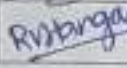

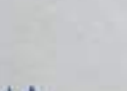
The plan of action discussed and chalked out by the IQAC in the previous meeting for the quality Enhancement and the expected outcomes.

| Plan of Action | Action taken/ Achievements |
|--|---|
| 1. To Conduct Computer workshop for Non-teaching staff and office management | <ul style="list-style-type: none"> • Computer workshop for Non-teaching staff and office management is conducted |
| 2. Establishing Virtual Lecture Recording Studio | <ul style="list-style-type: none"> • College established well equipped Virtual Lecture Recording Studio |
| 3. Renovation of auditorium into a virtual classroom and auditorium | <ul style="list-style-type: none"> • Renovation of auditorium into a virtual classroom and auditorium is done |

Item No-8 Any other concerned issues raised by Principal


The Principal of the college has laid emphasis on developing ICT and virtual teaching platform for the effective teaching learning in the COVID 19 pandemic. principal also focused on the importance on the best practices in the college , Feedback mechanism of stockholders, Parents, Alumni, Teachers, students satisfaction survey etc. also objectives, outcomes of each college committees.

The meeting concluded with the vote of thanks by IQAC Coordinator.

| Sr.NO | Members of the Committee | Signature |
|-------|---|---|
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 (Prof.G.C. Wagh)
 Coordinator
 (NAAC & IQAC)




 (Prin. Dr. K.G. Kanade)
 Chairperson
 (Principal, A.A.College, Manchar)