



Gondia Education Society's

DHOTE BANDHU SCIENCE COLLEGE, GONDIA

Dist: GONDIA (M.S.) 441614

Accredited 'A+' by NAAC, Bangalore | College with Potential for Excellence

UGC Community College & BVoc | Centre for Higher Learning and Research

Affiliated to Rashtrasant Tukadoji Maharaj Nagpur University

Minutes of IQAC Meeting on 25/06/2018

A meeting of IQAC of Dhote Bandhu Science College, Gondia was held on **25/06/2018** at 1.00 pm in reading room of the college.

Chairman of the meeting, Dr. P. A. S. Naidu welcomed all the members. The IQAC co-coordinator, Dr. D. S. Choudhary was informed to start the proceedings.

Agenda No. 1 :-

While reading the minutes of last meeting, IQAC co-coordinator informed that the minutes of last meeting of IQAC were circulated to the members of the cell. No comments have been received. Hence, minutes were confirmed.

Agenda No. 2 :-

Appraisal of faculty members under PBAS was taken up for consideration and PBAS of faculty members were placed before IQAC for their appraisal. The API score of faculty members evaluated by themselves counter checked by team of expert staff members and then they asked to submit to the principal for review.

IQAC added that the faculty wanting promotion under CAS need to go for their appraisal through proper evaluation / assessment of PBAS in terms of API as per guidelines of UGC and state government. And hence it was resolved that any staff members going for CAS has to verify the API score by authorized three member committee (college level) and IQAC coordinator. The IQAC after due verification forward the application to the principal for needful action for promotion under CAS.

Agenda No. 3 :-

New guidelines issued by NAAC on creation of IQAC.

Chairman of IQAC briefed about the new guidelines issued by NAAC on IQAC and informed to note and act accordingly. Unanimously, it was resolved to reform the IQAC as under.

1. Chairperson : Head of Institution – Dr. P. A. S. Naidu
2. Teachers to represents all levels.
 - Prof. S. P. Timande
 - Dr. J. G. Mahakhode
 - Prof. R. K. Dhuware
 - Dr. M. R. Patle
 - Dr. K. M. Hatzade
 - Prof. Y. S. Bopche
 - Dr. G. P. Gadekar
 - Prof. (Ms) S. S. Jaiswal
3. One member from management – Shri. Rajendra Jain, Secretary, GES.
4. Few senior administrative officer – Mr. S. A. Roy
5. One nominee each from local society, Student and Alimini
 - Local society– Prashant Borse
 - Student– Student’s Secretary of student Council
 - Alumini– Chairman, Alumini Association of D. B. Science college Gondia
6. One nominee each from
 - Employer – Dr. Vijay Gandhewar, DGM, Adani Power Mah. Ltd.
 - Industrialist – Mr. Mahendra Thakur
 - Stakeholders– Mr. Adesh Sharma
7. One of the senior teacher as the co-coordinator/ director of IQAC – Dr. D. S. Choudhary

Agenda No. 4 .:-

Compilation of AQAR. 2017-18 IQAC deputed and authorized Dr. D. S. Choudhary to compile the AQAR (revised) for the years 2017-18. Further, the criterion wise co-coordinators for the same.

Agenda No. 5 :-

Dr. K. M. Hatzade deputed to prepare the academic calendar for the session 2018-19 in consultation with criteria on coordinators in-charge professors for extracurricular cultural activities and HODs.

Agenda No. 6 :-

- a. With the permission the portfolio for the current academic year was proposed by Dr. S R Chopane and with consent of each individual it was resolved to distribute among the staff members .
- b. IQAC coordinator briefed New A and A process of NAAC according to RAF with the permission of chair and rigorous discussion was held. It was resolved that for complying Revised Assessment Framework of NAAC for Assessment and Accreditation process, the coordinator for each criterion were chosen, confirmed and metric wise work/activity assigned to every faculty member as per their interest and expertise. The grade points assigned to the metrics clubbed with the PBAS. IQAC coordinator was asked to disseminate the all metrics of RAF among the staff as the decentralized manner at the earliest.

The formal meeting concluded with the vote of thanks by Dr. .D S. Choudhary, coordinator IQAC, D. B. Science College, Gondia.


COORDINATOR
Internal Quality Assurance Cell
Dhote Bandhu Science College,
GONDIA


Principal
Dhote Bandhu Science College,
Gondia (Maharashtra)



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Minutes of IQAC Meeting on 04/09/2018

A meeting of IQAC of Dhote Bandhu Science College, Gondia was held on **04/09/2018** at 1.00 pm in auditorium of the college.

Dr. P. A. S. Naidu, Chairman, IQAC, welcomed the staff members and other stakeholders.

Agenda No. 1 :-

Dr. D. S. Choudhary read out the minutes of last meeting and same were confirmed.

Agenda No. 2 :-

The individual staff members were asked to present, in brief, the status of work/activity related to the A and A process assigned to them in the start of the session. All the members explained status of their activities. The shortcomings/ difficulties encountered during the execution been discussed. The accountability of rigorous discussion on non-compliance of task was raised through address by chairman to put sincere efforts to execute the task assigned to individual to enhance the quality of education.

The complains/suggestions/difficulties were noted and addressed to the individuals. The same were documented separately for future reference.

Agenda No. 3 :-

The different committees formed. Numerous activities were planned and distributed to the staff members for their execution during the session 2018-19. To every individual, respective activity chart related to metrics of RAF was handed over.

Agenda No. 4 :-

Dr. K. M. Hatzade put forward the academic calendar for academic session 2018-19 before the IQAC for the approval. It was resolved in the meeting. It also resolved to frame activity calendar for the session.

Agenda No. 5 :-

Prof. S. P. Timande proposed to implement paper-less communication with the staff members. With rigorous discussion, it was resolved that no manual notices, only e-mails, What's App messages will be optimally used to inform/ connect all the faculty members.

Hopping with affirmative outcome, Chairman Dr. Naidu showed gratitude for the presence of members and the meeting come to end.



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Minutes of IQAC Meeting on 08/04/2019

A meeting of IQAC of Dhote Bandhu Science College, Gondia was held on **08/04/2019** at 10.00 Am in college auditorium under the chairmanship of Dr. P. A. S. Naidu.

Agenda No. 1 .-

Minutes of last meetings was read and were confirmed.

Agenda No. 2 .-

Criterion-wise report was presented before the gathering of staff members by each criterion coordinator. Some compliance were found/ observed and they were noted. Making remark on non-compliances of some activities, Chairman Dr. Naidu motivated the staff to do the best of assigned activity and its documentation.

Agenda No. 3 .-

Based on SWOC analysis, the responsibility of design of perspective plan was handed over to RUSA and IQAC coordinator.

Agenda No. 4.-

It was resolved to invite the activity plan from the individuals for their assigned activity for the session 2019-20. Dr. Hatzade has given the responsibility to collect the schedule of activities and then frame the calendar.

Agenda No. 5.-

Strategic code of behavior to conduct extension activity and its documentation.

Members of IQAC made some observatory remarks on outreach activity conducted, which were not expected in view of quality consideration or worth full conduction. Hence, code of conduct of activity designed after rigorous discussion and conveyed to each faculty member.


It was as under –

- Extension activity must be society outreach for awareness/ development of society.
- The planning of conduction of activity, resources required and its expected outcome must be informed to the principal and IQAC members in advance.
- If possible, on priority, MoU/ Linkage must be established with partner NGO or government organization.
- The partner organization conducting activity may be GO/NGO must be authentic and dignified /registered.
- Permission to conduct activity is must from principal and IQAC.
- Teachers and student participation is must.
- Report of activity conducted and related documents / particulars must be submitted to respective criterion-coordinators for their perusal and remark.
- Assessment of activity in terms of grade point will be done by IQAC monitoring committee.

Agenda No. 6:-

With the permission of chair, Dr. K. M. Hatzade raised point on maintenance of minutes of meeting of each committee. In turn, it was resolved to preserve the minutes of each meeting of committee.

The meetings come to end by formal vote of thanks.


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