



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 27/06/2019

The IQAC meeting with all the teaching staff members held on 27/06/2019 at 11.00 Am in College Auditorium under the chairmanship of Dr. P. A. S. Naidu.

Agenda No. 1 :-

Coordinators IQAC read out the minutes of the last meeting held on 08-04-2019. The minutes were confirmed unanimously.

Agenda No. 2 :-

A warm welcome was given to Dr. (Ms.) K. P. Ghoshal who just joined as Assistant Professor in Botany in the college, Also Dr. More Assistant Professor in Physics was felicitated for getting PhD from RTM Nagpur University.

Agenda No. 3 :-

Principal and the Criterion coordinators put their remarks/observations on the various activities conducted by individual staff or committee in the last academic year. Workings of some committees were appreciated whereas some others motivated to do the best.

Different portfolios were constituted as per A & A process of NAAC with the consent of the faculty members appointed for respective work/committees.

Agenda No. 4 :-

Coordinator-IQAC informed that the compilation of AQAR 2018-2019 has been initiated and informed to put for approval in the next meeting.

Agenda No. 5 :-

No important issue was raised by the members present in the meeting and only some light discussion took place succeeded with vote of thanks by Dr. K. M. Hatzade.

COORDINATOR
Internal Quality Assurance Cell
Dhote Bandhu Science College,
GONDIA (MH.)

Principal
Dhote Bandhu Science College,
Gondia (Maharashtra)



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Minutes of IQAC Meeting on 16/09/2019

A meeting of IQAC was held on **16/09/2019** at 11.30 Am in the Auditorium under the chairmanship of Principal Dr. Anjan Naidu.

Agenda No. 1 :-

The minutes of the last meeting held on 27/06/2019 were read out by the coordinator Dr. D. S. Choudhary and confirmed unanimously.

Agenda No. 2 :-

Different portfolios were distributed among the staff members by constituting committee to carry out curricular, co-curricular, extra-curricular and extension activities for the academic session 2019-20. The activity chart showing individual responsibilities was given to all.

Agenda No. 3 :-

The chairperson took a review of commencement of classes and regular lectures, availability of books as per the changed syllabi of various subjects in the library and other academic related matters and urged all the faculties to intimate him immediately if they would face any problem regarding the issues.

Agenda No. 4 :-

An elaborated discussion took place regarding the A & A process and the guidelines provided by NAAC. All the seven criteria coordinators highlighted their developments and planning. Some problem and deficiencies were also pointed out and resolved with the intervention and assurances of the chairperson.


Agenda No. 5 :-

Dr. K. M. Hatzade kept the academic calendar for the session 2019-20 on the table for the approval. It was approved and circulated.

Agenda No. 6 :-

Some commonplace issues were discussed with the permission of the chair followed by vote of thanks proposed by the coordinator Dr. Dilip Choudhary.


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Minutes of IQAC Meeting on 23/12/2019

A meeting of IQAC, Dhote Bandhu Science College, Gondia was held on **23/12/2019** at 11Am in the Computer Science Department.

Dr. Naidu principal of college congratulated the IQAC for getting recognition as 'Mentor Institution' by NAAC and UGC. He appealed the IQAC for serving as mentor for unaccredited institutions of this region to get accredited under UGC-PARAMARSH. After discussing on the action plan of UGC-PARAMARSH, agenda of meeting were taken.

Agenda No. 1 :-

The minutes of the last meeting held on **16/09/2019** were confirmed with the unanimous consent of the chairman and member present in the meeting.

Agenda No. 2 :-

A detailed review of activities assigned by IQAC was taken lengthily. The criterion coordinators were asked to present their activities one by one from criterion I to criterion VII. Being abided by the action plan of the year which was prepared in the very beginning of the academic session, all the coordinators along with their respective teams elaborately presented the departments in their works and how they were going to complete the remaining portions before the end of the session. The chairman expressed his satisfaction in some activities and suggested some points to improve.


Agenda No. 3 :-

Coordinators of IQAC placed the prepared AQAR for 2018-19 in front of chairman and members. After some suggestions and recommendations, the chairman as well as member agreed to upload the AQAR before 31 December, 2019.

Agenda No. 4 :-

Some discussions on the matter related to the college like implementation of timetable, ongoing university exam and renovation of classrooms took place and to end with, vote of thanks was proposed by the coordinator, Dr. D. S. Choudhary.


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Minutes of IQAC meeting on 07/02/2020

The IQAC of the college arranged the meeting under the chairmanship of Principal Dr. Anjan Naidu in the college Auditorium on 07/02/2020 at 11:30 a.m.

The discussion took place as per the agenda decided and circulated in the notice on 27/6/2019.

Agenda. 1

The chairperson made it clear the all members of the staff have to take the collective responsibility of facing the 4th cycle of NAAC. All have been entrusted with certain assignments coming under individual as well as institutional domain which are to be discharged meticulously according to the revised NAAC's SOP (Standard Operational Procedure). The web-link as well as soft copies of the SOP were also provided to the faculties' convenience.

Agenda. 2

It was decided that all the faculties were expected to perform more than 80% of the maximum score as cited against matrices. The assessment of their performance would also be done at the end of every academic session along with their PBAS.

Agenda. 3

The faculties were also asked to intensify the NAAC related assignments and their promotion under CAS would be directly linked with the extent of their performance in the entrusted assignments specifically under in institutional domain.

Agenda 4 .

Discussions on the development and completion of courses went on for some time and Principal got satisfied with the status. To end with, some light issues were kept on discussion succeeded by vote of thanks proposed by IQAC coordinator.

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Minutes of the Meeting on 22nd April 2020

As per the notice circulated on 21st April 2020 in Dhote Bandhu Science College teaching staff WhatsApp group and instructions given to the members to be equipped with Zoom App. The online meeting was held on 22nd April 2020 at 11:00 a.m. under the chairmanship of Principal Dr. Anjan Naidu with the help of Zoom App platform. The virtual meeting was attended by all the members of teaching fraternity consisting of 29.

The meeting began with the welcome note by the chairperson Dr. Anjan Naidu. He also enquired about the well-being of the all faculties with candid courtesy resulting out COVID-19 and consequent lockdowns. He was happy to find everyone in sound health and mind.

Agenda. 1

The chairperson took the reviews of the academic activities during the lockdown period from all the HOD's and each faculty as well. It was made clear that the unfinished courses of the almost all programs were covered by the concerned teachers by providing the students e-materials in the form of video lectures, PDF, and Docs file, web-link, etc. through WhatsApp groups, college website and TCSiON digital learning platform. It was confirmed that the optimum use of e-resources had been done by students from the teacher's involved in the mentor-mentee activities via social media.

Some discrepancies in the email-ids of the students came to force after being pointed out by Prof. D. A. Chouhan in regards to the registration TCSiON. After some discussion Dr. Manoj Patle along with Prof. Chauhan took the responsibility to sort out the problem.

Further, mentor-mentee program coordinator Dr. S. D. Tambekar was informed to collect the feedback from mentees by using e-platform.

Agenda. 2

Faculties elaborated their academic, professional and social works during the lockdown period and they also proclaimed to actively in touch with the students personally through the

mentor-mentee and other WhatsApp groups and also through other means of social media. Chairperson proposed to the faculty members to conduct online awareness activities in this difficult situation of covid-19 pandemic and he himself consented to share deliberation for students on 'Stress Management' in this hard time.

Agenda. 3

The chairperson apprehended the examination would take place anytime with the prior notice by the University after the lockdown and he expected all preparations from the faculties.

Agenda. 4

Webinar on IPR, other COVID awareness activities, extending all sorts of help to the stuck students of our college and some lockdown related matters were discussed in light hearted manner.

All expressed their comfort and satisfaction with the Zoom meeting ended with the chairperson hope of arranging next meeting very soon.

IQAC coordinator Dr. Dilip Choudhary conducted meeting accompanied with Prof. Rubina Qureshi's technical support and the meeting happened to be an accomplished one.



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