



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 | Mentor Institution Recognized by NAAC & UGC

Minutes of IQAC Meeting on 16/06/2020

The first meeting of accuracy in the academic session 2020-21 was held on **16/06/2020** at 11.30 a.m. under the chairmanship of Principal Dr. Anjan Naidu. Since the Covid-19 pandemic was at its peak and complete lockdown was going on, we made it a plan to arrange the meeting through online mode and Zoom App was preferred as the last meeting of the last session 2019-20 was also organised in the same App. The information regarding the meeting was circulated to on the official WhatsApp groups of the college. Almost all members of staff (teaching and non-teaching) were present in the virtual platform.

The meeting started with brief in introductory remark by IQAC coordinator Dr. D. S. Choudhary and it succeeded with the welcome note by Principal Dr. Anjan Naidu. He expressed his convincing satisfaction to find everyone in safe and sound position during the difficulties time of the pandemic discussion on points as per the agenda continued.

Agenda. 1

Coordinator IQAC read out the minutes of the last meeting held on 22/04/2020. Hence, the minutes were confirmed unanimously.

Agenda. 2

Since it was the first meeting of the session, the chairperson took a glance of a last session particularly about the things happened after the covid-19 situation arose. So, it was an emergent problem of the talking situation when lockdown everywhere. The ICT cell in-charge Prof. More and Prof. Patle were consulted on how classes where to be conducted smoothly during the session as it seemed that same lockdown type situation would continue till session. It was decided we could use online platform like TCSiON, Microsoft Team, Zoom Cisco Webex and YouTube videos for lectures.

Agenda. 3

It was unanimously decided to intensify the activities of mentor-mentee program by which the students got connected with the faculties and college during the lockdown. Prof. Tambekar, the in-charge of the program urged all faculties to intimate their respective WhatsApp groups of mentees and all notices and pieces of information to be circulated to





the students. The chairperson also asked all to keep themselves in touch with the mentees personally as well as academically.

Agenda. 4


The exams of RTMNU of the last station were postponed, all the faculties were requested to revise the syllables till the notification of the university comes and kept the students active with their studies.

Agenda. 5

NAAC's AQAR for the station 2019-20 was to be submitted in time, so it was decided to begin the process of data compilation. All the criteria wise coordinator were asked to collect the data through online mode and after the compilation, it should be mailed to IQAC.

Agenda. 6

Administrative and office work had to be transformed to online mode as much as possible and nonteaching staff was asked to attend the office as when necessary.


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Minutes of IQAC Meeting on 09/09/2020

Due to covid-19 pandemic restrictions on the entry of staff into premises of the college were going on. So, the meeting of IQAC was decided to be arranged through Zoom App. The notice of the meeting was circulated on the official WhatsApp group of the college two days before. Hence, the meeting took place on **09/09/2020** at 11 a.m. The meeting started with the brief introduction by IQAC succeeded by a welcome note by the chairperson and he also inquired about the wellbeing of all the faculties present in the virtual platform. All the faculties were present in the meeting.

Agenda. 1

The minutes of the last meeting were read out by IQAC coordinator. Some discussions took place regarding engagement of online lectures. Prof. Patle and Prof. More took the responsibility of solving the trivial problems pertaining to online platforms. Consequently, the minutes were confirmed.

Agenda. 2

The chairperson took a detailed review of revision of syllabi and about the possibility of online exams to be conducted by RTMNU. As Prof. D. S. Choudhary and Prof. D. K. Jena were in the charge of summer 2020 University exam, were asked attend regarding the matter.

Agenda. 3

Admission process for various programs had been started. The constituted committees were looking after the process and the chairperson express his satisfaction over the developments. The portfolios were also distributed and the faculties were urged to intensify online activities including Seminars, Conferences and Workshops.

Agenda. 4

Some small points were discussed with the permission of the chair. To end with, the chairperson thanked all for being present in the virtual meeting.

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Minutes of IQAC Meeting on 07/10/2020

As per the notice circulated on **01/10/2020**, the meeting of IQAC was arranged on Zoom digital Conferencing App on **07/10/2020** at 4.00 p.m. Since 50% of the employees were allowed in the campus according to the current resolution prescribed by Government of Maharashtra by taking into consideration the critical Covid-19 pandemic situation, it was not possible for us to call all the faculties in the campus physically. So, the virtual meeting was preferred. IQAC coordinator gave a brief introduction and the chairperson provided welcome note by appealing everyone to keep themselves stress free during the difficulties time of Covid-19 and expressed his happiness over all is well.

Agenda. 1

The minutes of the last meeting held on **09/09/2020** were unanimously confirmed.

Agenda. 2

The detailed review quality initiatives executed during session 2019-20 was done. Some loopholes came to the force and it was discussed and decided to comply and resolve all these deficiencies in the activities of the current session.

Agenda. 3

The portfolios had been chalked out as per the previous year's distribution. Some changes of members in some portfolios as per the demand of respective to portfolios in charges were taken into consideration. The chairperson asked to involve themselves in the activities and extend their wholehearted cooperation for all accomplishment.

Agenda. 4

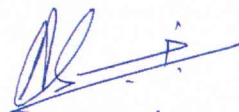
Since the revised RTMNU's news academic calendar had been issued, the IQAC of the college had to prepare its own. After some discussions regarding the matter, it was resolved the IQAC would send the soft copy of the calendar to all the staff members as early as possible.

Agenda. 5

Some light discussions took place regarding University exams, admissions in the college and some other issues succeeded by vote of thanks by the coordinator of the end.


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Minutes of IQAC Meeting

As the college was going to face the NAAC's 4th cycle in the first half of 2022, a series of criteria wise meeting from 02/03/2021 To 10/03/2021 were arranged in the Computer Science department. Criteria wise meeting to place serially as follows:

Criteria I . Curricular Aspects -- Dr R. K. Dhuware (Coordinator)

Criteria II . Teaching, Learning and Evaluation -- Dr M. R. Patle (Coordinator)

Criteria III . Research Innovation and Extension -- Dr J. G. Mahakhode (Coordinator)

Criteria IV . Infrastructure and Learning Resources -- Dr. A. M. More (Coordinator)

Criteria V . Student Support and Progression -- Dr. G. P. Gadekar (Coordinator)

Criteria VI . Governance Leadership and Management -- Dr. Anjan Naidu (Coordinator)

Criteria VII . Institutional Values and Best Practices -- Prof. S. P. Timande (Coordinator)

The criteria wise coordinators presented their work developments along with the metric-wise in charges.

Agenda. 1

The minutes of the last meeting held on 07/10/2020 were unanimously confirmed after being read out by the IQAC coordinator.

Agenda. 2

Metric wise discussion took place in each criterion. The deficiencies were pointed out by the chairperson and other senior faculties during the discussion and the experiments and solutions to the formed difficulties were instantaneously given by the panel and incharge of the matrices noted down the things carefully.

Agenda. 3

NAAC related assigned works, as it was eventually decided, had to be discharged by the respective faculties diligently. The works would be an inevitable part of the PBAS.

Agenda. 4

Some discussions on online activities including Seminars, Workshops and Conferences were held with the permission of the chair. Some difficulties regarding ICT came to the fore which was not under complete control. The chairperson expressed his satisfaction over the huge initiatives continuously taken by the faculties for online activities. To end with, the IQAC coordinator proposed the vote of thanks.

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Minutes of IQAC Meeting

As per the circulated on 23/03/2021, a meeting of IQAC was held on 27/03/2021 at 10:00 a.m. in Microbiology Department. The following members were present.

Agenda. 1

The minutes of the series of criteria-wise (Seven) held during from 2nd March to 10th March 2021 were unanimously confirmed after the IQAC coordinator readout.

Agenda. 2

For grooming our students as all-rounder, some faculties were assigned special responsibilities to chalk out the plan and action of entire academic session and they were also made incharge of specific activities. In this context Dr. S. B. Narde became the incharge conduction of the coordinator of extra-curricular activities consisting of Inter-collegiate, state level, Inter-university and international events. Prof. P. K. Nagpur became the incharge of extra-curricular activities including Inter-collegiate events and collaborations of national, International and important days. Dr. S. S. Jaiswal became the incharge of curricular and co-curricular activities (academic) for both inter and intra collegiate events which included the collaboration science-related days and the smooth functioning of the science forum.

Agenda. 3

A detailed analysis of the feedback from students and other stakeholders was put on the table. The action taken report was presented by the incharge Prof. R. M. Patle. He also brought some problems into fore and some discussions took place to resolve them.

Agenda. 4

All the faculties were urged by the chairperson to go for benchmark and collaborative quality initiatives with other institutions as per the guidelines of NAAC.

Agenda. 5

The chairperson showed his intention clear regarding the conduction of online FDP for faculties and Administrative Training Programme for non-teaching staff. Prof. S. P. Timande, the coordinator of criteria VII raised the point of best practices by the departments and he requested all the HOD's to present their best practices in the prescribed format by NAAC. Lastly, the IQAC coordinator thanked all for being present in the meeting.

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