



**Ainpur Parisar Shikshan Prasarak Mandal's**  
**Sardar Vallabhbhai Patel Arts & Science College, Ainpur**  
**Tal. Raver, Dist. Jalgaon (Maharashtra)**

**Internal Quality Assurance Cell (IQAC)**

**Minutes of IQAC Meeting held on 18/07/2023**

For the academic year 2023-24 the 1<sup>st</sup> meeting of the Internal Quality Assurance Cell (IQAC) was held on 18/07/2023 at 12.30 pm in Seminar Hall for discussion on various subjects. Hon. Principal Dr. J.B. Anjane presided over the meeting.

At the outset, Dr. S.N. Vaishnav, IQAC coordinator welcomed the chairperson of the meeting Hon. Principal, Dr. J. B. Anjane and all members of Internal Quality Assurance Cell (IQAC). The following agenda items were discussed during the meeting and it was unanimously resolved to implement them.

Following members of the IQAC were present for the meeting held on 18/07/2023 12.30 pm.

Sr. No.	Name of the committee member	Designation	IQAC Designation	Sign
1	Hon. Prin. Dr. J. B. Anjane	Principal	Chairman	
2	Hon. Shri. Shriram N. Patil	Chairman, APSPM, Ainpur	Advisory Member	
3	Dr. Rekha P. Patil	HOD, Department of Marathi	Member	
4	Dr. S. A. Patil	Asst. Prof. Dept. of Botany	Member	
5	Dr. S. B. Patil	HOD, Department of Botany	Member	
6	Mr. H. M. Baviskar	HOD, Department of Computer Science	Member	
7	Dr. R. V. Bhole	HOD, Department of Geography	Member	
8	Dr. D. B. Patil	NSS Program Officer	Member	
9	Dr. V. N. Ramteke	Student Development Officer	Member	
10	Mr. G. S. Mahajan	Office representative	Member	
11	Dr. S. S. Salunkhe	Librarian	Member	
12	Mrs. Swati Anil Joshi	Nominee from Local Society	Member	
13	Mr. Nitin P. Firke	Nominee from Industrialist	Member	
14	Mr. Rahul Hari Patil	Nominee from Employer	Member	
15	Mrs. Yogita Yuvraj Mahajan	Nominee from Parent	Member	
16	Dr. Yogesh Ashok Tayade	Nominee from Alumni	Member	
17	Miss. Bharati K. Patil	Student Representative	Member	
18	Dr. S. N. Vaishnav	HOD, Department of Chemistry	Coordinator	



Following subject wise discussion is recorded on the meeting:

<b>Subject: 1)</b>	<b>To confirm the minutes of last meeting.</b>
<b>Discussion:</b>	Dr. S. N. Vaishnav, IQAC coordinator read the minutes of the previous meeting held on 13/03/2023. It was found to be true and correct so hereby confirmed. As per the minutes of the meeting the action taken report was briefly discussed in the meeting.
<b>Subject: 2)</b>	<b>To restructure and finalize the objectives for the academic year 2023-24.</b>
<b>Discussion:</b>	<p>The objectives for year 23-24 were finalized as it has importance to build the quality of institution. IQAC chairman Principal, Dr. J. B. Anjane informed all the members and Head of the departments that each faculty member should prepare them to work according to the plan of action. For quality improvement the conduction of various curricular and extra-curricular activities has its importance.</p> <p>IQAC committee prepared plan of action for academic year 2023-2024 in which initiatives are taken for overall development of stakeholders. The following points of plan of action are finalized for the year 2023-24.</p> <ol style="list-style-type: none"> <li>1. To prepare the academic calendar for year 2023-24.</li> <li>2. To prepare the working plan for teaching.</li> <li>3. To conduct internal assessment of students as per university circulars.</li> <li>4. To collect and analyze feedback from stakeholders.</li> <li>5. To recommend the Management council for purchase of advanced Computers.</li> <li>6. To prepare department wise proposals to organize Seminar / Conference/ Workshop during academic year 2023-24.</li> <li>7. To prepare and submit the proposal for Career Oriented Courses under the ordinance 181 of KBC NMU, Jalgaon.</li> <li>8. To organize the programs to create awareness about NEP-2020.</li> <li>9. To organize programs by Banana Technology Extension Centre for banana producer farmers.</li> <li>10. To organize programs by Department of physical education, NSS,</li> </ol>

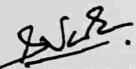


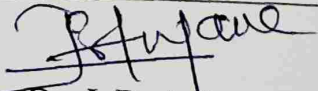


	<p>Student development, Equal Opportunity Centre, Competitive Examination Guidance Centre, Yuvati Sabha etc.</p> <p>11. To organize alumni meet during academic year 2023-24.</p> <p>12. To organize workshop especially on Intellectual property rights and Research methodology.</p> <p>13. To organize programs through K-IEDC-Innovation and Entrepreneurship Development Cell.</p> <p>14. To prepare and submit AQAR for year 2022-23.</p> <p>15. To acquit the API proposal of faculty members for CAS.</p> <p>16. To conduct Student Satisfaction Survey as per NAAC guidelines.</p> <p>17. To organize programs through Gurjar Dialect and Literature Promotion Centre.</p> <p>18. To strengthen the linkages with Industries and Higher Educational Institutes through MoU.</p>
<b>Subject:3)</b>	<b>To prepare academic calendar for 2023-24.</b>
<b>Discussion:</b>	<p>IQAC coordinator, Dr. S. N. Vaishnav informed that Academic calendar committee prepared the calendar for the academic year 2024-25 as per university circulars and IQAC objectives. The programs stipulated in academic calendar has been supported by the concerning committees. It was decided that the faculty member should strictly follow the academic calendar to organize the various curricular and co-curricular activities during the year.</p>
<b>Subject:4)</b>	<b>To ensure the teaching plan and implementation strategies from faculty members.</b>
<b>Discussion:</b>	<p>It was decided that all the Heads of Departments assigned the workload to all the faculty members, then the faculty members should prepare annual teaching plan according to assign workload by HOD's and curriculum provided by university. IQAC Coordinator informed that each faculty member should have to submit the duly signed copy of annual teaching plan to IQAC office.</p>
<b>Subject:5)</b>	<b>To acquit the Academic Performance Indicator (API) proposal submitted by faculty members.</b>



<b>Discussion:</b>	During academic year 2023-24 Academic Performance Indicator (API) proposal has been submitted by Dr. S.A. Patil, Dr. V.N. Ramteke and Dr. R. V. Bhole under carrier advancement scheme (CAS). It has been decided that the proposals submitted by the faculty members should be immediately taken into consideration, acquit the proposals and prepare API committee report.
<b>Subject: 6)</b>	<b>To prepare Institutional Development Plan (IDP) for next five years.</b>
<b>Discussion:</b>	It has been decided to prepare Institutional Development Plan (IDP) for five years from 2023-24 to 2027-28. IQAC chairman informed that during the preparation of Institutional Development Plan (IDP) infrastructural development should be as per the need of NEP-2020. The various circular received from higher education department and KBC, NMU, Jalgaon should also be consider.
<b>Subject: 7)</b>	<b>To discuss the organization of various State/National level conference/Seminar/Workshops by Departments.</b>
<b>Discussion:</b>	It was decided to organize the various State/National level conference/Seminar/Workshops by departments. Banana Technology Extension Centre should organize the program for farmers in and around Ainpur. National Service Scheme, Student Development Department, Yuvati Sabha, Department of Physical Education, Competitive Examination Guidance Centre, Equal opportunity Centre etc. should organize the various programs.
<b>Subject: 8)</b>	<b>To discuss any other subjects with the permission of chair.</b>
<b>Discussion:</b>	No other subjects were put forth by any of the members. The meeting was adjourned after the vote of thank.

  
 Dr. S. N. Vaishnav  
**IQAC Cordinator**  
 S.V.P. Arts & Science College, Ainpur

  
 Dr. J. B. Anjane  
**Principal**  
 Sardar V.P. Arts & Science College  
 Ainpur, Tal. Raver, Dist. Jalgaon