

IQAC meeting

04-07-2017
4 PM - 5.30pm

- The following points were discussed in the meeting,
- a) Strengthening of research activities,
 - b) completion of AYAR 2016-17, - work allotment
 - c) Uniform time table of all departments and work load distribution
 - d) Monitoring the student attendance
 - e) Proposal to be submitted to BAMU for lecture series and workshops
 - f) Website updation.

Following members were present and minutes of the meeting are given below:

- 1) S. G. Kulkarni SGK 8/7/17
- 2) Dr. N. N. Borwad Borwad 4-07-17
- 3. Dr. K. M. Wanjarwadkar KMW 4/7/2017
- 4. Dr A. N. Salve ANS 4/7/17.
- 5. Dr. A. G. Jadhav Jadhav 4/7/2017
- 6. Mr. I. R. Gupta Gupta 4/07/17
- 7. DR. M. A. Sonar MAS 04/07/17

Chairman
4/7/17

Minutes :

Hg 4/07.2017.

- 1) The faculty members have agreed to submit atleast 1-2 research papers per year and try to procure funds for research papers. Papers should be submitted to UGC approved; scopus indexed or Thomson Reuters listed journals. The progress

should be intimated to IQAC for updation.
All members extended support to host conferences,
IQAC workshops in the Institute.

- 2) It was decided to compile the AAAR for academic year 2016-17 at the earliest and make the draft ready by 15th July 2017.
- 3) Respective departments will submit M.Sc. results date to IQAC in 1st week of July 2017
- 4) Time table for M.Sc. 2nd year will be submitted by all Departments and uniformity must be observed in setting the time table. Considering availability ⁱⁿ of faculty (guest lectures) for the service course, early morning hours i.e. 9.15 to 10.15 may be allotted for Service course.
- 5) All departments will take measures to ensure 100% student attendance.
- 6) The faculty members will be encouraged to participate in arranging Lecture Series and workshops (BAMU sponsored) by the IQAC members.
- 7) Dr A.N. Salve and Shri S.G. Kulkarni will procure password from Mr. Shakkharwar to enable updation of Institute website within the institute itself. This will ensure continuous updation of the website.
- 8) ^{Hereafter Dr AN Salve and Shri SG Kulkarni will take charge of updating} Four workshops for competitive exams website. guidance will be arranged through the IQAC. The first workshop will be conducted in July 2017
- 9) Due to inability of security agency (~~Mr.~~ Mahadik)

to control the nuisance of grazing
outside and ^{and bushy} animals, that has led to enormous loss
of newly planted trees, ^{and loss of property & security of staff}, the Security
contract may be given to a new
agency.

H P



Gondwana L.P.C

11 July 2017

IQAC Meeting - All Staff

The following faculty members were present for the meeting:

- ① Dr. Mrs. M.S. Patil
- ② Dr Mrs. S.P. Bidarkar
- ③ Mrs. V. N. Wadekar.
4. DR. MRS. A.S. Vinchurkar
5. Mr. Satish G. Kulkarni
6. Dr. K.M. Wanjarwadkar
7. Mr. I.R. Gupta
8. Dr. A.N. Salve
9. Dr. M.N. Bolchad
10. V. T. Parsadkar
11. prof. S. Nasreen
12. Dr. C.A. Gadkari
13. N.W. Patil
14. Ms. H.P. Panakhal
15. Dr Mrs. S.A. Peshwe
16. Dr. J.J. Bhuktar
17. Dr. R.P. Bhagat
18. Dr. M.A. Sonar

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- ① The minutes of the earlier meeting of IQAC committee (dated 4th July 2017) were read before all faculty members. The faculty were urged to focus on research activities and publish at least 2 research papers (peer

reviewed and with good impact factors and those listed in UGC approved journals' list.

- (2) Faculty members were asked to submit their academics related documents at the earliest to enable compilation of AYAR 2016-17. The list of documents yet to be submitted by faculty was placed before the members.
- (3) Work distribution for preparation of AYAR 2016-17 is as follows -

Criteria I & II - Dr. Ansalve, Dr. Bolehad, Shri Khobragade.

Criterion III - Mr. J.R.Crypta

Criterion IV - Dr. Bolehad, Shri S.N.Jadhav

Criterion V - Dr. Sonar MA, Shri S.N.Jadhav

Criterion VI - Dr. S.P.Bidarkar, Shri SGK

Criterion VII - Dr. AVP, Dr. Ansalve.

- (4) Time table and workload to be submitted by all Departments.
- (5) All faculty to monitor student attendance and inform office of irregular student.
- (6) Proposals for lecture series and workshops (SAMU sponsored) already submitted through, IGAC-C.V.Raman lecture series, General Knowledge exam, Environment Protection workshop.
- (7) Website updation: S.G.Kulkarni sir to procure password from Mr. Shantkarwar so that information can be uploaded easily by website updation committee.

AYAR 2015-16 is already uploaded and sent by e-mail to NAAC, Bangalore.

- 6) Workshop on preparation for competitive exams (UPSC, MPSC, etc.) will be conducted on ~~15~~ July 2017 through LQAC and will be conducted by Dr. P.V. Sankar.
- 7) CD of NAAC visit in March 2016 is still not received by LQAC from Mr. Mypande. Office will take followup to get the CD.
- 8) Faculty members to take initiatives for organizing conference
- 9) Demand for CTAs to be given by Depts.
- 10) Applications for attendance conferences, workshops, seminars, courses etc. submitted by faculty need to be approved in fixed and short time duration or rejected with justification. Faculty to submit the supporting documents well in advance.

10/8.



(e ordination)

19/07/2017

Meeting of IQAC members and
Non-teaching Staff.

The following staff members were
present for the meeting:

- | | |
|--|--------------------------------|
| ① Prof. Sahera Nasreen — | <i>Amam</i>
19/07/2017 |
| ② Dr. Abhay Sabre — | <i>A</i>
19/07/2017 |
| ③ Mr. Satish G. Kulkarni — | <i>S.G.</i>
19/07/2017 |
| ④ Dr. A. G. Jadhav — | <i>AGJ</i>
19/07/2017 |
| ⑤ P. K. Khobragade — | <i>X</i>
19.7.17 |
| ⑥ Dr. K. M. Wanjarwadkar | <i>Rajesh</i>
19/07/2017 |
| ⑦ Mr. I. R. Gupta | <i>Rajesh</i>
19/07/2017 |
| ⑧ Dr. M. N. Borchad | <i>Borochad</i>
19.07.17 |
| ⑨ DR. Mrs. A. S. Vinchurkar | <i>Arundhati</i>
19/07/2017 |
| ⑩ Dr. Mrs. S. P. Bidarkar | <i>S.P.Bidarkar</i>
19.7.17 |
| ⑪ R. N. Kale | <i>R.N.Kale</i> |
| ⑫ Syed. Fahernuddin Supt | <i>Fahernuddin</i> |
| ⑬ S. N. Jadhav <i>SNJ</i> | <i>X</i>
19.7.17 |
| ⑭ SK Hafeezuddin | <i>Hafeezuddin</i> |
| ⑮ V. S. Raut. <i>V.S.Raut</i> | <i>X</i>
19/07/2017 |
| ⑯ D. S. Tiwari <i>DST</i> | <i>X</i> |
| ⑰ V. D. Phutarkar <i>VDP</i> | <i>X</i> |
| ⑱ S. B. Jadhav <i>SBJ</i> | <i>X</i> |
| ⑲ P. C. Patil <i>PCP</i> | <i>X</i> |
| ⑳ SMT. H. B. Somane <i>HBS</i> | <i>X</i> |
| ㉑ Dr. M. A. Sonawane <i>MAS</i> | <i>X</i> |
| ㉒ R. R. Male <i>RRM</i> | <i>X</i> |
| ㉓ S. M. Jadhav. <i>S.M.Jadhav</i> | <i>X</i> |
| ㉔ शस्त्री. श्री. लोहांकर <i>Shastri. Shree. Lohankar</i> | <i>X</i> |

Minutes of the meeting :

The following points were discussed in the meeting :

- 1) Punctuality : Incoming time of staff to be adhered to strictly , Registrar (HOD) to convey the timings of staff.
- 2) Work responsibilities to be fixed for the staff , job chart must be prepared by Admin section
- 3) ~~opt(fat420)~~ register for Work done / not done with reason to be maintained in office
- 4) NAAC -2016 , photos and video CD to be procured from Mr. Upendre or copies available with the Director , ISc to be given to IEAC .
- 5) CTC of all new staff and old staff .
- 6) Sevarts - process of obtaining salary slips to staff to be explained to all staff .
- 7) Supply of stationary and other item for daily use to be made smooth , eg. paper reams .
- 8) Water distribution : ^{work} to be assigned to one non-teaching staff of a particular department per day .

- 9) Election registration : Office will collect the registration forms from all staff.
- 10) Payment of bills to various agencies to be done on-time e.g. photographer, etc.
- 11) Dept. to report office / Director, if any non-teaching staff is not performing the assigned tasks / duties
- 12) Persons going on leave should hand over charge to next person so that work is not interrupted.
- 13) Movement register should be maintained in all departments.
- 14) Replacement to persons who are available long periods of leave - Inform Mr. Khatriyaude to make replacement.
- 15) Pay slips of all staff: Dr. A.G. Tadhar will look into the matter.
- 16) Hostel admissions: Reservation should be followed at the institute level.

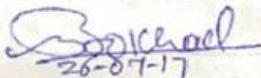
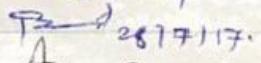
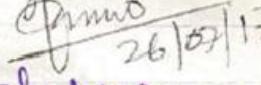
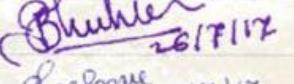
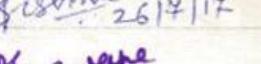
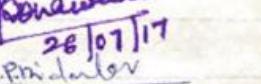
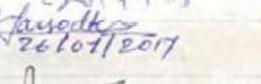
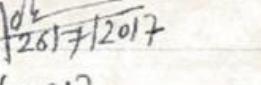
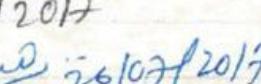
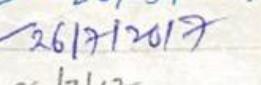
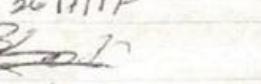
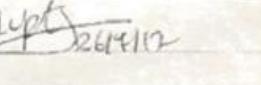
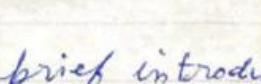
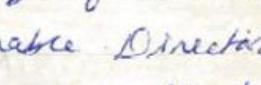
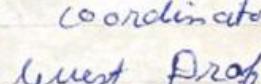

P. D. Patel
(Co-ordinator)


H. R. D.

26 July 2017

Seminar on Quality Sustenance initiatives
by Prof. A. M. Deshmukh (Retd.) 4 pm - 5 pm

Following staff members were present :

- (1) Dr. Mohanish N. Bokhad. 
26-07-17
- (2) A. B. Tikkar (Microbiology) 
26/07/17
- (3) DR. A. S. Vinchurkar 
26/07/17
- (4) Dr. J. J. Bhuktar 
26/07/17
- (5) Dr. S. A. Peshwe 
26/07/17
- (6) Ms. Pooja Lonawale 
26/07/17
- (7) Dr. Mrs. S.P. Bidarkar 
26/07/17
- (8) Mrs. R. N. Wadalekar 
26/07/17
- (9) Ms. V. T. Parabalkar 
26/07/17
- (10) Mr. V.W. Patil 
26/07/2017
- (11) Dr. A.N. Salve 
26/07/2017
- (12) Prof. Sakara Nasreen 
26/07/2017
- (13) Dr. A.G. Jeebhew 
26/07/2017
- (14) Dr. K.M. Nanjarywadkar 
26/07/2017
- (15) Mr. Panekhal H.P. 
26/07/2017
- (16) Mr. I. R. Gupta 
26/07/2017

The meeting started with a brief introduction of the institute by the Honorable Director - Dr. H. J. Wankhede. The IQAC Coordinator then introduced the Honorable Guest Prof. Arwind M. Deshmukh (Retd), Dr. Babasab

Ambdekar Marathwada University, Osmanabad
Sub-campus.

Dr. A.M. Deshmukh started with a brief note on the components of a Research Proposal, types of proposals (Major/Minor/Concept notes), important points that must be covered in a proposal, novelty, application potential, interdisciplinary nature, budgetary provisions, etc. He stressed the need to formulate collaborative projects to allow combining expertise to different scientists. He brought out the similarities and differences in the proposal formats of different funding agencies in India.

Before ending the talk he urged all faculty members on behalf of ZGAC to submit Research Proposal for funding.

26.07.2017

Coordinator

11 Aug 2017

Meeting of IQAC Committee

A meeting was held to update status of AAR report. The following members were present :

- ① Shri S. G. Kulkarni S.G.K 11/8/2017
- ② Dr. Mrs. A. S. Vinchurkar Q.M.W. 11/8/2017
- ③ Dr. A. G. Taddeew Taddeew 11/8/2017
- ④ Mr. I. R. Gupta IRG 11/8/2017
- ⑤ Dr. A. N. Salve A.N.S 11/8/2017

In order to facilitate the process of AAR preparation, the work was distributed to faculty members.

Criteria-wise distribution of the work was done as follows:

Criterion I & II : Dr. A.N. Salve

Criterion III : Mr. I. R. Gupta

Criterion IV : Dr. Bokhad

Criterion V : Dr. M. A. Sonar

Criterion VI : Dr. S. P. Bidarkar

Criterion VII : Dr AVP / Dr. Ansalve

Record of faculty members participating in refresher / orientation / FIP should be maintained.

Competitive exam workshop to be conducted by Dr. R.P. Bhagat in September 2017 and by Dr. A.G. Jadhav in December 2017

Faculty members to write Research proposals for getting funds.

Conferences / Seminars to be organized by the Departments.

All staff members were advised to put emphasis on student mentoring and to encourage student participation in co- and extra-curricular activities including sports and cultural activities, participation in workshops and conferences etc.

The staff members were advised to organize guest lectures by eminent personalities to enhance knowledge of the students.

In view of the interest of both the Institute and Aurangabad Municipal Corporation, it was decided to invite the Ward Officer Mr. Paithane to share know-how

about Solid-waste disposal facility and support the Institute by installing such a facility. Also it was decided that the Institute will participate in the National Survey on Cleanliness.



Mr. P. S. Jha

Co-ordinator

28-04-2018

Meeting of IQAC Committee

- ① Dr. A.G. Dealkar - Chairperson
- ② Mr. I. R. Gupta Report
- ③ Dr. M. A. Sonar Vice-chair

A general discussion was held in order to plan activities for the next academic year.

The completed AQAR 2016-17 was placed before the members. Following members were present as listed above.

All the faculty members were advised to monitor student attendance in theory & Lab. sessions.

Faculty members were urged to allow the alumni to interact with the students to guide them for career avenues and competitive exams preparations. The faculty were also encouraged to organize guest lectures and seminars for students.

contd...

The AGAR was submitted to
the Hon'ble Director, LSC for
Suggestions and it was decided
to submit the AGAR after
consultation to NMAC, Bangalore
immediately after vacation, i.e.
the start of new academic year

2018-19



Co-ordinator

Manu