



**SHRI. DNYANESHWAR MASKUJI BURUNGALE SCIENCE
AND ARTS COLLEGE, SHEGAON DIST-BULDANA**

Internal Quality Assurance Cell (IQAC)

Minutes of meeting-1 and action taken report

Date: 10th September 2021

The first meeting of the IQAC Core Committee (2021-22 academic year) was held on 10th September 2021 at 11.00 a.m. in the Principals Chamber. Following members were present.

1. Dr. R. E. Khadsan
2. Dr. A.B. Wadekar
3. Dr. D. L. Bhade
4. Dr. Y.S. Patil
5. Dr. G. D. Tambatkar
6. Dr. K. R. Mule
7. Dr. R.K. Jawanjil
8. Dr. P. V. Pingle
9. Mr. V.V. Agarkar
10. Dr. V. P. Shelke
11. Mr. R. B. Barabde
12. Mr. A.P. Nagrale
13. Dr. R.J. Deshmukh
14. Dr. P.M. Deshmukh
15. Mr. Y.P. Vayal
16. Mr. M.J. Thakare
17. N.G. Ghungarwar
18. Mr. C.S. Shinde

Agenda of the meeting:

- 1) To confirm the minutes of the previous meeting.
- 2) To discuss admission process on session-2021-22.
- 3) To chalking out the Plan of Action for this year.
- 4) To plan for add on courses.
- 5) To discuss about Induction program for First year students.
- 6) To review of the result of academic year 2020-21 (Summer -2021).
- 7) To discuss NAAC documentation mechanism of Academic year 2021-22.
- 8) To form various committees.
- 9) To discuss on Best Practices and extension activity.
- 10) To plan for organizing Workshop, Seminar/ webinar/conference, quiz completions
- 11) To discuss other items.

Minutes of the Meeting

Dr. A.B. Wadekar, IQAC Coordinator welcomed the members for the first IQAC Committee meeting of the academic year 2021-22.

Item 1: To confirm the minutes of previous meeting.

Resolution-1- IQAC Coordinator presented minutes of previous meeting held on 6th July 2021 and its action taken report. All members collectively agreed and confirmed all minutes.

Item 2: To discuss admission process on session-2021-22.

Resolution-2- Chairman of IQAC had been proposed systematic admission process for academic session-2021-22. Admission committee coordinator disclosed admission status.

Item 3: To chalking out the Plan of Action for theyear.

Resolution-3- IQAC coordinator offered Academic calendar for year 2021-22 in meeting for discussion. In which all participants were discussed various aspect like academic planning, teacher's diary and co-curricular and extracurricular activities for same academic year.

Item 4: To plan for add on courses

Resolution-4- Put this item for discussion by IQAC in meeting with describing important of add on courses. Suggested to Concern department to plan for add on course for their during this academic session.

Item 5: To discuss about Induction program for First year students

Resolution 5- IQAC read the academic calendar designed by SGB Amravati University during meeting and instruct to concern department for proper execution of induction program

Item 6: To review of the result of academic year 2020-21 (Summer-2021)

Resolution-4: IQAC, Chairman presented review on faculty wise result. After discussion it has been decided to take efforts to boost up the results of all faculties.

Item 7: To discuss NAAC documentation mechanism of Academic year 2020-21

Resolution-7: IQAC Chairmen put this item for discussion in meeting and after discussion all participants decided to complete documentation up to the 15/10/2022.

Item 8: To form various committees.

Resolution-8: IQAC Coordinator asked to all participants for their interest toward work in various committees and as per discussion decided to form various committees/ portfolios

Item 9: To discuss on Best Practices and extension activities.

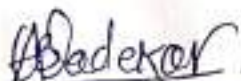
Resolution-9: IQAC Chairman suggested to all participants for conducting Best practices and extension activities.

Item 10:- To plan for organizing Workshop, Seminar/ webinar/conference, quiz competitions and IPR program on different levels.

Resolution-10: IQAC coordinator has advice to all participants for organizing various workshop, seminar, webinar conference, quiz competitions and IPR program on different levels.

Item-11: To discuss other items.

Resolution-11: IQAC chairman asked for other issue. No issue came from participants and after discussion the meeting concluded with vote of thanks.

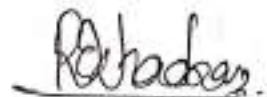


NAAC/IQAC Co-ordinator

Shri.D.M.Burungale Science & Arts College,

SHEGAON 444203 Dist.Buldana

(TRACK ID-MHCOGN27465)



Principal

Principa

Shri Dnyaneshwar Maskuji Burungale

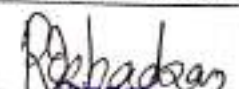
Science & Arts College, Shegaon

Dist. Buldana, Pin - 444203

Action taken report of the meeting-1 held on 10th September 2021

Agenda Item	Resolution	Action Taken
Item 1: To confirm the minutes of previous meeting.	Resolution-1- IQAC Coordinator presented minutes of previous meeting held on 6 th July 2021 and its action taken report. All members collectively agreed and confirmed all minutes.	Collected documentations concern to all performed activities and program.
Item 2: To discuss admission process on session-2021-22.	Resolution-2- Chairman of IQAC had been proposed systematic admission process for academic session-2021-22. Admission committee coordinator disclosed admission status.	To constructed admission committee and maintain all required data
Item 3: To chalking out the Plan of Action for theyear.	Resolution-3- IQAC coordinator offered Academic calendar for year 2021-22. In which all participants were discussed various aspect like academic planning, teacher's diary and co-curricular and extracurricular activities for same academic year.	All HODs prepared action plan as per academic calendar
Item 4: To plan for add on courses	Resolution-4- Put this item for discussion by IQAC in meeting with describing important of add on courses. Suggested to Concern department to plan for add on course for their during this academic session.	Notice was given to every department about this item and Chemistry, Computer Science, Mathematics conducted add on courses
Item 5: To discuss about Induction program for First year students	Resolution 5- IQAC read the academic calendar designed by SGB Amravati University and instruct to concern department for proper execution of induction program	All concern departments participated in Induction program-2021-22 for first year students and arranged program on same occasion.
Item 6: To review of the result of academic year 2020-21 (Summer-2021)	Resolution-4: IQAC members reviewed result. After discussion it has been decided to take efforts to boost up the result.	Carried out result analysis Teachers rewarded for good results & reasons are asked to teachers for poor result & encouraged them to enhance result in future
Item 7: To discuss NAAC documentation mechanism of Academic year 2021-22	Resolution-7: IQAC Chairmen put this item for discussion in meeting and after discussion all participants decided to complete documentation up to the 15/10/2022.	Various formats and files are provided to all for completion of documents.
Item 8: To form various committees	Resolution-8: IQAC chairman asked to all participants for their interest toward work in various committee and as per discussion decided to form various committees/ portfolios	Various committees are constituted and informed to members for plan of action by official order.
Item 9: To discuss on Best Practices and extension activities.	Resolution-9: IQAC Chairman suggested to all participants for conducting Best practices and extension activities.	Various Best practices and extension activities were conducted by departments.
Item 10:- To plan for organizing Workshop, Seminar/ webinar/ conference, quiz competitions and IPR program on different levels.	Resolution-10: IQAC coordinator has advice to all participants for organizing various workshop, seminar, webinar conference, quiz competitions and IPR program on different levels.	IQAC and concern departments were carried out various seminars, workshops and other programs on different occasion. Coordinators and Heads of Department submitted report to IQAC.


NAAC
 IQAC Co-ordinator
 Shri. D.M. Burungale Science & Arts College.


 Principal
 Shri Dnyanesh Burungale
 Science & Arts College, Shreebani



**SHRI. DNYANESHWAR MASKUJI BURUNGALE SCIENCE
AND ARTS COLLEGE, SHEGAON DIST-BULDANA**

Internal Quality Assurance Cell (IQAC)

Minutes of Meeting-2 and Action Taken Report

Date: 17th November 2021.

The second meeting of the IQAC Core Committee (academic year-2021-22) was held on **11th November 2021** at 11.0 a.m.in the Principals Chamber. Following members were present.

1. Dr. R. E. Khadsan
2. Dr. A.B. Wadekar
3. Dr. D. L. Bhade
4. Dr. Y.S. Patil
5. Dr. G. D.Tambatkar
6. Dr. K. R.Mule
7. Dr. R.K. Jawanjali
8. Dr. P. V. Pingle
9. Mr. V.V.Agarkar
10. Dr.V. P. Shelke
11. Mr. R. B. Barabde
12. Mr. A.P.Nagrle
13. Dr. R.J. Deshmukh
14. Dr.P.M.Deshmukh
15. Mr. Y.P.Vayal
16. Mr. M.J. Thakare
17. N.G. Ghungarwar
18. Mr. C.S. Shinde

Agenda for Meeting

1. To confirm the minutes of previous meeting.
2. To discuss Feedback system mechanism and SSS
3. To carried out CAS process of qualified faculty.
4. To organized programs on Stress management for students.
5. To discuss on Mentor Mentee scheme.
6. To discuss Jigyasa-2022
7. To discuss Best student Award
8. To discuss NDA/CDS Awareness Workshop 2021-22
9. To plan for arranging inter-collegiate Kho-Kho tournament for women's.
10. To discuss other items.

Minutes of the Meeting

Item 1: To confirm the minutes of previous meeting.

Resolution-1: IQAC Coordinator presented minutes of previous meeting held on 10th September 2021 and its action taken report. All members collectively agreed and confirmed all minutes.

Item 2: To discuss Feedback system mechanism and SSS

Resolution-2: IQAC Coordinator put this item for discussion all faculty members, during this discussion discussed about Alumni, Teacher, Student and Employer feedback forms as well SSS and all were agreed for same

Item 3: To carried out CAS process of qualified faculty.

Resolution-3: IQAC chairman addressed to all members who have due for CAS will go for the official process and complete their level of promotion and planed to conduct program on CAS.

Item 4: To organized programs on Stress management for students.

Resolution-4: IQAC coordinator put this item for discussion and discussed about to conduct programs on stress management and all members are agree with same.

Item 5: To discuss on Mentor Mentee scheme

Resolution-5: IQAC Chairman and Coordinator discussed this Item in meeting and Dr. Ku. R.J.Deshmukh appointed as Coordinator for this scheme. All members agreed for same.

Item 6: To discuss Jigyasa-2022.

Resolution 6: IQAC Coordinator address to meeting about Jigyasa-2022 during academic session-2021-22 and all participants actively agreed for same.

Item 7: To discuss Best student Award

Resolution-7: IQAC Coordinator put this Item for discussion. In discussion finalized criteria for same award. All members put their opinions regarding same.

Item 8: NDA/CDS Awareness Workshop 2021-22

Resolution-8: IQAC coordinator put this item for discussion and all members were actively responded to same.

Item 9: To plan for arranging inter-collegiate Kho-Kho tournament for women.

Resolution-9: IQAC Chairman discussed about same Item and Dr. P.V. Pingle explained their plan for organize same tournament.

Item 10: To discuss on National Science day celebration

Resolution-10: IQAC coordinator discussed this item with meeting members and all are agreed for same.

Item-11: To discuss other items.

Resolution-11: IQAC chairman asked for other issue. No issue came from participants and after discussion the meeting concluded with vote of thanks



IQAC Coordinator
NAAC/IQAC Co-ordinator

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Principal

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Shri Dnyaneshwar Maskaji Burungale
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Action taken report of the meeting-2 held on 17th November 2021

Agenda /Item	Resolution	Action Taken
Item 2: To discuss Feedback system mechanism and SSS	Resolution-2: IQAC Coordinator put this item for discussion all faculty members, during this discussion discussed about Alumni, Teacher, Student and Employer feedback forms as well SSS and all were agreed for same	Feedback committee constituted for feedback mechanism under IQAC. Questionnaires finalised and form distributed online /offline mode.
Item 3: To carried out CAS process of qualified faculty.	Resolution-3: IQAC chairman addressed to all members who have due for CAS will go for the official process and complete their level of promotion and planed to conduct program on CAS.	Received application of Dr. Y.S. Patil and Mr. V.V. Agarkar for CAS and Proceed it to further action by University and JD office Amravati for CAS process
Item 4: To organized programs on Stress management for students.	Resolution-4: IQAC coordinator put this item for discussion and discussed about to conduct programs on stress management and all members are agree with same.	IQAC Conducted program on stress management for students in collaboration with Library.
Item 5: To discuss on Mentor Mentee scheme	Resolution-5: IQAC Chairman and Coordinator discussed this Item in meeting and Dr. Ku. R.J. Deshmukh appointed as Coordinator for this scheme. All members agreed for same.	Conducted meeting and allot students to teachers. Mentor submitted report to coordinator Dr. Ku. R.J. Deshmukh
Item 6: To discuss Jigyasa-2022.	Resolution 6: IQAC Coordinator address to meeting about Jigyasa-2022 during academic session-2021-22 and all participants actively agreed for same.	Construct Jigyasa-2022 committee and prepared template for publication
Item 7: To discuss Best student Award	Resolution-7: IQAC Coordinator put this Item for discussion. In discussion finalized criteria for same award. All members put their opinions regarding same.	Criteria decided by committee and prepared application form and distributed in students
Item 8: NDA/CDS Awareness Workshop 2021-22	Resolution-8: IQAC coordinator put this item for discussion and all members were actively responded to same.	Conducted NDA/CDS Awareness workshop
Item 9: To plan for arranging inter-collegiate Kho-Kho tournament for women.	Resolution-9: IQAC Chairman discussed about same Item and Dr. P.V. Pingle explained their plan for organize same tournament.	Arranged inter-collegiate Kho-Kho tournament for women.
Item 10: To discuss on National Science day celebration	Resolution-10: IQAC coordinator discussed this item with meeting members and all are agreed for same.	Different program were conducted by concern departments


NAAC IQAC CO-ordinator
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**SHRI. DNYANESHWAR MASKUJI BURUNGALE SCIENCE
AND ARTS COLLEGE, SHEGAON DIST-BULDANA**

Internal Quality Assurance Cell (IQAC)

Minutes of Meeting-3 and Action Taken Report

Date: 5th March 2022.

The second meeting of the IQAC Committee (academic year-2021-22) was held on 5th March 2022 at 11.30 a.m. in the Principal Chamber. Following members were present.

1. Dr. R. E. Khadsan
2. Dr. A.B. Wadekar
3. Dr. D. L. Bhade
4. Dr. Y.S. Patil
5. Dr. G. D. Tambatkar
6. Dr. K. R. Mule
7. Dr. R.K. Jawanjale
8. Dr. P. V. Pingle
9. Mr. V.V. Agarkar
10. Dr. V. P. Shelke
11. Mr. R. B. Barabde
12. Mr. A.P. Nagrale
13. Dr. R.J. Deshmukh
14. Dr. P.M. Deshmukh
15. Mr. Y.P. Vayal
16. Mr. M.J. Thakare
17. N.G. Ghungarwar
18. Mr. C.S. Shinde

Agenda for Meeting

1. To confirm the minutes of previous meeting.
2. To discuss about parent and alumni teacher meet.
3. To discuss on soft skill development workshop.
4. To discuss about NAAC documentation status and process.
5. To discuss about Departmental Evaluation Report / Academic Audit.
6. To conduct programs on women empowerment and gender equality.
7. To discuss other items.

Minutes of the Meeting

Item 1: To confirm the minutes of previous meeting.

Resolution-1: IQAC Coordinator presented minutes of previous meeting held on 17th November 2021 and its action taken report. All members collectively agreed and confirmed all minutes.

Item 2: To discuss about parent and alumni teacher meet.

Resolution-2: IQAC Chairmen discussed this item with meeting member and plan for the same.

Item 3: To discuss on soft skill development workshop.

Resolution-3: IQAC coordinator was put this item for discussion and give charge of this workshop to Prof. A.P. Nagrale.

Item 4: To discuss about NAAC documentation status and process.

Resolution-4: IQAC chairmen discussed this item during meeting and recognized the status of NAAC documentation and address about process and documentation of NAAC. All are positively responded for same.

Item 5: To discuss about Departmental Evaluation Report / Academic Audit.

Resolution-5: IQAC coordinator put on this item for discussion and finalized process of departmental evaluation report.

Item 6: To conduct programs on women empowerment and gender equality.

Resolution-6: IQAC chairman addressed to all members plan to conduct women related programs. All members are responded positively to this item.

Item-7: To discuss other items.

Resolution-7: IQAC chairman asked for other issue. No issue came from participants and after discussion the meeting concluded with vote of thanks

NAAC/IQAC Co-ordinator

**Shri.D.M.Burungale Science & Arts College,
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Principal

**Principal
Shri Dnyaneshwar Maskuji Burungale
Science & Arts College, Shegbon
Dist. Buldana, Pin - 444203**

Action taken report of the meeting-3 held on 5th March 2022

Agenda /Item	Resolution	Action Taken
Item 2: To discuss about parent and alumni teacher meet.	Resolution-2: IQAC Chairmen discussed this item with meeting member and plan for the same.	Conducted parent and alumni meet on 28 th May 2022
Item 3: To discuss on soft skill development workshop	Resolution-3: IQAC coordinator was put this item for discussion and give charge of this workshop to Prof. A.P. Nagrale	Conducted soft skill development workshop on 17 th March 2022
Item 4: To discuss about NAAC documentation status and process.	Resolution-4: IQAC chairmen discussed this item and recognized the status of NAAC documentation and address about process and documentation of NAAC. All are positively responded for same.	Conducted meeting and check documentation.
Item 5: To discuss about Departmental Evaluation Report / Academic Audit.	Resolution-5: IQAC coordinator put on this item for discussion and finalized process of departmental evaluation report.	Prepared format for departmental Evaluation report and circulate
Item 6: To conduct programs on women empowerment and gender equality.	Resolution-6: IQAC chairman addressed to all members plan to conduct women related programs. All members are responded positively to this item.	Celebrated International Women day, Plantation and conduct one act play program on the same.

NAAC/IQAC Co-ordinator

**Shri.D.M.Burungale Science & Arts College,
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Principal

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**SHRI. DNYANESHWAR MASKUJI BURUNGALE SCIENCE
AND ARTS COLLEGE, SHEGAON DIST-BULDANA**

Internal Quality Assurance Cell (IQAC)

Minutes of Meeting-4 and Action Taken Report

Date: 10th May 2022.

The second meeting of the IQAC Committee (academic year-2020-21) was held on 10th May 2022 at 11.00 a.m.in the Principals Chamber. Following members were present.

1. Dr. R. E. Khadsan
2. Dr. A.B. Wadekar
3. Dr. D. L. Bhade
4. Dr. Y.S. Patil
5. Dr. G. D. Tambatkar
6. Dr. K. R. Mule
7. Dr. R.K. Jawanjale
8. Dr. P. V. Pingle
9. Mr. V.V. Agarkar
10. Dr. V. P. Shelke
11. Mr. R. B. Barabde
12. Mr. A.P. Nagrale
13. Dr. R.J. Deshmukh
14. Dr. P.M. Deshmukh
15. Mr. Y.P. Vayal
16. Mr. M.J. Thakare
17. N.G. Ghungarwar
1. Mr. C.S. Shinde

Agenda for Meeting

1. To confirm the minutes of previous meeting.
2. To discuss about SGBAU University Examination S-2022
3. To declare best student award-2022.
4. To conduct Convocation Ceremony.
5. To publish Jigyasa-2022.
6. To publish IQAC newsletter-2022.
7. To discuss other items.

Minutes of the Meeting

Item 1: To confirm the minutes of previous meeting.

Resolution-1: IQAC Coordinator presented minutes of previous meeting held on 5th March 2022 and its action taken report. All members collectively agreed and confirmed all minutes.

Item 2: To discuss about SGBAU University Examination-2022.

Resolution-2: IQAC Chairman discussed this Item and give order to Dr. Ku.Y.S. Patil to conduct University examination S-2022. All members agreed.

Item 3: To declare best student award-2022.

Resolution-3: This item proposed by IQAC Coordinator on base of evaluation report and all participants agreed with same.

Item 4: To conduct Convocation Ceremony.

Resolution-4: IQAC coordinator put up this Item for discussion in which plan chalked out about same. All members are responding positively for same.

Item 5: To publish Jigysa-2022.

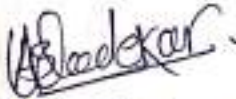
Resolution-5: IQAC coordinator discuss above item in meeting on base of committee data. All members are responding positively.

Item 6: To publish IQAC newsletter-2022.

Resolution- 6: IQAC coordinator discussed this item and editors were edited all collected data and make it ready for publish and all members are agreed for same.

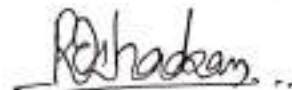
Item 9: To discuss other items.

Resolution-8: IQAC chairman asked for other issue. No issue came from participants and after discussion the meeting concluded with vote of thanks



IQAC Coordinator
NAAC/IQAC Co-ordinator

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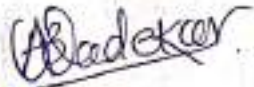
Principal

Principal

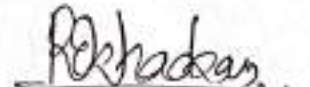
Shri Dnyaneshwar Naskuji Burungale
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Action taken report of the meeting-4 held on 10th May 2022.

Agenda /Item	Resolution	Action Taken
Item 2: To discuss about S.G.B.A.U. University Examination-2022.	Resolution-2: IQAC Chairman discussed this Item and give order to Dr. Ku. Y.S. Patil to conduct University examination S-2022. All members agreed.	Dr. Y.S. Patil Conducted University Examination S-2022 with the help of committee member
Item 3: To declare best student award-2022.	Resolution-3: This item proposed by IQAC Coordinator on base of evaluation report and all participants agreed with same.	Best Student Award give to Ku. Saloni Sanjay Trivedi.
Item 4: To conduct Convocation Ceremony.	Resolution-4: IQAC coordinator put up this Item for discussion in which plan chalked out about same. All members are responding positively for same.	Convocation Ceremony conducted for B.A./ B.Sc. Passed out student-2021-2022
Item 5: To publish Jigyasa-2022.	Resolution-5: IQAC coordinator discuss above item in meeting on base of committee data. All members are responding positively	To published Jigyasa-2022
Item 6: To publish IQAC newsletter-2022.	Resolution- 6: IQAC coordinator discussed this item and editors were edited all collected data and make it ready for publish and all members are agreed for same.	IQAC Published IQAC Newsletter-2022



IQAC Coordinator
NAAC/IQAC Co-ordinator
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