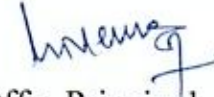


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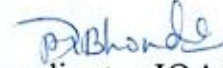
This is to inform all the concerned members of IQAC, that the meeting of Internal Quality Assurance Cell is scheduled on 26/06/2021 at 2.00 pm in the college. (Room No. 201)

All the members are requested to attend the same.

Date : 21/06/2021



Offg. Principal
(Dr. Prakash Neulkar)
Principal
Sharadchandra
Arts & Commerce College
Butibori, Nagpur.



Co-ordinator IQAC
(Dr. P. V. Bhonde)

IQAC COORDINATOR
Sharadchandra Arts & Commerce College
Butibori.

Minutes of the IQAC Meeting held ON 26.06.2021

AGENDA

1. Approval to the minutes of the previous meeting held on **12/02/2021**
2. Discussion on the work done so far by In-charge teachers of various committees.
3. Discussion on Quality improvement measures to be taken for the institution.
4. Finalize tentative schedule for 'Water conservation week'
5. Discussion on Research contribution by the teachers and need to update subject knowledge.
6. Any other matter with the permission of the chair.

The meeting of IQAC was held on 26.06.2021 at 2.00 pm. in the office of the Principal. following members were present in the meeting.


| Sr. No. | Name | Designation |
|---------|------------------------------------|--------------|
| 01 | Off. Principal Dr. P. L. Neulkar | Chairperson |
| 02 | Dr. Poorva Bhonde | Co-ordinator |
| 03 | Dr. A. R. Pande | Member |
| 04 | Dr. D. B. Watmode | Member |
| 05 | Astt. Prof. D. N. Gujar | Member |
| 06 | Dr. S. G. Pothare | Member |
| 07 | Dr. R. H. Uikey | Member |
| 08 | Dr. V. L. Mandulwar | Member |
| 09 | Prof. K. L. Wankhede (Librarian) | Member |
| 10 | Astt. Prof. S. S. Wagde | Member |
| 11 | Astt. Prof. R. Naik | Member |
| 12 | Mr. U. R. Thakre | Head Clerk |

Minutes

| Sr. No. | TOPIC | MINUTES |
|---------|---|---|
| 1.1 | Approval to the minutes of the previous meeting held on 12/02/2021 | Minutes of the previous meeting held on 12/02/2021 were read and approved. |
| 1.2 | Discussion on the work done so far by In-charge teachers of various committees. | In-Charge teachers presented working of their committees and the future plan. Demand for stationary material was also put forth. |
| 1.3 | Discussion on Quality improvement measures to be taken for the institution. | Departmental heads were advised to focus more on extension/ awareness creation activities for the community and meaningful activities for students in keeping with core values of NAAC. Planning for NAAC workshop & Seminar for the teaching and Non-teaching staff was finalized. |
| 1.4 | Finalize tentative schedule for 'Water Conservation week' | Various programmes under 'Water Conservation Week, were proposed to be organised |

| | | |
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| | | by the IQAC and The Department of Commerce under the guidance of Dr. A. R. Pande. |
| 1.5 | To motivate the teachers to join Refresher Course / FDP, & write quality research papers | The teachers due for placements were asked to join Refresher Course / FDP to update their subject knowledge. They were also motivated to write quality research papers. |
| 1.6 | Any other matter with the permission of the chair | Dr. C. B. Katre, Director, Physical Education raised the issue of less response by the students to the membership drive for swimming and Zumba activities. It was decided to motivate the students by proper counselling. |

The meeting ended with formal vote of thanks


 Dr. Poorva bhonde
 Coordinator
 IQAC
 Sharadchandra Arts &
 Commerce College, Butibori
IQAC COORDINATOR
 Sharadchandra Arts & Commerce College
 Butibori.

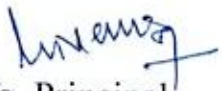

 Dr. P. L. Neulkar
 Offg. Principal
 Chairperson IQAC
 Sharadchandra Arts &
 Commerce College,
 Butibori
 Principal
 Sharadchandra
 Arts & Commerce College
 Butibori, Nagpur.

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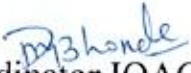
This is to inform all the concerned members of IQAC, that the meeting of Internal Quality Assurance Cell is scheduled on 03/01/2022 at 2.00 pm in the college. (Room No. 201)

All the members are requested to attend the same.

Date : 27/12/2021


Offg. Principal
(Dr. Prakash Neulkar)

Principal
Sharadchandra
Arts & Commerce College
Butibori, Nagpur.


Co-ordinator IQAC
(Dr. P. V. Bhonde)

IQAC COORDINATOR
Sharadchandra Arts & Commerce College
Butibori.

Minutes of the IQAC Meeting held on 03..01.2022

AGENDA :

- 1.1 Approval to the minutes of the previous meeting held on 26.06.2021
- 1.2 Discussion on various activities conducted so far by the departments.
- 1.3 Planning for activities for dissemination of Values, and environmental awareness.
- 1.4 Planning for organising Job training and placement guidance for the students.
- 1.5 To take estimate of the process for finalizing the AQAR for the session 2021-22.

The meeting of IQAC was held was held on 31.01.2022 at 2.00 pm.
Following members were present in the meeting.

| Sr. No. | Name | Designation |
|---------|------------------------------------|-------------------|
| 01 | Off. Principal Dr. P. L. Neulkar | Chairperson |
| 02 | Dr. Poorva Bhonde | IQAC Co-ordinator |
| 03 | Dr. A. R. Pande | Member |
| 04 | Astt. Prof. D. N. Gujar | Member |
| 05 | Dr. S. G. Pothare | Member |
| 06 | Dr. R. H. Uikey | Member |
| 07 | Dr. V. L. Mandulwar | Member |
| 08 | Prof. K. L. Wankhede (Librarian) | Member |
| 09 | Astt. Prof. S. S. Wagde | Member |
| 10 | Astt. Prof. R. Naik | Member |
| 11 | Mr. G. R. Kumbhare | Senior Clerk |

| Sr. No. | TOPIC | MINUTES |
|---------|---|--|
| 1.1 | Approval to the minutes of the previous meeting held on 26.06.2021 | Minutes of the previous meeting held on 26.06.2021 were read and approved. |
| 1.2 | Discussion on various activities conducted so far by the departments. | Departmental activities conducted by various departments were discussed. The departmental Heads were advised to conduct co-curricular and extracurricular activities |
| 1.3 | Planning for activities for dissemination of Values, and environmental awareness. | Birth and death anniversary celebration committee was asked to make the programmes more value oriented by using novel ways to commemorate them. |
| 1.4 | Planning for organising Job training and placement guidance for the students | Decision was taken to organize Guidance sessions by the agencies who work for training and placements. |
| 1.5 | Organizing programmes for Gender sensitization | Department of commerce was given the responsibility to |

| | | |
|-----|---|---|
| | | organize Guest Lecture, Slogan writing and Essay writing competition for gender sensitization amongst students |
| 1.6 | Any other matter with the permission of the chair | IQAC- Coordinator requested the authorities to provide separate space for IQAC as the process for finalizing the AQAR for the session 2021-22 has begun and the process for writing SSR would be commencing soon. |

P. Bhonde

Dr. Poorva Bhonde
Coordinator
IQAC
Sharadchandra Arts &
Commerce College, Butibori

IQAC COORDINATOR
Sharadchandra Arts & Commerce College
Butibori.

P. L. Neulkar

Dr. P. L. Neulkar
Offg. Principal
Chairperson IQAC
Sharadchandra Arts &
Commerce College,
Butibori

Principal
Sharadchandra
Arts & Commerce College
Butibori, Nagpur.

Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality enhancement and the outcome achieved by the end of the academic year (2021-22) and Action Taken Report

| Plan of action | Action Taken Report |
|--|--|
| To improve overall quality of academic and administration. | <p>Teaching and non-teaching staff were made aware of the provisions made in the institutional code of conduct. Various administrative function were streamlined. Regular meetings under the chairmanship of the institutional head ensured strict implementation of the rules and regulation and smooth functioning on both the fronts, resulting into improvement in overall quality. Following activities were organized.</p> <p>i) One day workshop on Data submission and Analysis of criteria-wise inputs for teaching faculty on 14.12.2021</p> <p>ii) One day seminar on 'Work culture & work ethics' for Non-teaching staff on 20.12.21</p> |
| To organize programmes for Environmental awareness | <p>Water conservation week was organized with the help of Dept. of commerce. Various activities like slogan writing, guest lecture etc were organized. Pamphlets spreading need for water conservation were printed and distributed in the community on 08.04.2022.</p> |
| To organize gender sensitization programmers. | <p>In collaboration with the Dept. of commerce, various activities to promote and spread gender awareness among students were organized. The activities are:</p> <p>i) Guest lecture on 'Women's Rights' 07.05.2022.</p> |

| | |
|--|---|
| | ii) Exhibition of Slogans on Gender Equality 15.03.2022 |
| To organize workshops for job training and placement for students. | Online Seminar by ICICI academy for job training and placement was organized for the students on 24.05.2022 08 students of the college joined the academy, completed 3 month course and got placed in various jobs. Online seminar by 'Expertron academy' was organized on 02.06.2022 |
| To initiate the process for submission of AQAR for 2021-22 and to start the process for writing SSR. | The process for AQAR submission for 2021-22 completed within time limit. The process for second cycle of NAAC has been initiated. |
| To motivate the teachers to write quality research papers and to attend refresher / orientation and F.D.P. | Almost all the teachers published quality research papers in the journals. A few have also contributed 'Chapter in book'. Four teachers attended refresher course and one teacher completed 02 online faculty development courses approved by AICTE on SWAYAM platform. |

P. B. Bhande
IQAC COORDINATOR
 Sharadchandra Arts & Commerce College
 Butibori.

Prin. S. S. S. S.
Principal
 Sharadchandra
 Arts & Commerce College
 Butibori, Nagpur.