



Shri Saikrupa Kisan Education Society's

# SHARADCHANDRA ARTS AND COMMERCE COLLEGE

NAAC ACCREDITED B+ GRADE

Affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur

Campus : P-16, M.I.D.C., Butibori, Nagpur- 441122 (M.S), India Tel. 07103297111 Email : sharadchandra.sacc@gmail.com Website : www.sacc.edu.in

Ref. No. \_\_\_\_\_

Date : \_\_\_\_\_

## Session 2022-23

### NOTICE

All the concerned members of the IQAC are hereby informed that the meeting of internal quality assurance cell is scheduled on 20 Sep. 2022 at 2.00pm in the college (At the cabin of the principal)

All the members are requested to attend the same.

Date :-

Principal  
Sharadchandra Arts & Commerce College  
Butibori, Nagpur

Prabhonde  
Sign  
(Coordinator)

### Agenda :-

- 1) Approval to the minutes of the previous meeting held on 12/02/2021
- 2) Discussion on feedback of students for the session 2021-2022.
- 3) Discussion on the quality improvement measures to be taken for the academic session 2022-2023.
- 4) Discussion on Budgetary provisions for the activities.
- 5) Discussion and allotment of versions activities to be undertaken by the departments.
- 6) Discussion on improvement in the quality of research contribution by the teachers and updation of knowledge.
- 7) Any other subject with the permission of the chair.

### MINUTES :-

The meeting of IQAC of Sharadchandra Arts and Commerce college was held on 20 Sept. 2022 at 2.00 pm. in the office of the principal following members were present in the meeting.

Sr.No.	Name	Designation
1	Dr. S. Chavan (Principal)	Chairperson
2	Dr. P. V. Bhonde	Co-ordinator (NAAC)
3	Dr. P. L. Neulkar	Member
4	Dr. A. R. Pande	Member
5	Dr. S. G. Pothare	Member
6	Dr. R. H. Uikey	Member
7	Dr. V. L Mandulwar	Member
8	Asst. Prof. D. N. Gujar	Member
9	Mr. K. L. Wankhede (Librarian)	Member
10	Asst. Prof. S. S. Wagde	Member
11	Mr. G. R. Kumbhare (Head Clerk)	Member

**Minutes:-**

Sr.No	Topic on Agenda	Minutes
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
2	Disunion on feedback of students for the session 2021-2022	Feedback report of the feedback given by the students for the session 2021-2022 was discussed. Decision was taken to consider the suggestions and the demands of the students.
3	Discussion of quality improvement measures to be taken for the academic session 2022-2023 *Academic *Infrastructural *Faculty related	*Post corona, the need for extra efforts for bridging up the leaning gap is felt. Hence the principal sir suggested to take extra efforts. *Post lockdown, cleaning and maintenance of the infrastructure be given priority. *Faculties were told to gear up and update themselves for the offline classes as well as to enhance their knowledge.
4	Discussion on Budgetary provisions for the activities	The departmental heads were asked to submit the tentative budget of their respective departments. It was assured that the provisions would be made in the annual budget and the required amount be sanctioned to conduct various activities.
5	Discussion and allotment of various activities to be undertaken by the department	Heads of various departments were advised to conduct extension activities, co-curricular activities as well as workshops and seminars for students. It was also suggested to conduct intercollegiate activities.
6	Discussion on improvement in the quality of research contribution by the teachers and updation of knowledge.	The teachers were advised to undergo refresher courses, faculty development programmes etc to update their knowledge.
7	Any other subject with the permission of the chair.	

*D. B. Londhe*  
**IQAC COORDINATOR**  
Sharadchandra Arts & Commerce College  
Butibori.

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



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Ref. No.

Date : \_\_\_\_\_

## Session 2022-2023

### Notice

All the concerned members of the IQAC are hereby informed that the meeting of internal quality assurance cell (IQAC), is scheduled to be held on 27.03.2023 at 02.00pm. at the principal's cabin.

All the members are requested to attend the same.

Date :-

Agenda :-

- 1) Approval to the minutes of the previous meeting held on 20.09.2022
- 2) Discussion on the implementation of the decisions taken to fulfill the demands of the students as mentioned in the feedback analysis.
- 3) To initiate faculty exchanges programme.
- 4) To discuss the arrangements for parents meet.
- 5) To discuss and finalize planning for workshop by IQAC for teaching and non-teaching staff.
- 6) Any other subject with the permission of the chair.

**MINUTES :-**

The meeting of IQAC of Sharadchandra Arts and Commerce college was held on 27.03.2023 at 2.00pm. in the office of the principal. Following members were present in the meeting.

Sr.No.	Name	Designation
1	Dr. S. Chavan (Principal)	Chairperson
2	Dr. P. V. Bhonde	Co-ordinator (NAAC)
3	Dr. P. L. Neulkar	Member
4	Dr. A. R. Pande	Member
5	Dr. S. G. Pothare	Member
6	Dr. R. H. Uikey	Member
7	Dr. V. L. Mandulwar	Member
8	Asst. Prof. D. N. Gujar	Member
9	Mr. K. L. Wankhede (Librarian)	Member
10	Asst. Prof. S. S. Wagde	Member
11	Mr. G. R. Kumbhare (Head Clerk)	Member

**Minutes:-**

Sr.No	Agenda	Minutes
1	Approval to the minutes of the previous meeting held on 20.09.2022	Minutes of the previous meeting held on 20.09.2022 were read and approved
2	Disunion on the implementation of the decisions taken to fulfil the demands of the students as mentioned in the feedback analysis.	
3	To organize seminar / workshop on NAAC for teaching & non teaching staff To initiate faculty exchange programme	Departments of Marathi and English have been asked to finalize the memorandum for faculty exchange programme with the senior college in the vicinity.
4	To discuss the arrangements for parents meet	Hon'ble Principal sir instructed the parents meet committee to hold the meet on 31.03.2023. He also suggested them to ensure the attendance of parents in large numbers by sending them letters.
5	To discuss and finalize planning for workshop by IQAC for teaching and Non-teaching staff members.	In the view of coming second cycle of NAAC, it is essential to hold a workshop on NAAC for the teaching as well as the non-teaching staff. It was planned by the IQAC to organize workshops on the topic 'Gearing Up for NAAC cycle II' in the coming week.
6	Any other subject with the permission of the chair. *Discussion on the submission of AQAR for the session 2021-2022 (Topic raised by the co-ordinator IQAC- Dr. P. V. Bhonde)	*Dr. P.V. Bhonde, co-ordinator, IQAC, informed that the AQAR for the session 2021-2022 is almost ready. The criterion in charge teachers were asked to fill up the remaining necessary information to facilitate the submission of the AQAR as early as possible. The staff members were also informed about the extension granted by the NAAC Banglore to the last date of submission of AQAR.

  
IQAC COORDINATOR  
Sharadchandra Arts & Commerce College  
Butibori.

  
Principal  
Sharadchandra  
Arts & Commerce College  
Butibori, Nagpur.



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## Action Taken Report

Session 2022-2023

### 1) AQAR for the session 2021-2022 was submitted.

1. Academic calendar was prepared
2. Various committees was organized and were instructed to improve their working quality wise.
3. Regular IQAC meetings were organized to discuss the progress of work for the second cycle of NAAC.
4. Departments were encouraged to plan and execute various activities for holistic development students.
5. Teachers were encouraged to join FDPs, /refresher courses.
6. Feedback committee was directed to analyze the feedback and submit the report to the authorities for further action.
7. Teachers were encouraged to contribute quality research papers to peer reviewed/care listed journals.
8. Workshops on NAAC were organized for  
Teaching staff-  
Non-teaching staff -
9. PBAS submitted by the teachers were checked and the teachers were advised to improve their contribution to research.
10. Career guidance programs were organized. Career counselling by ICICI Academy 20 Sept. 2022. Narayana IAS Academy – 16 Mar 2023.
11. General knowledge test was conducted in collaboration with Narayana IAS academy. (15 mar 2023)
12. Faculty exchange programme was suggested. In compliance the depts. of Marathi & English conducted Faculty Exchange programme on 28 mar 2023 & 29 Mar 2023
13. Encouraged organization and participation in community celebration of festivals in the campus line स्वतंत्रता का अमृत महोत्सव – 12 Aug 2022  
Dindi – 9<sup>th</sup> July 2022  
Community ~~with~~ on - 08 Sep. 2022  
Garaba – 04 oct 2022  
Cultural activity (Dance) – 26 Jan 2023  
Holi celebration – 06 Mar 2023  
Ganesh festival etc.

*Dy. Khonde*  
IQAC COORDINATOR  
Sharadchandra Arts & Commerce College  
Butibori.

*[Signature]*  
Principal  
Sharadchandra  
Arts & Commerce College  
Butibori, Nagpur.