



“Dissemination of Education for Knowledge, Science and Culture”
-Shikshanmaharshi Dr. BapujiSalunkhe

Shri Swami VivekanandShikshanSanstha's

**Dattajirao Kadam Arts, Science & Commerce
College, Ichalkaranji**



INTERNAL QUALITY ASSURANCE CELL

Academic year 2021-2022

Date:09/10/2021

Notice

All the members of IQAC are hereby informed that the IQAC meeting is scheduled on 16thOctober, 2021 at 11.30 am in the IQAC office. All the members are requested to attend the same well on time. Agenda of this meeting is as follows,

➤ **Agenda:**

1. Review and Approve of Previous Meeting Minutes.
2. Prepare Strategic Plan for the Upcoming Academic Year, including Commemorating National and International Events and Festivals, sports events, cultural events participation, lead college activities, new short term courses.
3. Analyze the feedback for pervious academic years and take necessary action.
4. Review discuss and prepare schedule of the admission process and allocate responsibilities to streamline the process.
5. Discuss Infrastructure Needs: Purchasing new Printers and Repairing Furniture.
6. Discussion and preparation of staff requirement proposal to the mother Institution.
7. Encourage and facilitate Covid-19 vaccination and plan for organizing vaccination camps through IGM hospital.
8. Sign or renew the new collaboration/MoU/linkages.



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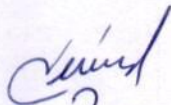
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INTERNAL QUALITY ASSURANCE CELL

9. Organize induction program for undergraduate and postgraduate students.
10. Discuss specific activities such as wallpaper creation, webinars, guest lectures, and participation in events like Wildlife Week, World Space Week and motivate departments to organize student centric activities.
11. Discuss and plan lectures for the Staff Academy.
12. Review and continue the Meritorious Book Bank Scheme and discuss any improvements or modifications needed.
13. Plan and coordinate the upcoming tree plantation program allocate responsibilities and resources.
14. Any other item with the permission of the chairman.


(Dr. V. V. Ganbavle)


(Dr. V. S. Dhekale)



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PROCEEDING OF MEETING

Academic year 2021-2022

- 1) Committee Name - Internal Quality Assurance Cell
- 2) Date & Time of Meeting - 16thOctober, 2021 at 11.30 am
- 3) Meeting No. - 01
- 4) Venue - IQAC Office
- 5) Chairman of Meeting - Prin. Dr. V. S. Dhekale
- 6) Convener of Meeting - Dr. V. V. Ganbavle

➤ Agenda of Meeting -

Sr. No.	Agenda
1)	Review and Approve of Previous Meeting Minutes.
2)	Prepare Strategic Plan for the Upcoming Academic Year, including Commemorating National and International Events and Festivals, sports events, cultural events participation, lead college activities, new short term courses.
3)	Analyze the feedback for pervious academic years and take necessary action.
4)	Review discuss and prepare schedule of the admission process and allocate responsibilities to streamline the process.
5)	Discuss Infrastructure Needs: Purchasing new Printers and Repairing Furniture.
6)	Discussion and preparation of staff requirement proposal to the mother Institution.
7)	Encourage and facilitate Covid-19 vaccination and plan for organizing



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	vaccination camps through IGM hospital, Ichalkaranji.
8)	Sign or renew the new collaboration/MoU/ linkages.
9)	Organize induction program for undergraduate and postgraduate students.
10)	Discuss specific activities such as wallpaper creation, webinars, guest lectures, and participation in events like Wildlife Week, World Space Week and motivate departments to organize student centric activities.
11)	Discuss and plan lectures for the Staff Academy.
12)	Review and continue the Meritorious Book Bank Scheme and discuss any improvements or modifications needed.
13)	Plan and coordinate the upcoming tree plantation program allocate responsibilities and resources.
14)	Any other item with the permission of the chairman.

Attendance at Meeting -

Sr. No.	Name of Member	Sign	Sr. No.	Name of Member	Sign
1)	Prin. Dr. V. S. Dhekale		14)	Dr. A. P. Jadhav	
2)	Prin. AbhaykumarSalunkhe		15)	Dr. A. V. Bansode	
3)	Prin. ShubhangiGavde		16)	Mr. V. P. Yadav	
4)	Mr. Sunil Patil		17)	Smt. S. A. Jamadar	
5)	Mr. RajanMuhtane		18)	Mr. A. R. Swami	
6)	Shri. Prasad Kulkarni		19)	Dr. D. A. Kumbhar	



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7)	Dr. C. B. Salunkhe		20)	Dr. N. H. Shaikh	<i>Shaikh</i>
8)	Dr. V. V. Ganbavale	<i>Ganbavale</i>	21)	Mr. C. A. Patil	<i>Patil</i>
9)	Dr. A. N. Patil	<i>Patil</i>	22)	Smt. R. S. Rodrigues	<i>Rodrigues</i>
10)	Dr. D. C. Kamble	<i>Kamble</i>	23)	Mr. S. B. Patil	<i>Patil</i>
11)	Dr. S. T. Sutar	<i>Sutar</i>	24)	Mr. S. S. Mahadik(O.S.)	<i>Mahadik</i>
12)	Dr. D. A. Yadav	<i>Yadav</i>	25)	Mr. A. A. Walke	<i>Walke</i>
13)	Dr. S. J. Velhal	<i>Velhal</i>	26)	Miss. RubinaMulla (Student)	<i>Rmulla</i>

➤ Minutes of Meeting -

Sr. No.	Minutes	Remark
1)	Minutes and action taken of previous meeting were read and approved. <ul style="list-style-type: none">•Proposed by Dr. V. V. Ganbavle•Seconded by Dr. V. S. Dhekale	
2)	The strategic plan for the upcoming academic year was discussed. Key areas of focus include commemorating national and international events, participating in sports and cultural events, conducting lead college activities, and introducing new short-term courses. <ul style="list-style-type: none">•Proposed by Dr. V. S. Dhekale•Seconded by Dr. V. V. Ganbavle	
3)	Feedback from the previous academic years was analyzed. Necessary actions to address the feedback were discussed. <ul style="list-style-type: none">•Proposed by Dr. S.T. Sutar•Seconded by Dr. N. H. Shaikh	



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4)	<p>The admission process was reviewed. Responsibilities were allocated to streamline the process.</p> <ul style="list-style-type: none">•Proposed by Dr. S. J. Velhal•Seconded by Dr. D. A. Kumbhar	
5)	<p>The need for purchasing new printers and repairing furniture was discussed. It was decided to purchase six printers and to gather repair requests from the departments.</p> <ul style="list-style-type: none">•Proposed by Mr. S. S. Mahadik•Seconded by Dr. V. V. Ganbavale	
6)	<p>A proposal for staff requirements was prepared to be submitted to the Mother Institution.</p> <ul style="list-style-type: none">•Proposed by Mr. S. S. Mahadik•Seconded by Prin. V. S. Dhekale	
7)	<p>It was decided to organize vaccination camps through IGM.</p> <ul style="list-style-type: none">•Proposed by Dr. SanjaySatpute•Seconded by Mr. A. V. Bansode	
8)	<p>The signing or renewal of collaborations, MoUs, and linkages was discussed.</p> <ul style="list-style-type: none">•Proposed by Mr. D. A. Kumbhar•Seconded by Dr. A. P. Jadhav	
9)	<p>It was decided to organize induction programs for new students was discussed and i/c principal of the concerned sessions will be given the responsibility.</p> <ul style="list-style-type: none">•Proposed by Dr. N. H. Shaikh•Seconded by Mr. V. L. Kamble	



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10)	<p>Specific activities such as wallpaper creation, webinars, guest lectures, and participation in events like Wildlife Week and World Space Week were discussed. Departments were encouraged to organize student-centric activities.</p> <ul style="list-style-type: none">•Proposed by Dr. S. J. Velhal•Seconded by Dr. R. S. Rodriques	
11)	<p>Lectures for the Staff Academy were discussed and planned.</p> <ul style="list-style-type: none">•Proposed by Dr. A. P. Jadhav•Seconded by Mr. A. R. Swami	
12)	<p>The Meritorious Book Bank Scheme was reviewed, and possible improvements were discussed.</p> <ul style="list-style-type: none">•Proposed by Mr. V. P. Yadav•Seconded by Mr. S. B. Patil	
13)	<p>The upcoming tree plantation program was discussed.</p> <ul style="list-style-type: none">•Proposed by Dr. R. S. Rodriques•Seconded by Dr. D. A. Kumbhar	
14)	<p>No additional items were discussed.</p>	

Dattajirao