

## Minutes of the first meeting:

Minutes of the *first* meeting of the IQAC, Dahiwadi College Dahiwadi, held on 08/09/2022 in the cabin of the principal at 03.00 pm.

1.1 Minutes of the last meeting:

Minutes of the last meeting held on 17/06/2022 were read out by the coordinator and confirmed by the President.

1.2. Preparation of academic calendar 2022-23: It was decided that the academic calendar for 2022-23 be prepared & it should be uploaded on college website. The responsibility was given to Dr P A Shaikh & Mr P J Unde.

1.3 Discussion about AQAR: 2021-22: It was decided that the AQAR: 2021-22 be discussed in the meeting of HoDs & CDC & should be approved it and fill up online as early as possible.

1.4 To discuss about preparation of SSR: Criterion wise committees were formed and asked to prepare matter related to the concerned metrics.

1.5 To conduct Induction Programme for first year students:

**Resolution:** It was resolved that the induction programme for first year students in first week of October and the responsibility was given to QIP committee.

1.6 To apply for additional NCC unit:

**Resolution:** It was resolved that NCC officer should apply for additional unit as per the more demand of the students. The responsibility was given to Dr. S.S. Lekurwale and asked to take the action immediately.

1.7 To discuss about MRPs to be given to the faculty through corpus:

**Resolution:** It was resolved that at least three MRPs to be sanctioned to the faculty members of worth rupees 30000/- per MRP and Dr A.N. Dede was asked to shoulder the responsibility.

1.8 To ask cultural committee to motivate more and more students to participate in youth festival: Mr A A Koparde was asked to look after different events of district level youth festival and try to get more awards in the festival.

1.9 To activate placement cell organizing campus interviews: Placement Cell Officer was asked to organize campus interviews with the help of different companies/ organizations.

1.10 **Any other issues:**

1. It was decided to run Skill courses very efficiently.

2. Departments were asked to conduct activities of Lead College Scheme as well as under MoU.

3. It was decided to undertake & complete all points mentioned in future plan of previous meeting.

4. The responsibility of celebration of birth and death anniversary of eminent leaders was given to cultural committee.

As there was no other business for discussion the meeting ended with vote of thanks to the chair.

  
Coordinator

  
President

## **Minutes of the second meeting:**

Minutes of the *second* meeting of the IQAC, Dahiwadi College Dahiwadi, held on 14/12/2022 at 03.00 pm in the cabin of the principal.

### **2.1 Minutes of the last meeting:**

Minutes of the last meeting held on 08/09/22 were read out by the coordinator and confirmed by the President.

2.2 To discuss Quality profile analysis (criteria-wise): The detailed discussion was made regarding the matter collected by each chairperson of criterion. It was asked to prepare rough draft at the earliest.

2.3 To discuss about submission process of SSR: The plan of submission of SSR was discussed and it was resolved to submit IIQA up to the end of December.

2.4 To discuss about purchase of more LCD projectors: It was decided to discuss in CDC regarding the purchase of LCD projectors.

2.5 To ask sports committee to motivate more and more students to participate in sports activities: The sports committee was asked to organize inhouse events as well as motivate the students to participate in zonal and inter zonal events.

2. 6 To discuss about renovation of infrastructure: As per the requirement of different departments, all HoDs were asked to prepare plan and submit to IQAC so as to put in CDC.

### **2.7 Other issues with the permission of the chair:**

1. It was decided to prepare final draft of SSR up to the end of December.

2. All HoDs were asked to conduct lead college activities and report to Dr S M Khetre.

As there was no other business for discussion the meeting ended with vote of thanks to the chair.

  
**Coordinator**

  
**President**

## Minutes of the third meeting:

Minutes of the *third* meeting of the IQAC, Dahiwadi College Dahiwadi, held at 12.15 pm on 20/03/2023 in the cabin of the principal.

### 3.1 Minutes of the last meeting:

Minutes of the last meeting held on 14/12/22 were read out by the coordinator and confirmed by the President.

3.2 To discuss about AQAR 2017-18: Though the AQAR for 2017-18 was sent offline, NAAC portal asked to fill up online. So it was decided to complete the task before the end of the month March.

3.3 To organize Mock Peer Team visit: It was decided to invite First Mock Peer Team in this week and the names were discussed. It was resolved to form team of four members including Prin. Dr. Vijaya Chavan, Prin. Dr. L.D. Kadam, Mr. U.S. Shelke and Mr. S.A. Mali. The probable date- 24/03/2023 was decided.

3.4. To take review of departmental files: All HoDs were asked to prepare departmental files so as to show to the Mock Peer Team.

3.5 To discuss about the second midterm exam: As a part of continues evaluation the organization of midterm was necessary.

**Resolution:** It was resolved that the midterm exam would be conducted in the first week of April.

3.6 YC/VC Scholarship: It was decided to distribute Yashwantrao Chavan & Venutai Chavan Scholarship to the needy & poor students & the responsibility was given to Mr P J Unde.

3.7 To prepare for Karmaveer Paritoshik: It was decided to prepare files as per the guidelines provided by Rayat Shikshan Sanstha and made it ready before the end of March.

### 3.8 Other issues with the permission of the chair:

1. It was decided to complete AQAR 2021-22 before the end of March.

2. All HoDs should take review of syllabus for midterm exam and submit question papers at the earliest to the CIE committee.

As there was no other matter for discussion the meeting ended with vote of thanks to the president.

  
Coordinator

  
President