



R. C. Patel Educational Trust's

R. C. Patel Arts, Commerce and Science College

Karvand Naka, Shirpur 425405, Dist - Dhule, Maharashtra

☎: (02563) 299328

E-mail: principal@rcpasc.ac.in

President

Hon. Bhupeshbhai Patel

Principal

Dr. D. R. Patil

Date: June 17, 2019

Notice: IQAC Meeting

The members of Internal Quality Assurance Cell (IQAC) are hereby informed that a meeting of IQAC has been scheduled. You are hereby requested to attend the meeting. The details of the meetings are as follows:

Date: Thursday, June 20, 2019

Time: 11.30 a.m.

Venue: IQAC Board Room

Agenda of the Meeting

Agenda No. 1: Opening the meeting and welcome

Agenda No. 2: Approval of the minutes from the previous IQAC meeting

Agenda No. 3: Discussion on the annual academic calendar

Agenda No. 4: Planning of Induction for students and newly appointed teachers

Agenda No. 5: Formation of various committees

Agenda No. 6: Subject allocation and review teaching workload

Agenda No. 7: To discuss COs and POs

Agenda No. 8: To prepare API and academic diary for the faculty

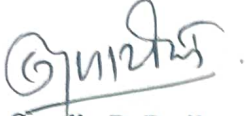
Agenda No. 9: Planning and organization of guest -lectures and seminars/workshops

Agenda No.10: To sign MoU with various organizations to enhance collaboration and quality

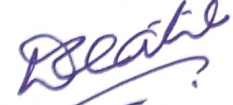
Agenda No.11: Planning of celebration of upcoming national and festival days

Agenda No.12: Planning for introducing new certificate courses

Agenda No.13: Adjournment



Dr. Sandip P. Patil
Coordinator, IQAC



Dr. D. R. Patil

Principal
PRINCIPAL

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Science, College, Shirpur, Dist. Dhule



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MINUTES OF THE MEETING

The meeting of all members of Internal Quality Assurance Cell (IQAC) was held on Thursday, June 20, 2019 at 11.30 a.m. in IQAC Board Room of R. C. Patel Arts, Commerce and Science College, Shirpur.

Agenda No.1: Opening the meeting and welcome

The chairperson called the meeting to order and extended a warm welcome to all delegates.

Agenda No. 2: Approval of the minutes from the previous IQAC meeting

The minutes from the previous IQAC meeting were reviewed and approved with no amendments.

Agenda No. 3: Discussion on the annual academic calendar

The members discussed the upcoming events and finalized them to put them in academic calendar.

Agenda No. 4: Planning of Induction for students and newly appointed teachers

IQAC planned the Induction for students and newly appointed teachers.

Agenda No. 5: Formation of various committees

The Chairman and the IQAC formed the necessary committees for 2019-20

Agenda No. 6: Subject allocation and review teaching workload.

The subject allocation for the upcoming academic sessions was discussed. HoDs are directed to allocate workload as per need and choice of the teachers.

Agenda No. 7: To discuss COs and POs

The analysis of examination results and evaluation of COs and POs for the academic year 2019-20 were presented.

Agenda No. 8: To prepare API and academic diary for the faculty

IQAC decided to update the API and academic diary for the faculty.

Agenda No. 9: Planning and organization of guest -lectures and seminars/workshops

Discussion was held to organize the guest -lectures and seminars/workshops.

Agenda No.10: To sign MoU with various organizations to enhance collaboration and quality

The need of MoUs is seen and departments are instructed to initiate MoUs.

Agenda No.11: Planning of celebration of upcoming national and festival days

The planning of celebration of upcoming national and festival days was done

Agenda No.12: Planning for introducing new certificate courses

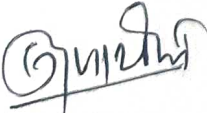
It was decided to start new certificate courses in Departments of Chemistry and Microbiology

Agenda No.13: Adjournment

The meeting concluded with the formal closure of the proceedings, expressing gratitude to all attendees for their active participation.

The following members were present for the meeting:

Sr. No.	Name of Committee member	Particular	Designation
01	Dr. D. R. Patil	Principal	Chairman
02	Dr. A. M. Patil	Vice-Principal	Teacher Member
03	Dr. S. P. Patil	Teacher member	Coordinator (IQAC)
04	Dr. R. V. Sonar	Teacher Member	Teacher Member
05	Dr. R. S. Pawar	Teacher Member	Teacher Member
06	Dr. J. P. Mahashabde	Teacher Member	Teacher Member
07	Dr. R. C. Bhavsar	Teacher Member	Teacher Member
08	Dr. R. H. Patil	Teacher Member	Teacher Member
09	Dr. Sanjay Bari	Principal	Senior Administrative Officer
10	Mr. G. R. Sonar	Administrative Officer	Member


Dr. Sandip P. Patil
Coordinator, IQAC



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ACTION TAKEN REPORT

Agenda No. 4: Planning of Induction for students and newly appointed teachers

An Induction program for the students organized faculty wise. They were informed about the college, career, opportunities and prospect. New teachers were orientated through an induction organized by IQAC.

Agenda No. 5: Formation of various committees

The committees such as Admission, Induction, Women's Cell, Anti- Ragging, Sexual Harassment Prohibition, Cultural, Literary Association, Science Club, Library Committee, Examination, Committee, Placement Cell, Feedback Committee etc. were formed under the guidance of the principal.

Agenda No. 8: To prepare API and academic diary for the faculty

API and Diary were updated and introduced them to the teachers in the staff meeting.

Agenda No. 9: Planning and organization of guest -lectures and seminars/workshops

Seminars and workshops were organized by Departments of Hindi, Economics, Botany and Zoology.

Agenda No.10: To sign MoU with various organizations to enhance collaboration and quality

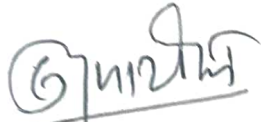
The departments consulted related institute for MoUs.

Agenda No.11: Planning of celebration of upcoming national and festival days

Planning of the celebration of upcoming national and festival days made by IQAC and Academic calendar reflected them for students and faculty.

Agenda No.12: Planning for introducing new certificate courses

The current courses got re-affiliated and the department of Psychology prepared a structure a upcoming certificate course.



Dr. Sandip P. Patil
Coordinator, IQAC



Dr. D.R. Patil
Principal

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