

The 3rd meeting of IQAC was held on Thursday, 10<sup>th</sup> August, 2017 at 3.00 PM in the office of Hon'ble VC. Following members attended the meeting:

- 1) Dr. V. G. Gaikar – Vice-Chancellor
- 2) Dr. L. N. Singh – Director IQAC
- 3) Dr. B. B. Singh – Member
- 4) Dr. H. A. Mujawar – Member
- 5) Dr. M. Sadaiah – Member
- 6) Dr. S. L. Nalbalwar
- 7) Dr. Y. S. Mahajan
- 8) Dr. A. W. Kiwalekar
- 9) Dr. S. M. Pore
- 10) Dr. K Vadirajacharya
- 11) Dr. N. Agarwal
- 12) Dr. A. P. Shesh

Following members could not attend the meeting

1. Prof. Y. N. Patil
2. Prof. P. V. Vijaybabu
3. Shri. S. V. Pathare
4. Shri. Mahesh Goghale
5. Dr. M. S. Nikam
6. Dr. S. M. Jadhav
7. Prof. V. P. Jawanjal
8. Dr. P. K. Katti
9. Dr. H. S. Joshi

Out of these, leave was granted to Prof. Y. N. Patil, Prof. P. V. Vijaybabu, Shri. S. V. Pathare, Shri. Mahesh Goghale, Dr. M. S. Nikam, Prof. V. P. Jawanjal, and Dr. H. S. Joshi.

Following points were discussed and resolved in the meeting:

The meeting started with warm welcome from Dr. L. N. Singh, Director, IQAC, to all the members.

- 1) Based on the discussions and recommendation from 'Planning and Monitoring Board', Hon'ble VC suggested that we need to have uniformity while preparing the academic documents like syllabi, different manuals. It can be done in consultation with the BoS members from the departments. The new members can be adopted as special invitee in BoS, if needed or some member/s do not attend the meetings. A committee is constituted to ensure the uniformity and rectifications required in the academic documents as mentioned above. Following will be the members of this committee:

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| • Dr. B. B. Singh   | Coordinator |
| • Dr. H. A. Mujawar | Member      |
| • Dr. A. P. Shesh   | Member      |

Hon'ble VC suggested that while preparing these documents the structure of EXTC department should be followed. He also suggested that the contents of the syllabi may be revised next year so that it would be more practical oriented in the long term.

- 2) Dr. L. N. Singh, Director IQAC, requested Dr. S. L. Nalbalwar to present AQAR for AY 2015-2016. Dr. S.L. Nalbalwar presented the AQAR for AY 2015-2016 for his department. Hon'ble VC appreciated this presentation. Hon'ble VC asked the Heads of other department to submit the AQIR for AY 2015-16 and AY 2016-17 of their respective departments before 16 AUG, 2017 and 31 AUG 2017 respectively.
- 3) Hon'ble VC suggested to conduct the regular meetings with the stakeholders as an important activity of IQAC as well as the departments.
- 4) VC also asked the Director IQAC to check whether some funding is available from UGC.
- 5) Dr. M. Sadaiah suggested that IQAC should plan for a meeting with all the faculty members/ students at least once a semester where several academic issues may be discussed. IQAC should conduct some workshop to train the faculty members to prepare various types of academic documents. He also suggested that the faculty members should evaluate the COs. He suggested to incorporate a student representative in IQAC.
- 6) Dr. S. L. Nalbalwar agreed that he would design a software for the analysis of the question papers where it can be observed whether the questions framed satisfy the COs. He agreed that he would design a software within a month.
- 7) Hon'ble VC asked all the Heads to get help from Computer Science department to design the website of the department. He also added that Training & Placement Cell should be given due weightage in these reports.
- 8) AARs were presented by Dr. M. Sadaiah, Dr. S.L. Nalbalwar, Dr. L.N. Singh and Dr. K. Vadirajacharya. Other Heads of the department were asked to prepare the AAR. Dr. L.N. Singh suggested that Sciences & Humanities departments should conduct the academic audit of their departments by inviting experts from these four departments instead of calling external experts.
- 9) Review of academic activities was presented by Dr. S.L. Nalbalwar, Dr. M. Sadaiah, Dr. K. Vadirajacharya and Dr. L.N. Singh. The Heads of the other Department should also prepare the same and submit it to Hon. VC and a copy to Director IQAC. Hon'ble VC suggested that the Continuous Assessment should be based on different activities and/or written test. The requirement for the plagiarism software is mentioned by all the members. Hon'ble VC suggested to check the existing facility available with The CoE. Dr. Nalbalwar was asked to check the details like price and features of the software. Dr. L. N. Singh Suggested to make available the activity such as IITPAL. Hon'ble VC asked Dr. S. L. Nalbalwar to coordinate the activity.
- 10) Dr. L.N. Singh suggested that all the affiliating colleges should constitute the IQAC. Hon'ble VC asked to send them the communication.

The meeting ended with thanks to the Chair.

Dr. L. N. Singh  
(Director, IQAC)