

## **IQAC MEETING No. 17**

Training/Interaction/Brainstorming session on “New AQAR format and SOP for Autonomous Colleges” is arranged for teaching staff of Internal Quality Assurance Cell on Tuesday, 09<sup>th</sup> March 2021 at 2.00 pm in Seminar room. All are requested to attend.

**AGENDA:** Training/Interaction/Brainstorming session on “New AQAR format and SOP for Autonomous Colleges”

### **Following members were present for the meeting:**

1. Dr. Moses Kolet (I/C Principal)
2. Dr. A. S. Goswami-Giri (IQAC Coordinator)
3. Mrs. Kadambari Manjrekar
4. Mrs. Umalaxmi Patne
5. Dr. Kiran Pariya
6. Dr. Sandeep Kahandal
7. Ms Mohini Kushwaha
8. Dr. Urmila Kumavat
9. Ms Rucha Khadke
10. Dr. Kalpita Mulye
11. Dr. Jayashree Pawar

### **Leave of absence was granted for the following members:**

1. Dr. U. B. Gokhe

### **MINUTES OF THE MEETING**

1. Dr. Kiran Pariya, Dr. Sandeep Kahandal and Dr. Urmila Kumavat were appointed as members of IQAC after reconstitution. Brief introduction of their roles and duties was given by IQAC coordinator Dr. Anita Goswami Giri. She also addressed their queries. They were appointed as Criteria Incharge as follows:  
Dr. Kiran Pariya – Criteria VI  
Dr. Urmila Kumavat – Criteria I  
Dr. Sandeep Kahandal – Criteria III
2. New AQAR format and SOP for Autonomous Colleges was discussed thoroughly.
3. IQAC coordinator remarked that policy for slow and advanced learners should be continued.
4. All the departments and committees should update the google sheet provided for list of activities conducted throughout the year.
5. All members unanimously suggested that financial support should be provided to faculty and students for conducting quality research such as publication charges, registration fees, etc.
6. All audits should be done by certified agencies.
7. E-content developed by teaching staff should be submitted timely.
8. Link for describing ICT enabled tools used in teaching and learning need to be prepared on college website.
9. MoU with BRIMS college to be initialized for use of software on plagiarism check.

- 10.** Discipline committee should assess the code of conduct and check whether it is followed.  
The observations should be reported in the minutes of meeting.
- 11.** Activity report should contain feedback and outcome. Photographs included in the report should be geo-tagged.
- 12.** IQAC Coordinator explained each criteria and its SOP so that new members can get acquainted with it. She suggested them to read thoroughly their respective criteria metrics and templates. Meeting is concluded at 6.00 pm.