

# Sitabai Arts College, Akola

## Internal Quality Assurance Cell (IQAC)

### NOTICE

A meeting of the IQAC Committee will be held on 13<sup>th</sup> June 2019 at 12.30 P.M. in the Principals Chamber. The Following business will be transacted at the meeting.

### AGENDA

1. To review and confirm the minute of the previous meeting.
2. To review and discuss the admission policy of the college for the session 2019-2020.
3. To approve the academic calendar (2019-2020) of the college and annual Teaching plan.
4. To discuss the perspective plan of 2019-2020.
5. Any subject arise at the time of meeting with kind permission of the Chairperson

*Bhavali*

Coordinator

(IQAC)

Date- 01/06/2019

Principal

Principal  
Sitabai Arts, Commerce & Science College,  
AKOLA

# Sitabai Arts College, Akola

## Internal Quality Assurance Cell (IQAC)

### Minutes of the Meeting

A meeting of the IQAC Committee was held on 13<sup>th</sup> June' 2019 at 12.30 PM in the Principal's chamber .Dr.R.D.Sikchi, the chairperson presided over the meeting .The following members were present.

- 1.Dr.R.D.Sikchi - Chairperson 
2. Prof.V.T.Hajare - Management Representative 
- 3.Dr.D.E.Umbarkar - Member 
- 4.Dr.R.V.Rathod - Member 
- 5.Dr.B.S.Wazire - Member 
- 6.Dr.A.M.Khare - Member 
- 7.Dr.A.S.Sonone - Member 
- 8.Dr.R.R.Ranpise - Member 
- 9.Prof.Sandeep Kale - Alumi Representative 
- 10.Shri.P.D.Khandelwal- Member (Industrialist) 
- 11.Dr.B.S.Patnaik- Coordinator 

The Coordinator of IQAC Dr.B.S.Patnaik welcomed the members of the committee. The IQAC members after the exchange of ideas and thoughts made the following resolutions.

**Item No-1** To review and confirm the minute of the previous meeting

Dr.B.S.Patnaik, Coordinator, of the IQAC read out the minutes of the last meeting and sought for confirmation of the minutes. The members confirmed the minutes.

**Item No-2-**To review and discuss the admission policy of the college for the session 2019-2020.

**Resolution:** -The earlier admission policy and intake capacity for UG and PG courses was reviewed for information to all the members. Decision was taken to admit students at UG & PG Courses through spot admission process. Admission Committee were formed for students help and proper admission procedure.

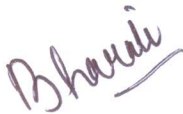
**Item No-3** -To approve the academic calendar (2019-2020) of the college and annual teaching plan.

**Resolution:-**The academic calendar of the college for the year 2019-2020 was presented before the committee. The committee discussed over the content and academic plan of the year 2019-2020 and with some suggestions given by the members. The academic calendar of the year 2019-2020 has been finalized.

**Item No-4** -To discuss about the perspective plan of the 2019-2020.

The need of having perspective plan for 2019-2020 was discussed and the coordinator shared the updates of the AQAR report.

There being no other issues to discuss, the meeting ended with a vote of thanks to the chair.



Coordinator



Principal  
Principal  
Sitabai Arts, Commerce & Science College,  
AKOLA

EDD in the Principal's chamber Du 11 D. 04. 11

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**Sitabai Arts College, Akola**

**Internal Quality Assurance Cell (IQAC)**

**NOTICE**

A meeting of the IQAC Committee will be held on 31<sup>th</sup> August 2019 at 12.30 P.M. in the Principals Chamber. The Following business will be transacted at the meeting.

**AGENDA**

1. To review and confirm the minute of the previous meeting.
2. Submission of API from Teaching Staff (2018-2019)
3. To discuss the updates of AQAR Report
4. Meeting of the teaching faculty regarding the submission of academic information to (RUSA)
5. Any other subject arise at the time with kind permission of the chairperson.

  
Coordinator  
(IQAC)

Date- 15/08/2019


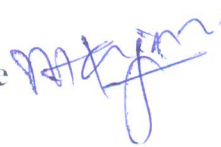
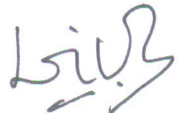

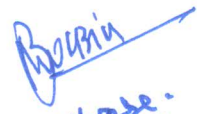

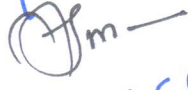
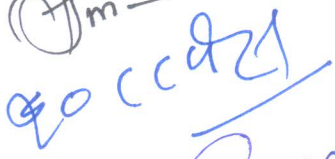
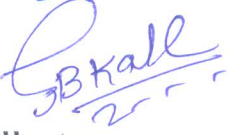



  
Principal  
Principal  
Sitabai Arts, Commerce & Science College,  
AKOLA

Sitabai Arts College, Akola

Internal Quality Assurance Cell (IQAC)

Minutes of the Meeting

A meeting of the IQAC Committee was held on 31<sup>st</sup> August 2019 at 12.30 PM in the Principal's chamber. Dr.R.D.Sikchi, the chairperson presided over the meeting. The following members were present.

1. Dr.R.D.Sikchi - Chairperson 
2. Prof.V.T.Hajare - Management Representative 
3. Dr.D.E.Umbarkar - Member 
4. Dr.R.V.Rathod - Member 
5. Dr.B.S.Wazire - Member 
6. Dr.A.M.Khare - Member 
7. Dr.A.S.Sonone - Member 
8. Dr.R.R.Ranpise - Member 
9. Prof. Sandeep Kale - Alumni Representative 
10. Prof.SanjayKhadse - Residential Deputy Collector  
(Representative Local Society)
11. Shri.P.D.Khandelwal- Member (Industrialist) 
12. Ku.Kasturi Dharashivkar - Students Representative 
- 13 Dr.B.S.Patnaik -Coordinator 

The Coordinator of IQAC Dr.B.S.Patnaik welcomed the members of the committee. The IQAC members after the exchange of ideas and thoughts made the following resolutions.

**Item No-1** To review and confirm the minute of the previous meeting

Dr.B.S.Patnaik, Coordinator, of the IQAC read out the minutes of the last meeting and sought for confirmation of the minutes. The members confirmed the minutes.

**Item No-2** Submission of API from Teaching Staff (2019-2020)

**Resolution:-**The IQAC Coordinator ,Dr.B.S.Patnaik informed the faculty members to submit their Academic Performance Indicator Forms to the IQAC office till 25<sup>th</sup> Aug.2019.The new API forms were discussed and distributed to the faculty members.

**Item No-3**-To discuss the updates of AQAR Report

**Resolution :-**IQAC Coordinator ,Dr.B.S.Patnaik informed the faculty members that the AQAR for the session 2019-2020 has to be submitted before 31/12/2019.For this the inputs from the various departments were asked to submit within 20 days.The Criteria Heads were informed to collect the data.

**Item -4** -Meeting of the teaching faculty regarding the submission of Academic information to RUSA

**Resolution:-**Thecoordinator, Dr.BhartiPatnaik gave the detail information of RUSA guidelines for the submission of academic information of institution through online. She also discussed the format of RUSA and technical issues related to the online submission.

**Item-5.** Any other issue with kind permission of the chair.

There being no other issues to discuss, the meeting ended with a vote of thanks to the chair

  
Coordinator

  
Principal

Principal  
Sitabai Arts, Commerce & Science College,  
AKOLA

**Sitabai Arts College, Akola**  
**Internal Quality Assurance Cell (IQAC)**

**NOTICE**

A meeting of the IQAC Committee will be held on 30<sup>th</sup> Sept.2019 at 3 P.M. in the Principals Chamber. The Following business will be transacted at the meeting.

**AGENDA**

1. To review and confirm the minute of the previous meeting.
2. To discuss about the pending research projects.
3. Submission of AQAR-2018-2019
4. To discuss about the up gradation of Infrastructure
5. Any other issue with kind permission of the chair.

*Bharati*  
**Coordinator**

**(IQAC)**

**Date- 15/09/2019**



**Principal**  
**Principal**  
**Sitabai Arts, Commerce & Science College,**  
**AKOLA**



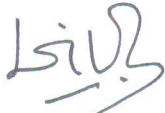




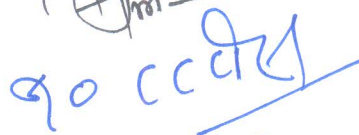
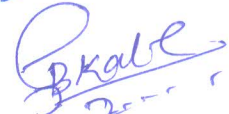
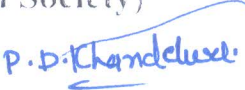




Sitabai Arts College, Akola

Internal Quality Assurance Cell (IQAC)

Minutes of the Meeting

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2. Prof.V.T.Hajare -Management Representative 
3. Dr.D.E.Umbarkar - Member 
4. Dr.R.V.Rathod - Member 
5. Dr.B.S.Wazire - Member 
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7. Dr.A.S.Sonone - Member 
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9. Prof. Sandeep Kale -Alumi Representative 
10. Prof.SanjayKhadse - Residential Deputy Collector  
(Representative Local Society)
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12. Ku.KasturiDharashivkar - Students Representative 
13. Dr.B.S.Patnaik -Coordinator 

The Coordinator of IQAC Dr.B.S.Patnaik welcomed the members of the committee. The IQAC members after the exchange of ideas and thoughts made the following resolutions.

**Item No-1** To review and confirm the minute of the previous meeting

Dr.B.S.Patnaik Coordinator, of the IQAC read out the minutes of the last meeting and sought for confirmation of the minutes. The members confirmed the minutes.

**Item-2**To discuss about the pending research projects.

**Resolution:-**The Principal ,Dr.R.D.Sikchi informed the faculty members about the pending Minor and Major research projects of UGC.He gave instructions to faculty member to complete these projects within year.He also insisted to prepare new proposals for the same.

**Item-3**Submission of AQAR -2018-2019

**Resolution: -** It was held in the meeting that the AQAR -2018-2019 should be placed before the CDC (College Development Council) and thereafter be submitted to the NAAC.

**Item-4**To discuss about the Up gradation of Infrastructure.

**Resolution:-**The Principal informed about the existing playground and insist to renovate the playground and upgrade the Science labs with adequate facilities.Therefore, it was resolved to renovate the playground and science labs to meet the needs.

**Item-5.** Any other issue with kind permission of the chair.

There being no other issues to discuss, the meeting ended with a vote of thanks to the chair

  
Coordinator

  
Principal  
Principal  
Sitabai Arts, Commerce & Science College,  
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**Sitabai Arts College, Akola**

**Internal Quality Assurance Cell (IQAC)**

**NOTICE**

A meeting of the IQAC Committee will be held on 12 Dec.2019 at 3 P.M. in the Principals Chamber. The Following business will be transacted at the meeting.

**AGENDA**

1. To review and confirm the minute of the previous meeting.
2. Submission of AISHE .
3. To discuss the schedule of Ph. D. admission process.
4. To submit the proposal of research Centre in Marathi and Economics.
5. Any other issue with kind permission of the chair.

*Bharati*  
Coordinator

(IQAC)

Date-01/12/2019



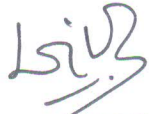


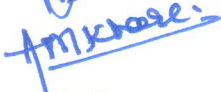

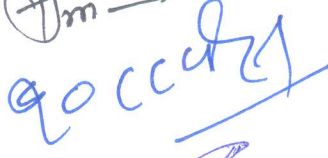
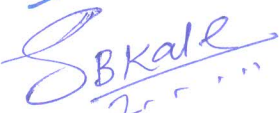



  
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The Coordinator of IQAC Dr.B.S.Patnaik welcomed the members of the committee. The IQAC members after the exchange of ideas and thoughts made the following resolutions.

**Item No-1 To review and confirm the minute of the previous meeting**

Dr.B.S.Patnaik, Coordinator, of the IQAC read out the minutes of the last meeting and sought for confirmation of the minutes. The members confirmed the minutes.

**Item-2:- Submission of AISHE data**

Resolution: - AISHE Nodal Officer of the college Dr.AjaysinghSolanke informed the members of the committee that the information related to AISHE of the college was ready to submit online. The committee also discussed about the database and recommended to AISHE Nodal officer to submit online in prescribed format.

**Item-3- To discuss the Schedule of Ph.D .admission process and course work.**

Resolution:- It was decided to conduct the Ph.D. admission process and course of the programme as per the guidelines of SantGadge Baba Amravati University,Amravati.

**Item-4-To submit the proposal of research Centre in Marathi and Economics.**

Resolution:-After the discussion on the subject, the Principal and chairperson Dr.R.D.Sikchi directed the faculty member of Marathi and Economics , they should submit the proposal for research center in their respective subject.

**Item-5-Any other issue with kind permission of the chair.**

There being no other issues to discuss, the meeting ended with a vote of thanks to the chair.

*Bharati*

Coordinator

Principal

Principal  
Sitabai Arts, Commerce & Science College,  
AKOLA

**Sitabai Arts College, Akola**  
**Internal Quality Assurance Cell (IQAC)**

**NOTICE**

A meeting of the IQAC Committee will be held on 15 June 2020 at 3 P.M. in the Principals Chamber. The Following business will be transacted at the meeting.

**AGENDA**

1. To review and confirm the minute of the previous meeting.
2. To review and discuss the academic progress due to pandemic.
3. To established MOU with Institutions/Industries.
4. To Introduce certificate courses in various subjects.
5. Any other issue with kind permission of the chair.

*Bharati*  
Coordinator

(IQAC)

Date-01/06/2020








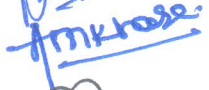






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**Item No-1 To review and confirm the minute of the previous meeting**

Dr.B.S.Patnaik, Coordinator, of the IQAC read out the minutes of the last meeting and sought for confirmation of the minutes. The members confirmed the minutes.

**Item-2:- To review and discuss the academic progress due to pandemic.**

Resolution: - The committee reviewed the status of work from home and online teaching learning process various platforms like Zoom, Googlemeet, Whatsapp, Teachmint, Google Classrooms used to conduct virtual classes to complete the syllabus during lack down. The committee also discussed the pandemic situation and adverse effect of lockdown on the academic process. Dr.R.D.Sikchi principal gave emphasis on conducting online classes and developing e-content with the help of ICT tools. He also insisted the faculty members to be in contact with the students with the help of social media platform to solve their problems .

**Item-3- To established MOU with Institutions/Industries.**

Resolution:- The IQAC coordinator suggested the need to established MOUs with institutions/industries for the promotion of Research academic activities. The Principal Directed the faculty members to sign MOUs with Institution and Industries.

**Item-4- To Introduce certificate courses in various subjects.**

Resolution:-. The IQAC coordinator suggested the need to introduce certificate courses in various subjects. The Principal Directed the faculty members to introduce certificate courses related to their subjects..

**Item-5- Any other issue with kind permission of the chair.**