

# Sitabai Arts College, Akola

## Internal Quality Assurance Cell (IQAC)

### NOTICE

A meeting of the IQAC Committee will be held on 14<sup>th</sup> June 2018 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 2018-2019.
3. To approve the academic calendar (2018-2019) of the college and annual Teaching plan.
4. To constitute IQAC as per the revised guidelines of the National Assessment and Accreditation Council.
5. To discuss the perspective plan of 2018-2019.



Coordinator

(IQAC)

Date- 01/06/2018



Principal



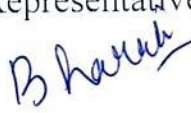




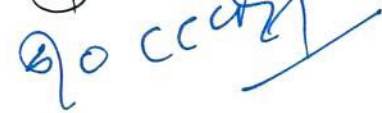


Principal  
Sitabai Arts, Commerce & Science College,  
AKOLA

# Sitabai Arts College, Akola

## Internal Quality Assurance Cell (IQAC)

### Minutes of the Meeting

A meeting of the IQAC Committee was held on 14<sup>th</sup> June' 2018 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.B.S.Patnaik** - 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. **Shri.P.D.Khandelwal** – Member (Industrialist) 
11. **Dr.D.E.Umbarkar**- Coordinator 

The Coordinator of IQAC Dr.D.E.Umbarkar 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.D.E.Umbarkar, 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 2018-2019.

**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 (2018-2019) of the college and annual teaching plan.

**Resolution:-**The academic calendar of the college for the year 2018-2019 was presented before the committee. The committee discussed over the content and academic plan of the year 2018-2019 and with some suggestions given by the members. The academic calendar of the year 2018-2019 has been finalized.

**Item No-4** – To constitute IQAC as per the revised guidelines of the National Assessment and Accreditation Council.

IQAC was constituted as per the revised guidelines of the NAAC.

**Item No-5** – To discuss about the perspective plan of the 2018-2019.

The need of having perspective plan for 2018-2019 was discussed and the coordinator shared the updates of the AQAR report. He explained that the inputs were shared by the faculty for the report of the academic year 2017-2018. He said that the report would be submitted soon and the same would be uploaded on our website.

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 16<sup>th</sup> August 2018 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 for discussion regarding the revised guidelines of NAAC.
5. Any other subject arise at the time with kind permission of the chairperson.

  
**Coordinator**

**(IQAC)**

**Date- 02/08/2018**

  
**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 16<sup>th</sup> August 2018 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.B.S.Patnaik - 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. Prof.Sanjay Khadse - Residential Deputy Collector

(Representative Local Society)

11. Shri.P.D.Khandelwal – Member (Industrialist)

12. Ku.Kasturi Dharashivkar – Students Representative

13. Dr.D.E.Umbarkar -Coordinator

The Coordinator of IQAC Dr.D.E.Umbarkar 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.D.E.Umbarkar, 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 (2018-2019)

**Resolution:-**The IQAC Coordinator ,Dr.D.E.Umbarkar informed the faculty members to submit their Academic Performance Indicator Forms to the IQAC office till 25<sup>th</sup> Aug.2018.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.D.E.Umbarkar informed the faculty members that the AQAR for the session 2017-2018 has to be submitted before 30/09/2018.For this the inputs from the various departments were asked to submit as early as possible.

**Item -4 -** Meeting of the teaching faculty for discussion regarding the revised guidelines of NAAC.

**Resolution:-**The Steering Committee coordinator ,Dr.Bharti Patnaik presented a power point presentation on the revised guidelines of NAAC.She gave Criteria wise information ,data Collection and about documentation of NAAC. The Discussion were held on Criteria's questions and the format of new guidelines of NAAC.The Principal formed different committees for the smooth functioning of the institution. All the NAAC Criterion in charge of the college were asked to go through the new guidelines and provide their inputs to IQAC accordingly.

**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 19<sup>th</sup> Sept.2018 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 workshop/Seminars to be organized for the academic session 2018-2019
3. Submission of AQAR -2017-2018
4. To discuss about the development/construction of Science labs
5. Any other issue with kind permission of the chair.

  
Coordinator

(IQAC)

Date- 05/09/2018

  
Principal  
Principal  
Sitabai Arts, Commerce & Science College,  
AKOLA






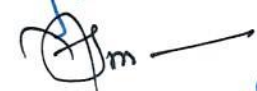

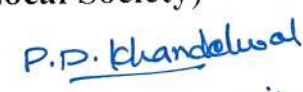




Sitabai Arts College, Akola

Internal Quality Assurance Cell (IQAC)

Minutes of the Meeting

A meeting of the IQAC Committee was held on 19th Sept.2018 at 3 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.B.S.Patnaik - 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.Sanjay Khadse - Residential Deputy Collector  
(Representative Local Society)
11. Shri.P.D.Khandelwal - Member (Industrialist) 
12. Ku.Kasturi Dharashivkar - Students Representative 
13. Dr.D.E.Umbarkar -Coordinator 

The Coordinator of IQAC Dr.D.E.Umbarkar 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.D.E.Umbarkar, 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 workshop/Seminars to be organized for the academic session 2018-2019.

**Resolution:-** The Principal ,Dr.R.D.Sikchi informed the faculty members about the various schemes of UGC regarding the organization of workshops/seminars/conferences. He also insisted to prepare proposals for the same.

**Item-3** Submission of AQAR -2017-2018


**Resolution:-** It was held in the meeting that the AQAR -2017-2018 should be placed before the CDC (College Development Council) and thereafter be submitted to the NAAC.

**Item-4** To discuss about the development/construction of Science labs.

**Resolution:-**The Principal informed about the enrolled students of the science faculty. After the due consideration of the issue it was observed that the infrastructure facility was inadequate .Therefore, it was resolved to construct new science laboratories 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,  
AKOLA

**Sitabai Arts College, Akola**

**Internal Quality Assurance Cell (IQAC)**

**NOTICE**

A meeting of the IQAC Committee will be held on 3<sup>rd</sup> Nov.2018 at 3 P.M. in the Principals Chamber. The Following business will be transacted at the meeting.

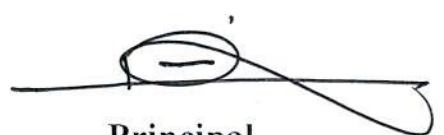
**AGENDA**

1. To review and confirm the minute of the previous meeting.
2. Submission of AISHE
3. To discuss the Schedule of organization of 2days National Level Seminar of Library Science
4. To discuss the Schedule of Inauguration of Science laboratories
5. Any other issue with kind permission of the chair.

  
Coordinator

(IQAC)

**Date-18/10/2018**

  
**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 3<sup>rd</sup> Nov.2018 at 3 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.B.S.Patnaik** - 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.Sanjay Khadse** - Residential Deputy Collector  
(Representative Local Society)
11. **Shri.P.D.Khandelwal** - Member (Industrialist) 
12. **Ku.Kasturi Dharashivkar** - Students Representative 
13. **Dr.D.E.Umbarkar** -Coordinator 

The Coordinator of IQAC Dr.D.E.Umbarkar 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.D.E.Umbarkar, 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.Ajaysingh Solanke 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 organization of 2days National Level Seminar of Library Science.

Resolution:- It was decided to organize 2day national level Seminar of library science. It was jointly decided to organize the seminar on 24 & 25<sup>th</sup> Feb.2019. The principal constituted various committees for the smooth accompanishment of the seminar. The decision was also taken on publication of research papers with special issue of the journal.

**Item-4-**To discuss the Schedule of Inauguration of Science laboratories.

Resolution:- The Principal informed the faculty members that the construction work of science laboratories was on the verge of completion and that inauguration of the same could be possible in the last week of February.

**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

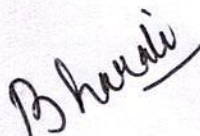
## Internal Quality Assurance Cell (IQAC)

### NOTICE


A meeting of the IQAC Committee will be held on 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

  
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



**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



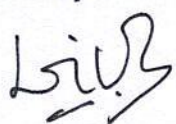


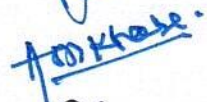
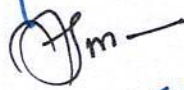
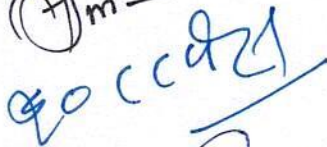



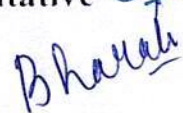


**Sitabai Arts College, Akola**

**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:-**The coordinator, 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



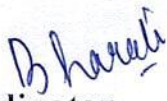
**Sitabai Arts College, Akola**  
**Internal Quality Assurance Cell (IQAC)**

**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.

  
**Coordinator**  
**(IQAC)**

**Date- 15/09/2019**

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



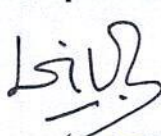


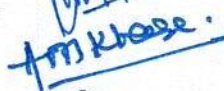
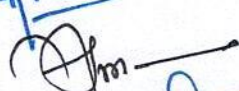
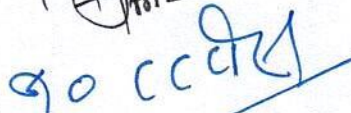
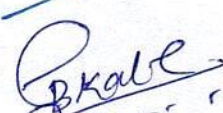
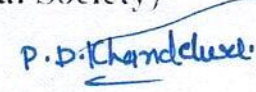

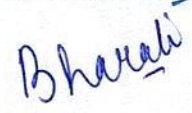


**Sitabai Arts College, Akola**

**Internal Quality Assurance Cell (IQAC)**

**Minutes of the Meeting**

A meeting of the IQAC Committee was held on 30th Sept.2019 at 3 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. Prof.SanjayKhadse - Residential Deputy Collector  
(Representative Local Society)
11. Shri.P.D.Khandelwal - Member (Industrialist) 
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,  
AKOLA

**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.

  
Coordinator

(IQAC)

Date-01/12/2019

  
Principal  
Principal  
Sitabai Arts, Commerce & Science College,  
AKOLA



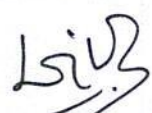



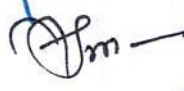
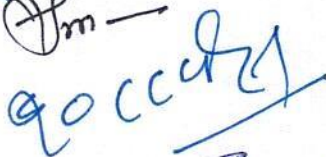
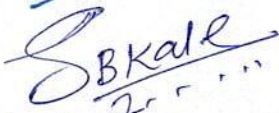
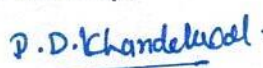




## Sitabai Arts College, Akola

### Internal Quality Assurance Cell (IQAC)

#### Minutes of the Meeting

A meeting of the IQAC Committee was held on 12Dec.2019 at 3 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. 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-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.



**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.

  
**Coordinator**  
**(IQAC)**

**Date-01/06/2020**

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



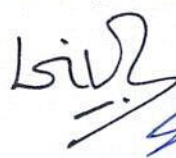



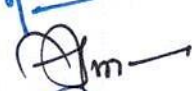


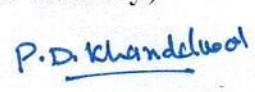
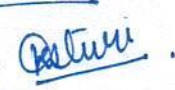
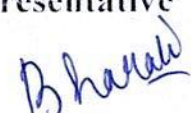


**Sitabai Arts College, Akola**

**Internal Quality Assurance Cell (IQAC)**

**Minutes of the Meeting**

A meeting of the IQAC Committee was held on 15 June 2020 at 3 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.S.R.Damodar - Member 
5. Dr.B.S.Wazire - Member 
6. Dr.A.M.Khare - Member 
7. Dr.A.S.Sonone - Member 
8. Dr.P.R.Gawai - Member 
9. Prof. Sandeep Kale -Alumi Representative 
10. Prof.Sanjay Khadse - Residential Deputy Collector  
(Representative Local Society)
11. Shri.P.D.Khandelwal - Member (Industrialist) 
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 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.**



There being no other issues to discuss, the meeting ended with a vote of thanks to the chair. The meeting was conducted as per the norms of COVID19.



**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 23<sup>rd</sup> July 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 admission policy of the college for the session 2020-2021
3. To approve the academic calendar (2020-2021) of the college and annual Teaching plan.
4. To discuss the perspective plan of 2020-2021.
5. Up-gradation of the College website
6. Introduction of M.A.(Yogashashtra)
7. Discuss the various platforms for teaching and learning process.
8. Awareness about Covid-19 Pandemic.
9. Any subject arise at the time of meeting with kind permission of the Chairperson

  
Coordinator

Co ordinator  
(IQAC) IQAC

Sitabai Arts, Commerce &  
Science College, Akola (M.S.)  
Date- 05/07/2020

  
Principal  
Sitabai Arts, Commerce & Science College,  
AKOLA

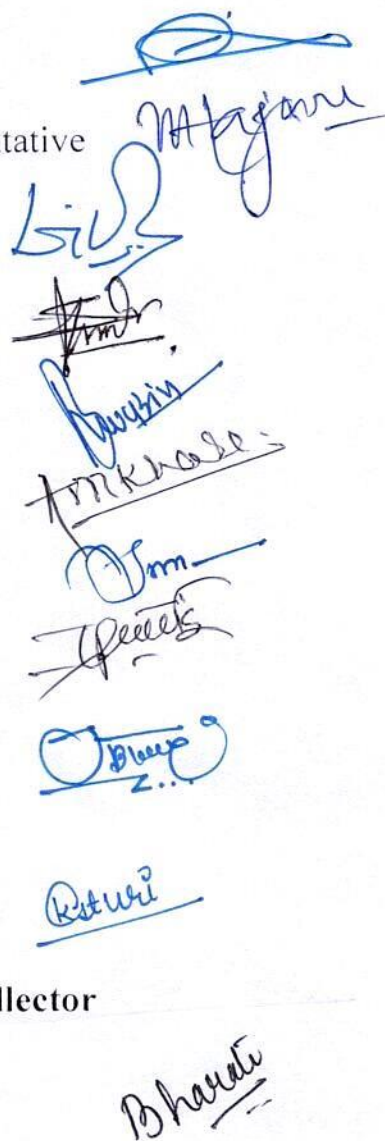
# SITABAI ARTS COLLEGE, AKOLA

## Internal Quality Assurance Cell (IQAC)

### Minutes of the Meeting

A meeting of the IQAC Committee was held on 23<sup>rd</sup> July 2020 at 3 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. Prof.S.R.Damodar         | - Member   |
| 5. Dr.B.S.Wazire            | - Member   |
| 6. Dr.A.M.Khare             | - Member   |
| 7. Dr.A.S.Sonone            | - Member   |
| 8. Dr.P.R.Gawai             | - Member   |
| 9. Prof.Sandeep Kale        | - Alumni Representative  |
| 10. Shri.P.D.Khandelwal     | - Member (Industrialist)   |
| 11. Ku.Kasturi Dharashivkar | - Student Representative   |
| 12. Prof.Sanjay Khadse      | - Residential Deputy Collector<br>(Representative Local Society) |
| 13. Dr.B.S.Patnaik          | - Coordinator  |

  
The block contains handwritten signatures in blue ink corresponding to the members listed on the left. The signatures are: Dr. R.D. Sikchi, Prof. V.T. Hajare, Dr. D.E. Umbarkar, Prof. S.R. Damodar, Dr. B.S. Wazire, Dr. A.M. Khare, Dr. A.S. Sonone, Dr. P.R. Gawai, Prof. Sandeep Kale, Shri. P.D. Khandelwal, Ku. Kasturi Dharashivkar, Prof. Sanjay Khadse, and Dr. B.S. Patnaik.



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 2020-21**

**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 (2020-2021) of the college and annual teaching plan.**

**Resolution:-**The academic calendar of the college for the year 2020-21 was presented before the committee. The committee discussed over the content and academic plan of the year 2020-2021 and with some suggestions given by the members. The academic calendar of the year 2020-2021 has been finalized.

**Item No-4-To discuss about the perspective plan of the 2020-2021**

The need of having perspective plan for 2020-2021 was discussed and the coordinator shared the updates of the AQAR report.

**Item No-5 Up-gradation of the college website.**

**Resolution :-** The IQAC Coordinator Dr.B.S.Patnaik Suggested the need to upgrade the college website during the Covid -19 Pandemic .Dr.A.S.Sonone suggested some areas where the up gradation has to be done. It was decided to contact the website developer for up gradation.



**Item No-6 Introduction of M.A.(Yogshashtra).**

**Resolution:-** The principal Dr.R.D.Sikchi informed the members about the introduction of M.A.(Yogshashtra) from the session 2020-2021.He gave details regarding the intake capacity ,fees structure, admission procedure and requested the member to promote the new course.

**Item No-7 To discuss the various platforms for teaching and learning process**

**Resolution:-** The committee discuss the pandemic situation and adverse effects 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 members to be in contact with the students with the help of social media platforms like, whats app, Google Classrooms ,Zoom ,Google Meet, etc.

**Item No8- Awareness about Covid -19 pandemic.**

**Resolution: -** Looking at the pandemic situation and adverse effects of the lockdown It was decided by the committee to strictly follow guidelines regarding the Covid-19 pandemic in the college premises IQAC coordinator asked the members to organize various programs ,quizzes etc through various social Media Platforms for staff and students.

There being no other issues to discuss, the meeting ended with a vote of thanks to the chair.The meeting was conducted as per the norms of Covid-19

  
Coordinator

**Co ordinator**  
**IQAC IQAC**  
Sitabai Arts, Commerce &  
Science College, Akola (M.S.)

  
**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 2nd Nov.2020 at 2 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 (2019-2020)
3. Meeting of the teaching faculty regarding the constitution of criterion wise in charge.
4. Organization of online Seminars,Conference,Workshops.
5. Introduction of new Certificate Courses.
6. Apply for Ph.D.research Centre in new subjects
7. To established MoU with institution /Industries.
5. Any other subject arise at the time with kind permission of the chairperson.

  
Coordinator

Co ordinator  
(IQAC) IQAC

Sitabai Arts, Commerce &

Date- 17/11/2020 Sitabai Arts, Commerce & Science College, Akola (M.S.)



Principal  
Sitabai Arts,Commerce & Science College,  
AKOLA




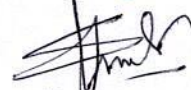

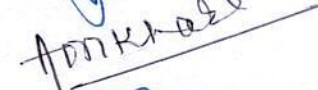




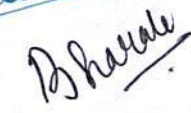


# SITABAI ARTS COLLEGE, AKOLA

## Internal Quality Assurance Cell (IQAC)

### Minutes of the Meeting

A meeting of the IQAC Committee was held on 2<sup>nd</sup> November 2020 at 2 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. Prof.S.R.Damodar         | - Member   |  |
| 5. Dr.B.S.Wazire            | - Member   |  |
| 6. Dr.A.M.Khare             | - Member   |  |
| 7. Dr.A.S.Sonone            | - Member   |  |
| 8. Dr.P.R.Gawai             | - Member   |  |
| 9. Prof. Sandeep Kale       | - Alumi Representative   |  |
| 10. Prof.Sanjay Khadse      | - Residential Deputy Collector<br>(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 (2020-2021)**

**Resolution:-**The IQAC Coordinator ,Dr.B.S.Patnaik informed the faculty members to submit their Academic Performance Indicator Forms to the IQAC office till 30 Nov2020.

**Item No-3- Meeting of the teaching faculty regarding the constitution of criterion wise in charge**

**Resolution:-**The IQAC coordinator Dr.B.S.Patnaik emphasized on reconstitution of IQAC as some of the faculty members where superannuated .Criterion wise in charge were appointed .

Criterion –I Prof.D.R.Damodar

Criterion- II Dr.K.P.Kshirsagar

Criterion- III Dr.S.P.Gaigol

Criterion- IV Dr.A.S.Sonone

Criterion- V Dr.A.M.Khare

Criterion -VI Dr.B.S.Wazire

Criterion-VII Prof.B.B.Dharne

The IQAC coordinator informed the respective criterion In charge to collect the information /data and documents about their criterion from the departments and faculty members.

**Item -4 - Organization of online Seminars, Conference, Workshops.**

**Resolution:-** Prof.V.T.Hajare, suggested to organize online seminars, workshops/conferences during the pandemic situation. Dr.B.S.Patnaik ,Dr.D.E.Umbarkar, Dr.P.R.Gawai ,Dr.S.K.Keswani, gave their consent to organize online conferences.

**Item-5. Introduction of new Certificate Courses.**

**Resolution:-** The principal Dr.R.D.Sikchi informed the members to introduce certificate course .It was decided to introduce certificate courses in the department of English, Sanskrit., Sociology, Political Science, Hindi.

**Item-6 Apply for Ph.D.research Centre in new subjects**

**Resolution:-**After discussion it was decided to prepare proposal for Ph.D.research centre in Library Science .Dr.A.S.Sonone was given the responsibility to prepare and submit the proposal to the university.

**Item-7 To established MoU with institution /Industries**

**Resolution :-** For the promotion of research and academic activities it was decided to establish MoUs with institution/industries .The principal directed the faculty members to sign MoUs with institution and Industries.

**Item 8- Any other issue with kind permission of the chair.**

There being no other issues to discuss, the meeting ended .Dr.B.S.Patnaik proposed the vote of Thanks. The Meeting was conducted with Covid -19 Protocols .

  
**Coordinator**  
**Co ordinator**  
**IQAC**

Sitabai Arts, Commerce &  
Science College, Akola (M.S.)



**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 25<sup>th</sup> Feb.2021 at 1.30 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 discuss regarding mode of examination from offline to online.
3. Discuss regarding online feedback system.
4. To discuss about the university examination fees.
5. Discuss and review of Academic Calender and Academic Activities.
6. Any other subject arise at the time with kind permission of the chairperson.

  
Coordinator

Coordinator  
(IQAC)

Sitabai Arts, Commerce &  
Science College, Akola (M.S.)  
Date-10/02/2021



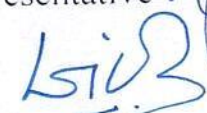


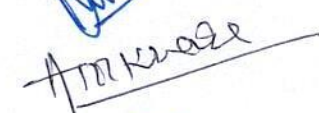

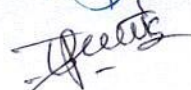
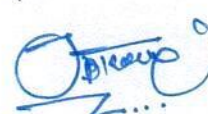

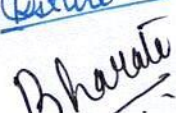
  
Principal  
Principal  
Sitabai Arts, Commerce & Science College,  
AKOLA

**Sitabai Arts College, Akola**

**Internal Quality Assurance Cell (IQAC)**

**Minutes of the Meeting**

A meeting of the IQAC Committee was held on 25<sup>th</sup> Feb.2021 at 1.30 PM in the Principal's chamber .Dr.R.D.Sikchi, the chairperson presided over the meeting .The following members were present.

- |     |                                |  |   |
|-----|--------------------------------|--|---|
| 1.  | <b>Dr.R.D.Sikchi</b>           | - Chairperson  |    |
| 2.  | <b>Prof.V.T.Hajare</b>         | - Management Representative                                      |    |
| 3.  | <b>Dr.D.E.Umbarkar</b>         | - Member   |    |
| 4.  | <b>Prof.S.R.Damodar</b>        | - Member   |   |
| 5.  | <b>Dr.B.S.Wazire</b>           | - Member   |  |
| 6.  | <b>Dr.A.M.Khare</b>            | - Member   |  |
| 7.  | <b>Dr.A.S.Sonone</b>           | - Member   |  |
| 8.  | <b>Dr.P.R.Gawai</b>            | - Member   |  |
| 9.  | <b>Prof. Sandeep Kale</b>      | - Alumni Representative  |  |
| 10. | <b>Prof.SanjayKhadse</b>       | - Residential Deputy Collector<br>(Representative Local Society) |   |
| 11. | <b>Shri.P.D.Khandelwal</b>     | - Member (Industrialist)   |   |
| 12. | <b>Ku.Kasturi Dharashivkar</b> | - Students Representative  |  |
| 13. | <b>Dr.B.S.Patnaik</b>          | - 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 regarding mode of examination from offline to online.**

**Resolution:-**The Principal ,Dr.R.D.Sikchi informed the faculty members about regarding the shift of university examinations from offline to online due to covid-19.He emphasized on the up gradation of college website and informed that all the details regarding examination would be displayed on the college website. The students will be asked to visit the website for their role numbers ,Examination timetable.etc. .

**Item-3 Discuss regarding online feedback system.**

**Resolution: -** looking at the pandemic situation it was unanimously decided that the online feedback system should be initiated .Dr.B.G.Jogdand was given responsibility to prepare google form for student feedback and it should be circulated in different whats app groups.

**Item-4 To discuss about the university examination fees.**

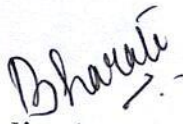
**Resolution:-**Due to the Covid -19 pandemic situation students were not physically permitted to fill the examination form with fees.The Principal Dr.R.D.Sikchi informed that due to the conveyance problem majority of the rural students were unable to fill the examination form and submit the fees .After discussion it was decided that college administration would be directed for the payment of University examination fees of all students.

**Item-5. Discuss and review of Academic Calender and Academic Activities.**

**Resolution :-** The principal discuss and reviewed the academic calendar and activities of the all the departments and gave his suggestions.

**Item. Any other subject arise at the time with kind permission of the chairperson.**

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

  
**Coordinator**  
**Co ordinator**  
**IQAC**  
**Sitabai Arts, Commerce & Science College, Akola (M.S.)**

  
**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 6 July 2021 at 2 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. Meeting of the teaching faculty to discuss the revised AQAR guidelines of NAAC.
3. To discuss the update of AQAR Report (19-20)
4. To register for ISO Certification .
5. To discuss about the financial support from non government agencies for research projects.
5. Any other issue with kind permission of the chair.

Coordinator

*Bharati*  
**Co ordinator**  
**(IQAC) IQAC**

Sitabai Arts, Commerce & Science College, Akola (M.S.)  
Date-20/06/2021



**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 6 July 2021 at 2 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. **Prof. S.R. Damodar** - Member
5. **Dr. B.S. Wazire** - Member
6. **Dr. A.M. Khare** - Member
7. **Dr. A.S. Sonone** - Member
8. **Dr. P.R. Gawai** - Member
9. **Prof. Sandeep Kale** - Alumni Representative
10. **Prof. Sanjay Khadse** - 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-2- Meeting of the teaching faculty to discuss the revised AQAR guidelines of NAAC.**

**Resolution:-** IQAC Coordinator Dr.B.S.Patnaik presented a power point presentation on revised AQAR guideless of NAAC. She further stated that revised AQAR guidelines will effective from the session 20-21.She solved the many queries received from faculty members.

**Item-3:- To discuss the update of AQAR Report (19-20)**

**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 August 2021.For this inputs from various departments were asked to submit 15 days. Criterion heads were informed to collect the data.

**Item-4- To register for ISO Certification.**

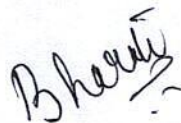
**Resolution:-**It was unanimously decided that institution should apply for ISO certification.Resposibility for the proposal was given to Dr.S.P.Gaigol.

**Item-5 To discuss about the financial support from non government agencies for research projects.**

**Resolution :-** Dr.A.S.Sonone suggested the need of financial support from non government agencies for research projects. The principal Dr.R.D.Sikchi requested the faculty members to take efforts to have research fund sanctioned and received from various non government agencies.

Item-6- 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.



**IQAC,Coordinator**  
**Co ordinator**  
**IQAC**  
Sitabai Arts, Commerce &  
Science College, Akola (M.S.)



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



# SITABAI ARTS, COMMERCE AND SCIENCE COLLEGE, AKOLA

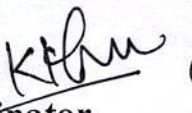
## Internal Quality Assurance Cell (IQAC)

### NOTICE

A meeting of the IQAC Committee will be held on 19 July 2021 at 3 P.M. in the Principals Chamber. The Following is the agenda of today's meeting.

### AGENDA

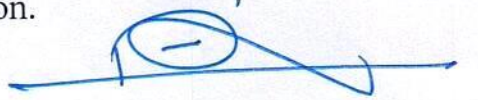
1. To review and confirm the minute of the previous meeting.
2. To review and discuss the admission policy of the college for the session 2021-2022
3. To approve the academic calendar (2021-2022) of the college and annual Teaching plan.
4. To discuss the perspective plan of 2021-2022.
5. To organize International/National /State level Seminars/workshops /Conferences.
6. To Introduce new add on courses.
7. To prepare proposals for Ph.D. Research Centers in Marathi ,Economics and Library Science.
8. Any other issue with prior permission of the chairperson.

  
Coordinator

Coordinator  
IQAC

Sitabai Arts, Commerce & Science College Akola (M.S.)  
Date: 17/07/2021





Principal

Principal  
Sitabai Arts, Commerce & Science College,  
AKOLA



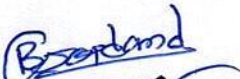






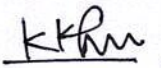


# SITABAI ARTS, COMMERCE AND SCIENCE COLLEGE, AKOLA

## Internal Quality Assurance Cell (IQAC)

### Minutes of the Meeting

A meeting of the IQAC Committee was held on 19<sup>th</sup> July 2021 at 3 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. S. P. Gaigol       | - Member                                  |  |
| 4. Prof. S.R. Damodar     | - Member                                  |     |
| 5. Dr. B.S. Wazire        | - Member                                  |  |
| 6. Dr. B.G. Jogdand       | - Member                                  |  |
| 7. Dr. A.S. Sonone        | - Member                                  |  |
| 8. Dr. P.R. Gawai         | - Member                                  |   |
| 9. Dr. D.R. Elalkar       | - Member                                  |  |
| 10. Prof. B.B. Dharne     | - Member                                  |   |
| 11. Shri N.B. Ingle       | - Member                                  |  |
| 12. Prof. Sandeep Kale    | - Alumni Representative                   |  |
| 13. Shri. P.D. Khandelwal | - Member (Industrialist)                  |  |
| 14. Ashish Dongre         | - Student Representative                  |  |
| 15. Prof. Sanjay Khadse   | - R. D. C. (Representative Local Society) |  |
| 16. Dr. K. D. Kshirsagar  | - Coordinator                             |  |

The Coordinator of IQAC Dr. K. D. Kshirsagar 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. K. D. Kshirsagar 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 2021-2022**



**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 (2021-2022) of the college and annual teaching plan.**

**Resolution:-**The academic calendar of the college for the year 2021-22 was presented before the committee. The committee discussed over the content and academic plan of the year 2021-22 and with some suggestions given by the members. The academic calendar of the year 2021-22 been finalized.

**Item No-4-To discuss about the perspective plan of the 2021-2022**

The need of having perspective plan for 2021-2022 was discussed and the coordinator shared the updates of the AQAR report.

**Item No-5 To organize International/National /State level Seminars/workshops /Conferences.**

**Resolution :-** The IQAC Coordinator Dr. K. D. Kshirsagar Suggested the need to organizing the national international level, Conference, Seminars and workshops in the wake of new education policy as well as changing global scenario of academics. Dr. A. S. Sonone also suggested some areas of academic interest from the point of conference organizing. **Item No-6 To Introduce new add on courses.**

**Resolution:-** The principal Dr.R.D.Sikchi informed the members about the introduction of new add on courses in commerce and science stream from the session 2021-2022. He gave details regarding the intake capacity, fees structure, admission procedure and requested the member to promote the new course.

**Item No-7 To prepare proposals for Ph.D. Research Centers in Marathi ,Economics and Library Science**

**Resolution:-** Dr.R.D.Sikchi, the chairman of the committee, and Principal gave some suggestions regarding improvements in existing infrastructure of research centres and also expressed desire to introduce new research centres in the college. He asked to senior members of faculty to contact the university department and prepare proposal required.

**Item No 8- Any other issue with prior permission of the chairperson**

**Resolution:**

There being no other issue raised by any of the members present, the meeting ended with a vote of thanks to the chair and attendee by the IQAC co-ordinator Dr K. B. Kshirsagar.

  
Coordinator

**IQAC**

**Co ordinator  
IQAC**

**Sitabai Arts, Commerce &  
Science College Akola (M.S.)**



  
Principal

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



# SITABAI ARTS, COMMERCE AND SCIENCE COLLEGE, AKOLA

Internal Quality Assurance Cell (IQAC)

## NOTICE

A meeting of the IQAC Committee will be held 14 October 2021 at 2 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 introduce alternative energy sources.
3. Meeting of the teaching faculty regarding the constitution of criterion wise in charge.
4. To established MoU with institution /Industries.
5. To upgrade the library and administrative softwares.
6. To motivate the teachers to publish their research papers in UGC care listed journals.
7. Any other subject arise at the time with kind permission of the chairperson.

Coordinator

(IQAC)

Date: 06/10/2021

Sitabai Arts, Commerce &  
Science College Akola (M.S.)

Co ordinator  
IQAC



Principal

Principal  
Sitabai Arts, Commerce & Science College,  
AKOLA





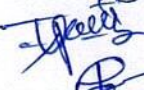





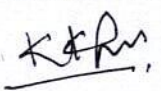


# SITABAI ARTS, COMMERCE AND SCIENCE COLLEGE, AKOLA

## Internal Quality Assurance Cell (IQAC)

### Minutes of the Meeting

A meeting of the IQAC Committee was held on 14 October 2021 at 2 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. S. P. Gaigol      | - Member                                 |  |
| 4. Prof.S.R.Damodar      | - Member                                 |    |
| 5. Dr.B.S.Wazire         | - Member                                 |  |
| 6. Dr.B.G.Jogdand        | - Member                                 |  |
| 7. Dr.A.S.Sonone         | - Member                                 |   |
| 8. Dr.P.R.Gawai          | - Member                                 |   |
| 9. Dr.D.R.Elalkar        | - Member                                 |   |
| 10 Prof.B.B.Dharne       | - Member                                 |  |
| 11.Shri N.B.Ingle        | - Member                                 |   |
| 12. Prof. Sandeep Kale   | - Alumi Representative                   |  |
| 13.Shri. P.D. Khandelwal | - Member (Industrialist)                 |  |
| 14. Ashish Dongre        | -Student Representative                  |  |
| 15. Prof. Sanjay Khadse  | - R. D. C.(Representative Local Society) |  |
| 16 .Dr. K. D. Kshirsagar | - Coordinator                            |  |

The Coordinator of IQAC Dr. ~~K. D. Kshirsagar~~ <sup>GAR</sup> 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. K. D. Kshirsagar, 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 introduce alternative energy sources. (2021-2022)

**Resolution:-**The IQAC Coordinator, Dr K. D. Kshirsagar stated the need of creating alternative energy resources in the college from accreditation point of view. The Chairperson agreed and asked to contact the agency and call for quotations required through proper channel. It was decided to install moderate solar energy panel this year 2021-22, by the end of the session.

**Item No-3-** Meeting of the teaching faculty regarding the constitution of criterion wise in charge.

**Resolution:-**The IQAC coordinator Dr. K. D. Kshirsagar emphasized on reconstitution of IQAC as some of the faculty members where superannuated .Criterion wise in charge were appointed.

Criterion –I Prof. D. R.Damodar

Criterion- II Dr. K. D. Kshirsagar

Criterion- III Dr. S. P. Gaigol

Criterion- IV Dr. A. S. Sonone

Criterion- V Dr. D. R. Elalkar

Criterion -VI Dr. S. G. Kulkarni

Criterion-VII Prof. B. B. Dharne

The IQAC coordinator informed the respective criterion In charge to collect the information /data and documents about their criterion from the departments and faculty members.

**Item -4 -** To established MoU with institution /Industries.

**Resolution:-** Dr K. D. Kshirsagar, Co-ordinator, IQAC has stated the need of raising quality index by making MoUs with the institutes of national and international reputes. The members present agreed and decided to enter into



MoUs with the nearby national as well as international institutes of likeminded interest.

**Item-5** To upgrade the library and administrative softwares

**Resolution:-** The issue of library automation and up gradation was discussed and decided to install new updated version SOUL 3.0 this year in the college library. Dr A. S. Sonone, Librarian was assigned the task as he was familiar with the latest technological development.

**Item-6** To motivate the teachers to publish their research papers in UGC care listed journals.

**Resolution:-**In order to motivate the faculty to undertake and publish their research work in the UGC CARE owned journals only. Despite reluctance from the few most of the members unanimously agreed to publish only through these journals.

**Item 7- Any other issue with kind permission of the chair.**

There being no other issues to discuss, the meeting ended Dr. K. D. Kshirsagar proposed the vote of Thanks. The Meeting was conducted with Covid -19 Protocols .



**Coordinator**

**Co ordinator  
IQAC**

**Sitabai Arts, Commerce &  
Science College Akola (M.S.)**



**Principal  
Principal**

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



# SITABAI ARTS, COMMERCE AND SCIENCE COLLEGE, AKOLA

Internal Quality Assurance Cell (IQAC)

## NOTICE

A meeting of the IQAC Committee will be held on 17 January 2022 at 1.30 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. Regarding the submission of API.
3. To examine the work the criteria committees to prepare SSR.
4. Discussion on the Feedbacks received from various stake holders.
5. To encourage the faculty members for achieving awards and Promotions.
6. Any other subject arise at the time with kind permission of the

Chairperson

Coordinator

(IQAC)

Date: 11/01/2022

Co ordinator  
IQAC

Sitabai Arts, Commerce &

Science College Akola (M.S.)



Principal

Principal

Sitabai Arts, Commerce & Science College,  
AKOLA



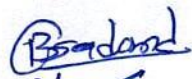










# SITABAI ARTS, COMMERCE AND SCIENCE COLLEGE, AKOLA

## Internal Quality Assurance Cell (IQAC)

### Minutes of the Meeting

A meeting of the IQAC Committee was held on 17 January 2022 at 1.30 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. S. P. Gaigol       | - Member                                  |   |
| 4. Prof. S.R. Damodar     | - Member                                  |      |
| 5. Dr. B.S. Wazire        | - Member                                  |   |
| 6. Dr. B.G. Jogdand       | - Member                                  |    |
| 7. Dr. A.S. Sonone        | - Member                                  |   |
| 8. Dr. P.R. Gawai         | - Member                                  |   |
| 9. Dr. D.R. Elalkar       | - Member                                  |   |
| 10. Prof. B.B. Dharne     | - Member                                  |   |
| 11. Shri N.B. Ingle       | - Member                                  |    |
| 12. Prof. Sandeep Kale    | - Alumni Representative                   |  |
| 13. Shri. P.D. Khandelwal | - Member (Industrialist)                  |   |
| 14. Ashish Dongre         | - Student Representative                  |  |
| 15. Prof. Sanjay Khadse   | - R. D. C. (Representative Local Society) |   |
| 16. Dr. K. D. Kshirsagar  | - Coordinator                             |   |

The Coordinator of IQAC Dr. K. D. Kshirsagar 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. K. D. Kshirsagar, co-ordinator, 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** Regarding the submission of API.

**Resolution:-**The Principal ,Dr. R. D.Sikchi informed the faculty members to submit their annual API forms to IQAC towards the end of this month. All members agreed without raising any issue.

**Item-3** To examine the work the criteria committees to prepare SSR

**Resolution:** - The IQAC Co-ordinator expressed the need of pre-preparation of the SSR before going for assessment abruptly and this was also the protocol, she stated. Dr R. D. Sikchi, the chair person has informed to submit the progress of work of each of the criteria committee constituted earlier before the beginning this session.

**Item-4** Discussion on the Feedbacks received from various stake holders.

**Resolution:-** As the IQAc co-coordinator expressed the need of feedback to be collected, analyzed and actions there upon to be taken, the Feedback committee convener reported that feedback was conducted and collected from all the stake holders including the Alumnis.

**Item-5.** To encourage the faculty members for achieving awards and Promotions.

**Resolution :-** The principal Dr R. D. Sikchi highlighted the grand inheritance of the college and its faculty strength and appealed to the existing regular faculty to extend the display their expertise so that they could catch the awards and medals for their achievement for which they too are capable. He also explained the new process of CAS of UGC benefits and the way to avail those benefits.



**Item.6 Any other subject arise at the time with kind permission of the chairperson.**

There being no other issues to discuss, the meeting ended with a vote of thanks to the chair by Dr K. D. Kshirsagar.



**Coordinator**

**Co ordinator  
IQAC**

Sitabai Arts, Commerce &  
Science College Akola (M.S.)



**Principal**

Principal  
Sitabai Arts, Commerce & Science College,  
AKOLA

# SITABAI ARTS, COMMERCE AND SCIENCE COLLEGE, AKOLA

Internal Quality Assurance Cell (IQAC)

## NOTICE


A meeting of the IQAC Committee will be held on 7 March 2022 at 2 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. Meeting of the teaching faculty to discuss the revised AQAR guidelines of NAAC.
3. To discuss the update of AQAR Report (2021-22)
4. To discuss on the implementation of the CBCS.
5. To prepare offline SSR.
6. Any other issue with kind permission of the chair.

  
**Coordinator**  
**Co ordinator**  
**(IQAC) IQAC**  
Sitabai Arts, Commerce &  
Science College Akola (M.S.)  
**Date-26/02/2022**



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



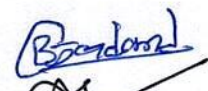

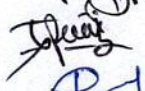
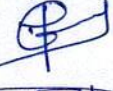




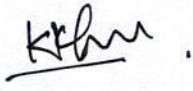


# SITABAI ARTS, COMMERCE AND SCIENCE COLLEGE, AKOLA

## Internal Quality Assurance Cell (IQAC)

### Minutes of the Meeting

A meeting of the IQAC Committee was held on 7 March 2022 at 2PM 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. S. P. Gaigol      | - Member                                 |  |
| 4. Prof.S.R.Damodar      | - Member                                 |    |
| 5. Dr.B.S.Wazire         | - Member                                 |  |
| 6. Dr.B.G.Jogdand        | - Member                                 |  |
| 7. Dr.A.S.Sonone         | - Member                                 |  |
| 8. Dr.P.R.Gawai          | - Member                                 |   |
| 9. Dr.D.R.Elalkar        | - Member                                 |   |
| 10 Prof.B.B.Dharne       | - Member                                 |  |
| 11.Shri N.B.Ingle        | - Member                                 |   |
| 12. Prof. Sandeep Kale   | - Alumni Representative                  |  |
| 13.Shri. P.D. Khandelwal | - Member (Industrialist)                 |  |
| 14. Ashish Dongre        | -Student Representative                  |  |
| 15. Prof. Sanjay Khadse  | - R. D. C.(Representative Local Society) |  |
| 16 .Dr. K. D. Kshirsagar | - Coordinator                            |  |

The Coordinator of IQAC Dr. K. D. Kshirsagar 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. K. D. Kshirsagar, 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-** Meeting of the teaching faculty to discuss the revised AQAR guidelines of NAAC.

**Resolution:-** IQAC Coordinator Dr. K. D. Kshirsagar presented a revised AQAR guideless through power point presentation. She further added, this revised AQAR guidelines will effective from the session 21-22 hence urged up gradation of work style. She solved the many queries received from faculty members.

**Item-3:- To discuss the update of AQAR Report (2021-22)**

**Resolution:** - IQAC Coordinator. Dr. K. D. Kshirsagar informed the faculty members that the AQAR for the session 2021-22 was to be submitted before 31 August 2022. And inputs from various departments were asked to submit 15 days. Criterion heads were informed to collect the data.

**Item-4-** To discuss on the implementation of the CBCS.

**Resolution:-** With the new turn accepted by the parent university to go ahead with the new pattern CBCS to be implemented, it was put to discuss the issue with its applicability.

**Item-5** To prepare offline SSR.

**Resolution :-** Dr. A. S. Sonone suggested the need of technical support for prepaeration of SSR, for the Principal suggested to assign the work to administrative staff to provide such assistance to the Co-Ordinator.



**Item-6- 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 by Dr K. D. Kshirsagar.



**IQAC, Coordinator**

**Co ordinator  
IQAC**

**Sitabai Arts, Commerce &  
Science College Akola (M.S.)**



**Principal**

Principal  
Sitabai Arts, Commerce & Science College,  
AKOLA