

**Venkatesh Mahajan Senior College, Osmanabad**  
**Internal Quality Assurance Cell 2020-21**  
**IQAC meeting**

**Date: 26/06/20**

**Time: 11 a.m.**

**Venue: Hall no. Principal Cabin**

**Following members were present for the meeting.**

Sr. No.	Name
1	Dr. Chaudhari P. G. Principal
2	Dr. Banale A. R. Coordinator IQAC
3	Dr. Vayachal V. V. NAAC Coordinator
4	Dr. Mane M. Y. Teacher Representative
5	Shri Shinde A. R. Teacher Representative
6	Dr. Chaudhari M. S. Teacher Representative
7	Dr. Chikhale L. P. Teacher Representative
8	Shri. Tupsamindar N. Teacher Representative
9	Dr. Kulkarni J. R. Teacher Representative
10	Shri. Khandekar S. B. Administrative Officer
11	Shri. Mahajan S. S. Librarian

**Minutes of meeting:**

An IQAC meeting of seven criteria head along with the Physical Director and the librarian was held on 26th June 2020 to plan for the academic year 20-21. Following points were discussed in the meeting.

1. College committees were restructured and distributed to the concern faculties by the principal.
2. In the meeting principal Dr. Chaudhari Sir informed the members about the college YouTube channel and the creation of Facebook page of the college.
3. Shri Shinde A.R. provided the details of the website. Whitecode software will hand over the website to the college within a month.
4. Coordinator Dr. Banale pointed towards the incomplete work of feedback and SSS due to the lockdown and the further formalities were put to hold. Principal Sir told Dr. Mane and Dr. Shinde to complete it as early as possible.
5. As the coordinator of criterion 1 is busy with other college responsibilities, the criterion 1 is shifted to Dr. Mane M.Y.
6. It is decided to create what'sApp groups of II and III year students to provide them with the study materials and videos.
7. It is decided to conduct E-content development workshop for the faculty members to become more technologically update.
- 8 Submission of proposal under National Skills Qualifications Framework (NSQF)

9. Due to Covid19 it is not clear when the institutions would be open for students, so it is decided to strengthen the tutor ward scheme to keep contacts with students.

10. Shri Rasve D.S. is relieved from the Academic Calendar committee and that will be prepared and monitored by the IQAC Coordinator.



**Coordinator IQAC**  
**Coordinator**  
Internal Quality Assurance Cell  
Venkatesh Mahajan Senior College  
Osmanabad



**Principal**  
**PRINCIPAL**  
Venkatesh Mahajan Senior College,  
Osmanabad 413501

**Venkatesh Mahajan Senior College, Osmanabad**  
**Internal Quality Assurance Cell 2020-21**  
**Action taken/ Compliance to the decision taken for Quality Initiatives by**  
**IQAC (As per Meeting dated: 26/06/2020)**

Sr. No.	Quality Initiatives planned	Conduct of the activities
1.	Formation of College committees	College committees formed for Academic Year 2020-21 and circulated for information of all.
2.	College YouTube Channel and the creation of Facebook page of the college.	YouTube channel and Facebook page of the college is created.
3.	College website	Website updating began.
4.	Feedback and SSS	Feedback and SSS was completed.
5.	WhatsApp groups of II and III year students to provide them with the study materials and videos	WhatsApp groups of II and III year students were created.
6.	Conduct of E-content development workshop for the faculty members	E-content development workshop was conducted on <b>01/07/20 to 08/07/20</b>
7.	Strengthen the tutor ward scheme	Strengthened the tutor ward scheme.
8.	Submission of proposal under National Skills Qualifications Framework(NSQF)	Submitted on <b>23/07/20</b> and sanctioned on <b>23/10/20</b>

  
**Coordinator IQAC**  
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Internal Quality Assurance Cell  
Venkatesh Mahajan Senior College  
Osmanabad

  
**Principal**  
**PRINCIPAL**  
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**Venkatesh Mahajan Senior College, Osmanabad**  
**Internal Quality Assurance Cell 2020-21**  
**IQAC meeting to discuss the AQAR 2019-20**

**Date:** 21/10/20

**Time:** 11:30

a.m.

An IQAC meeting was called on 21/10/20 following members were present for the meeting.

<b>Sr. No.</b>	<b>Name</b>
1	Dr. Chaudhari P. G. Principal
2	Dr. Banale A. R. Coordinator IQAC
3	Dr. Vayachal V. V. NAAC Coordinator
4	Dr. Mane M. Y. Teacher Representative
5	Shri Shinde A. R. Teacher Representative
6	Dr. Chaudhari M. S. Teacher Representative
7	Dr. Chikhale L. P. Teacher Representative
8	Shri. Tupsamindar N. Teacher Representative
9	Dr. Kulkarni J. R. Teacher Representative
10	Shri. Khandekar S. B. Administrative Officer

Agenda of the meeting as follows:

- Preparation of Academic Calendar for the year 2020-21
- Analyses of Feedback for the AQAR 2019-20
- Orientation about online teaching
- Cleanliness observations regarding COVID 19 in the college campus

**Minutes of meeting:**

IQAC coordinator Dr. Banale A. R. presented the report of previous meeting.

Due to COVID 19 the academic year 20-21 is going to begin in the month of November, Principal Sir, suggested to prepare academic and other planning including the Academic Calendar.

Feedback from all stakeholders were collected and analyzed and appropriate measures were taken on the suggestions received from the stakeholders.

In house training for the preparation of e-content is provided to the teachers and according to the guidelines of the government on or off line classes will be

conducted. Principal Sir appreciated the efforts taken by all the faculty members for the creation of e-content and online classes.

The whole college campus is made ready to observe the cleanliness guidelines from the government. The meeting was concluded with a cordial vote of thanks to the chair.

  
**Coordinator IQAC**  
**Coordinator**  
Internal Quality Assurance Cell  
Venkatesh Mahajan Senior College  
Dummanabad

  
**Principal**  
**PRINCIPAL**  
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Dummanabad 413501

**Venkatesh Mahajan Senior College, Osmanabad**  
**Internal Quality Assurance Cell 2020-21**  
**Action taken/ Compliance to the decision taken for Quality Initiatives by**  
**IQAC (As per Meeting dated: 21/10/2020)**

Sr. No.	Quality Initiatives planned	Conduct of the activities
1.	Preparation of Academic Calendar for the year 2020-21	Academic Calendar for the year 2020-21 were prepared and submitted
2.	Analyses of Feedback for the AQAR 2019-20	Feedback for the AQAR 2019-20 is prepared and analyzed. A Copy is submitted to the affiliating university.
3.	Orientation about online teaching	Orientation about online teaching is made.
4.	Cleanliness observations regarding COVID 19 in the college campus	Cleanliness strictly observed in the college campus.

  
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**Venkatesh Mahajan Senior College, Osmanabad**  
**Internal Quality Assurance Cell 2020-21**  
**IQAC meeting to discuss the AQAR 2019-20**

**Date:** 20, 21, 22, 23 /07/21  
p.m.

**Time:** 12:30 to 02

Sr. No.	Name
1	Dr. Chaudhari P. G. Principal
2	Dr. Banale A. R. Coordinator IQAC
3	Dr. Vayachal V. V. NAAC Coordinator
4	Dr. Mane M. Y. Teacher Representative
5	Shri Shinde A. R. Teacher Representative
6	Dr. Chaudhari M. S. Teacher Representative
7	Dr. Chikhale L. P. Teacher Representative
8	Shri. Tupsamindar N. Teacher Representative
9	Dr. Kulkarni J. R. Teacher Representative
10	Shri. Khandekar S. B. Administrative Officer
11	Shri. Mahajan S. S. Librarian
12	Dr. Rasal S. V.
13	Dr. Bavikar S. P.

**Minutes of meeting and compliances to the decisions thereafter:**

An IQAC meeting of seven criteria head along with the Physical Director and the librarian was held on 20, 21, 22, 23 /07/2021 to discuss and know the Standard Operating System and Data Verification and Validation.

- Dr. Vayachal V. V. presented criterion wise points about the SOP and DVV.
- He explained the general instructions as well as the extended profile.
- A criterion wise discussion about the total weightage was also discussed.
- Criterion Ist is of 100 and is divided into 20 qualitative and 80 quantitative metrics.
- Criterion II is of 350 weightage and is divided into 130 qualitative metrics and 220 quantitative metrics.
- Criterion III is of 120 weightage and is divided into 25 qualitative metrics and 95 quantitative metrics.
- Criterion IV is of 100 weightage and is divided into 40 qualitative metrics and 60 quantitative metrics.
- Criterion V is of 130 weightage and is divided into 09 qualitative metrics and 121 quantitative metrics.



- Criterion VI is of 100 weightage and is divided into 63 qualitative metrics and 37 quantitative metrics.
- Criterion VII is of 100 weightage and is divided into 64 qualitative metrics and 36 quantitative metrics.
- These meetings were conducted daily from 12:30 to 02 pm. Printed copies of recent manual is given to all criterion heads. Principal Dr. Chaudhari P. G. appreciated the efforts taken by NAAC coordinator Dr. Vayachal V. V. The session concluded by the vote of thanks proposed by IQAC coordinator Dr. Banale A. R.

  
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