Meeting No.1 (Session 2020-21)

NOTICE

As directed by the Hon. Principal a meeting of the IQAC is scheduled on 05/08/2020 at 4:00 p.m. on online ZOOM platform. All the members are requested to attend the meeting on time.

Agenda:

- 1. Confirmation of minutes of the last meeting on dated 13/03/2020.
- 2. About COVID-19 pandemic Government (Central/ State) guidelines.
- 3. Work from Home Guidelines by SGBAU, Amravati and Academic Planning for the session 2020-21 as per the Academic Calendar of SGBAU.
- 4. To conduct online lectures and virtual practical lab.
- 5. Workshop related to New Education Policy (NEP) and NAAC to be attained/conducted.
- 6. Academic and Extension activities to be conducted throughout the session.
- 7. Admission for First year UG.
- 8. Conduction of online Examination of the Students.
- 9. Conduction of Academic Audit for the year 2019-20
- 10. Any other issues with the permission of the chair.

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Dr. Suchita P. Khodke

I.Q.A.C. Co-ordinator Vinayak Vidnyan Mahavidyalaya Nandgaon Kh.

Date: 04/08/2020

Place: Nandgaon Khandeshwar

INTERNAL QUALITY ASSURANCE CELL (IQAC) Meeting No.-1 of the session 2020-21 Dated 05/08/2020

Minutes

The meeting of the IQAC for the session 2020-21 was convened by the chairman on 05/08/2020 at 4:00 p.m. as per agenda circulated online by the IQAC coordinator to all the members. Dr. Suchita Khodke welcomes all the members and readout the agenda of the meeting with the permission of chairman.

Following are the minutes of the meeting No.1 dated 05/08/2020:

> Agenda 1: Confirmation of the minutes of the last meeting on dated 13/03/2020

All the HoDs have given the information about the conducted programs which were proposed in the meeting. Due to COVID-19 pandemic all of the programs were taken online. It is instructed to conduct awareness programs of COVID-19 pandemic through NSS and NCC units.

Agenda 2: About COVID-19 pandemic Government (Central/State) guidelines

All the staff members are requested to follow all the guidelines of central and state government on COVID-19 pandemic. The coordinator told that as per the norms, all staff members will work from home. For that one should use online mode of teaching. Also, advised to make Google Classroom for each subject of all the first, second and third year UG students of Science and Commerce.

Agenda 3: Work from Home Guidelines by SGBAU, Amravati and Academic Planning for the session 2020-21 as per the Academic Calendar of SGBAU All teaching staff were instructed to prepare planning of programs related to academic to be conducted during the session (Academic Strategy Plan) as per the Academic Calendar of SGBAU notification no.52/2020 dated 31/07/2020.

> Agenda 4: To conduct online lectures and virtual practical lab

It is suggested to prepare Teaching Plan for the session. For the Conduction of online lectures and practicals, it is decided to use ZOOM app or GOOGLE MEET app as per the ease. Also, instructed Librarian to make aware students about how to accesses online books of the library.

Agenda 5: Workshop related to New Education Policy (NEP) and NAAC to be attained/conducted.

The chairman asked the IQAC-Coordinator to inform the plan of NAAC workshop to be conducted in this session. It is suggested to attain the workshop related to NEP and NAAC in this session.

Agenda 6: Academic and Extension activities to be conducted throughout the session.

Each department are suggested to arrange workshops, seminars, guest lectures, various competition for the students. IQAC coordinator has suggested NCC and NSS coordinators to conduct extension activities like awareness programs of COVID-19 pandemic, distribution of Mask, blood donation camp etc. All the departments have given the information about the academic and extension activities to be conducted in this session. Following are the proposals of activities to be conducted by various departments:

Name of	Name of Activity	Date/Month/Duration of	
Department	(To be conducted)	Activity (Tentative)	
Physics	1) Equipment Maintenance and Repairing	1) First week of December	
Chemistry	1)Laboratory based induction training	1) Mid of December	

Mathematics	1) Online Quiz competition	1) First week October	
Botany	 Workshop on "Shevanti Cultivation" Wild Glory Micro-Green 	 Second Week of August Last week of August Einst week of Sentember 	
	4) World Ozone Day	 First week of September 16th September 	
Zoology	 Wild life Week-Aranya Sakha 	1) First week of October	
	2) Bird Week	 In the month of November First week of December 	
Commerce	3) Aids Awareness program1) Guest Lecture	1) In November or December	
Library	1) State level webinar on library as a learning Resources Centre	1) In the month of August	
NSS	 AIDS Day Intercollegiate Essay Competition 	 First week of December First week of December In the month of September 	
	 Mask distribution Cleaning of Bemada River Intercollegiate Essay 	 4) Mid of September 5) In the month of October 6) 23rd January 2021 	
	Competition 6) Parikrama Din		
NCC	 Mask Distribution Tree Plantation Blood Donation 	 First week of November Mid of November In December 	
Women Cell	1) Guest Lecture on Personal Grooming and Social Etiquettes	1) In the month of October	
	 Online elocution competition on Importance of women education for the progress of the nation 	2) In the month of March	
	3) Rendezvous with Dr Prachi Mehta	3) In the month of January	

All the above proposals were sanctioned and suggested to do all activities with considering all the norms of state government about COVID-19 pandemic. All the staff members were suggested to presanction the budget for activities if required through the IQAC-Coordinator. It was also decided that the monthly departmental information to submitted by every department by end of every month to the IQAC.

The Chairman and IQAC-Coordinator appreciates for successful conduction of the first "**International Web Conference NANOMAT-2020**" which was organized by Department of Physics on dated 20-21 June 2020. The report of it was submitted to the IQAC.

The Chairman and IQAC-Coordinator appreciates Dr. Nitesh Chore (Librarian) for successful conduction of **National Webinar on "IPR, Patents and Copyright"**. All the departments are requested to conduct such type of programs in the upcoming session.

> Agenda 7: Admission for First year UG

The work related to admission is assigned to all the heads of the departments. Also, suggested to prepare an action plan of it.

> Agenda 8: Conduction of online Examination of the Students

It suggested to prepare MCQs of the corresponding subject as the examination is going to be online as per the instructions of SGBAU. Also, suggested to make students aware of GOOGLE FORMS. Mock online examination should be taken for the practice. Also, suggested to follow all the instruction regarding the examination of SGBAU time to time.

> Agenda 9: Conduction of Academic Audit for the year 2019-20

As previously discussed, the dates for academic audit are confirmed and decided to conduct the internal Academic Audit for the year 2019-20 on dates 6/08/2020 to 10/08/2020.

> Agenda 10: Other issues with the permission of the Chair

The review of NAAC related work was taken and all the staff members are requested to continue the work of NAAC.

There being no other point to discuss, the meeting ended with vote of thanks.

Following members were present in the meeting:

1) Dr. Alka Bhise (Principal/Chairman)	5) Dr. Gajendrasing Pachlore (Member)
2) Dr. Suchita Khodke (IQAC-Coordinator)	6) Dr. Abhijit Bansod (Member)
3) Dr. Anant Wadatkar-Member	7) Dr. Dr. Prashant Kharat (Member)
4) Dr. Prafullkumar Tayade (Member)	8) Mr. Manoj Kale (Head Clerk)

Dr. Suchita P. Khodke

I.Q.A.C. Co-ordinator Vinayak Vidnyan Mahavidyalaya Nandgaon Kh.

Meeting No.2 (Session 2020-21)

NOTICE

As directed by the Hon. Principal a meeting of the IQAC is scheduled on 23/01/2021 at 4:30 p.m. on online ZOOM platform. All the members are requested to attend the meeting on time.

Agenda:

- 1. Confirmation of minutes of last meeting on dated 05/08/2020.
- 2. Proposals of activities to be conducted in the session.
- 3. Review of extension activates taken.
- 4. Review of Syllabus completion.
- 5. Review of Grievances
- 6. Review on NAAC related work
- 7. Conduction of online Examination
- 8. About COVID-19 pandemic Government (Central/ State) guidelines
- 9. About Certificate Courses to be run or already running or completed
- 10. Review of Academic Audit-2019-20
- 11. About Green-Energy-Environment Audit
- 12. Any other item with the permission of the chair.

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Dr. Suchita P. Khodke I.Q.A.C. Co-ordinator Vinayak Vidnyan Mahavidyalaya Nandgaon Kh.

Date: 18/01/2021 Place: Nandgaon Khandeshwar

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Meeting No.-2 of the session 2020-21

Dated 23/01/2021

Minutes

The meeting of the IQAC for the session 2020-21 was convened by the chairman on 23/01/2021 at 4:30 p.m. as per agenda circulated by the IQAC coordinator to all the members. Dr. Suchita Khodke welcomes all the members and readout the agenda of the meeting with the permission of chairman.

Following are the minutes of the meeting No.1 dated 23/01/2021:

> Agenda 1: Confirmation of minutes of the last meeting on dated 05/08/2020

All head of the departments have given the information of programs conducted till date which were proposed in the last meeting and to be conducted in the remaining session. The report of all the programs were submitted to the IQAC- Coordinator Dr. Suchita Khodke.

> Agenda 2: Proposals of programs to be Conducted by various departments

Following is the list of proposals of various academic and extension activity to be conducted during the session:

Name of	Name of Activity	Date/Month/Duration of
Department	(To be conducted)	Activity (Tentative)
Physics & Mathematics	Different Educational Activities at Prashna Chinha Adivasi Ashram Shala, Mangarul Chavala- Extension Activity	In the Month of March
Physics	C.V. Raman Lecturer Series for B.Sc. Students	In the month of February
Chemistry	 Educational Tour Visit E-poster Competition 	 1) In the month of February 2) In the month of February

NSS &NCC	1) Pulse Polio Vaccination Drive	1) In the month of February
	2) World Earth Day	•
	· · · · · · · · · · · · · · · · · · ·	2) In the month of April
	National Webinar on	
Botany	Science and technology to	
&	promote sustainable	In the month of February
Zoology	development with women	
	empowerment	
	Women Safety at Workplace	
Women Cell	and management of Stees in	In the month of April 2021
	life	*

All the departments are advised to conduct the academic and extension programs.

> Agenda 4: Review of Syllabus completion

Review of syllabus were taken from each department. All found to be consistent with the Academic Teaching Plan.

> Agenda 5: Review of Grievances

The coordinator of Grievance cell Dr. Pratibha Mahalle has informed about all the grievances, and she resolved them on time.

> Agenda 6: Review on NAAC related work

All the work related to NAAC were shown by the coordinators of Criteria. Some queries related to the criterion were discussed.

> Agenda 7: Conduction of online Examination

All the staff members are requested to keep eye on the notification of SGBAU examination and keep track of all the notices time to time given by the University.

> Agenda 8: About COVID-19 pandemic Government (Central/ State) guidelines

All the staff members are requested to follow all the guidelines of central and state government on COVID-19 pandemic. The coordinator told that as per the norms all staff members will work from home.

Agenda 9: About Certificate Courses to be run or already running or Completed

Dr. Dashrath Kale has submitted the following information about the certificate Courses.

Sr	Name of Add on Certificate	Course Code	Year of
No	Programs offered		offering
1	Certificate Course in Garden	Botany	2020-21
	Revitalizing Idea Necessities		
2	Certificate Course on Design	Physics	2020-21
	Fabrication of DC Power supply		
3	Certificate Course in Soil Analysis	Chemistry	2020-21
4	Certificate Course in "online e-content	Commerce	2020-21
	of digital marketing"		
5	Certificate Course in Apiculture	Zoology	2020-21

> Agenda 10: Review of Academic Audit-2019-20

The review of academic audit has been taken and corresponding suggestion/ recommendations were given to the departments for betterment in research, documentation, extension activities etc.

> Agenda 11: About Green-Energy-Environment Audit

It is decided to conduct for Green-Energy-Environment Audit through Certified Auditing firm "Nutan Urja Solutions".

> Agenda 12: Any other items with the permission of the chair

The IQAC- Coordinator requested all the staff members to do Orientation Program and Refresher course in the upcoming session.

The Chairman and IQAC-Coordinator appreciates the efforts taken by all the staff members in various activities and committees.

There being no other point to discuss, the meeting ended with vote of thanks.

Following members were present in the meeting:

1) Dr. Alka Bhise (Principal/Chairman)	5) Dr. Gajendrasing Pachlore (Member)
2) Dr. Suchita Khodke (IQAC-Coordinator)	6) Dr. Abhijit Bansod (Member)
3) Dr. Anant Wadatkar-Member	7) Dr. Dr. Prashant Kharat (Member)
4) Dr. Prafullkumar Tayade (Member)	8) Mr. Manoj Kale (Head Clerk)

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Dr. Suchita P. Khodke I.Q.A.C. Co-ordinator Vinayak Vidnyan Mahavidyalaya Nandgaon Kh.

Meeting No.3 (Session 2020-21)

NOTICE

As directed by the Hon. Principal a meeting of the IQAC is scheduled on 24/03/2021 at 4:35 p.m. on online ZOOM platform. All the staff members are requested to attend the meeting on time.

Agenda:

- 1. Confirmation of minutes of last meeting on dated 23/01/2021.
- 2. About COVID-19 pandemic Government (Central/ State) guidelines.
- 3. Academic planning of the summer session
- 4. To conduct online lectures and virtual practical lab
- 5. Proposals of academic and extension programs to be conducted during the session
- 6. Conduction of online Examination of the Students.
- 7. To conduct extension activities by NSS & NCC
- 8. Any other issues with the permission of chair

Date: 20/03/2021 Place: Nandgaon Khandeshwar Dr. Suchita P. Khodke I.Q.A.C. Co-ordinator Vinayak Vidnyan Mahavidyalaya Nandgaon Kh.

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Meeting No.-3 of the session 2020-21

Dated 24/03/2021

Minutes

The meeting of the IQAC for the session 2020-21 was convened by the chairman on 24/03/2021 at 4:35 p.m. as per agenda shown online by the IQAC coordinator to all the members. Dr. Suchita Khodke welcomes all the members and readout the agenda of the meeting with the permission of chairman.

Following are the minutes of the meeting No.1 dated 24/03/2021:

Agenda 1: Confirmation of minutes of last meeting on dated 23/01/2021 Confirmed the minutes of the last meeting on dated 23/01/2021. All the proposed programs were successfully conducted by all the departments. Appreciates the work

done by all staff members.

Agenda 2: About COVID-19 pandemic Government (Central/ State) guidelines All the staff members are requested to follow all the guidelines of central and state government on COVID-19 pandemic. The coordinator told that as per the norms all staff members will work from home. Also, suggested to follow the guidelines of SGBAU.

> Agenda 3: Academic planning of the session

It is instructed to prepare for the programs related to academic to be conducted during the odd session (Academic Strategy Plan) as per the Academic Calendar of SGBAU notification no.52/2020 dated 31/07/2020. Also, suggested to prepare Teaching Plan for the Session.

> Agenda 4: To conduct online lectures and virtual practical lab

For the Conduction of online lectures and practicals, it is decided to use ZOOM app or GOOGLE MEET app as previously used in the even session. The problems related to online teaching were discussed.

Agenda 5: Proposal of academic and extension programs to be conducted during the session

Name ofName of Activity		Date/duration of Activity
Department	(To be conducted)	
Physics	Guest Lecture	In the month of April
zoology	Word Environment Day	5 June 2021
Botany and Green Army Club	World Earth Day	22 April 2021
Commerce	Guest Lecture	In the month of April

Proposals of activities to be conducted from various departments:

All the above proposals were sanctioned and suggested to do all activities with considering all the norms of state and Central government about Covid-19. All other departments and cells were also suggested to conduct academic and extension activities.

> Agenda 6: Conduction of online Examination of the Students

It is suggested to all the departments to conduct the Examination of SGBAU as per the given directions. Make Google forms as directed by the university. Also, suggested to make students aware about the mode of examination and the pattern given by SGBAU.

> Agenda 7: To conduct extension activities by NSS & NCC

IQAC coordinator has suggested NCC and NSS coordinators to conduct extension activities like awareness programs of COVID-19 pandemic, distribution of Mask, vaccination drive.

Agenda 8: Any other issues with the permission of chair

Decided to take online Alumni Meet in the month of June-2021, for that responsibility is given to Dr. Pafullkumar Tayade.

There being no other point to discuss, the meeting ended with vote of thanks.

Following members were present in the online meeting:

1) Dr. Alka Bhise (Principal/Chairman)	5) Dr. Gajendrasing Pachlore (Member)
2) Dr. Suchita Khodke (IQAC-Coordinator)	6) Dr. Abhijit Bansod (Member)
3) Dr. Anant Wadatkar-Member	7) Dr. Dr. Prashant Kharat (Member)
4) Dr. Prafullakumar Tayade (Member)	8) Mr. Manoj Kale (Head Clerk)

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Dr. Suchita P. Khodke I.Q.A.C. Co-ordinator Vinayak Vidnyan Mahavidyalaya Nandgaon Kh.

Meeting No.4 (Session 2020-21)

NOTICE

As directed by the Hon. Principal a meeting of the IQAC is scheduled on 06/ 08/2021 at 4:30 p.m. on online ZOOM platform. All the members are requested to attend the meeting on time.

Agenda:

- 1. Confirmation of minutes of last meeting on dated 24/03/2021.
- 2. Proposals of academic and extension activities to be conducted in the session
- 3. Review of Syllabus completion.
- 4. Review of Grievance Committee
- 5. Review on NAAC related work.
- 6. About Academic Audit
- 7. E-governance implementation and its approval
- 8. Any other issues with the permission of the chair.

Date: 03/08/2021 Place: Nandgaon Khandeshwar Snelle

Dr. Suchita P. Khodke I.Q.A.C. Co-ordinator Vinayak Vidnyan Mahavidyalaya Nandgaon Kh.

INTERNAL QUALITY ASSURANCE CELL (IQAC) Meeting No.-4 of the session 2020-21 Dated 06/08/2021

Minutes

The meeting of the IQAC for the session 2020-21 was convened by the chairman on 06/08/2021 at 4:30 p.m. as per agenda circulated by the IQAC coordinator to all the staff members. Dr. Suchita Khodke welcomes all the staff members and readout the agenda of the meeting with the permission of chairman.

Following are the minutes of the meeting No.1 dated 06/08/2021:

> Agenda 1: Confirmation of minutes of the last meeting on dated 24/03/2021

All head of the departments have given the information of programs conducted till date which were proposed in the last meeting and to be conducted in the remaining session. The report of all the programs were submitted to the IQAC- Coordinator Dr. Suchita Khodke after completion of the meeting.

Agenda 2: Proposals of academic and extension activities to be conducted in the session

All the departments are requested to put the proposals of the academic as well as extension activities to be conducted during this session. Following are the proposal of activities to be conducted in the session by various departments:

Name of	Name of Activity	Date/Month/Duration of
Department	(To be conducted)	Activity (Tentative)
Physics	International Web Conference NANOMAT- 2021	In the month of November

Chemistry	Laboratory based induction	Mid of December
	training	
	1) Online Quiz competition	1) First week October
	2) Add-On Course	2) In September
Mathematics	"Mathematics for	-
	Competitive	3) In the month of August
	Examination"	4) In the month of
	3) Online project	September
	competition	-
	4) Two Day workshop on	
	"Mathematics and its	
	Application"	
	1) Workshop on Shevanti	1) Second Week of August
Botany	Cultivation	
	2) Wild Glory	2) Last week of August
	3) Micro-Green	3) First week of September
	4) World Ozone Day	4) 16 th September
Zaalaan	1) Aranya Skha	1) In the month of October
Zoology	2) Wild life Week	2) 2^{nd} to 8^{th} October
	3) Bird Week	3) 6^{th} to 12^{th} November
	4) Aids Awareness program	4) First week of December
NSS &	1) COVID-19 Vaccination	1) In the month of October
Physical	Drive-1	2) Throughout the session
Education	2) COVID-19 Awareness	
	Program	
Training &	1) ICICI Bank Placement	1) In the month August
Placement	Drive	2) In the month August
Cell	2) Raj Marg (MITSC)	

The permission is granted to all the above programs with some suggestions. Also, suggested to conduct all the programs within the limits of guidelines of central and state government on COVID-19 pandemic.

The IQAC-Coordinator has given the details of the workshop on "Intellectual **Property Right**" conducted by IQAC in collaboration with Rajarshee Shahu Science College, Chandur Railway on 26 /04/2021.

> Agenda 3: Review of Syllabus completion.

Review of syllabus were taken from each department. All found to be consistent with the Academic Teaching Plan. Also suggested to conduct extra lectures if required to complete the syllabus on time.

> Agenda 4: Review of Grievance committee

The coordinator of Grievance cell Dr. Pratibha Mahalle has informed about all the grievances, and she resolved them on time.

> Agenda 5: Review on NAAC related work

All the work related to NAAC were shown by the coordinators. Some queries related to the criterion were discussed. Also, suggested to attain the NAAC workshop.

Agenda 6: About Academic Audit

After discussion, the dates of internal Academic Audit were confined and decided to take it from 06/092021 to 10/09/2021. For conduction of Academic Audit, a committee is formed headed by the IQAC coordinator Dr. Suchita Khodke.

> Agenda 7: E-governance implementation and its approval

The report presented by the principal on implementation of E-governance was approved by the Governing Body.

> Agenda 8: Any other issues with the permission of the chair.

The IQAC- Coordinator requested all the staff members to do Orientation Program/Faculty Development program and Refresher course in the upcoming session. The Chairman and IQAC-Coordinator appreciates the efforts done by all the staff members in various activities and committees.

There being no more point to discuss, the meeting ended with vote of thanks.

Following members were present in the online meeting:

1) Dr. Alka Bhise (Principal/Chairman)	5) Dr. Gajendrasing Pachlore (Member)
2) Dr. Suchita Khodke (IQAC-Coordinator)	6) Dr. Abhijit Bansod (Member)
3) Dr. Anant Wadatkar-Member	7) Dr. Dr. Prashant Kharat (Member)
4) Dr. Prafullakumar Tayade (Member)	

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Dr. Suchita P. Khodke I.Q.A.C. Co-ordinator Vinayak Vidnyan Mahavidyalaya Nandgaon Kh.