**Minutes of IQAC meetings in the year 2016-17**

**Meeting No1**

**16 June, 2016**

 **Minutes**

The first meeting of IQAC in 2016-17 was held in the Principal’s cabin at 10.30 a.m. on 16 June 2016.

* Minutes of the previous meeting approved.
* Report of presentations made by the IQAC coordinator before management officials regarding compliance of Peer Team suggestions discussed.
* Decision to start preparation for NAAC assessment for 3rd cycle taken.
* Annual plan for 2016-17 finalized in IQAC
* Decision to enhance use of ICT in teaching learning made.
* Efforts to mobilize funds through CSR with the help of management initiated to purchase interactive boards.
* Decision to set up Centre for Skill Development taken.
* AQAR for 2015-16 was to be compiled by IQAC coordinator and AAA by internal committee be undertaken.
* Research promotion be undertaken in faculty and students.

**Meeting No 2**

**16 July 2016**

 **Minutes**

The meeting was held in the Principal’s cabin at 11.30 a.m.

* Minutes of the first meeting dated 16 June 2016 approved.
* Approval to introduce Spoken English Course and CCIT Course for B.A. I and B. Com I students (Included in annual plan)
* CCIT Course also made mandatory for faculty and staff. (45 days course to start from July 27, 2016)
* A Committee to monitor compliance of NAAC Peer Team recommendations instituted.
* The Centre for Skill Development manual and various forms finalized earlier in the meeting with Sanstha advisor accepted.
* In view of NAAC assessment decision to collect and arrange relevant documents made. Detailed timetable to be made. Probable date Oct 2016.
* AAA report of internal committee presented by IQAC coordinator.
* Organization of State Level Conference in Sociology on 9 Oct 2016 Finalized.
* Review of Efforts to mobilize funds under CSR for providing financial help to needy students taken.

**Meeting No. 3**

**8 Oct, 2016**

 **Minutes**

 The meeting was held in the Principal’s cabin at 11.15 a.m. and followed by the meeting of faculty and staff in the staffroom.

* Minutes of the second meeting dated 16 July 2016 approved.
* Review of the scheme to help needy students of B.A. I and B. Com I under CSR taken – students to be provided with tuition fees, exam fees, Spoken English Course, ICT courses fees of students of other classes opting for COCs and Skill development courses also to be paid in the scheme.
* Review of the preparations for the State Level Conference in Sociology scheduled for 9th Oct 2016 taken.
* IQAC coordinator informed about the receipt of faculty profiles through e-mails in response to the initiative to enhance use of ICT by faculty.
* SSR writing team finalized.
* Review of activities undertaken as per the annual plan.

**Meeting No. 4**

**18 Oct. 2016**

 **Minutes**

The meeting was held in the Principal’s cabin at 11.30 a.m.

* Minutes of the previous meeting dated 8 Oct. 2016 approved.
* The Chairperson of the committees for seven criteria had prepared and presented PPT’s regarding their criteria for NAAC in Sept. 2016.
* The process of compilation of documents according to criteria be undertaken in the 3rd week of Nov. 2016.
* Participation in Avishkar Research competition finalized. Decision to publish Souvenir of research papers by students as part of motivation for research taken.
* Decision to shift the library to a specious place and turning it into a Central Library in accordance with the annual plan in the winter break.
* Decision to organize Lead College programmes in second term and Workshops for faculty in January 2017.
* Review of distribution of financial help to students under CSR taken and decision to organize a lecture for the parents in January 2017

**Meeting No 5**

**Date: 14 Jan. 2017**

**Minutes**

 The meeting was organized in the Principal’s cabin at 11.30 a.m.

* Minutes of previous meeting held on 18 Oct. 2016 approved.
* Review of Lecture on significance of education of girls for Parents organized on 13 Jan 2017.
* Organization of Lecture on Work Culture for faculty and staff by Sanstha adviser Dr Aruna Kaulgud on 30 Jan. 2017 fianlized.
* 17 Feb, 2017 date decided for publication of Souvenir of students’ research papers.
* Alumni Meet proposed to be organized on 4th March 2017.
* It was decided that organization Lead College Programmes be completed by Feb 2017 end.
* ………….. was confirmed as Chief guest of Annual Prize distribution.
* Purchase of 10 interactive boards finalized as CSR grant received due to the efforts of the Sanstha and the proposal presented by the faculty.
* Installation of the boards to be done in March 2017.

**Meeting No 6**

**Date: 06 Mar. 2017**

**Minutes**

 The meeting was held in the Principal’s cabin at 11.30 a.m.

* Minutes of the previous meeting held on 14 Jan. 2017 approved.
* Review of the activities organized after previous meeting.
* Plan for training sessions regarding use of interactive boards installed newly with CSR grant in April 2017.
* Decision to apply NAAC assessment according to new methodology to be introduced in July 2017.