

Dr. Shyamaprasad Mukherjee Arts College, Shendurjanaghat,
Tq. Warud, Dist. Amravati

Minutes of IQAC meeting with Staff members

Meeting Date: 25/07/2018 (Time: 1.00 pm) Meeting Agenda

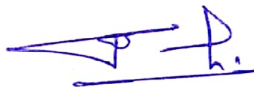
- 1) Constitution of IQA Cell
- 2) Academic and activity plan (Academic year 2018-2019)
- 3) Data to be submitted in prescribed format
- 4) Updating of college website
- 5) Submission of activity reports
- 6) Subject with permission of Chair

Minutes of Meeting

- 1) IQAC Committee Constituted, 25-07-2018
- 2) It was reminded to submit supplied AQAR format with complete and correct information up to today i.e. 25/07/2018.
- 3) Every HOD/ committee convener / In-charge should submit brief report, in prescribed format, and also detailed report of the arranged/ conducted activity or programme to IQAC coordinator at earliest.
- 4) Academic and activity plan committee should work to submit academic and activity plan of the college for academic year 2018-19 up to 15/08/2019 to IQAC coordinator.
- 5) Prof. D. B. Kherde and Prof. S.V. Banubakode should do the needful in time to submit student feedback analysis and student satisfaction survey analysis to IQAC coordinator up to 15/08/2019.


IQAC Coordinator

IQAC Co-ordinator
Dr. Shyamaprasad Mukherjee
Arts College, Shendurjana Ghat


Principal

Principal
Dr. Shyamaprasad Mukherjee Arts College
Shendurjana Ghat, Dist. Amravati

Minutes of IQAC meeting

Meeting Date: 24/02/2019 (Time: 01.15 pm)

Meeting Agenda

- 1) Confirmation of pervious meeting minutes
- 2) Compliance of previous meet
- 3) Important works in the beginning of the academic yea 2019-2020
- 4) AQAR (2018-19) under progress
- 5) Subjects with the permission of Chair

Compliance of previous meet held on 25/07/2018

- 1) After having discussion the minutes of previous IQAC meet dated 25/07/2018 are confirmed
- 2) Workshop on IPR and programme on Wild Life Celebration week and ICT Training For Teachers were arranged in March 2019.
- 3) Directed the concerned to submit student feedback analysis and SSS analysis along with details up to 15/06/2019.
- 4) Document verification/internal audit (2018-19) was completed and necessary suggestions were given to the concerned staff members.
- 5) As per minutes of IQAC meet dated 25/07/2018, the necessary directions were issued / given by the Hon'ble Principal to staff members of the college.


Minutes of Meeting

- 1) It was decided that academic and activity plan of the college and student feedback analysis be uploaded on college website up to 15/06/2019.
- 2) AQAR (2018-19) writing plan was finalized after having discussion. Also it was decided that all criterion coordinators and members of IQAC should do needful in this regard.
- 3) It was decided to motivate the teachers to develop Computer Skill.
- 4) It was decided to arrange the following programme during 2019-20
 - a) Workshop on use of ICT tools for teaching staff
 - b) Workshop on 'Teaching Skills' for teaching staff
 - c) Use of MOOCs and MOODle
 - d) Training programme for support staff
 - e) Workshop on 'ICT' at College level for staff members, 'Use of Internet', etc. for nonteaching staff.
 - f) Workshop Organized on "Soft Skill Development" for students


IQAC Coordinator

IQAC Co-ordinator

Dr. Shyamaprasad Mukherjee
Arts College, Shendurjana Ghat


IQAC Chairperson

Principal

Dr. Shyamaprasad Mukherjee Arts College
Shendurjana Ghat, Dist. Amravati