



**NUTAN VIDYA MANDIR EDUCATION SOCIETY'S
LATE SOW. KAMALTAI JAMKAR MAHILA MAHAVIDYALAYA, PARBHANI**
(Arts, Commerce, Computer Studies, B.Voc. and PG Courses)

INTERNAL QUALITY ASSURANCE CELL

Academic Year 2023-2024

Number of meetings conducted and action taken

Year	Date	Agenda	Decisions
2023-2024	26/6/2023	03	03
	29/8/2023	05	05
	21/10/2023	02	02
	18/12/2023	02	02
	10/01/2024	03	03
	28/02/2024	02	02
	09/05/2024	04	04

Sr. No.	Date of the Meeting	Decision	Action Taken
1	22/06/2023	Confirmation of the minutes of the last meeting 5/4/2023	The minutes of the meeting held on 5/4/2023 was read out by the IQAC Coordinator Dr O A Lohakare, confirmed and recorded. The ATR also discussed in the meeting.
		Preparation of NAAC AQAR 2022-2023	Hon'ble Vijayrao Jamkar took review of last AQAR 2022-23 and suggested to compile all the necessary documents required for it. Dr V K Bhosle suggested all the in-charge and member of Seven Criterion to prepare their criterion earlier so as to upload on NAAC portal.
		Preparation of SSR	Dr V K Bhosle suggested IQAC Coordinator to prepare SSR earlier. IQAC coordinator discussed regarding distribution of blank format of SSR, Data Templates, SOP and Benchmarks provided by NAAC.
		Any other matter with the permission of the chair	Dr O A Lohakare suggested all that Ms Geeta Katte (B Com III) should represent on IQAC from students as Gayatri Panchal progressed for further studies in other institution.

2	29/08/2023	Confirmation of the minutes of the last meeting held on 22/06/2023	The minutes of the meeting held on 22/06/2023 was read out by the IQAC Coordinator Dr O A Lohakare, confirmed and recorded. The ATR also discussed in the meeting.
		Preparation of SSR	IQAC Coordinator presented Revised SSR, Data Templates, SOP and Benchmarks provided by NAAC to all IQAC members through PPT. Hon'ble Abhayji Subhedar, Treasurer, Nutan Vidya Mandir Education Society, Parbhani took review of last AQARs (2018-19 to 2022-23) and New SSR. Dr O A Lohakare told about successful submission of last AQAR 2022-23 which approved on 18/8/2023. Dr V K Bhosle suggested IQAC Coordinator and all the in-charge and member of Seven Criterion to prepare their criterion earlier so as to upload on NAAC portal. He further suggested to arrange criterion wise meeting to prepare QIM and QnM.
		<ol style="list-style-type: none"> 1. Action plan of AY 2023-2024, 2. Academic and Administrative Audit by Parent University, 3. Departmental Planning 	<p>Dr V K Bhosle discussed the roadmap of AY 2023-2024, Department upgradation for AAA by affiliating university.</p> <p>Ms N L Jadhav prepared the plan of FDP from 4/9/2023 to 9/9/2023</p> <p>Dr V K Bhosle also suggested IQAC Coordinator to prepare academic calendar for 2023-24. He further suggested to prepare Department Calendar of activities and budget and submit to IQAC earlier.</p>
		Submission of IIQA	Dr V K Bhosle suggested tentative date for IIQA submission i.e. 30 Sept. 2023 if the SSR will be ready.
		Any other matter with the permission of the Chairman	<ul style="list-style-type: none"> • Dr K K Patil suggested a few green areas related to campus beautification

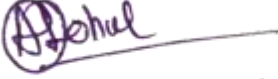
			<ul style="list-style-type: none"> • Dr S B Wadikar suggested about collection of placement and higher education data, adoption of girls under mentor mentee scheme. • Dr V K Bhosle suggested renovation of existing infrastructure
3	21/10/2023	Confirmation of the minutes of the last meeting held on 29/08/2023	The minutes of the meeting held on 29/08/2023 was read out by the IQAC Coordinator Dr O A Lohakare, confirmed and recorded. The ATR also discussed in the meeting.
		Review of IIQA and SSR	<p>Dr O A Lohakare told about criterion wise meeting was arranged as per convenient time schedule of criterion members and Principal Dr V K Bhosle from 5/9/2023 as per data collected at 2.00 pm to 4.00 pm.</p> <p>Dr V K Bhosle suggested IQAC Coordinator and all the in-charge and member of Seven Criterion to prepare their criterion earlier so as to upload on NAAC portal. He further suggested to arrange criterion wise meeting to check and verify QIM and QnM. He further recommended to focus on green areas of college in each criterion.</p>
		<ul style="list-style-type: none"> • Action plan of AY 2023-2024 • Academic and Administrative Audit • Departmental Planning 	Dr V K Bhosle discussed the roadmap of AY 2023-2024, Department upgradation for AAA by affiliating university.
		Any other matter with the permission of the chair	Dr V K Bhosle suggested to collect data as per provided in data template and theory.
4	18/12/2023	Confirmation of the minutes of the last meeting held on 21/10/2023	The minutes of the meeting held on 21/10/2023 was read out by the IQAC Coordinator Dr O A

			Lohakare, confirmed and recorded. The ATR also discussed in the meeting.
		Review of SSR	Hon'ble Shri Vijayrao Jamkar, Secretary, Nutan Vidya Mandir Education Society, Parbhani and Principal Dr V K Bhosle took review of SSR data compilation and suggested IQAC Coordinator and all the in-charge and member of Seven Criterion to prepare criterion earlier. They further suggested to arrange criterion wise meeting to read QIMs and QnMs. As per suggestion, IQAC Coordinator informed all that criterion wise meetings are arranged with Principal, QLMs and QNMs discussed and finalized all the data under the guidance of Principal Dr V K Bhosle. Further, Dr O A Lohakare prepared datewise plan to read QIMs and QnMs from SSR.
		Any other matter with the permission of the chair	<p>Dr O A Lohakare suggested to compose a documentation committee to check and verify the documents collected by the members of each criterion. As a result, documentation committee is constituted.</p> <p>Dr V K Bhosle decided that documentation and verification will be carried out in the first week of January.</p> <p>Dr O A Lohakare chalked out date wise documentation and verification plan.</p> <p>Dr V K Bhosle informed all about University Academic and Administrative Audit should prepare in time. The committee will visit our college any time. So that we should be ready for AAA.</p>
5	10/01/2024	Confirmation of the minutes of the last meeting held on 18/12/2023	The minutes of the meeting held on 18/12/2023 was read out by the IQAC Coordinator Dr O A Lohakare, confirmed and recorded. The ATR also discussed in the meeting.
		Review of IIQA and SSR	Hon'ble Shri Vijayrao Jamkar, Secretary, Nutan Vidya Mandir Education Society, Parbhani and Principal Dr V K Bhosle studied

			<p>SSR and suggested IQAC Coordinator and all the in-charge and member of Seven Criterion to scan their criterion earlier. Further, Dr V K Bhosle suggested and decided that Institutional Information for Quality Assessment (IIQA) should submit in the first week of February.</p>
		Requirements of departments/committees/cells	<p>Hon'ble Shri Vijayrao Jamkar, Secretary, Nutan Vidya Mandir Education Society, Parbhani suggested all to provide suggestions and requirements of departments/committees/cells for upgradation. Consequently, all the teachers put their requirements before them.</p>
		Any other matter with the permission of the chair	<p>Dr O A Lohakare told that the documentation committee checked and verified the documents during 4/1/2024 - 15/1/2024 and provided essential suggestions to compile all the necessary supporting documents as per tables and theory. Further, it is also recommended to check data once again before scanning.</p> <p>Dr V K Bhosle informed all about University Academic and Administrative Audit Committee is visiting our college on 16/1/2024. So, AAA Committee of the college and all the teachers should be ready with necessary documents as per format prescribed by university.</p>
			<p>Dr V K Bhosle suggested all to submit departmental / committee / cell activity reports with evidences to IQAC till 20 April 2023.</p>
6	28/02/2024	Confirmation of the minutes of the last meeting held on 10/1//2024	<p>The minutes of the meeting held on 10/01/2024 was read out by the IQAC Coordinator Dr O A Lohakare, confirmed and recorded. The ATR also discussed in the meeting.</p>

		Review of IQA, SSR and Budget	<p>IQAC Coordinator Dr O A Lohakare told that IQA for cycle 4 submitted to NAAC on 08/02/2024 which is approved on 12/02/2024. Now, NAAC- HEI Portal is open for SSR submission for 45 days.</p> <p>Dr V K Bhosle suggested all the in-charge and member of Seven Criterion to review their criterion and upload on NAAC portal earlier.</p>
		Any other matter with the permission of the Chairman	<p>Dr V K Bhosle discussed about the budget required for NAAC.</p> <p>Dr V K Bhosle suggested renovation of existing infrastructure.</p>
7	09/05/2024	Confirmation of the last meeting held on 28/2//2024	The minutes of the meeting held on 28/02/2024 was read out by the IQAC Coordinator Dr O A Lohakare, confirmed and recorded. The ATR also discussed in the meeting.
		Review of NAAC Cycle 4 – SSR, SSS, DVV etc.	<p>IQAC Coordinator Dr O A Lohakare told that IQA approved on 12/02/2024. SSR submitted on 14/3/2024 within 45 days as per instructions of Principal Dr V K Bhosle. After that, NAAC started SSS on 18/3/2024 which was completed on 18/4/2024. Students responded to Email received from Admin-NAAC regarding SSS and SSS is of 11.35%. Besides, DVV also started along with SSS and the college received NAAC Email indicating DVV initiated on 03/05/2024.</p> <p>The status of SSR, SSS and DVV discussed by Dr O A Lohakare.</p>
		Discussion on Academic Calendar 2024-2025 and Action Plan of AY 2024-2025	Dr V K Bhosle discussed about University Academic Calendar 2024-2025 and told IQAC Coordinator to prepare Institution's Academic Calendar 2024-2025 in accordance with

		University Academic Calendar 2024-2025. He informed all to prepare department calendar and submit to IQAC. He also told all faculty members to submit PBAS 2023-2024 to IQAC till 31/5/2024.
	Any other matter with the permission of the Chairperson	<p>Dr O A Lohakare also discussed that IQAC already sent the proforma of Departmental Profile, Departmental PPT, Biodata on 15 April 2024 and suggested all to fill up earlier. Further IQAC also sent the list of Departmental Files on 20 March 2024 and suggested all to work on the same.</p> <p>Dr V K Bhosle suggested all to keep the departments updated for MOCK PEER TEAM VISIT which will be scheduled in the month of June.</p>


IQAC Coordinator
 Late Sow. Kamaltai Jamkar
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