

# **Bhusawal Arts Science & P O Nahata Commerce College, Bhusawal**

## **IQAC Meeting**

**Date: 14/07/2016**

**Time: 1.00 Pm**

**Venue: IQAC Office**

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### **Minutes of the IQAC meetings held on 14<sup>th</sup> July 2016**

Meeting of the IQAC was conducted on 14<sup>th</sup> July 2016 at 1.00 pm in the IQAC Office.

#### **The following discussion was led:**

1. Importance, Roles and functions were presented to new members of IQAC.
2. The co-ordinator Prof. B. H. Barhate. Read the previous year's minutes of meeting of IQAC.
3. To update the college website.
4. It was unanimously resolve to prepare annual report and submit to IQAC.
5. To prepare AQAR 2015-16, the chairman of IQAC has instructed the co-ordinator to prepare and submit AQAR before 30 Aug.
6. To finalize plan of action for the academic year 2015-16. After making discussion among the members, following plan of action for the academic year 2015-16 was proposed-
  - To prepare the annual teaching plan.
  - Organization of Faculty Development Programme for Quality Enhancement which includes Workshop, Conferences and Seminars
  - To plan to start new certificate programme with consultation with HOD
  - To promote faculty members to undertake research projects and MOU with industry and collaborate with international University/organization.
  - To promote faculty members to actively participate in National Programs such as Bharat swachhata Abhiyan, Yoga Day etc.
  - To further activate placement cell for ensuring more and more employment opportunities for students.
  - Discussion about institutional feedback.
  - It was unanimously decided to prepare the Result Analysis Report of the last semester university exams.
  - Reports of Academic Audit forms were discussed.
  - To promote the faculty members to actively participate in women empowerment program.

- To prepare academic calendar of 2016-17.
7. To promote teachers of each department to encourage the student to participate in NSS, NCC and Sports activities.
  8. Prepare to conduct the internal exam of various subjects as per schedule given by university.
  9. To encourage student about government scholarships and free ship, Earn and Learn Schemes through notices and posters.
  10. The meeting was concluded with permission of chair and the Coordinator proposed vote of thanks.

**Date: 14/07/2016**

**Co-Ordinator**

**Principal**