



Shriram Gram Vikas Shikshan Sanstha, Nagpur  
**SMT. RAJKAMAL BABURAO TIDKE, MAHAVIDYALAYA**  
Mouda, Dist. Nagpur - 441104  
( Junior / Senior )  
E-mail - [srbtem@rediffmail.com](mailto:srbtem@rediffmail.com) [www.srbtecollegemouda.org](http://www.srbtecollegemouda.org)  
(NAAC ACCREDITED)

## Report of IQAC Meetings and Action Taken

**2021-22**

(Notices Agendas & Minutes of the Meetings & Action Taken Report)

During 2021-22 the IQAC of the college had four meetings with the stakeholders. Its dates agendas and minutes and the action taken reports are given in details.

### **Notice of the First IQAC Meeting**

**10<sup>th</sup> August 2021**

All the teaching and non-teaching staff are hereby informed there will be meeting of IQAC under the Chairmanship of the Officiating Principal on 17<sup>th</sup> Aug 2021 at 11.30am in the Principal's cabin.

### **Agenda of the Meeting**

1. Discussion of the procedure of filling up the post of Regular Principal
2. Discussion about the preparation of Academic Calendar 2021-22
3. Discussion about the promotion of Non-teaching staff

**IQAC Coordinator**

**Dr. Narendra L. Gadge**

**IQAC Coordinator**

**Smt. Rajkamal B. Tidke**

**Mahavidyalaya Mouda**

**Dist. Nagpur**



**Principal (IQAC Chairman)**

**Abhay Y. Bhakte,**

**Officiating Principal**

**Smt. Rajkamal Baburao Tidke**

**Mahavidhyalay, Mouda**

**Dist. Nagpur**

Principal:9422128818

Office:9423480838





Shriram Gram Vikas Shikshan Sanstha, Nagpur  
**SMT. RAJKAMAL BABURAO TIDKE, MAHAVIDYALAYA**  
Mouda, Dist. Nagpur - 441104  
( Junior / Senior )  
E-mail - srbtcm@rediffmail.com www.srbtcollagemouda.org  
(NAAC ACCREDITED)

## Details of the First Meeting

17<sup>th</sup> August 2021

16 Minutes

### 1. Discussion of the procedure of filling up the post of Regular Principal

In the very first meeting of IQAC which held on 17<sup>th</sup> August; the iqac members and other stakeholders raised the question about the vacant post of the regular principal. Since it is an administrative post and it should be filled as soon as possible. The IQAC coordinator and other members of the committee asked question to the officiating principal when the management is going to start the procedure of filling the post. The Officiating Principal Dr. Abhay Bhakte told in the meeting the management has already given him the orders of making the enquiry and procedure of filling up the post of the regular principal. He also told the members that the procedure of filling the post is totally online. And it should be informed to the Director of Higher education by giving him the details about the vacant post. The state government has already given the permission to fill the post. Dr. Bhakte told that we will have to take the permission from the Director and then from the Joint Director and after that we will have to give the advertisement of the vacant post. Since it is an administrative post and it is filled for the short period of five years; so it is very difficult to get the suitable and proper candidate. On that the IQAC Coordinator said that first of all we will have to begin the process of the principal. He further told the IQAC members that he has to prepare for the 2<sup>nd</sup> cycle of NAAC and he cannot do so without the regular principal. On that the officiating principal assured the members that the procedure of filling up the post of the regular principal post.

### 2. Discussion about the preparation of Academic Calendar 2021-22 (12 Minutes)

The second point or agenda of the meeting was to prepare the **Academic calendar of 2021-22**. The principal Dr. Abhay Bhakte asked the IQAC coordinator Dr. Gadge about the Academic calendar and whether the previous academic calendars were uploaded on the college website. On that Dr. Gadge told that the process of preparation of the Academic calendar has already begun according to the Academic calendar of the University. Dr. Gadge also told in the meeting that the all the previous calendars were uploaded on college website. Dr. Gadge and the principal asked all the members to prepare their records and documents according to the Academic calendar. Since the corona period was over and the offline classes had begun all the teachers must take extra labour to make the students to come regularly in the college. On that all the members who were present in the meeting promised to take the extra labour to make the offline college regular. The principal asked to follow the guidelines of the government of

Principal:9422128818



Office:9423480838





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E-mail - srbtcn@rediffmail.com www.srbtcn.org  
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corona virus whenever it is informed by the government for the danger of the virus had not ended completely.

### 3. Discussion about the promotion of Non-teaching staff

(12 Minute)

The third important point in this meeting was about the promotion of the non-teaching staff. When the former Superintendent Shree Sapate retired and in his place Shree Sudhakar Kadhao the Head clerk is promoted to the post of Superintendent according to the seniority. The officiating Principal Dr. Abhay Bhakte suggested the members of the IQAC & CDC that Shree Sudhakar Kadhao should be promoted to the post of Superintendent for it was his due according to the seniority. Since Sudhakar Kadhao promoted to the post of Superintendent; the posts of the Head Clerk and the Senior clerk were vacant. It was decided that these posts would be filled according to the University norms and by the seniority of the non-teaching staff and it had been decided to check the previous record of the worker.

In this way three important issues had been discussed in the very first meeting of the IQAC and all the members asked for the immediate action on these important issues. Eventually Dr. Vyankatesh Potfode proposed the formal vote of thanks and the meeting over after tea i.e. at 12.15p.m. The following members were present at the meeting.

Sr. Nos.	Name of the Members	Designation
1.	Dr. Abhay Y. Bhakte	Chairperson of IQAC
2.	Dr. Narendra L. Gadge	Coordinator of IQAC
3.	Dr. Prashant s. Dafar	NAAC Coordinator
4.	Dr. Gopal J. Zade (Member)	IQAC Member
5.	Dr. Vyankatesh Potfode	IQAC Member
6.	Dr. Dilip S. Chavhan	IQAC Member
7.	Dr. Ishwar J. Wagh	IQAC Member
8.	Dr. Sunil S. Borkar	Teacher Member
9.	Sudhakar Kadhao	Administrative Member
10.	Pravesh Wasnik	Administrative Member

**IQAC Coordinator**

*N. Gadge*  
**Dr. Narendra L. Gadge**  
**IQAC Coordinator**  
**Smt. Rajkamal B. Tidke**  
**Mahavidyalaya Mouda**  
**Dist. Nagpur**

Principal:9422128818



**Principal (IQAC Chairman)**

**Abhay Y. Bhakte**  
*Abhay Y. Bhakte*  
**Officiating Principal**  
**Smt. Rajkamal Baburao Tidke**  
**Mahavidhyalay, Mouda**  
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E-mail - srbtcm@rediffmail.com www.srbtcollegemouda.org  
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## Notice of the Second IQAC Meeting

11<sup>th</sup> Nov. 2021

All the teaching and non-teaching staff are hereby informed there will be meeting of IQAC under the Chairmanship of the Officiating Principal on 18<sup>th</sup> Nov. 2021 at 11.30 am in the Principal's cabin.

### Agenda of the Meeting

1. Discussion about NAAC 2<sup>nd</sup> Cycle and its preparation
2. Preparation of AQAR 2021-22
3. Discussion of preparation of SSR

### Details of the Second Meeting

18<sup>th</sup> Nov.2021

#### 1. Discussion about NAAC 2<sup>nd</sup> Cycle and its preparation (15 Minutes)

In the second meeting of the IQAC major agenda was of the 2<sup>nd</sup> cycle of NAAC. The Principal Dr. Abhay Bhakte asked the IQAC coordinator and other members of IQAC about their preparation about the 2<sup>nd</sup> cycle. On that Dr. Gadge told that Two AQARs have been sent and he is on verge of sending the third & fourth AQAR. The AQARs being delayed due to the new norms of filling of AQAR have been introduced by the NAAC. The IQAC members and its coordinator suggested that the institution can't go for second cycle without having a regular post of the principal. The officiating principal told that the process and the procedure of filling the vacant post of the principal have already been started. The IQAC Coordinator asked all the teachers to keep ready all their academic records for when the regular principal would come the speed of the 2<sup>nd</sup> cycle of NAAC must be increased. The principal asked all the present teachers to keep ready their diaries, attendance and examination records. They should also keep ready their research and publication works. The principal said that the institution wanted to complete NAAC process in time.

Principal:9422128818



Office:9423480838





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( Junior / Senior )  
E-mail - [srbtcsm@rediffmail.com](mailto:srbtcsm@rediffmail.com) [www.srbtcsmcollege.mouda.org](http://www.srbtcsmcollege.mouda.org)  
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## 2. Preparation of AQAR 2021-22

(12 Minutes)

The second point in the meeting of the IQAC was about the preparation and sending of AQAR 2021-22. The IQAC Coordinator Dr. Narendra Gadge asked all the teachers and he requested the principal to inform all the teachers that they should provide all the necessary data required for filling in the AQAR. The Principal the IQAC Coordinator and the NAAC coordinator Dr. P.S. Dafar told that we can't go for NAAC process unless the college send AQAR report in time. So all the teachers and non-teaching staff must assist to the IQAC Coordinator in order to complete process of AQAR 2021-22. On that all the teachers and non teaching staff assured the full assistance to the IQAC coordinator in order to complete the AQAR process.

## 3. Discussion of preparation of SSR

(17 Minutes)

In the second meeting the third important point was of discussion about the preparation of the SSR (Self Study Report). The members of the IQAC what are the requirements of the new SSR. The principal asked the IQAC coordinator to clear the points regarding filling information in the SSR. On that Dr. Gadge told that now the institution will have to send the SSR by online mode and one hard copy would have to send to the NAAC committee. The SSR should have the detailed information of five years. Then Dr. Gadge cleared that the college has already prepared and sent the three AQARs and very soon the fourth AQAR would be sent. The SSR is nothing but the whole information which have already written or given in the AQAR. Besides the information of four AQAR the college will have to add the fifth year's information in the SSR. But before that the institution will have to complete the process of IIQA & SSS (Students' Satisfaction Survey) and the process of DVV. After that the college can go for SSR. The principal of the college and the IQAC coordinator suggested all the teachers and the non-teaching staff to keep their all records updated so that the filling of SSR would be easy. On that all the members assured to cooperate for the







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( Junior / Senior )  
E-mail - srbtcm@rediffmail.com www.srbtcollegemouda.org  
(NAAC ACCREDITED)

humongous task like to fill the SSR. Eventually Dr. Ishwar Wagh proposed the formal vote of thanks and the meeting over after tea. Thus the meeting ended at 12.25pm

The following members were present in the second IQAC meeting

Sr. Nos.	Name of the Members	Designation
1.	Dr. Abhay Y. Bhakte	Chairperson of IQAC
2.	Dr. Narendra L. Gadge	IQAC Coordinator
3.	Dr. Prashant s. Dafar	NAAC Coordinator
4.	Dr. Gopal J. Zade	IQAC Member
5.	Dr. Vyankatesh Potfode	IQAC Member
6.	Dr. Dilip S. Chavhan	IQAC Member
7.	Dr. Ishwar J. Wagh	IQAC Member
8.	Dr. Sunil S. Borkar	Teacher Member
9.	Sudhakar Kadhao	Administrative Member
10	Pravesh Wasnik	Administrative Member

IQAC Coordinator

*M. Gadge*  
Dr. Narendra L. Gadge  
IQAC Coordinator  
Smt. Rajkamal B. Tidke  
Mahavidyalaya Mouda  
Dist. Nagpur

Principal (IQAC Chairman)

*Abhay Y. Bhakte*  
Abhay Y. Bhakte  
Officiating Principal  
Smt. Rajkamal Baburao Tidke  
Mahavidyalaya, Mouda  
Dist. Nagpur

Principal:9422128818



Office:9423480838





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### Notice of the Third IQAC Meeting

10<sup>th</sup> Jan. 2022

All the teaching and non-teaching staff are hereby informed there will be meeting of IQAC under the Chairmanship of the Officiating Principal on 17th Jan. 2022 at 11.30am in the Principal's cabin.

#### Agenda of the Meeting

1. Discussion about Mentor-Mentee Program
2. Discussion about the promotion of Research and publication works
3. Discussion about the establishment of Training and Placement Cell

**IQAC Coordinator**

*Narendra L. Gadge*  
**Dr. Narendra L. Gadge**

**IQAC Coordinator**  
**Smt. Rajkamal B. Tidke**  
Mahavidyalaya Mouda,  
Dist. Nagpur

**Principal (IQAC Chairman)**

*Abhay Y. Bhakte*  
**Abhay Y. Bhakte**  
**Officiating Principal**  
**Smt. Rajkamal Baburao Tidke**  
Mahavidyalaya Mouda  
Dist. Nagpur

Principal:9422128818



Office:9423480838





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( Junior / Senior )  
E-mail - srtbcm@rediffmail.com www.srtbcollagemouda.org  
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### Details of the Third IQAC Meeting

17th Jan. 2022

[12 Minutes]

#### 1. Discussion about Mentor-Mentee Program

The Mentor- Mentee program has been introduced in the college since 2019-20

In this system a particular group of students' responsibility is given to a teacher who performs his or her role as a mentor. The IQAC Coordinator asked the principal to run the program of Mentor and Mentee. For this a committee has to be formed and all the teachers would work as a mentor. The purpose of this program is to teach some special skill to the students which the teacher possesses. It would be considered as the extracurricular activities. The principal immediately asked the teachers and head of departments to form the committee and divide all the students among all the teachers. He also asked the mentors that they will have to submit the periodic report about the program describing their success as a mentor.

#### 2. Discussion about the promotion of Research and publication works [15 Minute]

The principal and the research & publication coordinator Dr. Vyanktesh Potfode told all the teachers they will have to increase to write and publish the research papers. They will also have to publish their books concerning to their syllabus and about creating writing. For it has become the compulsory part of the work of the teachers. The principal Dr. Abhay Bhakte insisted on the publication in scopus or in UGC Care listed journals lest those papers would not be counted by the NAAC peer team. He also insisted that this research and publication works should be continued till the retirement of the teachers. The teachers should write only for CAS advantage but the teachers should make it as a part of their regular work. On that all the teachers assured to write and publish their papers and books regularly.

Principal:9422128818



Office:9423480838





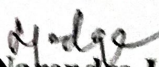
Shri Ram Gram Vihar Shiksha Sanstha, Nagpur  
**SMT. RAJKAMAL BABURAO TIDKE, MAHAVIDYALAYA**  
Mouda, Dist. Nagpur - 441104  
( Junior / Senior )  
E-mail - [arbm@rediffmail.com](mailto:arbm@rediffmail.com) [www.ritcollegemouda.org](http://www.ritcollegemouda.org)  
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**3. Discussion about the establishment of Training and Placement Cell [16 Minutes]**

The third point of the third meeting was about the establishment of training and placement cell. The principal Dr. Abhay Bhakte told in the meeting that since the last destination of any education is to get the job or to acquire some life's skill for making one's living. Dr. Gopal Zade explained that Mouda Tehsil is having many industries and factories but they do not get the efficient people in order to work in their firms. So he suggested that the students should get some extra skill and knowledge like English communication skill, computer knowledge and banking knowledge. They should also get the knowledge for the preparation of competitive examinations like banking staff selection commission mpse and other exams. On that Dr. Ishwar Wagh suggested to begin the concept Career Katta in collaboration with MCED Nagpur wherein the students would get extra knowledge of additional skill by paying nominal fees. So that the student will have some extra qualities and skills in addition to their degrees. Thus it was decided to establish the placement cell in the college after the permission of CDC. Thus the whole meeting ended at 12.50pm. Dr. Prashant Dafar the NAAC coordinator proposed the formal vote of thank and the meeting over after tea. The following members were present in the meeting

Name of the Members	Designation
Dr. Abhay Y. Bhakte	Chairperson of IQAC
Dr. Narendra L. Gadge	IQAC Coordinator
Dr. Prashant s. Dafar	NAAC Coordinator
Dr. Gopal J. Zade	IQAC Member
Dr. Vyankatesh Potfode	IQAC Member
Dr. Dilip S. Chavhan	IQAC Member
Dr. Ishwar J. Wagh	IQAC Member
Dr. Sunil S. Borkar	Teacher Member
Sudhakar Kadhao	Administrative Member
Pravesh Wasnik	Administrative Member

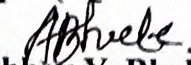
**IQAC Coordinator**

  
**Dr. Narendra L. Gadge**

Principal: 5427128818  
**Smt. Rajkamal B. Tidke**  
**Mahavidyalaya Mouda**  
**Dist. Nagpur**



**Principal (IQAC Chairman)**

  
**Abhay Y. Bhakte**

**Officiating Principal**  
**Smt. Rajkamal Baburao Tidke**  
**Mahavidhyalay, Mouda**  
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**SMT. RAJKAMAL BABURAO TIDKE, MAHAVIDYALAYA**  
Mouda, Dist. Nagpur - 441104  
( Junior / Senior )  
E-mail - [erbtcn@rediffmail.com](mailto:erbtcn@rediffmail.com) [www.erbtcn.org](http://www.erbtcn.org)  
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### Notice of the Fourth IQAC Meeting

11<sup>th</sup> April. 2022

All the teaching and non-teaching staff are hereby informed there will be meeting of IQAC under the Chairmanship of the Officiating Principal on 16th April. 2022 at 11.30am in the Principal's cabin.

#### Agenda of the Meeting

1. Discussion about Environmental Consciousness and Sustainability through Enviro Club
2. Discussion of Conservation of Natural Resources
3. Review of the whole agenda of IQAC meetings & Action taken

**IQAC Coordinator**

*N. Gadge*  
**Dr. Narendra L. Gadge**  
**IQAC Coordinator**  
**Smt. Rajkamal B. Tidke**  
**Mahavidyalaya Mouda**  
**Dist. Nagpur**

**Principal (IQAC Chairman)**

*Abhay Y. Bhakte*  
**Abhay Y. Bhakte**  
**Officiating Principal**  
**Smt. Rajkamal Baburao Tidke**  
**Mahavidhyalay, Mouda**  
**Dist. Nagpur**

Principal:9422128818



Office:9423480838





Shriam Sham Vikas Shiksha Sanstha, Hapur  
**SMT. RAJKAMAL BABURAO TIDKE, MAHAVIDYALAYA**  
Mouda, Dist. Hapur - 441104  
( Junior / Senior )  
E-mail - [rtidke@rediffmail.com](mailto:rtidke@rediffmail.com) [www.shikshasanstha.org](http://www.shikshasanstha.org)  
(020) 6223480338

### Details of the Fourth IQAC Meeting

16<sup>th</sup> April 2022

#### 1. Discussion about Environmental Consciousness and Sustainability through Enviro Club (13 Minutes)

In the fourth meeting of IQAC the four important points have been discussed. Among those points one of the above points was to create the Enviro Club in order to create consciousness about the environment and to sustain the eco-friendly environment through various activities. Dr. Wagh explained that the college organizes the tree plant mission every year. These activities are being done by the NSS & Physical Education Department. Dr. Gadge told that environment subject has been made compulsory for the 2<sup>nd</sup> year students of B.A .B.Com. B.Sc. Dr. Gadge told that Dr. Mohite teaches Environment by giving various projects. Dr. Gadge the IQAC Coordinator suggested that there should be an Enviro Club in order to do various eco-friendly activities in order to create Environmental consciousness and its sustainability. Dr. Gadge told in the meeting that Dr. Mohite has been doing a commendable job with the help of students. He has been conserving water through rain water harvesting and by the water sprinkle projects. Our students and teachers plant plenty of saplings in the premise of the college as well as outside the premises of the college. All the members of IQAC appreciated the works of Dr. Mohite and it was decided that all the teachers must cooperate to his eco-friendly work.

#### 2. Discussion of Conservation of Natural Resources (12 Minutes)

The second important point of discussion was of the conservation of Natural Resources. Dr. Bhakte told that the institution should make some plans in order to conserve of Natural Resources. He also told that it is also in the guideline of the NAAC. The institution has to fill the information about the efforts for conservation of nature. Dr. Gadge suggested that the led bulbs should be used in the premises of the college so that energy and power can be saved and also money can also be saved. The institution has begun to work in the direction of paperless work or work







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by using little papers. Thus the paper should be used by both the sides. The various teachers are running various projects like transferring books from senior to junior class' students. The students of our college are making bouquet which are being used in the various programs in the colleges. Dr. Gadge told that it has become the best practice of the college. Then Dr. Gadge told in the meeting that Dr. Mohite has taken a project of basil planting at the empty and barren places. Thus the institution is trying hard to save water, paper and power through its various projects.

**3. Review of the whole agenda of IQAC meetings & Action taken (22 minutes)**

In the third point of last IQAC meeting of the year it was decided by the consent of the principal CDC and IQAC committee to review all the points. It was also decided to assess the whole points from beginning to the last time of the session as what we have gained and what actions have been taken to reach the target.

In the very first meeting of the IQAC the discussion was of filling the regular post and what efforts were done for that. At the end of the session it came to know that all the preparation and process have been done and the advertisement would have been given very soon. The stakeholders of the college assured that the college would get the regular principal from 2022-23 session.

Then the Academic calendar of 2021-22 was prepared and the problem of promotion of non-teaching staff has been solved towards the end of the session.

Then there were the points regarding AQAR & SSR. All the AQARs have been sent and the preparation of filling SSR would begin after finishing the process of IIQA.

Then the Mentor- Mentee program is being implemented and all the teachers have started to take an active part in Research publication works. Then the efforts have started to start the training and placement cell in the college. The institution has started a big mission to save the environment by tree plantation and basil plantation to make pure environment. The institution has also started its mission to conserve natural resources like water and energy and trees. The institution has been







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successful in gaining 75% of its decided target. Thus I can say as the coordinator of IQAC that the IQAC of the college has become successful in its efforts. After this useful information and review of the whole year works of the IQAC Dr. Zade proposed the formal vote of thanks and meeting over at 12.40pm after tea. The following members were present in the meeting

Name of the Members	Designation
Dr. Abhay Y. Bhakte	Chairperson of IQAC
Dr. Narendra L. Gadge	IQAC Coordinator
Dr. Prashant s. Dafar	NAAC Coordinator
Dr. Gopal J. Zade	IQAC Member
Dr. Vyankatesh Potfode	IQAC Member
Dr. Dilip S. Chavhan	IQAC Member
Dr. Ishwar J. Wagh	IQAC Member
Dr. Sunil S. Borkar	Teacher Member
Sudhakar Kadhao	Administrative Member
Pravesh Wasnik	Administrative Member

**IQAC Coordinator**

*M. Gadge*  
**Dr. Narendra L. Gadge**  
**IQAC Coordinator**  
**Smt. Rajkamal B. Tidke**  
**Mahavidyalaya Mouda**  
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**Principal (IQAC Chairman)**

*Abhay Y. Bhakte*  
**Abhay Y. Bhakte**  
**Officiating Principal**  
**Smt. Rajkamal Baburao Tidke**  
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Principal:9422128818



Office:9423480838



**SMT. RAJKAMAL BABURAO TIDKE MAHAVIDYALAYA,  
MOUDA DISTT. NAGPUR**

**REPORT OF MEETINGS OF IQAC  
IN THE SESSION 2020-21**

**(Notices, Dates, Agendas and Minutes of the Meetings)**

During 2020-21 the IQAC of the college took three meetings with the stakeholders. Its dates, agendas and minutes are given in details as below:

**1<sup>st</sup> Aug.2020**

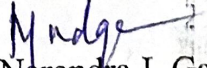
**NOTICE OF THE FIRST MEETING**

All the teaching and non- teaching staff and hereby informed that there will be a meeting of IQAC under the chairmanship of the Officiating Principal on 8<sup>th</sup> Aug. 2020 at 11.30 a.m. to 12.30 p.m.in the Principal's Cabin.

**Agenda of the Meeting**


1. Formation/Reconstruction of Various Committees
2. To discuss the issue of publication of College Annual Magazine 'Uday'
3. Discussion regarding the preparation AQAR of the session 2020-21

**IQAC Coordinator**

  
Dr. Narendra L. Gadge  
IQAC Coordinator  
**Smt. Rajkamal B. Tidke**  
**Mahavidyalaya Mouda**  
**Dist. Nagpur**



**Principal (IQAC Chairman)**

  
Dr. Abhay Y. Bhakte  
Officiating Principal  
**Smt. Rajkamal Baburao Tidke**  
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**Dist. Nagpur**



**1. Formation/Reconstruction of Various Committees (20minutes)**

The IQAC Coordinator Dr. Narendra Gadge informed the principal that in the next year the validity of NAAC would be coming to an end and the college has to prepare for the next cycle of NAAC. For that purpose the college needs various committees in order to work smoothly and properly. After inspecting the previous NAAC committees all the members came to the conclusion that there should be 10 or 12 committees for the various purpose. Thus the Principal and the IQAC Coordinator gave their consent for formation of these committees. And also asked to submit the report of the committee.

**2. To discuss the issue of publication of College Annual Magazine 'Uday' (15minutes)**

The college publishes every year it's Annual Magazine of students' literature. It also includes various reports. But there were some problem regarding publications in the pandemic period. The principal raised few issues like the expenses and nos. of copies to be published. He also said that many students haven't paid their fees due to pandemic. But all the teachers suggested that as it was the regular part of college yearly activities, its publication should not be stopped. Although the college can publish less copies. But the publication of 'Uday' must be done. Thus the issue of 'Uday' publication had been resolved.

**3. Discussion regarding the preparation AQAR of the session 2020-21 (20 minutes)**

The IQAC Coordinator Dr. Narendra Gadge informed all the teachers, principal and the management that he has to send the AQAR of 2020-21. The principal and co-secretary Priya R. Tidke asked IQAC Coordinator if he had any difficulty regarding the AQAR of 2020-21. On that the Dr. Gadge asked all the teachers to submit their yearly reports of their academic activities. Whereas it would college's last AQAR and after this the college will have to be ready for the second cycle of NAAC. The principal and the





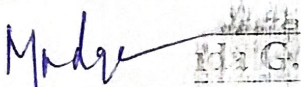
co-secretary of the college asked all the teachers to assist the IQAC Coordinator for filling the AQAR and also asked to furnish the necessary and required information as soon as possible.

Eventually Dr. Narendra L. Gadge, the IQAC Coordinator proposed formal vote of thanks and the meeting over after the tea.

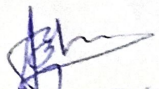
### **IQAC COMMITTEE**

**2020-21 & 2021-2022**

<b>Sr.No.</b>	<b>Name of the Committee Members</b>	<b>Position in Committee</b>
1.	Dr. Abhay Y. Bhakte	Chairperson
2.	Dr.Narendra L. Gadge	Coordinator
3.	Dr. Prashant Dafar	Teacher Member
4.	Dr. Gopal Zade	Teacher Member
5.	Dr. Ishwar Wagh	Teacher Member
6.	Dr.Mukunda G. Meshram	Teacher Member
7.	Dr.Vyankatsh Potfode	Library Member
8.	Dr. Ananta Deshmukh	External Member
9.	Dr. Kapil Singhel	External Member
10.	Parvesh Wasnik	Administrative Member
11.	Ujwala Tandekar	Student Member
12.	Abhisha Chatap	Student Member

  
IQAC Coordinator  
**Smt. Rajkamal B. Tidke**  
Mahavidyalaya Mouda  
Dist. Nagpur




  
Officiating Principal  
**Smt. Rajkamal Baburo Tidke**  
Mahavidyalaya, Mouda  
Dist, Nagpur



In the above meeting the following members were present

- |                         |                       |
|-------------------------|-----------------------|
| 1. Dr. Abhay Y. Bhakte  | Chairperson of IQAC   |
| 2. Dr. Narendra L.Gadge | Coordinator of IQAC   |
| 3. Dr.Prashant Dafar    | NAAC Coordinator      |
| 4. Dr. Sunil S. Borkar  | Teacher Member        |
| 5. Dr.Ishwar Wagh       | Teacher Member        |
| 6. Dr. Dilip Chavahan   | Teacher Member        |
| 7. Dr. Gopal J. Zade    | Member of IQAC        |
| 8. Dr.Vyankatsh Potfode | Member of IQAC        |
| 9. Sudhakar Kadhao      | Administrative Member |
| 10.Parvesh Wasnik       | Administrative Member |

  
IQAC Coordinator  
Smt. Rajkamal B. Tidke  
Mahavidyalaya Mouda  
Dist. Nagpur



  
Officiating Principal  
Smt. Rajkamal Baburo Tidke  
Mahavidyalaya, Mouda  
Dist, Nagpur



SMT. RAJKAMAL BABURAO TIDKE MAHAVIDYALAYA,  
MOUDA DISTT. NAGPUR

**REPORT OF MEETINGS OF IQAC  
IN THE SESSION 2020-21**

(Notices, Dates, Agendas and Minutes of the Meetings)

During 2020-21 the IQAC of the college took three meetings with the stakeholders. Its dates, agendas and minutes are given in details as below:


26<sup>th</sup> Dec. 2020

**NOTICE OF THE SECOND MEETING**

All the teachers and non-teaching staff hereby informed that there will be a meeting of IQAC under the chairmanship of the Principal on 31<sup>st</sup> December 2021 at 11.30 a.m. to 12.40 p.m. in the Principal's Cabin.

**Agenda of the Meeting**

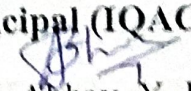
1. Discussion of buying required furniture, books and other miscellaneous things
2. Discussion of the preparation of the 2<sup>nd</sup> cycle of NAAC
3. Discussion regarding cleanliness, plantation and rearing in order to maintain the green culture in the college premises.

  
IQAC Coordinator

Dr. Narendra L. Gadge  
IQAC Coordinator  
Smt. Rajkamal B. Tidke  
Mahavidyalaya Mouda  
Dist. Nagpur



Principal (IQAC Chairman)

  
Dr. Abhay Y. Bhakte  
Officiating Principal  
Smt. Rajkamal Baburao Tidke  
Mahavidyalaya, Mouda  
Dist. Nagpur



31<sup>st</sup> December 2020

11.30 a.m.

**1. Discussion of buying required furniture, books and other miscellaneous things (25 minutes)**

On 31<sup>st</sup> December at 11.30am the second meeting in the session began the first point in the discussion was of buying the furniture, books and other miscellaneous things for the college. The principal asked all teachers and the IQAC director about the requirements in the classrooms as well as in the library. Some of the teachers reported that the furniture in the class has become useless and it is irreparable so there is need of buying the sitting furniture. On that the principal asked the teachers to provide the exact numbers of desks and benches then the order would be issued. The teachers also asked the principal that there is need of some text books as the syllabus of B.A. B.Com and of B.Sc. have changed. The principal immediately issued the order to buy the required books. The principal made the enquiry of other required thing in the college and asked the concern authority to buy those things.

**2. Discussion of the preparation of the 2<sup>nd</sup> cycle of NAAC (30 minutes)**

In the very beginning the principal checked the SSR of the first Cycle of NAAC. Then he asked the IQAC coordinator about the due date of the second cycle. On that the IQAC coordinator told the principal that the validity of the first cycle of NAAC would be coming to an end on 12 September 2022. And after that the college will have to prepare for the second cycle. The IQAC coordinator Dr. Narendra Gadge told the officiating principal and all the teachers that the college can't begin their process of NAAC unless they have full time principal. On that the officiating principal told to all that the procedure of filling the full time principal post has already begun. The management of the college has sent the proposal of filling the post of the principal to the Joint Director for his NOC. As soon as the NOC will come the advertisement for the post would be given. The officiating principal and the IQAC Coordinator told all the teachers to keep all their records update. They have to keep the records of their placements, research papers, conferences, seminars and webinars and of their written books and publications etc. The IQAC coordinator and the principal informed that all






the teachers must endeavor to improve the NAAC grade and CGPA. So all the teachers and even non-teaching staff must do work hard for the coming NAAC procedure.

**3. Discussion regarding cleanliness, plantation and rearing in order to maintain the green culture in the college premises. (15 minutes)**


In the previous point all the teachers and all the non teaching staff had been informed that they would have to take labor for the upcoming second cycle of NAAC. In this connection Dr. Harish Mohite and NSS coordinator Dr. Prashant S. Dafar informed that there needs many efforts in order to keep cleanliness in the college premises. They also suggested the officiating principal the college should take the initiative for sapling plantation. He also added that we are fortunate that the college has the huge ground and premises to make plantation.

The principal asked the NSS coordinator to organize the sapling plantation mission under his NSS unit. One of the IQAC member suggested that there needed a proper caring and rearing of the green culture in the college premises. On that the officiating principal told that they have already two men in order to take care of the garden and the greenery in the college. But some teachers must bear the responsibility of supervising the men. In this important work the teachers should take the help of students also. The principal said that the college has the motto to provide clean and hygienic environment to its students.

Eventually Prashant s. Dafar NSS Coordinator proposed the formal vote of thanks and the second meeting over after the tea.

  
**Officiating Principal**  
**Smt. Rajkamal Baburao Tidke**  
**M. Mahavidhyala, Mouda**  
**Dist, Nagpur**



  
**IQAC Coordinator**  
**Smt. Rajkamal B. Tidke**  
**Mahavidyalaya Mouda**  
**Dist. Nagpur**



The following members were present in the meeting.

- |                          |                       |
|--------------------------|-----------------------|
| 1. Dr. Abhay Y. Bhakte   | Chairperson of IQAC   |
| 2. Dr. Narendra L. Gadge | Coordinator of IQAC   |
| 3. Dr. Prashant Dafar    | NAAC Coordinator      |
| 4. Dr. Sunil S. Borkar   | Teacher Member        |
| 5. Dr. Ishwar Wagh       | Teacher Member        |
| 6. Dr. Dilip Chavahan    | Teacher Member        |
| 7. Dr. Gopal J. Zade     | Member of IQAC        |
| 8. Dr. Vyankatsh Potfode | Member of IQAC        |
| 9. Sudhakar Kadhao       | Administrative Member |
| 10. Parvesh Wasnik       | Administrative Member |

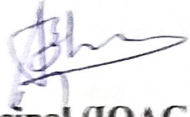
  
IQAC Coordinator

Dr. Narendra L. Gadge

IQAC Coordinator

Smt. Rajkamal B. Tidke  
Mahavidyalaya Mouda  
Dist. Nagpur



  
Principal (IQAC Chairman)

Dr. Abhay Y. Bhakte

Officiating Principal  
Smt. Rajkamal Baburo Tidke  
Mahavidyalaya, Mouda  
Dist. Nagpur



**SMT. RAJKAMAL BABURAO TIDKE MAHAVIDYALAYA,  
MOUDA DISTT. NAGPUR**

## **REPORT OF MEETINGS OF IQAC**

### **IN THE SESSION 2020-21**

(Notices, Dates, Agendas and Minutes of the Meetings)

During 2020-21 the IQAC of the college took three meetings with the stakeholders. Its dates, agendas and minutes are given in details as below:

**20<sup>th</sup> March 2021**

#### **NOTICE OF THE THIRD MEETING**

All the teachers and non-teaching staff hereby informed that there will be a meeting of IQAC under the chairmanship of the Principal on 26<sup>th</sup> March 2021 at 11.30 a.m. to 12.15 p.m. in the Principal's Cabin.

#### **Agenda of the Meeting**

1. Discussion regarding safety measures for students from Corona.
2. Discussion regarding the timely placement of teachers.

#### **1. Discussion regarding safety measures for students from Corona. (20 minutes)**

In this third and last meeting of IQAC in the session the most important issue had been discussed. Since the offline classes began in the threat of corona, the safety of students was important. The IQAC members, coordinators, principal and the stakeholders were had become cautious regarding the safety of students. The IQAC coordinators and other members suggested that all the classrooms should be cleaned and sanitized before the actual classes begin. It was decided that the notices and information would be sent on the groups of students that they should come with masks and sanitizer and drinking water bottle. It was also suggested that those students are ill due to fever and cold they shouldn't come in the college. The principal immediately issued the order to the peons of cleaning and sanitizing all the classrooms. The principal also issued the order to the security guards that they should not allow such students who seem ill and without masks. The principal






made cautious to all the teachers that they should not take risk regarding the health of students. And it was also decided that no teacher would force any students to come in the college. They should also continue their online classes and should put their subject notes on the groups of students.


## **2. Discussion regarding the timely placement of teachers. (20 minutes)**

In the third meeting of IQAC the most important issue had been raised by all the teachers particularly those who had their dues of placements such as of professor, associate professor and of selection grade. The IQAC coordinator had already notified that all the placements should be sent first to the IQAC. The IQAC also asked the teachers they should begin the process before one month of the actual date. So they might not have faced too much financial loss. The principal also informed the same thing that he had been ordered by the management and the stakeholders that all the teachers' placements and promotions must be done in the right time. Then the principal asked the IQAC coordinator as whose proposal had come to him. On that he did not receive any proposal but told that his due of associate professor in March 2021 and Dr. Naik's due in March 2020. And since the university and Joint Director issued the order for the teachers' placements as Professor in college; Dr. Zade and Dr. Potfode told that they had also their dues of placements. Then the principal asked all the teachers that they should send their proposal to the IQAC immediately.

Eventually Dr. Vyankatesh Potfode the editor of 'Uday' proposed the formal vote of thanks and thus the meeting over.

  
**IQAC Coordinator**  
**Smt. Rajkamal B. Tidke**  
**Mahavidyalaya Mouda**  
**Dist. Nagpur**

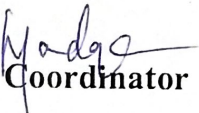


  
**Officiating Principal**  
**Smt. Rajkamal Baburao Tidke**  
**Mahavidyalaya, Mouda**  
**Dist. Nagpur**



The following members were present in the meeting.

- |                          |                       |
|--------------------------|-----------------------|
| 1. Dr. Abhay Y. Bhakte   | Chairperson of IQAC   |
| 2. Dr. Narendra L. Gadge | Coordinator of IQAC   |
| 3. Dr. Prashant Dafar    | NAAC Coordinator      |
| 4. Dr. Sunil S. Borkar   | Teacher Member        |
| 5. Dr. Ishwar Wagh       | Teacher Member        |
| 6. Dr. Dilip Chavahan    | Teacher Member        |
| 7. Dr. Gopal J. Zade     | Member of IQAC        |
| 8. Dr. Vyankatsh Potfode | Member of IQAC        |
| 9. Sudhakar Kadhao       | Administrative Member |
| 10. Parvesh Wasnik       | Administrative Member |

  
IQAC Coordinator

Dr. Narendra L. Gadge

**IQAC Coordinator**  
**Smt. Rajkamal B. Tidke**  
**Mahavidyalaya Mouda**  
**Dist. Nagpur**



  
Principal (IQAC Chairman)

Dr. Abhay Y. Bhakte

**Officiating Principal**  
**Smt. Rajkamal Baburao Tidke**  
**Mahavidyalaya, Mouda**  
**Dist. Nagpur**



**SMT. RAJKAMAL BABURAO TIDKE  
MAHAVIDYALAYA, MOUDA DISTT. NAGPUR**

**REPORT OF MEETINGS OF IQAC**

**IN THE SESSION 2019-20**

**(Notice, Dates, Agendas and Minutes of the Meetings)**

During 2019-20 the IQAC of the college took three meetings with the stakeholders. Its dates agendas and minutes are given in details as below:


15<sup>th</sup> June.2019


**NOTICE OF THE FIRST MEETING**

All the teachers and non- teaching staff and hereby informed that there will be a meeting of IQAC under the chairmanship of the Principal on 20<sup>th</sup> June. 2019 at 11.30 a.m. to 12.30 p.m.in the Principal's Cabin.

**Agenda of the meeting**

1. Regarding Admission and provision of the information of the new stream (B.Sc. I)

  
**IQAC Coordinator**  
**Smt. Rajkamal B. Tidke**  
**Mahavidyalaya Mouda**  
**Dist. Nagpur**

  
**Principal**  
**Smt. Rajkamal Baburao Tidke**  
**Mahavidyalaya Mouda**





**20<sup>th</sup> June 2019**

**11.30a.m.**

**First Meeting (After NAAC Accreditation)**

**1. Regarding Admission and furnishing the information of the new stream (B.Sc. I) (50 Minutes)**

About this meeting the principal had already given the notice prior five days. So that the teacher should get the time for preparation of the meeting. As per the notice all the teachers and also the non teaching staff gathered for the first meetings of the session 2019-20. As we know that the first meeting of the session is about the admission procedure. The Principal and the IQAC Coordinator asked to form the admission committees to run the admission procedure smoothly.


The Principal also told all the IQAC members and to the non teaching staff about the new stream i.e. B.Sc. is going to be launched from this year. The Principal also told that the advertisement has to be given for the contributory staff of the science teachers for the session. The Principal asked the in charge and the IQAC Coordinator to look for the new classroom for B.Sc. I. The Principal added that all the teachers must look for the admissions of B.Sc.as it is a new stream. According to the orders of the principal the admission committees have been formed immediately as it is the work of every year. The Principal also told about the maintenance of the discipline and cleanliness in the college premises. He also added that all the students must come in the uniforms. And all the teachers must follow the time discipline. The Principal asked the IQAC Coordinator to look at the condition of all the classrooms and if there needed any repairing of any equipments like fans, blackboard, windows and desks benches, he should be informed quickly so that he could quick action. Because he wanted everything should be okay before the actual classes begin. In this way the Principal told so many minute things. He also asked few suggestions from the teachers as well as from the non-teaching staff in order to make reformation in the administration. And whatever suggestions they have should be informed to the IQAC Coordinator, Dr. N.L. Gadge. Eventually Dr. Wagh proposed the vote of thanks and the meeting ended with the optimistic note; everyday is a new beginning.






The following members were present in the meeting.

1.Dr. Vinod Gawande	Chairperson
2.Dr.Narendra L. Gadge	Coordinator
3. Prashant Dafar	Teacher Member
4.Dr. Gopal Zade	Teacher Member
5.. Ishwar Wagh	Teacher Member
6.Dr.Dilip Chavhan	Teacher Member
7.Dr. Abhay Bhakte	Library Member
8..Harish C.Mohite	Director of Physical Education
9.Dr.Atul P. Naik	Commerce Department
10.Dr. Sandhya Wankhede	Commerce Department
11.Nandlal Sapate	Non- teaching member

  
IQAC Coordinator  
smt. Rajkamal B. Tidke  
Mahavidyalaya Mouda  
Dist. Nagpur

  
Principal  
smt. Rajkamal Baburao Tidke  
Mahavidyalaya Mouda





## NOTICE OF THE SECOND MEETING

11.00 a.m.

25<sup>th</sup> Sept.2019

All the teachers and non- teaching staff and hereby informed that there will be a meeting of IQAC under the guidance of IQAC Coordinator and the Secretary of the institution on 1<sup>st</sup> Oct. 2019 at 11.00 a.m. to 11.50 p.m.in the Principal's Cabin.

### **Agenda of the meeting**

1. To discuss the issue as to who will be given the charge of Officiating Principal after the VRS of Dr. Vinod Gawande

11.00am

1<sup>st</sup> Oct. 2019

This was the emergency meeting was called by the secretary and the IQAC Coordinator in order to discuss the issue serious issue as to whom should be given the post of Principal –in- Charge immediately after the retirement of Principal Dr. Gawande sir. The IQAC Coordinator told the Secretary of the college that the post of Principal-in-charge must be filled immediately in order to run the works of the college smoothly. He also added that as the Principal Head of the college administration each and every correspondence is made only in the name of the Principal.

Then the secretary asked to the entire teacher members as to whom this responsibility should be given. The teacher members and even non-teaching members suggested the names of the senior teachers' names including Dr. Potfode, Dr.Borkar Dr. Zade and of Dr. Bhakte the librarian of the college for bearing the responsibility of the Principal-in-Charge.

But the three senior teachers Dr.Potfode, Dr. Borkar and Dr. Zade refused to take the responsibility as they were busy in their works. Eventually the Secretary of the college gave the responsibility of the post of the Principal-in-charge to Dr. Abhay Bhakte, the librarian of the college. Then the Secretary of the college asked the Coordinator of the





IQAC and to all the senior teachers as if they had no any objections regarding the appointment of Dr. Bhakte as the Principal-in-charge.

On this all the teacher members and non teaching members consented for this new appointment. Thus the secretary of the college eventually gave the responsibility of Principal-in-Charge to Dr. A. Y. Bhakte from the very date of the meeting i.e. from 1<sup>st</sup> Oct. 2019. All the members in the meeting congratulated Dr. Bhakte for his new post. Eventually Dr. I. J. Wagh proposed vote of thanks.

2. The following members were present in the meeting.

1. Dr. Abhay Y. Bhakte	Library Member
2. Dr. Narendra L. Gadge	Coordinator
3. Prashant Dafar	Teacher Member
4. Dr. Gopal Zade	Teacher Member
5. Ishwar Wagh	Teacher Member
6. Dr. Dilip Chavhan	Teacher Member
7. Harish C. Mohite	Director of Physical Education
8. Dr. Atul P. Naik	Commerce Department
9. Dr. Sandhya Wankhede	Commerce Department
10. Nandlal Sapate	Non- teaching member
11. Rajabhua Prasanna Tidke	Secretary

5<sup>th</sup> Oct. 2019

### **NOTICE OF THE THIRD MEETING**

All the teachers and non- teaching staff and hereby informed that there will be a meeting of IQAC under the chairmanship of the Principal-in-charge on 10<sup>th</sup> Oct. 2019 at 11.00 a.m. to 11.50 p.m. in the Principal's Cabin.

#### **Agenda of the meeting**

1. Preparation for the farewell programme of the Principal Dr. Vinod Gawande and Superintendent Shri Nandlal Sapate (45 minutes)





11.00 am

10<sup>th</sup> Oct. 2019

Whereas the two persons had to be retired on 30th September 2019 and 1<sup>st</sup> February 2020. Dr. Gawande had decided to take the VRS due to his health issues. And Nandlal Sapate completed his 58 years of his age in January 2020. Both persons' farewell programmes had to be taken. The stakeholders from the management; secretary Prasanna Rajabhau Tidke and Founder of the institution Shri Baburaoji Tidke asked to draw the outline of the programmes of both the persons.

So it was decided that first farewell programmes of Dr. Gawande would be taken on 15<sup>th</sup> Oct. 2019. And of Shri Nandlal Sapate farewell programme would be taken on 30<sup>th</sup> January 2020. Some of the IQAC members suggested few suggestions regarding the programmes as to what to be given to both the persons as a token of love to them. Both had given their 25 years of their lives to the institution. Then all the members discussed about the lunch menu on those particular days. Our secretary said that it would be hard time to work without those efficient persons. Both the secretary and the founder expressed their words of gratitude for both the persons. Eventually Dr. N. L.Gadge, the IQAC Coordinator proposed vote of thanks to all the members.

2. The following members were present in the meeting.

1.Dr. Abhay Y.Bhakte	Chairman
2.Dr.Narendra L. Gadge	Coordinator
3. Prashant Dafar	Teacher Member
4.Dr. Gopal Zade	Teacher Member
5.. Ishwar Wagh	Teacher Member
6.Dr.Dilip Chavhan	Teacher Member
7..Harish C.Mohite	Director of Physical Education
8.Dr.Atul P. Naik	Commerce Department
9.Dr. Sandhya Wankhede	Commerce Department
10.Nandlal Sapate	Non- teaching member
11.Prasanna Rajabhau Tidke	Secretary
12.Shri Baburaoji Tidke	Founder





7<sup>th</sup> March 2020

**NOTICE OF THE FOURTH MEETING**

All the teachers and non- teaching staff and hereby informed that there will be a meeting of IQAC under the chairmanship of the Principal-in-charge on 17<sup>th</sup> March 2020 at 11.00 a.m. to 11.45 p.m.in the Principal's Cabin.

**Agenda of the meeting**

- 1. Discussion about the preparation and submission of AQAR 2019-20 before the College Development Committee (45 minutes)**

11.00 am

17<sup>th</sup> March 2020

The new Officiating Principal and the chairman of the IQAC and IQAC Coordinator organized the meeting of the College Development Committee in order to prepare the AQAR as it is the important work of each session. The IQAC Coordinator told the new Principal the importance of the AQAR and why it should be sent in time. Dr. Gadge told before the college committee that after the institution got the NAAC grade it has to send the AQAR to the NAAC so that the NAAC should know the administration of the college is going according to the norms of the NAAC. Dr. Gadge added that the validity of the received NAAC Certificate is for five years and the institution has to send its AQAR for four consecutive years. In the AQAR the institution has to give the detail information of the yearly activities of the college.

The college development committee has to check the AQAR and it also assists to complete the AQAR. Dr. Gadge told that filling and submission of the AQAR is IQAC Coordinator responsibility but each and every member and all the stakeholders; like management, teachers students parents and alumni must assist to complete the AQAR.





Therefore it is very important that the CDC must keep its watch on the AQAR and if there are errors or any irrelevant things they should be removed. The Secretary of the college, the officiating principal Dr. Bhakte and the IQAC Coordinator Dr. Gadge requested to all the teaching and non teaching members of the college to cooperate with IQAC. The Principal of the college promised that whatever help did the IQAC want it would get immediately.

Eventually Dr. N.L. Gadge proposed vote of thanks and the meeting ended at 11.43am

The following members were present in the meeting.

1.Dr. Abhay Y.Bhakte	Chairman
2.Dr.Narendra L. Gadge	Coordinator
3. Prashant Dafar	Teacher Member
4.Dr. Gopal Zade	Teacher Member
5.. Ishwar Wagh	Teacher Member
6.Dr.Dilip Chavhan	Teacher Member
7..Harish C.Mohite	Director of Physical Education
8.Dr.Atul P. Naik	Commerce Department
9.Dr. Sandhya Wankhede	Commerce Department
10.Nandlal Sapate	Non- teaching member
11.Prasanna Rajabhau Tidke	Secretary

Chairperson of IQAC

*Abhay Y. Bhakte*  
Dr. Abhay Y. Bhakte  
Smt. Rajkamal Baburao Tidke  
Mahavidyalaya Mouda

Coordinator of IQAC

*Narendra L. Gadge*  
Dr. Narendra L. Gadge  
IQAC Coordinator  
Smt. Rajkamal B. Tidke  
Mahavidyalaya Mouda  
Dist. Nagpur





**SMT. RAJKAMAL BABURAO TIDKE MAHAVIDYALAYA,  
MOUDA DISTT. NAGPUR**

**REPORT OF MEETINGS OF IQAC  
IN THE SESSION 2018-19**

**(Notice, Dates, Agendas and Minutes of the Meetings)**

During 2018-19 the IQAC of the college took three meetings with the stakeholders. Its dates agendas and minutes are given in details as below:

**20<sup>th</sup> June, 2018**

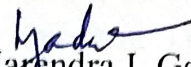
**NOTICE OF THE FIRST MEETING**

All the teachers and non- teaching staff hereby informed that there will be a meeting of IQAC under the chairmanship of the Principal on 5<sup>th</sup> July 2018 at 11.30 a.m. to 1.00 p.m. in the Principal's Cabin.


**Agenda of the Meeting**

1. Proposal of B.Sc. to be sent to the Govt. and University
2. Provision of new classrooms and laboratory in the college premises
3. Dress code for all the students

**IQAC Coordinator**

  
Narendra L. Gadge  
**IQAC Coordinator**  
**Smt. Rajkamal B. Tidke**  
**Maha Vidyalaya Mouda**  
**Dist. Nagpur**

**Principal (IQAC Chairman)**

  
Dr. Vinod K. Gawande  
Principal  
**Smt. Rajkamal Baburao Tidke**  
**Maha Vidyalaya Mouda**





5<sup>th</sup> July 2018

**1. Proposal of B.Sc. to be sent to the Govt. and University: 28 minutes**

As per the demand of the local students and the Alumni of the college, the Secretary of the college; Hon. Prasnnaji B.Tidke proposed the new degree course i.e. B.Sc. in the college. The principal upholds the proposal of B. Sc and asserts that there is a huge demand of the course since the engineering courses have bad time. The teachers and even the IQAC Coordinator uphold this demand. They were all in the positive side of the beginning of the course. So finally it was decided to send the proposal of B.Sc.to the Govt. and the University. The Secretary of the college asked the Principal to prepare the proposal of B.Sc.

**2. Provision of new classrooms and laboratory in the college premises: 32 minutes**

Whereas the management of the college decided to begin the B. Sc probably from then there was a question of the classrooms and the laboratory in the college premises. The secretary, Prasannaji B.Tidke asked the principal to find out the vacant classrooms and make them ready with denting painting for the B.Sc. classes. The Secretary also asked to make the arrangement of the laboratory. As per the order of the secretary, the Principal of the college gave the orders to the teacher to take the search of the vacant and unused classrooms to accommodate the B.Sc. classrooms and the laboratory. The IQAC Coordinator Narendra Gadge told the principal that there are three vacant classrooms on the 3<sup>rd</sup> floor of the college building. And there can be the B.Sc. classrooms could be accommodated. On that every member in the meeting gave the consent. Thus the problem of the classrooms for B.Sc. was resolved in that important meeting.





### 3. Dress code for all the students:

25 minutes

The third topic in the agenda of the meeting was about the dress code. The principal asked to all the members in the meeting about applying the dress code to all the students in the college. The Principal asked the Secretary, Hon. Shree Prasannaji Tidke about the dress code and its importance in order to bring the uniformity among the students. The dress code also brings the discipline among the students. Eventually the Secretary, the Principal and all the teachers consented on the issue of applying the dress code from the present session i.e. 2018-19. Thus in this important IQAC meeting three major issues had been raised and also resolved. Dr. Abhay Bhakte one of the Members of the IQAC thanked the Secretary, Principal and all the members in the meeting for being present in the IQAC meeting and he hoped the same cooperation in the future from all the stakeholders.

#### The following members were present in the IQAC meeting

- |                                     |                              |
|-------------------------------------|------------------------------|
| 1. Hon. Shree Prasannaji B. Tidke : | Secretary of the Institution |
| 2. Dr. Vinod K. Gawande :           | Principal & Chairman of IQAC |
| 3. Narendra L.Gadge :               | Coordinator of IQAC          |
| 4. Dr. Abhay Y. Bhakte :            | Librarian Member             |
| 5. Dr.Mukunda Meshram :             | Member                       |
| 6. Dr. Gopal J. Zade :              | Member                       |
| 7. Parvesh Wasnik :                 | Non-teaching Member          |
| 8. Ishwar J. Wagh :                 | Member                       |





29<sup>th</sup> September

**1. To discuss about the physical facilities in the college. 35 minutes**

This is the second meeting of the session. The Principal of the college suggested the two important issues into consideration. The first important issue was to discuss about the physical facilities in the college. As the session has already begun the principal asked the IQAC Coordinator and the members to take the survey of the physical facilities available in the college. If there are some problems or some lacunas it should be reported either to the Principal or the IQAC Coordinator. If there are some requirements and improvements; that would be reported to the management. Whereas the institution's motto and aim is to provide the basic facilities to the students. Thus the principal asked all the members to complete the survey of the problems within two days and report it to the concern authorities.

**2. To make improvements in the basic facilities available in the college. 45 minutes**

As the Principal and CDC had asked the staff who are also the members of IQAC of the college to report about the basic facilities in the college. One of the members of IQAC Ishwar Wagh reported that the water purifiers needed to repair. Another member Dr. Dilip Chavhan told that some fans and lights in the classrooms are working properly. Then the Principal asked Dr. Abhay Bhakte to take the proper actions to repair lights and water purifiers. The IQAC Coordinator Narendra Gadge reported about the broken furniture which should be immediately repaired. Principal Dr. Vinod Gawande the IQAC Chairperson asked Dr. Harish Mohite to look into the matter. Thus the three basic facilities and the problems related to it asked to be resolved.

Finally Narendra Gadge, the IQAC Coordinator proposed vote of thanks to the IQAC members.





**SMT. RAJKAMAL BABURAO TIDKE  
MAHAVIDYALAYA, MOUDA DISTT. NAGPUR**

**REPORT OF MEETINGS OF IQAC**

**IN THE SESSION 2018-19**

**(Notice, Dates, Agendas and Minutes of the Meetings)**

During 2018-19 the IQAC of the college took three meetings with the stakeholders. Its dates agendas and minutes are given in details as below:

**19<sup>th</sup> September, 2018**

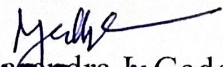
**NOTICE OF THE SECOND MEETING**

All the teachers and non- teaching staff hereby informed that there will be a meeting of IQAC under the chairmanship of the Principal on 29<sup>th</sup> September 2018 at 12.00 a.m. to 1.15 p.m.in the Principal's Cabin.


**Agenda of the Meeting**

- 1. To discuss about the physical facilities in the college**
- 2. To find out the solution of the problems and improvements in the facilities available in the college.**

**IQAC Coordinator**

  
**Nandha J. Gadge**  
**Smt. Rajkamal B. Tidke**  
**Mahavidyalaya Mouda**  
**Dist. Nagpur**

**Principal (IQAC Chairman)**

  
**Dr. Vinod K. Gawande**  
**Smt. Rajkamal Baburao Tidke**  
**Mahavidyalaya Mouda**





The following members were present in this IQAC meeting.

- |                         |   |                              |
|-------------------------|---|------------------------------|
| 1. Dr. Vinod K. Gawande | : | Principal & Chairman of IQAC |
| 2. Narendra L.Gadge     | : | Coordinator of IQAC          |
| 3. Dr. Abhay Y. Bhakte  | : | Librarian Member             |
| 4. Dr.Mukunda Meshram   | : | Member                       |
| 5. Dr. Gopal J. Zade    | : | Member                       |
| 6. Parvesh Wasnik       | : | Non-teaching Member          |
| 7. Ishwar J. Wagh       | : | Member                       |





**SMT. RAJKAMAL BABURAO TIDKE  
MAHAVIDYALAYA, MOUDA DISTT. NAGPUR**

**REPORT OF MEETINGS OF IQAC**

**IN THE SESSION 2018-19**

**(Notice, Dates, Agendas and Minutes of the Meetings)**

During 2018-19 the IQAC of the college took three meetings with the stakeholders. Its dates agendas and minutes are given in details as below:

**20 April, 2019**


**NOTICE OF THE THIRD MEETING**

All the teachers and non- teaching staff hereby informed that there will be a meeting of IQAC under the chairmanship of the Principal on **25 April, 2019** at 12.00 a.m. to 1.45 p.m.in the Principal's Cabin.


**Agenda of the Meeting**

- 1. Discussion of the Recruitment of teachers for B.Sc. classes**
- 2. To appoint the coordinator of University Examination for Summer and Winter Examination 2018-19**
- 3. Discussion about the submission of AQAR**

**IQAC Coordinator**

  
**Smt. Rajkamal B. Tidke**  
Mahavidyalaya Mouda  
Dist. Nagpur

**Principal (IQAC Chairman)**

  
**Dr. Vinod K. Gawande**  
Principal  
Smt. Rajkamal Baburao Tidke  
Mahavidyalaya Mouda





**25 April, 2019**

**30 Minutes**

**1. Discussion of the Recruitment of teachers for B.Sc. classes**

The Principal told in this meeting that the management has confirmed that the B.Sc. classes would begin from the session 2019-20. Therefore it is very necessary to have the teaching staff. The Principal also told that he has already discussed about it with the Secretary, Shree Rajabhau Tidke and he asked to appoint the teaching staff immediately. Whereas the B.Sc would be the non-grant section and the whole financial burden would be borne by the college management the appointed staff must negotiate with the Principal. The Principal suggested that the teachers who are teaching to Jr. College should be appointed as contributory teacher. The Principal asked the IQAC Coordinator Narendra Gadge, to find out the teachers who are qualified for the senior college. And report him immediately. He also asked to Dr. Prashant Dafar and Narendra Gadge to adjust their periods in B.Sc. without disturbing their regular works.

Thus the problem of recruitment of teachers was resolved in this meeting. He also confirmed that the B.Sc. classes must begin in the session 2019-20 under any circumstances.

**30 Minutes**

**2. To appoint the coordinator of University Examination for Summer and Winter Examination 2018-19**

In the second meeting of the session the main issue was to appoint the coordinator for the forthcoming university examination. Narendra Gadge, the IQAC Coordinator told that Dr. Dilip Chavahan was appointed as the coordinator of the University examination in the session 2018-19. The Principal asked to all the members whose due was as the coordinator as this responsibility has been given according to the seniority of the teachers. Therefore it was decided to give the responsibility of the coordinator of University examination 2019-20 to Dr. Prashant Dafar. The Principal also asserted that Dr. Prashant Dafar would be the coordinator for both the





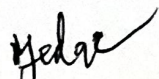
session i.e. in Summer and Winter. Thus anonymously Dr. Prashant Dafar was appointed the Coordinator of the University examination in 2018-19.

### 3. Discussion about the submission of AQAR


40 minutes

The third important point in the agenda of the meeting was the submission of the AQAR. The IQAC Coordinator informed the Principal and to all the members of the IQAC; every year the college has to submit the AQAR report to NAAC and the same is to be displayed on the college website. This is the utmost work to every institute after the NAAC accreditation said Narendra Gadge. The Principal asked Narendra Gadge about the progress of the AQAR. Then Mr. Gadge said that the AQAR was almost ready and in it he had to put the activities till August and then it would be final. The Principal asked the other members of the IQAC to assist Mr. Gadge for the completion of the AQAR. Dr. Abhay Bhakte eventually proposed the vote of thanks. The following members were present in the meeting.

- |                         |   |                              |
|-------------------------|---|------------------------------|
| 1. Dr. Vinod K. Gawande | : | Principal & Chairman of IQAC |
| 2. Narendra L. Gadge    | : | Coordinator of IQAC          |
| 3. Dr. Abhay Y. Bhakte  | : | Librarian Member             |
| 4. Dr. Mukunda Meshram  | : | Member                       |
| 5. Dr. Gopal J. Zade    | : | Member                       |
| 6. Parvesh Wasnik       | : | Non-teaching Member          |
| 7. Ishwar J. Wagh       | : | Member                       |

  
IQAC Coordinator  
Smt. Rajkamal B. Tidke  
Mahavidyalaya Mouda  
Dist. Nagpur



  
Principal  
Smt. Rajkamal Baburao Tidke  
Mahavidyalaya Mouda



**SMT. RAJKAMAL BAURAO TIDKE MAHAVIDYALAY MOUDA  
REPORT OF IQAC MEETINGS**

**2017-18**

In the session 2017-18 the IQAC Cell took four meetings. Its details are given as below

20/06/2017

**NOTICE OF FIRST MEETING**

All the teachers and non teaching members are hereby informed that the first IQAC meeting is going to be held on 30 June 2017 at 11.35 am under the chairmanship of the principal Dr. Vinod Gawande

**Agenda of the Meeting**

1. Forming various committees to work systematically and smoothly
2. Increasing the strength of students in each class in the present session

**REPORT OF MEETING**

30/06/2017

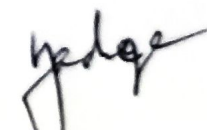
1. Forming various committees to work systematically and smoothly:

[27 Minutes]

In the very first meeting which is held on 30 June 2017 at 11.35am; in it was decided to form the various meetings under the chairmanship of principal in order to work variously. Principal Dr. Vinod Gawande advised to form ten or twelve meetings which would be active throughout the year. Narendra Gadge suggested few meetings which needed urgently. Such as the Admission Committee and the new formation of IQAC Committee. Dr. Zade suggested to form Students' Grievance Cell and Dr. Sandhya Wankhede to reform the Women Grievance harassment cell. After hearing all teachers' suggestions Principal Dr. Gawande asked Narendra Gadge to take the initiative in forming the required committees and he also asked all committees should come into action.

  
Principal  
Smt. Rajkamal Baburao Tidke  
Mahavidyalaya Mouda



  
IQAC Coordinator  
Smt. Rajkamal B. Tidke  
Mahavidyalaya Mouda  
Dist. Nagpur



**2. Increasing the strength of students in each class in the present session:**

**[22 Minutes]**

In the second point of the agenda of the meeting the principal asked to increase the strength of the students. He told the teachers that the intake of each class was 120 and all classes should be full this year. He asked all the teachers to adopt the necessary measures and policies to hike the admissions. Prof. Dafar suggested making the advertisement of the college in the newspaper. Dr. Bhakte the librarian told that advertisement is very costly and it was unaffordable. Then Prof. Narendra Gadge suggested that the advertisement could be done through social media like Whatsapp, Facebook and also on the college website. On that Principal Dr. Gawande asked the teachers to do their best to increase the strength. Eventually Prof. Naik proposed the formal vote of thanks and the meeting over after tea. The following members were present in the meeting.

Sr. No.	Names
1	Principal Dr. V. K. Gawande, Chairman of IQAC
2	Narendra L. Gadge, IQAC Coordinator
3	Prasahant S. Dafar (Member)
4	Dr. Gopal J. Zade (Member)
5	Dr. Vyankatesh S. Potfode (Member)
6	Dr. Sandhya O. Wankhede (Member)
7	Atul P. Naik (Member)
8	Ishwar J. Wagh (Member)
9	Dr. Abhay Y. Bhakte (Library Member)
10	Shri Nandalal Sapate; Superintendent (Non-teaching Member)
11	Pravesh Wasnik (Non-teaching Member)

Principal

Dr. Vinod K. Gawande

Smt. Rajkamal Baburao Tidke  
Mahavidyalaya Mouda

IQAC Coordinator

Narendra L. Gadge  
Smt. Rajkamal B. Tidke  
Mahavidyalaya Mouda  
Dist. Nagpur





take the survey of what being ordered. Principal asked Harsish Mohite to take the survey of the physical facilities of each class.

**2. To discuss the innovations introduced during this academic year which have created a positive impact on the functioning of the Institution. [23 Minutes]**

In this second agenda of the meeting Narendra Gadge IQAC Coordinator asked all the teachers to bring innovations in their teachings. Principal also asserted that the teachers should be innovative; they should not be too traditional in their teaching. He added that in the AQAR report the NAAC asks about the new practice. So every teacher must innovate something new throughout the year. Dr. Bhakte the librarian advised the teachers they should teach with the help of subject related video clips pdf notes and through interactive mode. Then the principal said that if they have to increase the number of attendance every teacher must be innovative and he must be positive only then he can be the positive example to the students. Finally the principal asked all the teachers to work zealously and positively. Prof. Dafar proposed the formal vote of thanks and the meeting over at 12.58pm. The following members were present in the meeting

Sr. No.	Names
1	Principal Dr. V. K. Gawande, Chairman of IQAC
2	Narendra L. Gadge, IQAC Coordinator
3	Prasahant S. Dafar (Member)
4	Dr. Gopal J. Zade (Member)
5	Dr. Vyankatesh S. Potfode (Member)
6	Dr. Sandhya O. Wankhede (Member)
7	Atul P. Naik (Member)
8	Ishwar J. Wagh (Member)
9	Dr. Abhay Y. Bhakte (Library Member)
10	Harish Mohite
11	Shri Nandalal Sapate; Superintendent (Non-teaching Member)

Principal

Dr. Vinod K. Gawande  
Smt. Rajkumari Baburao Tikhe  
Mahavidyalaya Mouda

IQAC Coordinator

Narendra L. Gadge  
Smt. Rajkumari B. Tikhe  
Mahavidyalaya Mouda  
Dist. Nagpur





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Sr. No.	Names
1	Principal Dr. V. K. Gawande, Chairman of IQAC
2	Narendra L. Gadge, IQAC Coordinator
3	Prasahant S. Dafar (Member)
4	Dr. Gopal J. Zade (Member)
5	Dr. Vyankatesh S. Potfode (Member)
6	Dr. Sandhya O. Wankhede (Member)
7	Atul P. Naik (Member)
8	Ishwar J. Wagh (Member)
9	Dr. Abhay Y. Bhakte (Library Member)
10	Harish Mohite
11	Shri Nandalal Sapate; Superintendent (Non-teaching Member)

Principal

Dr. Vinod K. Gawande  
Smt. Rajkumar Baburao Tidke  
Mahavidyalaya Mouda

IQAC Coordinator

Narendra L. Gadge  
Smt. Rajkumar B. Tidke  
Mahavidyalaya Mouda  
Dist. Nagpur





21/12/2017

### **NOTICE OF THIRD MEETING**

All the teachers and non teaching members are hereby informed that the Third IQAC meeting is going to be held on 28<sup>th</sup> Dec. 2017 at 11.45 am under the chairmanship of the principal Dr. Vinod Gawande

#### **Agenda of the Meeting:**

- 1. To discuss about the AQAR 2017-18**
- 2. Any other point with permission of the chair.**

### **REPORT OF MEETING**

28/12/2017

#### **1. To discuss about the AQAR 2017-18**

**[32 Minutes]**

The third meeting of IQAC began at 11.50am in the Principal cabin and the main agenda of the meeting was about the discussion and the preparation of AQAR 2017-18. Narendra L. Gadge told all the teachers after NAAC Accreditation the college has to send the annual report to NAAC wherein the college has to describe about all the activities which they have done thought the session. Prof. Gadge told the principal that it is not the work only of IQAC Coordinator but of every teacher. The AQAR is divided into seven criteria so it should be divided among seven teachers and the IQAC Coordinator would monitor the collected information. Then the principal asked the IQAC coordinator among which teachers the seven criteria. Narendra Gadge suggested the names of the teachers and the remaining teachers would assist to the criteria in charges. The principal asked all the teachers they should collect all the information according to the needs of their criteria and the AQAR should be sent in time and with correct information. There should not be any shortcomings in the AQAR.






2. Any other point with permission of the chair.

[19 Minutes]

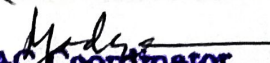
With the permission of the chairman of IQAC Principal Dr. Vinod K. Gawande Harish Mohite spoke about the dress code and the neck I-Card for all the students. On that Dr. Vinod Gawande from next session all the students will have a dress code and neck I-Card. Prof. Dafar asked about the NSS Camp. On that Principal said that it would be organized in Janaury 2018 and the place would be declared soon. Eventaully Dr. Bhakte proposed vote of thanks and the meeting over at 12.42pm. the following members were present in the meeting

Sr. No.	Names
1	Principal Dr. V. K. Gawande, Chairman of IQAC
2	Narendra L. Gadge, IQAC Coordinator
3	Prasahant S. Dafar (Member)
4	Dr. Gopal J. Zade (Member)
5	Dr. Vyankatesh S. Potfode (Member)
6	Dr. Sandhya O. Wankhede (Member)
7	Atul P. Naik (Member)
8	Ishwar J. Wagh (Member)
9	Dr. Abhay Y. Bhakte (Library Member)
10	Harish Mohite
11	Shri Pravesh Wasnik (Non-teaching Member)

Principal

  
Dr. Vinod K. Gawande  
Smt. Rajkamal Baburao Tidke  
Mahavidyalaya Mouda

IQAC Coordinator

  
Narendra L. Gadge  
Smt. Rajkamal B. Tidke  
Mahavidyalaya Mouda  
Dist. Nagpur





## **NOTICE OF FOURTH MEETING**

**23/03/2018**

All the teachers and non teaching members are hereby informed that the Second IQAC meeting is going to be held on 31<sup>st</sup> March 2018 at 12.00am under the chairmanship of the principal Dr. Vinod Gawande

### **Agenda of the Meeting:**

1. **To discuss the action taken by the departments on the actionable points identified in the previous meeting.**

## **REPORT OF MEETING**

**31/03/2018**

1. **To discuss the action taken by the departments on the actionable points identified in the previous meeting. [46 minutes]**

In this last meeting of IQAC which is held on 31<sup>st</sup> March at 12.05pm; the principal asked the IQAC Coordinator Narendra Gadge to present the gist of the previous meetings and the action taken by the teachers according to the points which they had discussed in the three previous meetings. On that Narendra Gadge that many teachers have begun to teach with the help of ICT tools and all the teachers have collected their data to fill in the AQAR. Then the principal told all the teachers should be up dated in their works. They should keep all the records of their activities. Then IQAC coordinator asked Prof. Prashant Dafar coordinator of NSS to present the report of NSS activities and Prof. Harish mohite is also asked to present the report about the activities of Physical education.. finally the principal asked Anhay Bhakte Librarian to present the report of library. And then the IQAC coordinator requested all the teachers to submit their





annual reports including their API. Finally Narendra Gadge, IQAC coordinator proposed vote of thanks and the meeting over at 12.50pm. the following members were present in the meeting.

Sr. No.	Names
1	Principal Dr. V. K. Gawande, Chairman of IQAC
2	Narendra L. Gadge, IQAC Coordinator
3	Prasahant S. Dafar (Member)
4	Dr. Gopal J. Zade (Member)
5	Dr. Vyankatesh S. Potfode (Member)
6	Dr. Sandhya O. Wankhede (Member)
7	Atul P. Naik (Member)
8	Ishwar J. Wagh (Member)
9	Dr. Abhay Y. Bhakte (Library Member)
10	Harish Mohite
11	Shri Pravesh Wasnik (Non-teaching Member)

Principal

Dr. Vinod K. Gawande

Smt. Rajkamal Baburao Tidke  
Mahavidyalaya Mouda

IQAC Coordinator

Narendra L. Gadge  
Smt. Rajkamal B. Tidke  
Mahavidyalaya Mouda  
Dist. Nagpur

