

## **The Minutes of the 1<sup>st</sup> Meeting of IQAC held on 30/06/2015**

The minutes of the last meeting were read and confirmed.

### **1. Discussion on the NAAC recommendations and compliance of them:**

- a) All the recommendations of the NAAC were discussed.
- b) The responsibility for NCC Unit was given to Prof. R.S. Gaware.
- c) The books and journals shall be purchased as per recommendations.
- d) It was decided that training for e-resources for the faculties should be arranged.

### **2. To discuss the Academic Calendar:**

It was discussed that for the academic calendar the tentative program schedule form all the departments should be collected.

### **3. Action Plan of Academic Year 2015-16:**

The action plan for the academic year 2015-16 was discussed..

### **4. Participation of students in activities:**

It was discussed that to increase the participation of the students in cultural activates, the opportunities shall be made available for them.

### **5. Formation of Academic Committees:**

It was decided that the academic committees shall be formed within one week.

### **6. Exam result of March/April 2015:**

The results of all subjects and classed were discussed.



(Prof. Smt. A.S. Kulkarni)  
**Co-ordinator**  
**IQAC**



(Dr. Z.A. Sayyed)  
**Chairman**  
**IQAC**

## Academic Year 2015-16

Action Taken Report (ATR) of the meeting of 30/06/2015

Agenda for the Meeting	Action Taken
<ul style="list-style-type: none"><li>• Discussion on the recommendations and compliance on NAAC Peer Team.</li></ul>	The responsibility of NCC Unit Application Process is given to Dr. Gaware.
<ul style="list-style-type: none"><li>• To discuss academic calendar.</li></ul>	Academic Calendar is prepared for 2015-16.
<ul style="list-style-type: none"><li>• Action plan on Academic Year 2015-16.</li></ul>	<ul style="list-style-type: none"><li>• Faculties used ICT resources for teaching and learning.</li><li>• Faculties have applied for MRP and VCRMS.</li><li>• Guidance provided to students for competitive examinations and campus interview.</li></ul>
<ul style="list-style-type: none"><li>• Participation of students in activities.</li></ul>	Students are guided to participate in various activities.
<ul style="list-style-type: none"><li>• Formation of academic committees.</li></ul>	Various academic committees are formed.
<ul style="list-style-type: none"><li>• Exam results of March/April 2015.</li></ul>	Review of examination results is taken and suggestions given to faculties.

Date 30/06/2015

  
**CHAIRMAN**  
**IQAC**  
**H. J Thim College of Arts**  
**& Science, Mehrun, Jalgaon**

## **The Minutes of the 2<sup>nd</sup> Meeting of IQAC held on 16/10/2015**

The minutes of the 1<sup>st</sup> meeting were read and confirmed.

### **1. To discuss to start NCC Unit:**

The proposal for NCC Unit submitted to the Authorities. The proposal shall be forwarded to the principal for the further procedure to put before the Local Managing Committee Meeting.

The college has requested the Local Managing Committee (LMC) of the college to give permission to start the NCC Unit in the College. This matter is under consideration of LMC.

### **2. Blood Group Check-up Camp:**

It was decided that the Blood Group check-up camp will be held in the month of January. The responsibility is given to the NSS, Department of Zoology and Yuvati Sabha.

### **3. Training of Mehandi/Rangoli for Girl Students :**


It was decided that the training of handicraft shall be arranged in the month of December by Yuvati Sabha.

### **4. Action Plan of the Academic Year 2015-16 :**

All the plans mentioned in the AQAR of 2014-15 discussed.

5. Department of Chemistry has submitted a proposal for the National Conference at UGC and proposed date of conference is 6<sup>th</sup> January 2016.
6. The faculty development program for the teachers shall be organized in the second week of December.
7. Training of e-resources for the teachers by the I.T. department in the month of December.
8. A One Day workshop on “Effective Communication Skills in English” was conducted by the department of English on 13<sup>th</sup> October 2015.

9. It was discussed that all the HOD's shall be informed regarding the organization of departmental activities.
10. It was decided that to increase students' participation in cultural activities, a committee should be given the responsibility and the faculties shall be informed regarding it.

  
Co-ordinator  
IQAC

  
Chairman  
IQAC

## **The Minutes of the 3<sup>rd</sup> Meeting of IQAC held on 15/03/2016**

The minutes of the 2<sup>nd</sup> meeting were read and confirmed.

### **1. Annual Plan for the Academic Year 2016-17.**


The members suggested the activities like to arrange conferences, blood check-up camps, health check up for girl students, computer training for girl students, faculty development program, campus interviews, workshops, seminars etc.

### **2. To Collect Information From The Departments for AQAR:**

The information is submitted nearly by all the departments, rest of the departments are intimated to submit within two days.

### **3. To Discuss the NCC Proposal:**

The proposal of NCC is submitted to the concerning office in the month of January 2016.

  
Co-ordinator  
IQAC

  
Chairman  
IQAC

## Academic Year 2015-16

Action Taken Report (ATR) of the meeting of 15/03/2016

Agenda for the Meeting	Action Taken
• Annual plan for Academic Year 2016-17.	Annual plan discussed to arrange activities.
• To collect academic information from department regarding AQAR.	Information collected and AQAR submitted to NAAC on 27/06/2016.
• To discuss NCC proposal.	Proposal for NCC Unit is submitted.

Date 15/03/2016



**CHAIRMAN**  
**IQAC**  
**H. J Thim College of Arts**  
**& Science, Mehrun, Jalgaon**