

Minutes of the Meeting of Internal Quality Assurance Cell (IQAC),

Date: 18th August, 2022 Time: 11.00 AM

Venue: Management Chamber

A meeting of the Internal Quality Assurance Cell (IQAC) was held on 18th August, 2022 at 11:00 am in Management Chamber. Minutes are as follows:

1. The minutes of the previous meeting were read and approved unanimously.
2. Action Plan and Academic Calendar for the session 2022-23 was designed, with the help of suggestions provided by various departments. Admission process was discussed thoroughly and it was decided unanimously to help economically needy students and proper counseling should be done by the staff.
3. It was decided to register and proceed for AISHE and NIRF.
4. First of all, the management congratulated to team IQAC and Staff for getting 'A' grade in NAAC III Cycle. IQAC put forward the score sheet of NAAC gradation and PTV suggestions before the management and the president suggested to prepare the perspective plan and set the quality benchmark for the progress of the institution.
5. Dr. Khaire informed that Alumni Association was registered so we should enhance the participation of Alumni in development of the institution. As no other matter came up for discussion, the meeting concluded with the vote of thanks.

Minutes of the Meeting of Internal Quality Assurance Cell (IQAC),

Date: 22nd December, 2022 Time: 11.30 AM

Venue: Principal Office

A meeting of the Internal Quality Assurance Cell (IQAC) was held on 22nd December, 2022 at 11:30 am in Principal Office. Minutes are as follows:

1. The minutes of the previous meeting were read and approved unanimously.
2. IQAC reviewed the data of AQAR 2021-22 and it was put before the management for approval.
3. IQAC planned to organize few staff training programs in the current session.
4. Perspective plan was prepared and finalized.
5. As no other matter came up for discussion, the meeting concluded with the vote of thanks.

Minutes of the Meeting of Internal Quality Assurance Cell (IQAC),

Date: 14th February, 2023 Time: 12.15 PM

Venue: Principal Office

A meeting of the Internal Quality Assurance Cell (IQAC) was held on 14th February, 2023 at 12:15 pm in Principal Office. Minutes are as follows:

1. The minutes of the previous meeting were read and approved unanimously.
2. The chairman of the IQAC emphasized the need of organizing professional development programs for staff. It was also decided to take some more capacity building programs and regarding competitive exam programs for students.
3. NEP implementation committee was form and the staff was encouraged to attend and organize the workshops and seminar.
4. As no other matter came up for discussion, the meeting concluded with the vote of thanks.

Minutes of the Meeting of Internal Quality Assurance Cell (IQAC),

Date: 24th May, 2023 Time: 12.30 PM

Venue: Principal Office

A meeting of the Internal Quality Assurance Cell (IQAC) was held on 24th May, 2023 at 12:30 pm in Principal Office. Minutes are as follows:

1. The minutes of the previous meeting were read and approved unanimously.
2. IQAC suggested to increase the ICT enabled classroom and staff should make extensive use of ICT in TLP and documentation. It was decided to instruct various department to implement CIE effectively. It was also decided to inform to the office and examination committee to make exam grievances smoothly and solve it on time with proper documentation.
3. All collected feedback forms and API were reviewed. All the reports of working committees and departments wise progress were discussed.
4. As no other matter came up for discussion, the meeting concluded with the vote of thanks.


Action Taken Report 2022-23

S. N.	Plan of Action	Achievements
1	To prepare Action plan and Academic Calendar of 2022-23.	Action Plan and Academic Calendar were prepared and uploaded on college website. Academic, Co-curricular & Extra-curricular activities conducted in tune with Academic Plan.
2	To form various working committees for the decentralization in working of the institution	Various working committees formed & functional with periodic interactions.
3	To arrange placement activities through industrial linkage and placement cell	Training Program was organized and other attempts were made for placement of students.
4	To promote research and extension activities	Teachers were encouraged to write research paper for CARE journals and conference proceedings. Various Extension Activities were taken. Online Journals: 5000 +
5	To felicitate students and staff of the institution for their achievements	Students and staff of the institution were felicitated in Annual Gathering.
6	To promote cultural and community development activities with the help of NSS and NCC units of the institution	Various cultural and community development activities were promoted with the help of NSS and NCC units of the institution.
7	To active Alumni Association and Parent Teacher Forum of the institution	Alumni Association was registered and Meetings were held.
8	To purchase additional books for the library of the college.	New 134 books purchased during the year in a central library of the college.
9	To organize Financial Literacy Programme for students and staff.	Organized SEBI & Financial Literacy programmes
10	To organize conference, seminar, workshop and placement activity, etc.	Seminars and Workshops were organized. Induction Programme for Fresher was organized.
11	To complete automation of Library	Library was fully computerized.
12	To enhance beautification of campus.	Tree plantation and maintenance activities were carried out.
13	To organize activities related to Gender Sensitization	Various programmes on Gender Sensitization were organized.
14	Preparation of NEP 2020.	NEP implementation Committee was formed and awareness program was held.
15	To keep track of UGC website	It is on regular basis.
16	Organisation of Nutritional and Health Week	It is organized.
17	Organisation of Environmental awareness programme	It is organized.
18	Organisation of NCC & NSS camps	It is organized.
19	Organisation of Edutainment Week	Organized online & offline mode for English slow & advance learners.
20	Students' participation in social	Students participated in various social

Minutes of the Meeting & Action Taken Report of 2022-23

	Activities	activities.
21	To develop Skill Development Courses of more than 30 Hours (Pouch Course)	Various Departments continued earlier Pouch Courses & few departments started new Add on courses.
22	Mentor-Mentee system will be effectively followed.	Problems of students were solved and many students were motivated.
23	Organization of Training Programme for Teaching and Non-teaching Staff	Workshops, FDP and Training Programmes were organized.
24	To emphasis on effective use of ICT in TLP.	Teachers used ICT in TLP. Maximum Online Resources and Technological Tools were used.
25	Monitoring of student's performance and learning outcome.	It is monitored.
26	Up-gradation of College Website	It's on regular basis.
27	Infrastructural Development	Open-Stage, Pavers in Ground before open stage, Gate no. 1, Recording and media center, renovation of Auditorium done.


CO-ORDINATOR
Internal Quality Assurance Cell (IQAC)
Smt. Radhadevi Goenka College
for Women, Akola
Co-ordinator, IQAC


Principal
Radhadevi Goenka College
For Women, AKOLA
Principal