



Smt. Narsamma Hirayya Shaikshanik Trust's  
**SMT. NARSAMMA ARTS, COMMERCE & SCIENCE COLLEGE**

Kiran Nagar, (Narsamma Campus), Amravati. Ph. 0721-2540793  
www.narsammaacsc.org / email - acsm162@sgbau.ac.in

(Junior, Senior, Post Graduate & Research)

Principal : Dr. Rajesh S. Chandanpat  
Mo. 9423422343

Ref. No. – ACSC/ /2021

Date –05/08/2021

### Notice for Meeting of the Internal Quality Assurance Cell (IQAC)

Following members of IQAC are informed to attend the Meeting of the Internal Quality Assurance Cell (IQAC) as per the following details ...

Date: 12-08-2021

Time: 9.30 am

Place: Principal's Office

Sr.No.	Name of the Member	Designation	Signature
1	Dr. R.S. Chandanpat	Principal & Chairman of the IQAC	
2	Prof. R. G. Khandekar	Parent Management-Representative	
3	Dr. A. U. Pachkhede	Local Society-Representative	
4	Dr. M. L. Narwade	Local Society-Representative	
5	Dr. D. T. Ingole	Stakeholder's-Representative	
6	Prof. N. M. Jathe	Teacher-Representative	
7	Dr. S. K. Tippat	Teacher-Representative	
8	Dr. V. D. Sharma	Teacher-Representative	
9	Dr. A. U. Bajpeyee	Teacher-Representative	
10	Dr. U.S. Khandekar	Teacher-Representative	
11	Dr. A. P. Vaidya	Teacher-Representative	
12	Dr. T. T. Rathod	Teacher-Representative	
13	Mr. P. D. Walse	Non-Teaching-Representative	
14	Dr. N. D. Gawande	Coordinator	

**Agenda for the meeting is as follows...**

Item No. 1: Confirmation of minutes of the last meeting.

Item No. 2: Discussion upcoming Peer Team visit.

Item No. 3: Review of the physical infrastructure.

Item No. 4: Review of the Principal's presentation.

Item No. 5: Review of the Coordinator's presentation.

Item No. 6: On time issues



**Principal**  
**Arts, Commerce & Science College**  
**Kiran Nagar, AMRAVATI.**

Sd/- Chairman, IQAC



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(Junior, Senior, Post Graduate & Research)

Principal : Dr. Rajesh S. Chandanpat  
Mo. 9423422343

Date – 12-08-2021

**Meeting of the Internal Quality Assurance Cell (IQAC)**

Date: 12-08-2021

Time: 9.30 am

Following members have attended the meeting.

Sr.No.	Name of the Member	Designation	Signature
1	Dr. R.S. Chandanpat	Principal & Chairman of the IQAC	
2	Prof. R. G. Khandekar	Parent Management-Representative	
3	Dr. A. U. Pachkhede	Local Society-Representative	
4	Dr. M. L. Narwade	Local Society-Representative	
5	Dr. D. T. Ingole	Stakeholder's-Representative	
6	Prof. N. M. Jathe	Teacher-Representative	
7	Dr. S. K. Tippat	Teacher-Representative	
8	Dr. V. D. Sharma	Teacher-Representative	
9	Dr. A. U. Bajpeyee	Teacher-Representative	
10	Dr. U.S. Khandekar	Teacher-Representative	
11	Dr. A. P. Vaidya	Teacher-Representative	
12	Dr. T. T. Rathod	Teacher-Representative	
13	Mr. P. D. Walse	Non-Teaching-Representative	
14	Dr. N. D. Gawande	Coordinator	

The meeting started on a welcome note by IQAC Coordinator, Dr. N.D. Gawande, followed by his presentation on the Peer Team Visit for reaccreditation of the college. The issues discussed and finalized as per the agenda are as under:

**Item No. 1:** Confirmation of minutes of the last meeting.

The minutes of the last meeting were confirmed after a short discussion.

**Item No. 2 :** Discussion upcoming Peer Team visit.

Coordinator briefed the members about the preparation for PTV scheduled on 24th and 25th August 2021. The members suggested a revision of the preparation by arranging the Mock Visit of external experts. The chairman of IQAC assured the members to carry out the Mock Visit soon.

**Item No. 3 :** Review of the physical infrastructure.

The chairman initiated the discussion by briefing the members about the arrangements and infrastructure maintenance carried out for PTV. The President, asked Chairman and make sure for the involvement of the stakeholders during the PTV.

**Item No. 4 :** Review of the Principal's presentation.

The chairman presented his presentation highlighting the major strength of the institute. The suggestions were offered by the members. The coordinator on behalf of the IQAC assured the members to incorporate the suggestions given. Item No. 5 Review of the Coordinator's presentation

**Item No. 5 :** Review of the Coordinator's presentation.

The coordinator presented the IQAC initiatives through PPT. The members offered some suggestions. The coordinator assured the members to incorporate them.

Dr. N.D. Gawande, IQAC Coordinator informed the date for the next meeting and it is unanimously decided on the Second week of September 2021. The meeting ended with a formal vote of thanks.



**Principal**  
**Arts, Commerce & Science College**  
**Kiran Nagar, AMRAVATI.**

Sd/- Chairman, IQAC



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Ref. No. – ACSC/ /2021

Date –04/09/2021

### Notice for Meeting of the Internal Quality Assurance Cell (IQAC)

Following members of IQAC are informed to attend the Meeting of the Internal Quality Assurance Cell (IQAC) as per the following details ...

Date: 11-09-2021, Time: 11.30 am, Place: IQAC Office

Sr.No.	Name of the Member	Designation	Signature
1	Prof. N. M. Jathe	Teacher-Representative	
2	Dr. S. K. Tippat	Teacher-Representative	
3	Dr. V. D. Sharma	Teacher-Representative	
4	Dr. A. U. Bajpeyee	Teacher-Representative	
5	Dr. U.S. Khandekar	Teacher-Representative	
6	Dr. A. P. Vaidya	Teacher-Representative	
7	Dr. T. T. Rathod	Teacher-Representative	
8	Dr. N. D. Gawande	Coordinator	

#### Agenda for the meeting is as follows...

1. To present vote of thanks to the Chairman IQAC, the staff members and all stakeholders and hon'ble Management.
2. To propose the recommendations on the backdrop of the accreditation and assessment with C.G.P.A. 2.58 with grade B+.
3. To prepare and submit the analysis of Grade Sheet by NAAC and be submitted to the chairman.
4. To prepare the list of the items available with IQAC including computer, hardware and other items.
5. To present the resignations of the IQAC teacher members including the coordinator on the backdrop of the completion of second cycle by NAAC.

Prof. N.M. Jathe  
Chairperson of Meeting



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(Junior, Senior, Post Graduate & Research)

Principal : Dr. Rajesh S. Chandanpat  
Mo. 9423422343

Date – 11-09-2021

**Meeting of the Internal Quality Assurance Cell (IQAC)**

Date: 11-09-2021

Time: 9.30 am

Following members have attended the meeting.

Sr.No.	Name of the Member	Designation	Signature
1	Prof. N. M. Jathe	Teacher-Representative	
2	Dr. S. K. Tippat	Teacher-Representative	
3	Dr. V. D. Sharma	Teacher-Representative	
4	Dr. A. U. Bajpayee	Teacher-Representative	
5	Dr. U.S. Khandekar	Teacher-Representative	
6	Dr. A. P. Vaidya	Teacher-Representative	
7	Dr. T. T. Rathod	Teacher-Representative	
8	Dr. N. D. Gawande	Coordinator	

The meeting of IQAC criterion in-charge members was held on 11th September 2021 in the IQAC office. The meeting was chaired by the senior member of the IQAC, Prof. N.M. Jathe. The meeting started on a welcome note by IQAC Coordinator, Dr. N.D. Gawande.

**Item No. 1:** To present vote of thanks to the Chairman IQAC, the staff members and all stakeholders and hon'ble Management.

Dr. A.U. Bajpayee proposed vote of thanks to the Management, staff, students, Alumni and parents for cooperating during the PTV of NAAC. The proposal was seconded by Dr. V.D. Sharma.

**Item No. 2:** To propose the recommendations on the backdrop of the accreditation and assessment with C.G.P.A. 2.58 with grade B+.

Dr. U.S. Khandekar initiated discussion. Dr. A.P. Vaidya, Dr. S.K. Tippat, Dr. T.T. Rathod and Dr. V.D. Sharma took part in the discussion. Various recommendations were suggested after discussion.

**Item No. 3:** To prepare and submit the analysis of Grade Sheet by NAAC and submit it to the chairman.

Dr. T.T. Rathod proposed to submit the Grade sheet given by NAAC to the chairman. Prof. N.M. Jathe seconded the proposal. The Grade sheet along with the analysis was handed over to the chairman.

**Item No. 4:** To prepare the list of the items available with IQAC including computer, hardware and other items.

The detailed list of the items available with IQAC is prepared for submission to the chairman.

**Item No. 5:** To prepare the resignation of the IQAC teacher members including the coordinator on the backdrop of the completion of second cycle by NAAC.

Prof. N.M. Jathe proposed the resignation of the IQAC teacher members on the back drop of completion of second cycle of NAAC accreditation and assessment. The intention behind the resignations was to prepare a new fresh IQAC team for the third cycle so that other staff members also get chance and exposure to NAAC A & A process. Dr. U.S. Khandekar seconded the proposal. It was unanimously decided to hand over the resignation to the Hon'ble chairman.

At the end of meeting, Dr. A.U. Bajpayee, IQAC Member, presented the vote of thanks to the chair and all the IQAC members. With the permission of the chair the meeting ended.



Dr. N.D. Gawande  
IQAC, Coordinator



Prof. N.M. Jathe  
Chairperson of Meeting



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Ref. No. – ACSC/ /2021

Date –02/10/2021

### Notice for Meeting of the Internal Quality Assurance Cell (IQAC)

Following stakeholders of the institute are informed to attend the Meeting of the Internal Quality Assurance Cell (IQAC) as per the following details ...

Date: 09-10-2021, Time: 11.30 am, Place: IQAC Office

Sr.No.	Name	Signature
1	Dr. R.S. Chandanpat	
2	Prof. Ravindraji Khandekar	
3	Prin. Dr. A.P. Charjan	
4	Prof. Dr. S. P. Deshpande	
5	Dr. Sachin Mahajan	
6	Prof. S. D. Here	
7	Ku. Laxmi S. Bhandari	
8	Dr. R.S. Raibhog	
9	Dr. V.A. Meshram	
10	Dr. S.H. Shamkuwar	
11	Dr. P.N. Pawade	
12	Dr. S.B. Bansod	
13	Dr. S.P. Deshmukh	
14	Dr. M.J. Pawar	
15	Shri. P.D. Walse	
16	Dr. C.H. Sawarkar	

#### Agenda for the meeting is as follows...

- Item No. 1: Confirmation of minutes of the last meeting
- Item No. 2: Reconstitution of the IQAC
- Item No. 3: On time issues

Principal  
Arts, Commerce & Science College  
Kiran Nagar, AMRAVATI.





Sd/- Chairman, IQAC

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Principal : Dr. Rajesh S. Chandanpat  
Mo. 9423422343

Date – 09-10-2021

**Meeting of the Internal Quality Assurance Cell (IQAC)**

Date: 09-10-2021

Time: 11.30 am

Place: IQAC Office

Following members attended the meeting.

Sr.No.	Name	Signature
1	Dr. R.S. Chandanpat	
2	Prof. Ravindraji Khandekar	
3	Prin. Dr. A.P. Charjan	
4	Prof. Dr. S. P. Deshpande	
5	Dr. Sachin Mahajan	
6	Prof. S. D. Here	
7	Ku. Laxmi S. Bhandari	
8	Dr. R.S. Raibhog	
9	Dr. V.A. Meshram	
10	Dr. S.H. Shamkuwar	
11	Dr. P.N. Pawade	
12	Dr. S.B. Bansod	
13	Dr. S.P. Deshmukh	
14	Dr. M.J. Pawar	
15	Shri. P.D. Walse	
16	Dr. C.H. Sawarkar	

The meeting of IQAC was held on 09th October 2021 in the IQAC office. The meeting was chaired by the Chairman (IQAC) Principal Dr. R. S. Chandanpat. The meeting started on a welcome note by Chairman.

**Item No. 1:** Confirmation of minutes of the last meeting.

The chairman explained that the teacher members in the IQAC have resigned their IQAC positions on the back drop of completion of second cycle of NAAC accreditation and assessment. The intention behind the resignations was to prepare a new fresh IQAC team for the third cycle so that other staff members also get chance and exposure to NAAC A & A process. He also stated that their resignations are accepted and approved as the intention and

background was convincing to him. He proposed to reconstitute the IQAC as per the NAAC guidelines on this backdrop.

The minutes of the last meeting were confirmed after a short discussion.

**Item No. 2: Constitution of the IQAC**

The chairman stated that this meeting is intended to reconstitute the IQAC as per the NAAC guidelines and that the stakeholders participating in this meeting are new proposed members of the IQAC. He asked for the consent of the participants and to decide the positions by discussion.

After all invited members have consented the proposal and had a discussion on the positions to be held in new proposed IQAC, the constitution of IQAC is decided as follows...

Sr.No.	Name	Designation
1	Dr. R.S. Chandanpat	Chairman. I.Q.A.C.
2	Prof. Ravindraji Khandekar	Management Member
3	Prin. Dr. A.P. Charjan	Member (Employers Representative)
4	Prof. Dr. S. P. Deshpande	Member (Stakeholders Representative)
5	Dr. Sachin Mahajan	Member, (Local Society Representative)
6	Prof. S. D. Here	Member (Alumni Representative)
7	Ku. Laxmi S. Bhandari	Member (Student Representative)
8	Dr. R.S. Raibhog	Member, (Teaching Representative)
9	Dr. V.A. Meshram	Member, (Teaching Representative)
10	Dr. S.H. Shamkuwar	Member, (Teaching Representative)
11	Dr. P.N. Pawade	Member, (Teaching Representative)
12	Dr. S.B. Bansod	Member, (Teaching Representative)
13	Dr. S.P. Deshmukh	Member, (Teaching Representative)
14	Dr. M.J. Pawar	Member, (Teaching Representative)
15	Shri. P.D. Walse	Member, (Non-Teaching-Representative)
16	Dr. C.H. Sawarkar	Coordinator, I.Q.A.C.

It was unanimously decided to issue the orders for the same immediately.

**Item No. 3: On time issues**

There were no on time issues.

The chairman introduced all the members and proposed vote of thanks for co-operation. The chairman also directed the coordinator to conduct the next meeting in second week of November, 2021.



**Principal**  
**Arts, Commerce & Science College**  
**Kiran Nagar, AMRAVATI.**

Sd/- Chairman, IQAC



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Ref. No. – ACSC/ /2021

Date –06/11/2021

### Notice for Meeting of the Internal Quality Assurance Cell (IQAC)

Following stakeholders of the institute are informed to attend the Meeting of the Internal Quality Assurance Cell (IQAC) as per the following details ...

Meeting No. 01, Date: 13-11-2021, Time: 11.30 am, Place: IQAC Office

Sr.No.	Name	Designation	Signature
1	Dr. R.S. Chandanpat	Chairman. I.Q.A.C.	
2	Prof. Ravindraji Khandekar	Management Member	
3	Prin. Dr. A.P. Charjan	Member (Employers Representative)	
4	Prof. Dr. S. P. Deshpande	Member (Stakeholders Representative)	
5	Dr. Sachin Mahajan	Member (Local Society Representative)	
6	Prof. S. D. Here	Member (Alumni Representative)	
7	Ku. Laxmi S. Bhandari	Member (Student Representative)	
8	Dr. R.S. Raibhog	Member, (Teaching Representative)	
9	Dr. V.A. Meshram	Member, (Teaching Representative)	
10	Dr. S.H. Shamkuwar	Member, (Teaching Representative)	
11	Dr. P.N. Pawade	Member, (Teaching Representative)	
12	Dr. S.B. Bansod	Member, (Teaching Representative)	
13	Dr. S.P. Deshmukh	Member, (Teaching Representative)	
14	Dr. M.J. Pawar	Member, (Teaching Representative)	
15	Shri. P.D. Walse	Member (Non-Teaching-Representative)	
16	Dr. C.H. Sawarkar	Coordinator, I.Q.A.C.	

#### Agenda for the meeting is as follows...

Item No. 1: Introduction and welcome of IQAC members

Item No. 2: Confirmation of minutes of last meeting.

Item No. 3: Issuing Guidelines for IQAC work to fulfil the objectives and functions of IQAC.

Item No. 4: Reconstitution of Internal Committees and Cells.

Item No. 5: Issuing Guidelines to Internal Committees and Cells.

Item No. 6: On time Issues.

Principal  
Arts, Commerce & Science College  
Kiran Nagar, AMRAVATI.

Sd/- Chairman, IQAC



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Principal : Dr. Rajesh S. Chandanpat  
Mo. 9423422343

Date – 13-11-2021

**Meeting of the Internal Quality Assurance Cell (IQAC)  
Meeting No. 01**

Date: 13-11-2021, Time: 11.30 am, Place: IQAC Office, Meeting No. 01

The meeting of IQAC was held on 13th November, 2021 in the IQAC office at 11.30AM. The meeting was chaired by the Chairman (IQAC) Principal Dr. R. S. Chandanpat. The meeting started on a welcome note by Chairman.

Following members have attended the meeting.

Sr.No.	Name	Designation	Signature
1	Dr. R.S. Chandanpat	Chairman. I.Q.A.C.	
2	Prof. Ravindraji Khandekar	Management Member	
3	Prin. Dr. A.P. Charjan	Member (Employers Representative)	
4	Prof. Dr. S. P. Deshpande	Member (Stakeholders Representative)	
5	Dr. Sachin Mahajan	Member (Local Society Representative)	
6	Prof. S. D. Here	Member (Alumni Representative)	
7	Ku. Laxmi S. Bhandari	Member (Student Representative)	
8	Dr. R.S. Raibhog	Member, (Teaching Representative)	
9	Dr. V.A. Meshram	Member, (Teaching Representative)	
10	Dr. S.H. Shamkuwar	Member, (Teaching Representative)	
11	Dr. P.N. Pawade	Member, (Teaching Representative)	
12	Dr. S.B. Bansod	Member, (Teaching Representative)	
13	Dr. S.P. Deshmukh	Member, (Teaching Representative)	
14	Dr. M.J. Pawar	Member, (Teaching Representative)	
15	Shri. P.D. Walse	Member (Non-Teaching-Representative)	
16	Dr. C.H. Sawarkar	Coordinator, I.Q.A.C.	

**Item No. 1:** Introduction and welcome of IQAC members

IQAC Chairman Principal Dr. R. S. Chandanpat welcomed the members of the newly constituted IQAC. He also introduced the members with their profile in brief.

**Item No. 2:** Confirmation of minutes of last meeting.

Last IQAC meeting held on 09-10-2021 intended to reconstitute the IQAC as per the NAAC guidelines. The minutes were accepted and finalized after a short discussion.

**Item No. 3:** Issuing Guidelines for IQAC work to fulfil the objectives and functions of IQAC. IQAC coordinator made a presentation on the objectives and functioning of IQAC. He also presented guidelines for working of IQAC.

**Item No. 4:** Reconstitution of Internal Committees and Cells.

IQAC coordinator, during his presentation expressed the need to reconstitute the Internal Committees and Cells for facing the third cycle of NAAC A & A Process. After the consent of IQAC he presented the composition and structure of the internal committees and cells to be reconstituted.

**Item No. 5:** Issuing Guidelines to Internal Committees and Cells.

It was decided to obtain consent from all the members on internal committees and cells, issue them appointment letters and guidelines for their working.

**Item No. 6:** On time Issues.

No on time issues.

The chairman solicited every cooperation from the IQAC members and expected to meet twice in each semester to assess the quality of teaching and learning, best practices implemented for improving the quality of Academics, administration and research in the institution. He also suggested to start counting IQAC meetings henceforth including the current one starting with 1 for third cycle of NAAC A & A process.

The IQAC coordinator expressed vote of thanks for active participation of all members.



**Principal**  
**Arts, Commerce & Science College**  
**Kiran Nagar, AMRAVATI.**

Sd/- Chairman, IQAC



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Principal : Dr. Rajesh S. Chandanpat  
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Ref. No. – ACSC/ /2021

Date: 18/12/2021

### Notice for Meeting of the Internal Quality Assurance Cell (IQAC)

Following stakeholders of the institute are informed to attend the Meeting of the Internal Quality Assurance Cell (IQAC) as per the following details ...

Meeting No. 2, Date: 25-12-2021, Time: 11.30 am, Place: Seminar Hall

Sr.No.	Name	Designation	Signature
1	Dr. R.S. Chandanpat	Chairman. I.Q.A.C.	
2	Dr. R.S. Raibhog	Member, (Teaching Representative)	
3	Dr. V.A. Meshram	Member, (Teaching Representative)	
4	Dr. S.H. Shamkuwar	Member, (Teaching Representative)	
5	Dr. P.N. Pawade	Member, (Teaching Representative)	
6	Dr. S.B. Bansod	Member, (Teaching Representative)	
7	Dr. S.P. Deshmukh	Member, (Teaching Representative)	
8	Dr. M.J. Pawar	Member, (Teaching Representative)	
9	Dr. C.H. Sawarkar	Coordinator, I.Q.A.C.	
10	D.B. Suryawanshi	Head, Department of Physics	
11	N.M. Jathe	Head, Department of Comp. Sc.	
12	P.D. Khedkar	Head, Department of Phy. Education	
13	Dr.D.N. Satange	Asst. Professor, Dept. of Comp. Sc.	
14	Dr. S.K. Tippet	Head, Department of Env. Sc.	
15	Dr. N.D. Gawande	Head, Department of English	
16	Dr. D.C. Nikalje	Head, Department of Pol. Sc.	
17	Dr. V.A. Sharma	Head, Department of Mathematics	
18	Dr. S.D. Suryawanshi	Head, Department of Library	
19	Dr. U.S. Khandekar	Professor, Dept. of Ind. Chemistry	
20	Dr. T.T. Rathod	Head, Department of History	
21	Dr. M.D. Tambekar	Head, Department of Sociology	
22	Dr. A.U. Bajpeyee	Asst. Professor, Dept. of Physics	
23	Dr. P.S. Wankhede	Head, Department of Marathi	
24	Dr. A.P. Vaidya	Asso. Professor, Dept. of Marathi	
25	Dr. A.K. Maldhure	Asso. Professor, Dept. of Chemistry	
26	Dr. P.S. Ingale	Asst. Professor, Dept. of English	
27	Dr. D.M. Ratnaparkhi	Asst. Professor, Dept. of Botany	
28	Dr. M.P. Kathalkar	Asst. Professor, Dept. of English	



29	Dr. S. R. Warhekar	Asst. Professor, Dept. of Env. Sc.	
30	Miss G. S. Pathak	Asst. Professor, Dept. of Env. Sc.	<i>G. Pathak</i>
31	Shital P. Lamkhade	Asst. Professor, Dept. of Env. Sc.	
32	Ms Mamata A. Chaudhary	Asst. Professor, Dept. of Chemistry	
33	Miss. Kalyani D. Maldhure	Asst. Professor, Dept. of Chemistry	
34	Miss. Ankita R. Khandare	Asst. Professor, Dept. of Chemistry	
35	Miss. Kalyani R. Paturde	Asst. Professor, Dept. of Chemistry	
36	Dr. S.G. Deshpande	Asst. Professor, Dept. of Comp. Sc.	
37	Dr. B. S. karmore	Asst. Professor, Dept. of Comp. Sc.	
38	Mr. N. V. Bhongade	Asst. Professor, Dept. of Mathematics	<i>N. V. Bhongade</i>
39	Miss. P. S. Nikam	Asst. Professor, Dept. of Mathematics	<i>P. S. Nikam</i>
40	Miss. M. A. Pathak	Asst. Professor, Dept. of Mathematics	
41	Miss. K. S. Gupta	Asst. Professor, Dept. of Mathematics	<i>K. S. Gupta</i>
42	Miss. S. P. Banubakode	Asst. Professor, Dept. of Mathematics	
43	Nikhil N. Mohod	Asst. Professor, Dept. of Commerce	<i>N. Mohod</i>
44	Sonali S. Gosavi	Asst. Professor, Dept. of Commerce	<i>S. Gosavi</i>
45	Padma S. Kadu	Asst. Professor, Dept. of Commerce	<i>P. Kadu</i>

**Agenda for the meeting is as follows...**

Item No. 1: Confirmation of minutes of last meeting.

Item No. 2: Discussion on report submitted by pear team

Item No. 3: Reconstitution of Internal Committees and Cells.

Item No. 3: Introduction and welcome to all members of Internal Committees and cells

Item No. 4: Issuing Guidelines and working mechanism for Internal Committees and cells work.

Item No. 5: Discussion on initiatives taken by IQAC

Item No. 6: Discussion on TLE process.

Item No. 7: On time Issues.



**Principal**  
Arts, Commerce & Science College  
Kiran Nagar, AMRAVATI.

Sd/- Chairman, IQAC



Smt. Narsamma Hirayya Shaikshanik Trust's  
**SMT. NARSAMMA ARTS, COMMERCE & SCIENCE COLLEGE**

Kiran Nagar, (Narsamma Campus), Amravati. Ph. 0721-2540793  
www.narsammaacsc.org / email - acsm162@sgbau.ac.in  
(Junior, Senior, Post Graduate & Research)

Principal : Dr. Rajesh S. Chandanpat  
Mo. 9423422343

Date – 25-12-2021

**Meeting of the Internal Quality Assurance Cell (IQAC)**  
**Meeting No. 02**



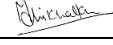





Date: 25-12-2021, Time: 11.30 am, Place: IQAC Office

The meeting of IQAC was held on 25th December, 2021 in the IQAC office at 11.30AM. The meeting was chaired by the Chairman (IQAC) Principal Dr. R. S. Chandanpat. The meeting started on a welcome note by Chairman.

Following IQAC and staff members have attended the meeting.

Sr.No.	Name	Designation	Signature
1	Dr. R.S. Chandanpat	Chairman. I.Q.A.C.	
2	Dr. R.S. Raibhog	Member, (Teaching Representative)	
3	Dr. V.A. Meshram	Member, (Teaching Representative)	
4	Dr. S.H. Shamkuwar	Member, (Teaching Representative)	
5	Dr. P.N. Pawade	Member, (Teaching Representative)	
6	Dr. S.B. Bansod	Member, (Teaching Representative)	
7	Dr. S.P. Deshmukh	Member, (Teaching Representative)	
8	Dr. M.J. Pawar	Member, (Teaching Representative)	
9	Dr. C.H. Sawarkar	Coordinator, I.Q.A.C.	
10	D.B. Suryawanshi	Head, Department of Physics	
11	N.M. Jathe	Head, Department of Comp. Sc.	
12	P.D. Khedkar	Head, Department of Phy. Education	
13	Dr.D.N. Satange	Asst. Professor, Dept. of Comp. Sc.	
14	Dr. S.K. Tippat	Head, Department of Env. Sc.	
15	Dr. N.D. Gawande	Head, Department of English	
16	Dr. D.C. Nikalje	Head, Department of Pol. Sc.	
17	Dr. V.A. Sharma	Head, Department of Mathematics	
18	Dr. S.D. Suryawanshi	Head, Department of Library	
19	Dr. U.S. Khandekar	Professor, Dept. of Ind. Chemistry	
20	Dr. T.T. Rathod	Head, Department of History	
21	Dr. M.D. Tambekar	Head, Department of Sociology	
22	Dr. A.U. Bajpeyee	Asst. Professor, Dept. of Physics	
23	Dr. P.S. Wankhede	Head, Department of Marathi	
24	Dr. A.P. Vaidya	Asso. Professor, Dept. of Marathi	
25	Dr. A.K. Maldhure	Asso. Professor, Dept. of Chemistry	



26	Dr. P.S. Ingale	Asst. Professor, Dept. of English	
27	Dr. D.M. Ratnaparkhi	Asst. Professor, Dept. of Botany	
28	Dr. M.P. Kathalkar	Asst. Professor, Dept. of English	
29	Dr. S. R. Warhekar	Asst. Professor, Dept. of Env. Sc.	
30	Miss G. S. Pathak	Asst. Professor, Dept. of Env. Sc.	
31	Shital P. Lamkhade	Asst. Professor, Dept. of Env. Sc.	
32	Ms Mamata A. Chaudhary	Asst. Professor, Dept. of Chemistry	
33	Miss. Kalyani D. Maldhure	Asst. Professor, Dept. of Chemistry	
34	Miss. Ankita R. Khandare	Asst. Professor, Dept. of Chemistry	
35	Miss. Kalyani R. Paturde	Asst. Professor, Dept. of Chemistry	
36	Dr. S.G. Deshpande	Asst. Professor, Dept. of Comp. Sc.	
37	Dr. B. S. karmore	Asst. Professor, Dept. of Comp. Sc.	
38	Mr. N. V. Bhongade	Asst. Professor, Dept. of Mathematics	
39	Miss. P. S. Nikam	Asst. Professor, Dept. of Mathematics	
40	Miss. M. A. Pathak	Asst. Professor, Dept. of Mathematics	
41	Miss. K. S. Gupta	Asst. Professor, Dept. of Mathematics	
42	Miss. S. P. Banubakode	Asst. Professor, Dept. of Mathematics	
43	Nikhil N. Mohod	Asst. Professor, Dept. of Commerce	
44	Sonali S. Gosavi	Asst. Professor, Dept. of Commerce	
45	Padma S. Kadu	Asst. Professor, Dept. of Commerce	

**Item No. 1:** Confirmation of minutes of last meeting.

Last IQAC meeting held on 13-11-2021 intended to reconstitute the IQAC as per the NAAC guidelines. The minutes were accepted and finalized after a short discussion.

**Item No. 2:** Discussion on report submitted by peer team

The report of Peer Team visit (24-25 August 2021) was read by IQAC coordinator. The report was discussed in context with the compliance to be done by the college in this grading cycle. The Chairman informed the members of the various measures to be undertaken.

**Item No. 3:** Reconstitution of Internal Committees and Cells.

IQAC coordinator expressed the need to reconstitute the Internal Committees and Cells for facing the third cycle of NAAC A & A Process. He presented the composition and structure of the reconstituted internal committees and cells before the participants. It was decided that the newly proposed committees and cells will start functioning from the next academic session 2022-23. Till then the existing committees and cells will be functional.

**Item No. 4:** Introduction and welcome of reconstituted internal committees and cells

IQAC Chairman Principal Dr. R. S. Chandanpat welcomed the members of the newly constituted internal committees and cells. He also introduced the members with their profile in brief.

**Item No. 5:** Issuing Guidelines and working mechanism for Internal Committees and cells.

IQAC coordinator made a presentation on the objectives and functioning of Internal Committees and cells. He also presented guidelines for working of the same. During his presentation he underlined the importance of DVV process and its effects on grading.

**Item No. 6:** On time Issues.

No on time issues.

The chairman solicited every cooperation from the Internal Committees and cell members and expected to meet twice in each semester for rigorous execution of the guidelines provided.

The IQAC coordinator expressed vote of thanks for active participation of all participants.



**Principal**  
**Arts, Commerce & Science College**  
**Kiran Nagar, AMRAVATI.**

Sd/- Chairman, IQAC



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(Junior, Senior, Post Graduate & Research)

Principal : Dr. Rajesh S. Chandanpat  
Mo. 9423422343

Ref. No. – ACSC/ /2022

Date: 08/02/2022

**Notice for Meeting of the Internal Quality Assurance Cell (IQAC)**

Following stakeholders of the institute are informed to attend the Meeting of the Internal Quality Assurance Cell (IQAC) as per the following details ...

Meeting No. 03, Date: 15-02-2022, Time: 11.30 am, Place: Principal Office

Sr.No.	Name	Designation	Signature
1	Dr. R.S. Chandanpat	Chairman. I.Q.A.C.	
2	Prof. Ravindraji Khandekar	Management Member	
3	Prin. Dr. A.P. Charjan	Member (Employers Representative)	
4	Prof. Dr. S. P. Deshpande	Member (Stakeholders Representative)	
5	Dr. Sachin Mahajan	Member (Local Society Representative)	
6	Prof. S. D. Here	Member (Alumni Representative)	
7	Ku. Laxmi S. Bhandari	Member (Student Representative)	
8	Dr. R.S. Raibhog	Member, (Teaching Representative)	
9	Dr. V.A. Meshram	Member, (Teaching Representative)	
10	Dr. S.H. Shamkuwar	Member, (Teaching Representative)	
11	Dr. P.N. Pawade	Member, (Teaching Representative)	
12	Dr. S.B. Bansod	Member, (Teaching Representative)	
13	Dr. S.P. Deshmukh	Member, (Teaching Representative)	
14	Dr. M.J. Pawar	Member, (Teaching Representative)	
15	Shri. P.D. Walse	Member (Non-Teaching-Representative)	
16	Dr. C.H. Sawarkar	Coordinator, I.Q.A.C.	

**Agenda for the meeting is as follows...**

Item No. 1: Confirmation of minutes of last meeting.

Item No. 2: Discussion on the initiatives to be undertaken towards maintaining green and environment friendly campus.

Item No. 3: Discussion and review of the Annual-plans submitted by the departments and the committees for the session 2021-22

Item No. 4: Discussion on the initiatives to be taken towards the improvements in the processes of teaching-learning-evaluation and research and extension.

Item No. 5: Discussion on the development of infrastructural facilities to enhance the quality of Teaching, Learning and Evaluation process.

Item No. 6: To prepare table-wise chart of working of the office.

Item No. 7: On time Issues.

Principal  
Arts, Commerce & Science College  
Kiran Nagar, AMRAVATI.

Sd/- Chairman, IQAC



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Principal : Dr. Rajesh S. Chandanpat  
Mo. 9423422343

Date – 15-02-2022

**Meeting of the Internal Quality Assurance Cell (IQAC)  
Meeting No. 03**

Date: 15-02-2022, Time: 11.30 am, Place: IQAC Office

The meeting of IQAC was held on 15th February, 2022 in the IQAC office at 11.30AM. The meeting was chaired by the Chairman (IQAC) Principal Dr. R. S. Chandanpat. The meeting started on a welcome note by Chairman.

Following members have attended the meeting.

Sr.No.	Name	Designation	Signature
1	Dr. R.S. Chandanpat	Chairman. I.Q.A.C.	
2	Prof. Ravindraji Khandekar	Management Member	
3	Prin. Dr. A.P. Charjan	Member (Employers Representative)	
4	Prof. Dr. S. P. Deshpande	Member (Stakeholders Representative)	
5	Dr. Sachin Mahajan	Member (Local Society Representative)	
6	Prof. S. D. Here	Member (Alumni Representative)	
7	Ku. Laxmi S. Bhandari	Member (Student Representative)	
8	Dr. R.S. Raibhog	Member, (Teaching Representative)	
9	Dr. V.A. Meshram	Member, (Teaching Representative)	
10	Dr. S.H. Shamkuwar	Member, (Teaching Representative)	
11	Dr. P.N. Pawade	Member, (Teaching Representative)	
12	Dr. S.B. Bansod	Member, (Teaching Representative)	
13	Dr. S.P. Deshmukh	Member, (Teaching Representative)	
14	Dr. M.J. Pawar	Member, (Teaching Representative)	
15	Shri. P.D. Walse	Member (Non-Teaching-Representative)	
16	Dr. C.H. Sawarkar	Coordinator, I.Q.A.C.	

Item No. 1: Confirmation of minutes of last meeting

Last IQAC meeting held on 25-12-2021 intended to reconstitute the internal committees and cells to be functional from the academic session 2022-23 on the backdrop of third assessment cycle. The minutes were accepted and finalized after a short discussion.

Item No. 2: Discussion on the initiatives to be undertaken towards maintaining green and environment friendly campus.

Dr. M. J. Pawar initiated the discussion on the issue of green practices on the campus. He pointed out that it is the need of the hour that the College should adopt more and more

environment friendly and sustainable practices. Dr. Pawade suggested undertaking an extensive green audit of the Campus. Dr. V.A. Meshram seconded the move. The responsibility was given to Heads of the Departments of Botany and Environmental Science.

Item No. 3: Discussion and review of the Annual-plans submitted by the departments and the committees for the session 2021-22

The departments submitted the annual plans having details of the Curricular, Co-curricular and assessment related activities. The department of English has planned to use Google Classroom as an online assessment tool for literature classes. The departments of Chemistry & Industrial Chemistry have planned the Industrial tours. The departments of Botany and Environmental Science have planned environmental excursion and field-visits. The majority of the departments have planned various co-curricular activities like Seminar, Guest lectures and poster-presentation for students. Some departments have also planned to sign MoUs and linkages in their area of expertise. The annual plans were sanctioned unanimously.

Item No. 4: Discussion on the initiatives to be taken towards the improvements in the processes of teaching-learning-evaluation and research and extension.

Dr. P.N. Pawade initiated the discussion by explaining the significance of online platforms for teaching learning and assessments. He puts forward the proposal to ask all the departments to register their classes on the platforms like Google-classroom. Dr. S.H. Shamkuwar seconded the proposal. It was passed unanimously.

Item No. 5: Discussion on the development of infrastructural facilities to enhance the quality of Teaching, Learning and Evaluation process.

IQAC coordinator explained the need of infrastructure required in concern with the existing courses. Prof. Dr. R.S. Raibhog presented the requirements for the purpose. The issue of having a Cafeteria on the campus was also discussed by the members. Dr. V.A. Meshram also raised the issue of allocating the space and infrastructure for the proposed research centers. Hon. Secretary of the N. H. S. Trust Mr. Ram Mahajan assured the IQAC to raise the issue in the upcoming meeting of the Parent Management.

Item No. 6: To prepare table-wise chart of working of the office.

It was discussed that, each office window has various issues to handle. In this sense, responsibility to prepare window-wise chart of working of the office is given to Mr. Walse.

Item No. 7: On time Issues.

No on time issues

The IQAC coordinator expressed vote of thanks for active participation of all members.



**Principal**  
**Arts, Commerce & Science College**  
**Kiran Nagar, AMRAVATI.**

Sd/- Chairman, IQAC



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(Junior, Senior, Post Graduate & Research)

Principal : Dr. Rajesh S. Chandanpat  
Mo. 9423422343

Ref. No. – ACSC/ /2022

Date –09/04/2022

### Notice for Meeting of the Internal Quality Assurance Cell (IQAC)

Following stakeholders of the institute are informed to attend the Meeting of the Internal Quality Assurance Cell (IQAC) as per the following details ...

Meeting No. 04, Date: 16-04-2022, Time: 11.30 am, Place: IQAC Office

Sr.No.	Name	Signature
1	Dr. R.S. Chandanpat	
2	Prof. Ravindraji Khandekar	
3	Prin. Dr. A.P. Charjan	
4	Prof. Dr. S. P. Deshpande	
5	Dr. Sachin Mahajan	
6	Prof. S. D. Here	
7	Ku. Laxmi S. Bhandari	
8	Dr. R.S. Raibhog	
9	Dr. V.A. Meshram	
10	Dr. S.H. Shamkuwar	
11	Dr. P.N. Pawade	
12	Dr. S.B. Bansod	
13	Dr. S.P. Deshmukh	
14	Dr. M.J. Pawar	
15	Shri. P.D. Walse	
16	Dr. C.H. Sawarkar	

#### Agenda for the meeting is as follows...

- Item No. 1: Confirmation of minutes of last meeting
- Item No. 2: Establishment of Academic and Administrative Audit (AAA) Committee
- Item No. 3: Criteria wise presentations of AQAR 2020-21 to be submitted
- Item No. 4: On time issues

Principal  
Arts, Commerce & Science College  
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Sd/- Chairman, IQAC





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(Junior, Senior, Post Graduate & Research)

Principal : Dr. Rajesh S. Chandanpat  
Mo. 9423422343

Date – 16-04-2022

**Meeting of the Internal Quality Assurance Cell (IQAC)**  
**Meeting No. 04**

Date: 16-04-2022

Time: 11.30 am

Place: IQAC Office

Following members attended the meeting.

Sr.No.	Name	Signature
1	Dr. R.S. Chandanpat	
2	Prof. Ravindraji Khandekar	
3	Prin. Dr. A.P. Charjan	
4	Prof. Dr. S. P. Deshpande	
5	Dr. Sachin Mahajan	
6	Prof. S. D. Here	
7	Ku. Laxmi S. Bhandari	
8	Dr. R.S. Raibhog	
9	Dr. V.A. Meshram	
10	Dr. S.H. Shamkuwar	
11	Dr. P.N. Pawade	
12	Dr. S.B. Bansod	
13	Dr. S.P. Deshmukh	
14	Dr. M.J. Pawar	
15	Shri. P.D. Walse	
16	Dr. C.H. Sawarkar	

The meeting of IQAC was held on 16<sup>th</sup> April 2022 in the IQAC office. The meeting was chaired by the Chairman (IQAC) Principal Dr. R. S. Chandanpat. The meeting started on a welcome note by Chairman.

**Item No. 1:** Confirmation of minutes of the last meeting.

The minutes of the last meeting were confirmed after a short discussion.

**Item No. 2:** Schedule of Academic and Administrative Audit (AAA)

To carry out Academic and Administrative Audit Prof. S. P. Deshmukh was given the responsibility to prepare the schedule for the Departments and the office to carry out the Audit. It was also decided that the audit would be carried out by the Committee of three members headed by Chairman of the IQAC. The other two members would be Dr. R. A. Raibhog and

Prof. Nitin Mohod. This committee will review the preparation of departmental files and presentation and submit the report to IQAC Co-ordinator.

**Item No. 3:** Criteria wise presentations of AQAR 2020-21 to be submitted

As AQAR for the session 2020-21 is ready for submission, it needs to be presented and get approved by the IQAC and further by CDC. IQAC Co-ordinator suggested to schedule criteria wise presentations of AQAR 2021-21 before IQAC to be scheduled in last week of April-22.

**Item No. 3:** On time issues

There were no on time issues.

The IQAC coordinator expressed vote of thanks for active participation of all members.



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**Kiran Nagar, AMRAVATI.**

Sd/- Chairman, IQAC





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## Action Taken Report (2021-22)

### Against the Decisions taken in the Meetings of the IQAC

Minutes of the Meetings: 12-08-2021	Action Taken
Review of the physical infrastructure	The necessary arrangements and infrastructure maintenance carried out for PTV. The involvement of all the stakeholders was observed during the PTV.
Review of the Principal's presentation	The offered suggestions were incorporated in the Principal's presentation.
Review of the Coordinator's presentation	The offered suggestions were incorporated in the Coordinator's presentation.

Principal  
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## Action Taken Report (2021-22)

### Against the Decisions taken in the Meetings of the IQAC

Minutes of the Meetings: 11-09-2021	Action Taken
To propose the recommendations on the backdrop of the accreditation and assessment with C.G.P.A. 2.58 with grade B+.	The recommendations were incorporated in the future plan of IQAC.
To prepare and submit the analysis of Grade Sheet by NAAC and submit it to the chairman.	The analysis of Grade sheet were incorporated in the future plan of IQAC.
To prepare the list of the items available with IQAC including computer, hardware and other items.	The items available with IQAC (computer, hardware and other) were transferred to new IQAC Co-ordinator through the chairman.
To prepare the resignation of the IQAC teacher members including the coordinator on the backdrop of the completion of second cycle by NAAC.	The resignation of the IQAC teacher members were accepted and approved by the Hon'ble chairman.

Dr. N.D. Gawande  
IQAC, Coordinator

Prof. N.M. Jathe  
Chairperson of Meeting



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## Action Taken Report (2021-22)

### Against the Decisions taken in the Meetings of the IQAC

Minutes of the Meetings: 09-10-2021	Action Taken
Confirmation of minutes of the last meeting	Minutes of the last meeting were confirmed after discussion
Constitution of the IQAC	Reconstituted IQAC as per NAAC guidelines and related appointment orders were issued.

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## Action Taken Report (2021-22)

### Against the Decisions taken in the Meetings of the IQAC

Minutes of the Meetings: 13-11-2021	Action Taken
Confirmation of minutes of the last meeting	Minutes of the last meeting were confirmed after discussion
Issuing Guidelines for IQAC work to fulfil the objectives and functions of IQAC.	A statement of IQAC Guidelines was published.
Reconstitution of Internal Committees and Cells.	New revised composition and structure of the Internal Committees and Cells was published
Issuing Guidelines to Internal Committees and Cells.	Statement of Guidelines to reconstituted Internal Committees and Cells prepared.

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## Action Taken Report (2021-22)

### Against the Decisions taken in the Meetings of the IQAC

Minutes of the Meetings: 25-12-2021	Action Taken
Confirmation of minutes of the last meeting	Minutes of the last meeting were confirmed after discussion
Discussion on report submitted by pear team	Discussed various measures to be undertaken for the compliance to be done by the college in this grading cycle.
Reconstitution of Internal Committees and Cells	New revised composition and structure of the Internal Committees and Cells (effective from session 2022-23) was presented to the working members.
Issuing Guidelines and working mechanism for Internal Committees and cells	Statement of Guidelines to reconstituted Internal Committees and Cells was presented.

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**Action Taken Report (2021-22)**  
**Against the Decisions taken in the Meetings of the IQAC**

<b>Minutes of the Meetings: 15-02-2022</b>	<b>Action Taken</b>
Confirmation of minutes of the last meeting	Minutes of the last meeting were confirmed after discussion
Discussion on the initiatives to be undertaken towards maintaining green and environment friendly campus.	It was decided to conduct extensive green audit of the campus. The responsibility towards coordinating the audit was given to Heads of the Departments of Botany and Environmental Science. Following initiatives towards environmental conservation were undertaken on the campus: a) The system of solid waste management on the campus b) Liquid waste management on the campus c) Bio-diversity survey of the Campus and neighborhood community d) Energy audit of the campus
Discussion and review of the Annual-plans submitted by the departments and the committees for the session 2021-22	Chairman of the meeting reviewed Annual Planning submitted by the Departments and Committees. Programs and activities were conducted by the Departments and Committees as per the Annual Planning
Discussion on the initiatives to be taken towards the improvements in the processes of teaching-learning-evaluation and research and extension.	It was decided to ask all the departments to register their classes on the online platforms like Google-classroom. Most of the Departments started the use of Google classrooms and other tools.
Discussion on the development of infrastructural facilities to enhance the quality of Teaching, Learning and Evaluation process.	Infrastructure development is in process.
To prepare table-wise chart of working of the office.	Mr. Prashant Walse prepared and displayed window wise responsibility of office work to make easy official administration.

**Principal**  
**Arts, Commerce & Science College**  
**Kiran Nagar, AMRAVATI.**

Sd/- Chairman, IQAC



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Principal : Dr. Rajesh S. Chandanpat  
Mo. 9423422343

## Action Taken Report (2021-22)

### Against the Decisions taken in the Meetings of the IQAC

Minutes of the Meetings: 16-04-2022	Action Taken
Schedule of Academic and Administrative Audit (AAA)	AAA committee have gone through the presentations as per the schedule. Departmental files were checked during AAA. PPT presentations of the Departments were ensured as per the schedule. AAA Report was submitted to IQAC Co-ordinator.
Criteria wise presentations of AQAR 2020-21 to be submitted	Criteria wise presentations of AQAR 2020-21 were carried out during 23-04-2022 to 30-04-2022 by individual criteria in-charge along with the IQAC Co-ordinator. Corrections suggested by IQAC were noted and implemented. IQAC approved the AQAR to further present it before College Development Committee (CDC) in its forthcoming meeting.

**Principal**  
**Arts, Commerce & Science College**  
**Kiran Nagar, AMRAVATI.**

Sd/- Chairman, IQAC