



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 –13/06/2022

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. 01, Date: 23-06-2022, 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 the last meeting

Item No.2: Discussion and review of the Annual-plans submitted by the departments and the committees for the session 2021-22

Item No.3: Discussion on the initiatives to be taken towards the improvements in the processes of teaching-learning-evaluation and research and extension.

Item No. 4: To promote the infrastructure development for catering to the growing infrastructural needs of the institution

Item No.5: To ensure timely submission of AQAR and annual plans / annual reports for the current academic year from the Committees/departments and Committees

Item No.6: To promote introduction of new courses

Item No.7: On time Issues.

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



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(Junior, Senior, Post Graduate & Research)

Principal : Dr. Rajesh S. Chandanpat
Mo. 9423422343

Date – 23-06-2022

Meeting of the Internal Quality Assurance Cell (IQAC)

Meeting No. 01, Date: 23-06-2022

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 23-06-2022 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.

Minutes of last meeting of IQAC Dt. 16-04-2022 were confirmed after a short discussion on it

Item No.2: 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.3: 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. 4: To promote the infrastructure development for catering to the growing infrastructural needs of the institution

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.

Item No.5: To ensure timely submission of AQAR and annual plans / annual reports for the current academic year from the Committees/departments and Committees

IQAC coordinator explained that every year the NAAC AQAR portal opens on 01st October and AQAR is to be submitted up to 31st December. IQAC needs to plan the process of filing AQAR within time. So it is necessary to ensure timely submission of annual plans / annual reports of the departments and Committees

Item No.6: To promote introduction of new courses

IQAC coordinator Dr. C.H.Sawarkar explained the need to start new programs as per the need of students.

Item No.7: On time Issues.

No on time issues

The chairman proposed vote of thanks for co-operation. The chairman also directed the coordinator to conduct the next meeting in third week of August, 2022.



Principal
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Kiran Nagar, AMRAVATI.

Sd/- Chairman, IQAC



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Principal : Dr. Rajesh S. Chandanpat
Mo. 9423422343

Ref. No. – ACSC/ /2021

Date –08/08/2022

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. 02, Date: 18-08-202, 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: Confirmation of minutes of the last meeting

Item No.2: To introduce institute level scholarships for the meritorious students.

Item No.3: To promote the career centric training / placement / incubation activities and drives through Student Development Committee

Item No. 4: Discussion on the development of infrastructural facilities to enhance the quality of Teaching, Learning and Evaluation process.

Item No. 5: Discussion on the initiatives to be undertaken towards maintaining green and environment friendly campus.

Item No. 6: On time Issues.

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Sd/- Chairman, IQAC



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(Junior, Senior, Post Graduate & Research)

Principal : Dr. Rajesh S. Chandanpat
Mo. 9423422343

Date – 18-08-2022

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

Date: 18-08-2022, Time: 11.30 am, Place: IQAC Office, Meeting No. 02

The meeting of IQAC was held on 18-08-2022 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 the last meeting

Minutes of last meeting of IQAC 23-06-2022 were confirmed and noted..

Item No. 2: To introduce institute level scholarships for the meritorious students..

Last IQAC meeting held on 23-06-2022 intended to reconstitute the IQAC as per the NAAC guidelines. The minutes were accepted and finalized after a short discussion.

Item No.3: To promote the career centric training / placement / incubation activities and drives through Student Development Committee

Dr. Pawade initiated discussion on the need and importance of the career centric training / placement / incubation activities and drives for successful career of students and emphasized on increasing the institutional efforts towards this.

Item No. 4: 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. 5: 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

Item No. 6: On time Issues.

No on time issues

The chairman proposed vote of thanks for co-operation. The chairman also directed the coordinator to conduct the next meeting in third week of October, 2022.



Principal
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Sd/- Chairman, IQAC



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(Junior, Senior, Post Graduate & Research)

Principal : Dr. Rajesh S. Chandanpat

Mo. 9423422343

Ref. No. – ACSC/ /2021

Date: 10/10/2021

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 ...

Meeting No. 3, Date: 20-10-2022, 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: Confirmation of minutes of the last meeting

Item No.2: To organize state level quiz competition on the relevant contemporary academic issues

Item No.3: To organize university level workshop on IPR and patents

Item No. 4: To organize programs to develop soft skills of the students

Item No.5: Discussion on the initiatives to be taken towards the improvements in the processes of teaching-learning-evaluation and research and extension

Item No. 6: On time Issues.

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Sd/- Chairman, IQAC



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Principal : Dr. Rajesh S. Chandanpat
Mo. 9423422343

Date – 20-10-2022

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

Meeting No. 03, Date: 20-10-2022, Time: 11.30 am, Place: IQAC Office

The meeting of IQAC was held on 20-10-2022 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 IQAC and staff 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 18-08-2022. The minutes of this meeting were accepted and finalized after a short discussion.

Item No.2: To organize state level quiz competition on the relevant contemporary academic issues

Dr. R. S. Raibhog suggested to conduct state level quiz competition on the relevant contemporary academic issues. Dr. Meshram supported the view. It was decided to organize the state level quiz competition on the relevant contemporary academic issues. The responsibility for organizing the state level quiz competition was given to Mathematics Department.

Item No.3: To organize university level workshop on IPR and patents

Dr. M. J. Pawar initiated the discussion on the Research Methodology and IPR policy and expressed the need to have a broader discussion in presence of the expert on the issue. Dr. Bansod supported the view. It was decided to organize the workshop for the faculty members on said issue. The responsibility for organizing the workshop was given to Library Department.

Item No. 4: To organize programs to develop soft skills of the students

Prof. S. P. Deshmukh initiated the discussion by pointing out the need to have special soft skill training for the students. The coordinator supported his view.

Item No.5: 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. 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: 12/12/2022

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: 22-12-2022, 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 the last meeting

Item No. 2: To promote the use of non-conventional energy resources by installing solar rooftops on campus and Sensor-based energy conservation

Item No. 3: Discussion on programs and activities towards gender sensitization

Item No. 4: Approval to the Certificate Courses in Instrumentation to be introduced shortly.

Item No. 5: To review the completion of work of IQAC

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 – 22-12-2022

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

Date: 22-12-2022, Time: 11.30 am, Place: IQAC Office

The meeting of IQAC was held on 22-12-2022 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 20-10-2022. The minutes were accepted and finalized after a short discussion.

Item No. 2: To promote the use of non-conventional energy resources by installing solar rooftops on campus and Sensor-based energy conservation

Dr Pawade initiated a dicussion on the green parctices followed by the college and suggested that the college shall install solar panels to promote green practices on campus more effectivley and also to use the sensor based enery conservation. Dr S. H. Shamkuwar supported his view and also brought to the notice of the participants about the saving on electricity bills.

Item No. 3: Discussion on programs and activities towards gender sensitization

The discussion was initiated by Dr. S. H. Shamkuwar. Dr. R. A. Raibhog suggested to organize interactive programs for gender sensitization. It was decided to give responsibility to organize the relevant programs to Women cell.

Item No. 4: Approval to the Certificate Courses in Instrumentation to be introduced.

Dr. Khandekar of Central Instrumentation Cell (CIC) presented details of the proposed Certificate Courses in Instrumentation. He also presented the details of the proposed fee- structure, revenue to be generated and the expenses towards starting the course. After a detailed discussion the course was approved.

Item No. 5: To review the completion of work of IQAC

IQAC coordinator initiated the discussion regarding completion of work of IQAC. He directed all the members of IQAC to present their criterion. Accordingly criterion in-charge have put forwarded the completion status of respective criterion.

Item No. 6: 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 –06/02/2022

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. 05, Date: 16-02-2022, 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 the last meeting
- Item No. 2: To conduct the energy audit and green audit of the campus.
- Item No. 3: To extend the facility of UGC Inflightnet - NLIST to every student
- Item No. 4: Working and monitoring mechanism of major Administrative Internal College Committees
- Item No. 5: Review of action taken report against the minutes of the meetings in the session 2022-23.
- Item No. 6: Discussion on the preparation of Annual Reports of the Departments and the Committees
- Item No. 7: On time Issues.

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

Sd/- Chairman, IQAC



Smt. Narsamma Hirayya Shaikshanik Trust's
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(Junior, Senior, Post Graduate & Research)

Principal : Dr. Rajesh S. Chandanpat
Mo. 9423422343

Date – 16-02-2022

Meeting of the Internal Quality Assurance Cell (IQAC) Meeting No. 05

Meting No. 05, Date: 16-02-2022

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 16-02-2022 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 conducted on 22-12-2022 were confirmed after a short discussion.

Item No. 2: To conduct the energy audit and green audit of the campus.

Dr. M. J. Pawar expressed the need of environmental auditing as a part of promotion of green practices. He suggested to conduct energy audit and green audit of the campus. Dr. Meshram seconded him.

Item No. 3: To extend the facility of UGC Inflibnet - NLIST to every student

Dr. R. A. Raibhog suggested that every student of the college shall have access to the UGC Inflibnet - NLIST facility subscribed by college every year to inculcate and promote research culture among students and expressed need to cover evvery student under this facility. Co-ordinator suppoterd her.

Item No. 4: Working and monitoring mechanism of major Administrative Internal College Committees

The coordinator apprised the Management regarding the working of the Committees on the basis of special mechanism formulated through IQAC. He further informed the members that the designing of the referene points towards the preparation of the mechanism was listed as one of the IQAC initiatives.

Item No. 5: Review of action taken report against the minutes of the meetings in the session 2022-23.
On the basis of the feedback taken by the Curricular Committee, action taken report against the minutes of the meetings in the session 2022-23 was presented and decided that letter of suggestions will be issued by the Principal on its basis.

Item No. 6: Discussion on the preparation of Annual Reports of the Departments and the Committees
The Chairman initiated the discussion by asking the members to prepare the annual reports for Committees and Departments prior to the end of the session. The staff members were asked to submit the records at the earliest possible so that data and information for the current year may be kept ready for the AQAR filing process.

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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Sd/- Chairman, IQAC



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(Junior, Senior, Post Graduate & Research)

Principal : Dr. Rajesh S. Chandanpat
Mo. 9423422343

Ref. No. – ACSC/ /2022

Date: 03/04/2022

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. 06, Date: 13-04-2022, 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
Last IQAC meeting held on 16-022022. The minutes were accepted and finalized after a short discussion.
- Item No. 2: Review of the Departmental files and presentation
- Item No. 3: Review of the submission of PBAS
- Item No. 4: Note of beginning of the new session
- Item No. 5: On time Issues.

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Principal : Dr. Rajesh S. Chandanpat
Mo. 9423422343

Date – 13-04-2022

Meeting of the Internal Quality Assurance Cell (IQAC) Meeting No. 06

Meeting No. 06, Date: 13-04-2022, Time: 11.30 am, Place: IQAC Office

The meeting of IQAC was held on 13-04-2022 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)	
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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.	

The meeting of IQAC was held on 13-04-2022 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 conducted on 16-02-2022 were confirmed after a short discussion

Item No. 2: Review of the Departmental files and presentation

The Chairman initiated the discussion after taking the review of the preparation of the Departmental files and presentation. It is decided that the committees and the departments shall present their PPTs before a specially constituted committee comprising the members of Management and the representatives of IQAC. The Co-ordinator was given the responsibility of preparing a schedule while taking into consideration the Covid guidelines.

Item No. 3: Review of the submission of PBAS

A review of the status of the submission of PBAS was taken. It was observed that due to the extraordinary situation of Covid pandemic, many of the teachers could not submit their PBAS on time. After discussion, it was decided to extend the due date further by 02 months.

Item No. 4: Note of beginning of the new session

Authorities are frequently giving varying guidelines related to the pandemic situation. In accordance with it schedule of the duties of teaching and non-teaching will be prepared and circulated. Note of beginning of the new

session and the University issuance related to it is discussed. It was decided to communicate the same to the stakeholders through social-media group and notice on the institutional website. Review of the admission status is taken. Last date of admissions to various programs and courses is as per the University guidelines.

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.

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



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Action Taken Report (2022-23)

Against the Decisions taken in the Meetings of the IQAC

Minutes of the Meetings: 23-06-2022	Action Taken
Item No.2: 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
Item No.3: 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
Item No. 4: To promote the infrastructure development for catering to the growing infrastructural needs of the institution	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 for required approval.
Item No.5: To ensure timely submission of AQAR and annual plans / annual reports for the current academic year from the Committees/departments and Committees	Chairman of the IQAC Dr. S. S. Chandanpat issued timeline for submission of annual reports up to 31-07-2022
Item No.6: To promote introduction of new courses	IQAC decided to to apply for the new courses to the authorities through proper channel within timeline for the process.

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Action Taken Report (2022-23)

Against the Decisions taken in the Meetings of the IQAC

Minutes of the Meetings: 18-08-2022	Action Taken
Item No. 2: To introduce institute level scholarships for the meritorious students	IQAC resolved to start institutional scholarships for needy and meritorious students from this session. It was decided that the scholarship committee will prepare a mechanism for the same and will carry out the process.
Item No.3: To promote the career centric training / placement / incubation activities and drives through Student Development Committee	IQAC resolved to start career centric training / placement / incubation activities and drives. The responsibility was given to student development committee.
Item No. 4: Discussion on the development of infrastructural facilities to enhance the quality of Teaching, Learning and Evaluation process.	IQAC resolved to prepare and forward the Infrastructure development proposal as per the needs and perspective plan of the institute to the parent management society and it is decided that the chairman of the IQAC will keep necessary follow-up for the proposal.
Item No. 5: 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

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Action Taken Report (2022-23)

Against the Decisions taken in the Meetings of the IQAC

Minutes of the Meetings: 20-10-2022	Action Taken
Item No.1: Confirmation of minutes of the last meeting	Minutes of the last meeting were confirmed after discussion
Item No.2: To organize state level quiz competition on the relevant contemporary academic issues	Mathematics Department conducted Online National Level Quiz Competition in collaboration with IQAC and Shri.Vasantrao Naik Mahavidyalaya, Dharni, District Amravati on 06-04-2023.
Item No.3: To organize university level workshop on IPR and patents	Library Department conducted following program: One day workshop on Research Methodology IPR in collaboration with IQAC on 27-04-2023.
Item No. 4: To organize programs to develop soft skills of the students	IQAC decided to undertake activities to develop soft skills and personality Development of the students. The responsibility was given to Student support and Counseling Cell of the College.
Item No.5: 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.

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Action Taken Report (2022-23)

Against the Decisions taken in the Meetings of the IQAC

Minutes of the Meetings: 22-12-2022	Action Taken
Item No. 2: To promote the use of non-conventional energy resources by installing solar rooftops on campus and Sensor-based energy conservation	IQAC resolved to install solar rooftops and energy saving sensors in the campus, The responsibility was given to campus maintenance committee. Solar rooftops having 25KW was installed. Water level sensors was also installed to the water storage tanks.
Item No. 3: Discussion on programs and activities towards gender sensitization	Following programs were conducted for sensitizing students on the issue of gender equality and women empowerment: 1. One Day Counseling on Using of Sanitary Vending Machine to newly admitted girl students conducted on 04 /10/2022 2. One Day State Level Seminar on Women's Empowerment conducted on 07/10/2022 3. One Day Workshop on Counseling of Girls Misconception regarding Menstruation Cycle conducted on 02/12/2022 4. A guest lecture on the occasion of Birth Anniversary of Savitribai Fule conducted on 03/01/2023 5. Two Days State Level Workshop on the occasion of International Women's Day conducted on 9 th and 10th March 2023
Item No. 4: Approval to the Certificate Courses in Instrumentation to be introduced.	Certificate Course in Instrumentation Techniques-2022-23 was conducted from 10-04-2023 to 17-04-2023 by Research Committee in collaboration with Prof. Amol Gawande, Director, Peaks Analytical and Training Center, Nagpur
Item No. 5: To review the completion of work of IQAC	Review was taken

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Action Taken Report (2022-23)

Against the Decisions taken in the Meetings of the IQAC

Minutes of the Meetings: 16-02-2022	Action Taken
Item No. 1: Confirmation of minutes of the last meeting.	The minutes of the last meeting conducted on 22-12-2022 were confirmed after a short discussion
Item No. 2: To conduct the energy audit and green audit of the campus.	IQAC decided to conduct the said audits. The responsibility was given to campus maintenance committee. Green audit, Energy audit and Environment audit were conducted by Nutan Urja Solution, Pune. Certificates were issued for the same.
Item No. 3: To extend the facility of UGC Infflibnet - NLIST to every student	IQAC resolved to extend the UGC Infflibnet - NLIST facility to every student. The responsibility was given to library department. Library department has created and distributed the login credentials for the same to all students of the college
Item No. 4: Working and monitoring mechanism of major Administrative Internal College Committees	Management noted the working of the committees and decided to interact with the committees to motivate them. Meetings of committees with management were conducted.
Item No. 5: Review of action taken report against the minutes of the meetings in the session 2022-23.	Principal noted the action taken reports and forwarded for final approval; from CDC. CDC approved the same.

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Action Taken Report (2022-23)

Against the Decisions taken in the Meetings of the IQAC

Minutes of the Meetings: 13-04-2022	Action Taken
Item No. 1: Confirmation of minutes of the last meeting.	The minutes of the last meeting conducted on 16-02-2022 were confirmed after a short discussion
Item No. 2: Review of the Departmental files and presentation	IQAC designated members as per the schedule were gone through the presentations in front of the Chairman and finalized. Departmental files were checked during AAA. PPT presentations of the Departments were ensured as per the schedule. Departmental files were arranged as per the requirements.
Item No. 3: Review of the submission of PBAS	PBAS submitted by the faculty members to the Principal
Item No. 4: Note of beginning of the new session	IQAC Noted and approved the details

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