

**Sipna Shikshan Prasarak Mandal, Amravati**  
**Arts, Science and Commerce College, Chikhaldara, Distt. Amravati**  
**IQAC meeting Minutes and Action taken report**  
**Meeting Date: 08/09/2022 (Time: 12.30 pm)**

**Meeting Agenda:**

1. To note the action taken report of the previous meeting dated 30-05-2022.
2. To note the NAAC approval for submitted AQAR (2020-2021).
3. To discuss IQAC's strategic plan of action for 2022-2023.
4. To discuss Gender Sensitization action plan.
5. To discuss probable contributions of the college towards NEP-2020.
6. To discuss the analysis of feedback collected from stakeholders.
7. Revised manual, data templates and SOP for affiliated/constituent colleges (will be effective from 01-06-2022)
8. To discuss the preparation of SSR (Criterion-wise) for upcoming NAAC assessment cycle.
9. Items with the permission of chair.

**Minutes of the Meeting**

Under the chairmanship of Principal Dr. Rajesh Sharadchandra Jaipurkar and under the guidance and in the prominent presence of Hon. Dr. Ravindraji Kadu, Secretary, Sipna Shikshan Prasarak Mandal, Amravati, I.Q. A. C. (Internal Quality Assurance Cell) meeting was held on 08/09/2022.

At the outset Coordinator IQAC Dr. V. D. Kapse welcomed all members of the IQAC and sought permission of Chairman to commence the meeting.

Chairman Principal Dr. R.S. Jaipurkar also welcomed all the members and granted permission to commence the business of the meeting. After elaborate discussion the following decisions were taken.



**Topic No. 1: To note the Action Taken Report of the previous meeting dated 30/05/2022.**

While taking note of the IQAC meeting dated 30/05/2022, there was an elaborate discussion and decisions were taken as follows.

Item No.1:

- E-content Develop Link Update work is in progress. A three-member committee under the chairmanship of Dr. B. N. Mahajan should submit E-content links to the College website committee by 30/09/2022 and after that the said committee should complete the further action in time.
- Central Stock Book (Non-Recurring) has been completed till 2021-22 session, if any discrepancy is noticed it should be completed by 30/09/2022.

Item No. 2:

To Review IQAC Plan of Action

- Information regarding Alumni Registration Status has been submitted. The work of increasing the number of Alumni Registration and getting more donations from the alumni through the Alumni Association is in progress.
- Department of Physics has completed the process to make functional the MOU prepared till date by the research centers.

In the academic session 2022-23, all the concerned departments and research centers should take action in this regard.

Item No. 3:

Policy documents are being prepared by the committee concerned in the suggested framework, but those who have not submitted the policy documents to the IQAC coordinator should submit them as soon as possible and after that the policy documents framework committee will finalize all the policy documents by 30/09/2022.

Item No. 4:



Faculty Coordination Committee Report (September-2021 to February 2022):

The subject has been placed before the College Development Committee for further action.

Issue No. 5:

It was noted that the proceedings of this issue have been completed.

Item No. 6:

To Review timeline to prepare SSR for upcoming NAAC Assessment cycle. :

- As per the given timeline SSR writing is in progress but the concerned criterion coordinator should complete the criterion writing work within the scheduled time given as follows

Criterion-1 Dt. 15/09/22, Criterion -2,3,4 & 7 Dt. 25/09/22, Criterion-5 Dt. 20/09/22, Criterion – 6 Dt. 30/09/22 to be completed by 30/09/22.

Item No. 7:

Items with the permission of the Chair:

- Various Activities, Programs, Courses, Drives, Quality Initiative, etc. for preparing Strategic Plan of Action for academic session 2022-2023, from I.Q.A.C. Criteria Coordinators as well as members under Criterion-I, V & VII have been received. A one-day workshop should be organized with the aim of providing comprehensive information and study to all concerned regarding the newly adopted guidelines of NAAC.

Topic No. 03 - To prepare IQAC's Plan of action for the 2022-2023 academic session

IQAC's Plan of action for the academic session 2022-2023 was kept for review in this meeting. It was approved after a detailed discussion.

Topic No. 04 - To discuss the policy document prepared for various functioning of the college.

Policy documents were received and kept for perusal in this meeting. Policy documents Framework should be finalized by 30/09/2022.

Topic No. 05 - To place the faculty coordination committee report in CDC Meet.



The report of the said committee was submitted to the college for the upcoming meeting of CDC.

Topic No. 06 - Revised manual, Data templates and SOP for affiliated / constituent colleges (will be effective 01/06/2022)

NAAC Formats/Templates have been revised from 01/06/2022 onwards. The said copy has been placed in the library for perusal. Apart from this, all the concerned have been informed about this through whats app and Email.

Topic No. 07 - To Conduct Academic/Administrative Audit (2021-22) up to 30 July 2022.

Academic/Administrative Audit (2021-22) completed between 15-30 July 2022

Topic No. 08 - To prepare the plan of action for college campus beautification.

In this regard, college campus beautification committee should take action as per the previous meeting.

Topic No. 09 - Items with the permission of chair

AQAR 2021-22 writing planning & schedule and directions for the preparation of NAAC Assessment (4th cycle) of the college have been given and regular follow up is being taken.

**Other topics of the meeting dated 08/09/2022 were recorded as follows:**

Topic No. 2: To Note the NAAC approval for submitted AQAR (2020-2021)

The said topic was noted in the meeting.

Topic No. 3: To discuss IQAC strategic plan of action for (2022-2023)

IQAC strategic plan of action (2022-23) was approved after thorough discussion in the meeting.

Topic No. 4: To discuss and prepare gender sensitization action plan

Gender sensitization action plan (2022-23) is decided after discussing this topic

Topic No. 5: To discuss probable contributions of the college towards NEP-2020



After discussing this topic, it was decided that all the departments of the science branch should explore all the possibilities regarding the translation of some components of the university curriculum into the mother tongue by involving the associations of their respective subjects.

Topic No. 6: To discuss the analysis of feedback collected from stakeholders.

After a comprehensive discussion it was decided that further action should be taken according to the collected information (data).

Topic No. 7: Revised manual, data templates and SOP for affiliated / constitute colleges (will be effective from 01-06-2022)

After discussing the subject, it was decided that the work of collecting data should be done criterion-wise as per revised manual, data templates and SOP.


Topic No. 8: To discuss the preparation of SSR (Criterion-wise) for upcoming NAAC assessment cycle.

After discussing this topic, it was decided that the concerned should complete the task of preparing/writing SSR (Criterion-wise) for the upcoming NAAC reassessment as per the plan.

Topic No. 9: Items with the permission of chair

Since there was no other topic under discussion, the meeting was adjourned with the permission of the Hon. Chairman by thanking all the attendees.

The minutes of the meeting were upheld in this meeting. It was decided that the said minutes should be placed before the College Development Committee.

  
Dr. V. D. Kapse  
(IQAC Coordinator)  
**Co-ordinator**  
**IQAC**  
Arts, Science & Commerce College,  
Chikhaldara  
Distt.: Amravati (M.S.)

Dr. R. S. Jaipurkar  
(Principal)  
Dr. R. S. Jaipurkar  
Principal  
Arts Science & Commerce College,  
Chikhaldara, Dist - Amravati



**Sipna Shikshan Prasarak Mandal, Amravati**  
**Arts, Science and Commerce College, Chikhaldara, Distt. Amravati**  
**IQAC meeting Minutes and Action taken report**  
**Meeting Date: 09/12/2022 (Time: 12.30 pm)**

**Meeting Agenda:**

1. To note the action taken report of the previous IQAC meeting.
2. To discuss and approve prepared AQAR (2021-2022) for its online submission.
3. To take review of TLE process.
4. To discuss the maintenance of Physical and academic facilities.
5. To discuss about maintenance of Gym, botanical garden, college & Hostel campus.
6. To take review of IQAC's strategic plan of action and Gender Sensitization Action Plan for 2022-23.
7. To discuss preparedness of the college towards NEP-2020.
8. To discuss the preparation of SSR (Criterion-wise) for upcoming NAAC assessment cycle.
9. To prepare budget for upcoming assessment of the college by NAAC.
10. To plan Mock Peer Team Visit to assess the college preparation.
11. Items with the permission of chair.

**Minutes of the Meeting**

Under the chairmanship of Hon. Principal Dr. Rajesh Sharadchandra Jaipurkar, I. Q. A. C. (Internal Quality Assurance Cell) meeting was held on 09/12/2022.

At the outset Coordinator IQAC Dr. V. D. Kapse welcomed all members of the IQAC and sought permission of Chairman to commence the meeting.

Chairman Principal Dr. R.S. Jaipurkar also welcomed all the members and granted permission to commence the business of the meeting. After elaborate discussion the following decisions were taken.

**Topic No 1: To note the Action Taken Report of the previous meeting dated 08/09/2022**

While taking note of the minutes of the IQAC meeting dated 08/09/2022, a thorough discussion was held and the following decisions were taken.



Item No.1 (a): The task of updating the E-content Development Link should be completed as soon as possible.

Item no. 1 (b): The work of updating the Central Stock Book has been completed.

Item no. 2 (a): In order to increase the registration of former students as well as attract financial and non-financial contribution from them, related activity should be implemented in July and January every year. It was also decided that a student who has completed his final year should try to register himself in the Alumni Association while collecting his mark sheet.

Item no. 2 (b): Activities should be conducted under the MOU by the Research Center/Department during the academic session 2022-2023.

Item no. 3: Policy documents have been prepared by the concerned committee in the suggested framework and submitted to the IQAC coordinator.

Item no. 4, 5: Faculty Coordination Committee Report (Odd Semester) It was noted that the process of placing before the College Development Committee has been completed.

Item no. 6: Resolved to note that the work of writing SSR is in progress.

Item no. 7: It was decided that the Criterion Coordinators should submit Criterion wise planning (2022-23)

Topic No. 2 - IQAC Strategic Plan of action (2022 2023) has been sent to all concerned through email and whats app. It is also suggested that all concerned should take action accordingly.

Topic No. 3 - Policy documents have been finalized by the committee as per revised format.

- To discuss and prepare gender sensitization action plan

It was noted that the proceedings of this issue have been completed.

Topic No. 4 - Revised manual, data templates and SOP for affiliated / constituent college (will be effective from 01-06-2022)



NAAC manuals, data templates and SOP revised copy have been placed in the library for perusal. Apart from this, all the concerned have been informed about this through whats app and Email.

Topic No. 5 - To complete departmental assessment during 15-30 July 2022

- The work of Academic / Administrative Audit has been completed.

The said issue was noted.

Topic No. 6 - To prepare the plan of action for college campus beautification

- The budget of College Campus/Aladoh Campus beautification is still pending. This issue was discussed in depth in the meeting. While preparing the budget, it was decided to take into Consideration College Fencing/Aladoh Campus Fencing, Aladoh Main Gate, Inspection Path, College Premises Beautification, Preparation of Aladoh Site Map, Talking Tree, Tree Geo Tag Map etc.

Topic No. 8 - Items with permission of chair

- AQAR 2021-2022 writing planning & schedule and NAAC 4th cycle preparation directions have been given in this regard and regular follow up is being taken.

**Other topics of the meeting dated 08/09/2022 are as follows**

Topic No. 1 - To discuss and approve prepared AQAR (2021-2022) for its online submission

- AQAR 2021 2022 was approved and it was decided that it should be submitted to CDC for further approval. After that a committee has been established for AQAR Online submission in which Dr. Kapse, Dr. Shah, Dr. S.G. Mahajan, Dr. B.N. Mahajan, Dr. Dudul, Dr. Wasnik were included and it was decided that for online submission Mr. P.N. Bhartiya would cooperate.

Topic No. 2 - To Review TLE Process

- It was decided that the TLE Process Report should be updated.

Topic No. 4 - To discuss the maintenance of Physical and Academic Facilities





- It was decided the concerned committees and/or in-charge should do the needful for the maintenance of physical and academic facilities.

Topic No. 5 - To discuss the maintenance of Gym, Botanical Garden, College, Hostel campus

- A work list in this regard has been placed for discussion. This issue was discussed in depth in the meeting. College Fencing/Aladoh Campus Fencing, Aladoh Main Gate to be in Cement Concrete, Inspection Path, College Premises Beautification, Preparation of Aladoh Site Map, Talking Tree, Geotag Map of Trees, Ethno botany Garden, Preparation of Tree Nameplates and estimated budget.
- Can help be taken from architecture or other experts related to Sipna river source-travel, tribal culture, etc. in beautification of college premises was discussed.
- It was decided to prepare a budget for Solar Lamp Aladoh campus and college campus, saving electricity etc.

Topic No. 6 - To take review of IQAC Strategic plan of action and gender sensitization action plan for 2022-23

- Activities 1 to 5 in the list have been completed. 6 & 7 are incomplete
- The concerned department should complete its departmental activities.
- MOU / Research Activities /Library Facilities /Guest Lectures/ Collaboration Program should be followed up regularly by the IQAC Coordinator
- Certificate Courses/ Add on Courses 2022-23 which have not yet been done should be completed.
- Geo tag Photos / Field Visit, Gender Sensitization 2022-23 should be taken as per Action plan.

Topic No. 7 - To discuss the preparedness of the college towards NEP - 2020

- Under NEP - 2020, some sources should be looked at whether new programs / with Collaboration can be taken in the college. Students be guided for exams like IIT JAM. It was discussed and the concerned committee should take follow up.



- It was decided that college SWAYAM-NPTEL chapter registration work should be given to library.
- It was decided that science faculty teachers should translate some portion of syllabus into regional language.
- Multi disciplinary / Inter Disciplinary was discussed in which M.Com has been started in the college, besides this it was decided that all the departments should try to do Multi disciplinary / Inter Disciplinary in house projects.

Topic No. 8 - To discuss the preparation of SSR (criterion-wise) for upcoming NAAC Assessment cycle

- It was decided that SSR should be completed by January-23 and then Mock Peer Team should be called
- It was decided to plan a visit to the A Grade rated colleges where NAAC team has recently visited and seek guidance regarding the problems, questions etc. faced by them.

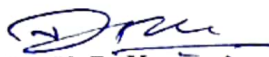
Topic No. 9 - To prepare budget for upcoming assessment of the college by NAAC.

Discussion on NAAC fees, other visit expenditure and related expenses was carried out and approved. It was decided that the said budget should be presented before the College Development Committee.

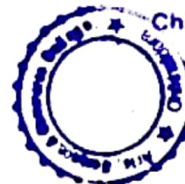
Topic No. 10 - To plan Mock Peer team visit to assess the college preparation

- In the third week of February 2023, it was decided to plan a mock peer team visit to check the preparation of the college regarding the NAC assessment and to take required suggestions.

Minutes of the meeting were upheld in this meeting.

  
**Dr. V. D. Kapse**  
 (IQAC Coordinator)  
**Co-ordinator**  
**IQAC**  
 Arts, Science & Commerce College,  
 Chikhaldara  
 Distt.: Amravati (M.S.)

**Dr. R. S. Jaipurkar**  
 (Principal)  
**Dr. R. S. Jaipurkar**  
 Principal  
 Arts Science & Commerce College,  
 Chikhaldara, Dist - Amravati



**Sipna Shikshan Prasarak Mandal, Amravati**  
**Arts, Science and Commerce College, Chikhaldara, Distt. Amravati**  
**IQAC meeting Minutes and Action taken report**  
**Meeting Date: 04/03/2023 (Time: 12.30 pm)**

**Meeting Agenda:**

1. To note the action taken report of the previous IQAC meeting.
2. To note
  - a) Completion of AQAR (2021-2022) Data Entry at NAAC portal
  - b) NAAC Extension for submission of AQAR (2021-2022) till 31st May 2023.
3. To decide the date for submission of AQAR (2021-2022).
4. To review and discuss the preparation for college NAAC assessment:
  - a) Preparation of IQA & required documents
  - b) Preparation of Executive Summary
  - c) Preparation of Criterion-wise SSR (QLM & QNM)
  - d) Preparation of Criterion-wise documents as per NAAC SOP.
5. To review and discuss the budget submitted for college NAAC assessment.
6. To review and discuss the college preparedness for NAAC assessment.
7. To review and discuss the status of work assigned to teaching & non-teaching staff members in the context of college NAAC assessment  
(Departmental Display & PPT, certified Documents from University, Students email & mobile number verification for SSS, feedback from stakeholders, Central Stock book, labelling of instruments, etc.)
8. To review the time line for IQA & SSR submission.
9. Items with permission of the chair.

**Minutes of the Meeting**

Under the chairmanship and guidance of Principal Dr. Rajesh Sharadchandra Jaipurkar, IQAC (Internal Quality Assurance Cell) meeting was held on 04/03/2023. The following issues were discussed and the following decisions were taken.

Topic 1 - To Note the action taken report of the previous meeting dated 09/12/2022

- While recording the minutes of this meeting, there was elaborate discussion and the following decisions were taken.

To discuss and approve prepared AQAR (2021-2022) for its online submission

- AQAR 2021 2022 has been approved by CDC and NAAC portal AQAR data entry has been completed by the concerned committee.



3. To Review TLE Process

- Appropriate action has been taken after reviewing the TLE Process Report.

4. To discuss the maintenance of Physical and Academic Facilities

- The list has been given to the concerned after detailed discussion.

5. To discuss the maintenance of Gym, Botanical Garden, College, Hostel campus

The proceedings have been started and appropriate instructions have been given to the concerned.

6. To take review of IQAC Strategic plan of action and gender sensitization action plan for 2022-23

- All concerned should be informed to completion the incomplete activities.

7. To discuss the preparedness of the college towards NEP-2020

- It was decided that Guest Series should be organized for IIT JAM exams under Career Guidance Cell.

- SWAYAM - NPTEL Registration work should be done immediately by Dr. S. G. Mahajan (librarian) and should encourage the students regarding registration.

- It was decided that everyone should try to prepare 02-03 units in Regional Language.

8. To discuss the preparation of SSR (criterion-wise) for upcoming NAAC Assessment cycle

- As per Revised Timeline SSR writing and ancillary work is going on. It was decided that the said work should be completed by 24 March 2023.

- To plan a visit to the 'A' Grade rated college in which the NAAC team has recently visited and to seek guidance regarding the problems, queries etc. faced by them. In this context it was decided to form 02 teams and visit the concerned college till March 2023 and complete the work accordingly.

9. To prepare budget for upcoming assessment of the college by NAAC.

The said budget has been submitted to the Principal to be presented in the meeting of hon. College Development Committee.

10. To plan Mock Peer team visit to assess the college preparation

It was discussed that the Mock Peer team visit will be rescheduled by the end of March 2023 and it was decided to plan accordingly.



Regular topics of this meeting

Topics –

As per above topic no. 02 to 10 of the meeting dated 09/12/2022 were recorded and reviewed.

1. To note the action taken report of the previous IQAC meeting.
2. To note
  - a) Completion of AQAR (2021-2022) Data Entry at NAAC portal
  - b) NAAC Extension for submission of AQAR (2021-2022) till 31st May 2023.

Recorded.

3. To decide the date for submission of AQAR (2021-2022).

It was decided that the portal committee should complete the AQAR (2021-2022) by submitting it by 20 March 2023.

4. To review and discuss the preparation for college NAAC assessment:
  - a) Preparation of IIQA & required documents
  - b) Preparation of Executive Summary
  - c) Preparation of Criterion-wise SSR (QLM & QNM)
  - d) Preparation of Criterion-wise documents as per NAAC SOP.

The above 4 points were reviewed and it was decided that preparations should be made in due time.

5. To review and discuss the budget submitted for college NAAC assessment.

It was reviewed and no corrections were suggested. It was decided that after fixing the budget, further planning should be done accordingly.

6. To review and discuss the college preparedness for NAAC assessment.

It was decided that the proceedings in this regard should be completed as per the planned schedule.

7. To review and discuss the status of work assigned to teaching & non-teaching staff members in the context of college NAAC assessment



Departmental Display & PPT, certified Documents from University, Students' email & mobile numbers verification for SSS, feedback from stakeholders, Central Stock book, labeling of instruments etc. The current status of the work was discussed and satisfaction was expressed.

8. To review the time line for IQA & SSR submission.

It was decided that the work of IQA & SSR submission should be completed as per Revised Timeline.

9. Items with permission of the chair.

Since there is no other topic under discussion, the meeting was concluded with the permission of the Hon. Chairman.


The minutes of this meeting were upheld in this meeting.

  
Dr. V. D. Kapse

(IQAC Coordinator)

Co-ordinator  
IQAC  
Arts, Science & Commerce College,  
Chikhaldara  
Dist.: Amravati (M.S.)



  
Dr. R. S. Jaipurkar  
(Principal)

Dr. R. S. Jaipurkar  
Principal  
Arts Science & Commerce College,  
Chikhaldara, Dist - Amravati

Sipna Shikshan Prasarak Mandal, Amravati  
**Arts, Science and Commerce College, Chikhaldara, Distt. Amravati**  
**IQAC meeting Minutes and Action taken report**  
**Meeting Date: 13/05/2023**

**Meeting Agenda**

1. To note the action taken report of the previous meeting dated 04/03/2023.
2. To note the approval to AQAR (2021-22) submission by NAAC, Bengaluru.
3. To discuss the TLE process report from faculty coordination committee report
4. To carry out internal academic and administrative audit (2022-23).
5. To discuss the analysis report of SSS and Feedback from stakeholders.
6. To discuss Gender, Green, Energy & Environmental audit reports.
7. To prepare the IQAC's strategic plan and gender sensitization plan for 2023-2024.
8. To discuss and approve the prepared IQA, SSR and documentaion for assessment of the college by NAAC (4<sup>th</sup> Cycle).
9. Items with the permission of chair.

**Minutes of the Meeting**

Meeting of the IQAC of Arts, Science & Commerce College, Chikhaldara, Distt. Amravati was held on 02/05/2023 at 11:00 am under the Chairmanship of Principal Dr. R. S. Jaipurkar.

At the outset Coordinator IQAC Dr. V. D. Kapse welcomed all members of the IQAC and sought permission of Chairman to commence the meeting.

Chairman Principal Dr. R.S. Jaipurkar also welcomed all the members and granted permission to commence the business of the meeting. After elaborate discussion the IQAC resolved as follows.

**Item No. 1- Noted the action taken on the minutes of IQAC meeting dated 04/03/2023 with following Directions.**

- The concerned has taken necessary action for maintenance of Physical & Academic Facilities, Gym and Botanical Garden.
- All concerned completed assigned responsibilities as per IQAC Strategic plan of action and gender sensitization action plan for 2022-23
- Necessary instructions are issued to Career Guidance Cell to arrange Guest Series for understanding of IIT JAM examination for students.



- SWAYAM - NPTEL Registration work is in progress (Dr. S.G. Mahajan)
- SSR writing and ancillary work is in progress and IQAC expressed satisfaction in this regard.
- It was decided to form 02 teams and visit the A Grade colleges till June 2023 and complete the work accordingly.
- It was discussed that the Mock Peer team visit be rescheduled and be arranged as per need.
- AQAR (2021-2022) was successfully submitted to NAAC portal and it is approved by NAAC Bangalore on 11<sup>th</sup> May 2023. It was noted.
- TLE process report from faculty coordination committee submitted to the principal for necessary action.
- The college preparedness for NAAC assessment was reviewed and IQAC expressed satisfaction in this regard.
- Work assigned to teaching & non-teaching staff members in the context of college NAAC assessment is in progress and should be completed up to 30<sup>th</sup> June 2023.

**Item No. 2:** To note the approval to AQAR (2021-22) submission by NAAC, Bengaluru.

AQAR (2021-2022) submission of the college was approved by NAAC Bangalore on 11<sup>th</sup> May 2023 and it was noted.

**Item No. 3:** To discuss the TLE process report from faculty coordination committee report

The subject was discussed & noted and further it was decided that the issue should be kept in the upcoming CDC meeting.

**Item No. 04:** To carry out internal academic and administrative audit (2022-2023).

It was decided that IQAC should plan and complete internal academic and administrative audit of the various departments and committees by 30<sup>th</sup> July 2023.

**Item No. 5:** To discuss the analysis report of SSS and Feedback from stakeholders.

- After having discussion on analysis of student satisfaction survey and feedbacks on curriculum and overall functioning of the college, it was observed that students as well as all the stakeholders are satisfied and also expressed satisfaction regarding overall support provided by the college. It is resolved to make teaching, learning and evaluation more effective. Also, after having discussion on analysis of teacher's and employer's feedback on curriculum it is resolved that the faculty members of the college, who are the members of Board of Studies (BOS) of the affiliating university, should do the needful to make the





required changes in the curriculum of the respective subjects and other faculty members at the suitable platforms.

**Item No. 6:** To discuss Gender, Green, Energy & Environmental audit reports.

- Gender, Green, Energy & Environmental audit reports (2022-23) discussed. It was decided to ensure at most safe and secure environment be provided to women and girl students, teaching and administrative staff members. It was decided to install roof top Solar PV plant at college/hostel campus and also to increase LED lighting to annual lightning load.

- Further, it was resolved to prepare and place the budget before the College Development Committee (CDC).

**Item No. 7:** To prepare the IQAC's strategic plan and gender sensitization plan for 2023-2024.

For preparation of IQAC's strategic plan for academic session 2022-2023, all the members of IQAC in general and Criterion Coordinators in particular should submit criteria-wise planning to Dr. V.D. Kapse by 15<sup>th</sup> June 2023.

**Item No. 8:** To discuss, approve and submit the prepared IIQA, SSR and documentaion for assessment of the college by NAAC (4<sup>th</sup> Cycle).

- The prepration of IIQA, SSR (Excecutive summary, Criterion-wise Q<sub>LM</sub> & Q<sub>NM</sub>) and related documentations (As per NAAC SOP for DVV) was discussed elaborately and approved for its submission. Further, It was resolved to recommend it to the college development committee (CDC) for its approval.

- Also, it was decided to submit IIQA up to 20<sup>th</sup> May 2023 to NAAC, Bengaluru.

**Item No. 09:** Items with the permission of chair.

- It was decided to strictly follow the time-line to get ready for NAAC assessment (4<sup>th</sup> Cycle). Inn this regard, all the concerned college committess should be directed to do the needful.

- It was decided to arrange Mock Peer team visit during August 2023. Accordingly ancillary preparations like PPT/Demonstration/Display/ Documentation/Communication, etc. be monitored and discussed.

  
Dr. V. D. Kapse

(IQAC Coordinator)

**Co-ordinator**

**IQAC**

**Arts, Science & Commerce College,**

**Chikhaldara**

**Distt.: Amravati (M.S.)**

Dr. R. S. Jaipurkar

(Principal)

**Dr. R. S. Jaipurkar**

**Principal**

**Arts Science & Commerce College,**  
**Chikhaldara, Dist - Amravati**



required changes in the curriculum of the respective subjects and other faculty members at the suitable platforms.

**Item No. 6:** To discuss Gender, Green, Energy & Environmental audit reports.

- Gender, Green, Energy & Environmental audit reports (2022-23) discussed. It was decided to ensure at most safe and secure environment be provided to women and girl students, teaching and administrative staff members. It was decided to install roof top Solar PV plant at college/hostel campus and also to increase LED lightining to annual lightning load.
- Further, it was resolved to prepare and place the budget before the College Development Committee (CDC).

**Item No. 7:** To prepare the IQAC's strategic plan and gender sensitization plan for 2023-2024.

For preparation of IQAC's strategic plan for academic session 2022-203, all the members of IQAC in general and Criterion Coordinators in particular should submit criteria-wise planning to Dr. V.D. Kapse by 15<sup>th</sup> June 2023.

**Item No. 8:** To discuss, approve and submit the prepared IQA, SSR and documentaion for assessment of the college by NAAC (4<sup>th</sup> Cycle).

- The prepration of IQA, SSR (Excecutivve summary, Criterion-wise Q<sub>LM</sub> & Q<sub>NM</sub>) and related documentations (As per NAAC SOP for DVV) was discussed elaborately and approved for its submission. Further, It was resolved to recommend it to the college development committee (CDC) for its approval.
- Also, it was decided to submit IQA up to 20<sup>th</sup> May 2023 to NAAC, Bengaluru.

**Item No. 09:** Items with the permission of chair.

- It was decided to strictly follow the time-line to get ready for NAAC assessment (4<sup>th</sup> Cycle). Inn this regard, all the concerned college committess should be directed to do the needful.
- It was decided to arrange Mock Peer team visit during August 2023. Accordingly ancillary preparations like PPT/Demonstration/Display/ Documentation/Communication, etc. be monitored and discussed.

  
Co-ordinator  
**IQAC**  
Arts, Science & Commerce College,  
Chikhaldara  
Distt.: Amravati(M.S.)



  
**PRINCIPAL**  
Art, Science & Commerce  
College, Chikhaldara