



Estb. 1989

Late. Digambarrao Bindu Smarak Samiti's
DIGAMBARRAO BINDU ARTS, COMMERCE & SCIENCE

COLLEGE BHOKAR, DIST. NANDED

Affiliated with S.R.T.M. University, Nanded

Re-accredited with 'B' grade with CGPA 2.40 by NAAC Bangalore

IQAC

Internal Quality Assurance Cell



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No: IQAC/ 2016/001

Dated 06/09/2016

**Minutes of the 1st Meeting: Ref. dbc/IQAC-Meeting No.-01/2016-17,
Dated: 06.09.2016 Time: 02:30 PM, Venue: Meeting Hall**

Agenda:

1. Formal welcome of reformed IQAC committee and to discuss perspective plan for Administrative, Academic and Financial matters for Session 2016-17.
2. To discuss on Result of NAAC peer team visit Report which was held on 4th to 6th April, 2016 regarding re-accreditation for 2 cycle of the Institution.
3. Plan of Action and future programmes.
 - a) Feedback forms and Self-Assessment forms.
 - (b) API scorings — appraisal of the teachers.
 - (c) New academic courses.
 - (d) Higher Secondary Section.
 - (e) Web-site up-gradation.
4. Any other matter with the permission of the Chair.

Agenda 1: Formal welcome of reformed IQAC committee and o discuss perspective plan for Administrative, Academic and Financial matters for Session 2016-17.

The first meeting of newly formed IQAC. Digambarrao Bindu Arts Commerce and Science College, Bhokar, Dist Nanded was held on 06.09.2016 at 2.30 PM in the Meeting hall and it was presided over by Dr. Panjab Chavan. Principal and Chairperson of IQAC, Digambarrao Bindu Arts Commerce and Science College, Bhokar, Dist Nanded. Chairperson started the first meeting by heartily welcoming all members of IQAC with all brief introduction about formation of new IQAC Team of Digambarrao Bindu Arts, Commerce and Science College, Bhokar, Dist Nanded and existing situations of Digambarrao Bindu Arts Commerce and Science College, Bhokar, Dist. Nanded regarding re-accreditation cycle 3 by forthcoming NAAC visit team (Ret. Cycle 2 date: 1 04.04.2016, Outcome: B with CGPA 2.40). With permission from the Chairperson, Dr. Arvind B. Chavhan, Coordinator of IQAC presented, to the best of his knowledge, details about Vision, Mission, and Functions of NAAC-IQAC for quality enhancement and sustenance in higher education. He expressed his gratitude and thanks to all members as Coordinator of the IQAC. Then, he opened up item-wise agenda of the meeting before al present members for free and lively discussions.



Notification of Formation of the Internal Quality Assurance Cell of the College

The structure of the IQAC of the college as prescribed by the National Assessment and Accreditation Council, Bangalore for the academic year 2016-21 is as below:

Sr. No.	Name	Designation	Status
1.	Dr. Panjab A. Chavan	Chairperson	Principal
2.	Dr. Madhavrao Patil Kinhalkar	Member	Chairman, L.B.D.S. Bhokar
3.	Shri. Marotrao Kawale	Member	Industrialist
4.	Dr. Arvind B. Chavhan	IQAC-Coordinator	Assistant Professor & HOD, Department of Zoology
5.	Dr. Sanjay P. Kale	Member	Assistant Professor & HOD, Department of Economics
6.	Dr. Satish Chavan	Member	Assistant Professor HOD, Department of Mathematics,
7.	Dr. Sachin V. Tawade	Member	Assistant Professor & Department of HOD, Botany
8.	Dr. Deepak U. Bhusare	Member	Assistant Professor, Department of Microbiology
9.	Dr. Kamal Phole	Member	Assistant Professor, Department of Commerce
10.	Dr. Nagesh A. Dhole	Member	Assistant Professor, Department of Botany
11.	Mr. Prashant V. Takey	Member	Assistant Professor, Department of English
12.	Shri. G.N. Horke	Member	Librarian
13.	Dr. V. S. Mane	Member	Physical Director
14.	Mr. Kadam O. A	Member	NSS Programme officer
15.	Mr. Amol A. Lungare	Members	Administrative staff
16.	Adv. Shivaji Kadam	Member	Alumni Representative
17.	_____	Members	Students Representative

#Agenda 2: NAAC Report and actions thereof

The NAAC Peer Team report was read out by the Coordinator and a detailed discussions followed. The meeting resolved to take following actions on the basis of the report:

- a) To download all the publications of the NAAC and make them available in Library for information of all concerned.
- b) To upload the IQAC annual reports and minutes of IQAC meetings in the College website.
- c) Value-added programmes to be strengthened in the college.
- d) As NAAC has pointed that Feed back mechanism is weak in the college, the same to be incorporated and feedback from all stake holders to be obtained periodically. Necessary feedback forms to be prepared by the Coordinator and uploaded in the website. The feedback may be obtained from the Teaching Staff, Non-teaching Staff, Students, Alumni, Retired Teachers, Parents and Guardians
- e) Tutorials and remedial courses to be started for different classes.
- f) Teachers are to be inspired to start research programmes.
- g) Students' common facilities to be enhanced.

#Agenda 3: Plan of Action and Future programmes

(a) Feedback forms and Self-Assessment forms.

As NAAC has pointed that Feed back mechanism is not adequate in the college and feedback from all stake holders to be obtained periodically. Necessary feedback forms to be prepared by the Coordinator and uploaded in the website. The feedback may be obtained from the Teaching Staff, Non-teaching Staff, Students, Alumni, Retired Teachers, Parents and Guardians

(b) API scorings – appraisal of the teachers.

Annual Self appraisals of teachers are to be mandatory for all teachers. A format of the same may be prepared in line with the suggested appraisal forms by the UGC. API scores for placement of the teachers may be granted on the basis of the self appraisal forms submitted by them.

It was also decided to hold a Workshop on API to sensitise the teachers on the matter.

An API for the departments also to be prepared.

As teachers in the State Scale and College posts do not enjoy the benefit of placement, it was discussed to introduce the same for them at the college level. The meeting, on suggestion from the Coordinator, decided to forward the following resolution to the Governing Body of the College and adopt a mechanism in this regard so that teachers of these categories do not suffer from any stagnation or frustration:

(c) New academic courses.

The meeting discussed at length the suggestion of NAAC Peer Team to start some new academic courses and subjects, and it was decided to explore the feasibility of starting the following programmes in the forthcoming years:



i) Certificate/Diploma course on Photography, Videography, Entrepreneurship and micro-financing. Commercial farming, Sericulture, Soil analysis, English speaking, Yoga.

(d) Web-site up-gradation.

Minutes of the meeting of the Website cell of the college held on -08-2016 was placed by the coordinator (Appendix II) and the suggestions were accepted. It was decided that the website up-gradation will done in consultation with the IQAC, and all achievements/ publications/other information about the college to be uploaded time to time regularly.

#Agenda 4: Any other matter with the permission of the Chair.

(a) Coordinator placed before the house the minutes of meeting of the Research Committee of the College (Appendix III). Meeting approved the recommendations of the research committee and decided to request the research committee take appropriate steps to enhance the research and publication activities of the college.

(b) One of the major roles of IQAC is organize Seminars/Symposia etc. and the meeting decided that such an activity should be organized latest by 2016,

Faculty members of the college may be asked to take initiative in this regard to celebrate the 25 years of beginning of the college.

The meeting then ended with formal vote-of-thanks to and from the chair. The following (all) members of IQAC were present in the meeting:

Members Present:

1. Dr. Deepak U. Bhusare
2. Dr. Satish B. Chavhan
3. Dr. Sachin V. Tawade
4. Dr. Kamal Phole
5. Dr. Sanjay P. Kale
6. Dr. Nagesh A. Dhole
7. Shri. Prashant V. Takey
8. Shri. G.N. Horke
9. Shri Omprakash A. Kadam
10. Mr. Amol Lungare

(Handwritten signatures for items 1-10)



Absent members:

1. Adv. Shivaji Kadam (absent due to out of station)
2. Dr. Venkat S. Mane (absent due to out of station)

(Handwritten signature of Dr. Arvind B. Chavhan)

Dr. Arvind B. Chavhan
IQAC Co-ordinator
Digambarrao Bindu ACS College,
Bhokar, Dist Nanded 431801

(Handwritten signature of Dr. P. Pratik Kadam)

Dr. P. Pratik Kadam
Digambarrao Bindu Arts, Com. & Sci. College
Bhokar, Tq. Bhokar Dist. Nanded