

Dt.21/11/2023

CIRCULAR

IQAC Meeting on Thursday, 23 November 2023

All the members of IQAC committees are hereby informed that the meeting of all members is scheduled on 23/11/2023 at 11.00 am at Registrar Office. All are kindly informed to attend the same.

AGENDA

- 1) To confirm the minutes of the previous meeting held on 06/07/2023
- 2) To plan for semester II and IV
- 3) To discuss, prepare and finalise the SSR
- 4) To conduct the student satisfaction survey
- 5) To discuss organization's seminars / workshops
- 6) To discuss various extension activities
- 7) To review the implementation of the teaching plan
- 8) Any other item with the permission of chair.

Dr. D. S. Nimbalkar

IQAC Co-ordinator

Vasantdada Sugar Institute
Manjari (BK), Tal. Haveli
Dist. Pune- 412307

Copy to:

- 1) Dr. D. S. Nimbalkar
- 2) Dr. R. V. Burase
- 3) Dr. A. B. Deshmane
- 4) Dr. S. Behera
- 5) Dr. V. P. Patil
- 6) Mr. V. P. Ghule
- 7) Mr. V. S. Deshmukh
- 8) Ms. P. B. Kad
- 9) Dr. S. S. Patil
- 10) Dr. R. M. Devarumath
- 11) Mr. S. R. Khengare
- 12) Mr. R. S. Gangele



D. B. Ghule

Principal

Principal
Vasantdada Sugar Institute
Manjari (Bk.), Tal. Haveli,
Dist. Pune - 412 307

VASANTDADA SUGAR INSTITUTE
MANJARI (Bk.) TAL- HAVELI, PUNE -412307



Attendance

The second meeting of the members of IQAC was held on Thursday, 23rd Nov 2023 at 11.00 am in the registrar office. The following members were present for the meeting.

#	Designation	Name of the member	Signature
1	Chairperson, Principal	Mr. D. B. Ghule	
2	Faculty Representative	Dr. R. V. Burase	
		Dr. A. B. Deshmane	
		Dr. V. P. Patil	
		Dr. S. Behera	
		Dr. S. S. Patil	
		Mr. V. P. Ghule	
		Mr. V. S. Deshmukh	
		Ms. P. B. Kad	
		Dr. R. M. Devarumath	
3	Management representative	Mr. R. S. Gangele	
4	Administrative officers	Mr. S.R. Khengare	
5	Local Society representative	Mr. Suresh Ghule	
6	Student representative	Mr. Yogesh Kole	
7	Alumni representative	Mr. Kalyan Gaikwad	
8	Employer representative	Mr. Vivek Khaire	
9	Industrial representative	Mr. Sandeep Taur	
10	Parent representative	Mr. Sharad Salunke	
11	Co-ordinator to the IQAC	Dr. D. S. Nimbalkar	

IQAC Co-ordinator
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Minutes of the Meeting IQAC meeting held on 23rd Nov, 2023

The second meeting of IQAC was held on 23rd Nov, 2023 at 11.00 am. In the registrar office.
The following members were present-

1. Mr. D. B. Ghule (Principal and Chairperson)
2. Dr. R. V. Burase
3. Dr. S. Behera
4. Dr. A. B. Deshmane
5. Dr. V. P. Patil
6. Dr. S. S. Patil
7. Mr. V. P. Ghule
8. Mr. V. S. Deshmukh
9. Ms. P. B. Kad
10. Dr. R. M. Devarumath
11. Mr. R. S. Gangele (Management representative)
12. Mr. S.R. Khengare (Administrative representative)
13. Mr. Suresh Ghule (Local society representative)
14. Mr. Yogesh Kole
15. Mr. Sharad Salunke (Parent)
16. Dr. D. S. Nimbalkar (Co-ordinator)

Leave of absence was granted to Mr. Kalyan Gaikwad (Alumni representative), Mr. Sandeep Taur (Industrial representative), Mr. Vivek Khaire (Employer representative)

At the beginning of the meeting IQAC coordinator Dr.D.S.Nimbalkar welcomed the chairperson principal Mr. D. B. Ghule & all the new members of the IQAC then the agenda items were taken up for discussion.

Agenda Item:

1) To confirm the minutes of the previous meeting.

Dr. D. S. Nimbalkar (Co-ordinator) has taken review of minutes of previous meeting and put for approval of members.

Seconded by: Dr. R. M. Devarumath

2) To plan for semester II and IV

Dr. A. B. Deshmane pointed out the Savitribai Phule Pune University circulars regarding academic sessions. The academic calendar of SPPU was discussed. Yearly activities must be decided as per academic calendar

Item raised by Ms. P. B. Kad

Seconded by Mr. V. S. Deshmukh


3) To discuss, prepare and finalise the SSR

Principal took the review of metric wise data collected and suggest few necessary suggestions regarding full time teacher and placement data. It was decided that after incorporation of suggestion in suggested metric SSR data compiled and finalized. It is also decided that SSR should be submitted to the NAAC within the stipulated time. Management representative Mr. R.S. Gangelehas appreciated the initiatives taken by IQAC for quality improvement of the Institution and data collected for SSR preparation by NAAC committee.

Item raised by Mr. V. P. Ghule

Seconded by Dr. R. V. Burase




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4) To conduct the student satisfaction survey (SSR)

As per NAAC criteria II requirement Dr. Amol Deshmane (In charge criterion II) has informed all members about the importance of student satisfaction survey, he also explained the need of student awareness about SSS. It is decided to prepared SSS questionnaire as per the NAAC guideline in google form. The same link will be sent to student on email. The responsibility of SSS has been assigned to Ms. P. B. Kad.

Item raised by Dr. S. S. Patil

Seconded by Dr. S. Behera

5) To discuss organization's seminars / workshops

Ms. P. B. Kad suggested, to arrange various kind of seminars/ workshops for students to improve their various skills. It was decided that to organized the conference in Month of January 2024 and workshop/seminars on scientific writing and competitive examination. It also decides that to encourage the students to enrolled in conference seminar and workshop.

Item raised by Ms. P. B. Kad

Seconded by Dr. D. S. Nimbalkar

6) To discuss to prepare teaching plan

It is decided to prepare the teaching plan for the semester II & IV.

Item raised by Dr. D. S. Nimbalkar

Seconded by Mr. D. B. Ghule (Principal)

7) Any other subject with the permission of chairperson: Discussion on participation of staff and students in international conference with free of cost.

Meeting ended with vote of thanks rendered by Dr. V. P. Patil.

Dr. D. S. Nimbalkar

IQAC Co-ordinator
Vasantdada Sugar Institute
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D. B. Ghule

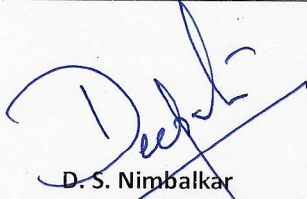
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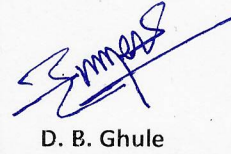
ACTION TAKEN REPORT

IQAC meeting held on 23rd Nov 2023 at 11.00 am in Registrar Office

Agenda item no.	Action Taken
2) To plan for semester II and IV	The Institute's Academic calendar was prepared. Yearly activities were planned by considering tentative examination duration.
3) To discuss, prepared and finalised the SSR	IQAC and NAAC committee collected the data, documentation, finalize the SSR and submitted to the NAAC on 03 December 2023.
4) To conduct the student satisfaction survey	Created a Google form for student satisfactory survey by Ms. P. B. Kad and link was shared with students via email.
5) To discuss organization's seminars / workshops/conferences / Exhibition	The essentials of scientific writing seminar on 29 Nov 2023 -by Dr. D. S. Nimbalkar which will guide how to write the PHD thesis. One day workshop is arranged on 30 Nov 2023 on Competitive examination preparation. The Institute announced the waving participation fees of staff as well as students to participate in the 3rd International Conference & Exhibition. The theme of the event is "Sustainability: Challenges & Opportunities in Global Sugar Industry". It is scheduled on Jan 12-14, 2024 at its campus (Manjari).
6) To discuss to prepare teaching plan	Dr. D. S. Nimbalkar (IQAC coordinator) had notified to the faculty members to prepare the plan of teaching as per the prescribed format and submit to the IQAC. Faculty members have been prepared the teaching plan.


D. S. Nimbalkar

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