

Shiksha Mandal's  
**Bajaj College of Science, Wardha**  
 (An Autonomous Institution Affiliated to RTM Nagpur University, Nagpur)



## INTERNAL QUALITY ASSURANCE CELL (IQAC)

### Minutes of the Meeting Held on 26<sup>th</sup> September 2024

The meeting of Internal Quality Assurance Cell (IQAC) of Bajaj College of Science, Wardha was held on September 26, 2024 at 4.00pm in the Conference Room. The agenda of the meeting was as follows-

#### Agenda of the meeting:

1. Confirmation of minutes of IQAC meeting held on May 3, 2024
2. Collection of information for AQAR of the Session 2023-24
3. Analysis of Data received from the department
4. Discussion on Date of presentation with all documentary evidences
5. Any other point with permission of chair.

#### Following members attended the meeting

- |                       |                          |
|-----------------------|--------------------------|
| 1. Prof. P. V. Tekade | 8. Dr. D. D. Naik        |
| 2. Dr. S. H. Bagade   | 9. Dr. P. G. Borkar      |
| 3. Dr. A. D. Theng    | 10. Dr. S. P. Biswas     |
| 4. Dr. P. F. Dhabarde | 11. Dr. A. A. Maheshwari |
| 5. Dr. U. A. Malode   | 12. Dr. M. A. Haque      |
| 6. Dr. V. J. Sharma   | 13. Dr. P. A. Saudagar   |
| 7. Mr. N.A. Barwat    |                          |

At the outset, IQAC coordinator Dr. P. A. Saudagar welcomed the principal of the college, the members of IQAC and NAAC Criteria conveners. He further requested the principal to preside the meeting.

#### Agenda 1:

##### Confirmation of minutes of IQAC meeting held on May 3, 2024

IQAC coordinator read the minutes of the meeting held on May 3, 2024. The members noted the information and approved the minutes of the meeting.

#### Agenda 2:

##### Collection of information for AQAR of the Session 2023-24

IQAC coordinator requested the NAAC Criteria conveners to present the information received from the departments under various criteria.

Criteria wise information was presented to the principal of the college by respective criteria conveners.

The information was noted by the members.



**Agenda 3:**  
**Analysis of Data received from the department**

Some of the Criteria conveners mentioned the discrepancies in the data received from the department. The principal of the college directed all the conveners to verify the data received from the departments and recollect the information from the department in case of any discrepancies.

**Agenda 4:**  
**Discussion on Date of presentation with all documentary evidences**

It was unanimously decided to have the presentation of all the information received under various NAAC criteria before the principal of the college, IQAC, NAAC Criteria Conveners and members. The data would be presented by the convener of respective NAAC Criteria. This initiative would help IQAC to build a proper documentation and information for AQAR. The schedule for the presentation would be prepared and circulated separately.

Also, the IQAC coordinator will have a presentation on transformative reforms in accreditation by NAAC as per Dr. Radhakrishnan Committee in the second week of October 2024.

**Agenda 5:**  
**Any other point with permission of chair.**

IQAC coordinator requested the house to give their valuable inputs for strengthening of IQAC.

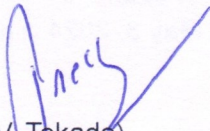
Principal of the college advised the members to circulate the notices and other informative documents to the departmental heads in hardcopies along with other platforms.

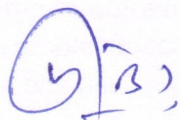
Dr. M. A. Haque, the member of NAAC criteria informed the house about non-receipt of Employer Feedback. Principal of the college suggested T&P Cell of the college needs to devise a mechanism to collect the employer feedback.

Dr. P. F. Dhabarde, member of IQAC, suggested to have the IQAC meeting more frequently for quick update of the information.

The IQAC co-ordinator informed the house that A one day workshop for non-teaching staff of the college will be organised by the IQAC for Digitalisation of Stock Books on 4<sup>th</sup> October 2024.

The chairman accepted the suggestion given by the members.  
 The meeting was concluded with vote of thanks.

  
 (Prof. P. V. Tekade)  
 Principal  
 Bafra College of Shiksha  
 Warananagar

  
 (Dr. P. A. Saudagar)  
 IQAC Co-ordinator