



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 February 24, 2026

The meeting of Internal Quality Assurance Cell (IQAC) of Bajaj College of Science, Wardha was held on February 24, 2026 at 2.00pm in the Conference Room. The agenda of the meeting was as follows-

Agenda of the meeting:

1. Discussion on NAAC Criteria-VII: Guidelines, SOP, Benchmarks and areas for improvement.
2. Any other point with permission of chair.

Following members attended the meeting

- |                         |                          |
|-------------------------|--------------------------|
| 1. Prof. P.V. Tekade    | 9. Dr. M. A. Haque       |
| 2. Dr. S. H. Bagade     | 10. Dr. A. A. Maheshwari |
| 3. Dr. M. R. Chandrakar | 11. Dr. M. A. Haque      |
| 4. Dr. P. F. Dhabarde   | 12. Mrs. S. A. Dhore     |
| 5. Mr. N.A. Barwat      | 13. Mr. Arvind Tandale   |
| 6. Dr. D. D. Naik       | 14. Mr. S. R. Nagrale    |
| 7. Dr. S. P. Biswas     | 15. Dr. P. A. Saudagar   |
| 8. Dr. M. M. Yerpude    |                          |

A meeting of the Internal Quality Assurance Cell (IQAC) of Bajaj College of Science, Wardha was held on February 24, 2026 at 2:00 PM in the Conference Room under the chairmanship of the Principal of the College.

At the outset, the IQAC Coordinator welcomed the Principal of the college, members of IQAC, NAAC criteria conveners, and members, and outlined the objective of the meeting, which was to review institutional preparedness with respect to NAAC Criterion VII: Institutional Values and Best Practices

#### **Agenda 1:**

#### **Discussion on NAAC Criteria-II: Guidelines, SOP, Benchmarks and areas for improvement.**

The members focused on strengthening institutional values, promoting best practices, and ensuring sustainability-oriented initiatives and other points pertaining to Criteria-VII.

#### **(A) Institutional Values and Social Responsibility**

The members admired role of the institution in promoting human values, professional ethics, and social responsibility among students and staff. It was emphasized that activities related to community engagement, awareness programmes, and outreach initiatives should be consistently organized and documented.

**(B) Gender Equity and Inclusiveness**

The committee discussed measures adopted by the institution to promote gender equity, including safety and security measures, awareness programmes, and functioning of the Internal Complaints Committee (ICC). It was noted that inclusiveness in terms of socio-economic and cultural diversity should be strengthened in institutional practices.

**(C) Environmental Consciousness and Sustainability**

The importance of environmental sustainability initiatives such as waste management, energy conservation, water conservation, and green campus practices was highlighted. The members emphasized the need to maintain records of such activities and to encourage student participation in environmental initiatives.

**(D) Best Practices**

The committee deliberated on documenting institutional best practices that contribute to quality enhancement. It was informed that, at present, college has mentioned about two best practices.

**(E) Institutional Distinctiveness**

The members discussed highlighting the unique features and strengths of the institution that distinguish it from others. It was emphasized that such distinctiveness should be clearly articulated with measurable outcomes and documented evidence.

**(F) Code of Conduct and Ethics**

The committee reviewed the implementation of the code of conduct for students, faculty, and staff. The importance of awareness, adherence, and documentation of compliance with institutional policies was stressed.

**(G) Documentation and Evidence**

Considerable emphasis was placed on maintaining proper documentation of all activities related to institutional values and best practices. The need for digitization and systematic record-keeping was highlighted to ensure readiness for NAAC assessment.


**(H) Identification of Gaps and Areas for Improvement**


The committee identified areas requiring attention, including strengthening documentation of best practices, enhancing visibility of institutional distinctiveness, improving environmental sustainability measures, and ensuring wider participation in value-based initiatives.

**Agenda 2:****Any other point with permission of chair**

Nil

The meeting was concluded with vote of thanks.

  
(Prof. P. V. Tekade)  
Principal  
**Principal**  
Bajaj College of Science  
Wardha

  
(Dr. P. A. Saudagar)  
IQAC Co-ordinator  
**Co-ordinator**  
Internal Quality Assurance Cell (IQAC)  
Bajaj College of Science, WARDHA