



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 January 08, 2026

The meeting of Internal Quality Assurance Cell (IQAC) of Bajaj College of Science, Wardha was held on January 08, 2026 at 3.00pm 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 November 07, 2025
2. Initiation of "Hands-on-Horizons: Learning by doing, leading by sharing" activity for the students of B. Sc. III year who completed their OJT.
3. Preparation of Innervate-2026
4. Collection of data under KYS: Know Your Students from the B. Sc. III year students and M. Sc. II year students of Academic Session 2025-26.
5. Procuring choice forms for Exit Option from B. Sc. III year students
6. Any other point with permission of chair.

Following members attended the meeting

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

At the outset, IQAC coordinator Dr. P. A. Saudagar welcomed the principal of the college and the members of IQAC. He further requested the principal to preside the meeting. The meeting commenced with the permission of the Chair. The agenda items were taken up for discussion as follows:

Agenda 1:

Confirmation of minutes of IQAC meeting held on November 07, 2025

The minutes of the IQAC meeting held on November 07, 2025 were placed before the members. After review, the same were confirmed.

Agenda 2:

Initiation of "Hands-on-Horizons: Learning by doing, leading by sharing" activity for the students of B. Sc. III year who completed their OJT.

The members discussed the implementation of the activity for B.Sc. III year students who have completed their On-the-Job Training (OJT). It was agreed that the activity would provide a platform for students to present and share their practical experiences and learning outcomes. The members opined that such initiatives would strengthen peer learning and enhance employability skills. It was decided to organize structured sessions for effective execution. After discussion, it was decided that the activity would be named as "**Hands-on-Horizons**": Learning by doing, leading by sharing where students will present their work under OJT and share their experiences with their junior fellows.

Agenda 3:**Preparation of Innervate-2026**

A detailed review of the preparation for Innervate-2026, including the proposed National Seminar/Conference, was presented by the Convener of the National Seminar and the Organising Secretary. The members were informed about the progress of planning, including the number of research papers received for oral and poster presentations. Further, arrangements regarding accommodation for participants, preparation and issuance of various certificates, and food and hospitality arrangements were discussed in detail. The committee appreciated the systematic planning and emphasized the need for smooth coordination among all concerned to ensure the successful conduct of the event.

Agenda 4:**Collection of data under KYS: Know Your Students from the B. Sc. III year students and M. Sc. II year students of Academic Session 2025-26.**

The IQAC of the college, with a view to strengthening the alumni base, has initiated the KYS (Know Your Students) activity. This initiative will help every department to systematically maintain comprehensive data of each student. In this context, the committee reviewed the process of collecting data from B.Sc. III year and M.Sc. II year students of the academic session 2025–26. It was emphasized that proper collection and analysis of this data would support effective academic planning, mentoring, and long-term student engagement. The members agreed to ensure timely completion of this activity.

Agenda 5:**Procuring choice forms for Exit Option from B. Sc. III year students**

The matter of collecting choice forms for the exit option was discussed. The members noted that, as per the provisions of the National Education Policy (NEP), students have the flexibility to exit the undergraduate programme after the third year or opt to continue to the fourth year. It was emphasized that students should be adequately informed about these options and their academic implications. It was decided to carry out the process in a structured and time-bound manner.

Agenda 6:**Organising “Neat and Clean Department of the Year” Competition**

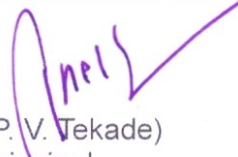
It was informed by IQAC coordinator that “Neat and Clean Department of the Year” Competition is an initiative of the IQAC. The objective of the competition is to encourage every department to maintain cleanliness, ensure proper organization of the department, and keep all records and documents well prepared and digitized.


For the academic session 2025–26, it would be organised in the third week of January 2026 and selected departments would be felicitated on the occasion of Republic Day 2026.

Agenda 7:**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)
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