



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 20, 2026

The meeting of Internal Quality Assurance Cell (IQAC) of Bajaj College of Science, Wardha was held on February 20, 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-IV: Guidelines, SOP, Benchmarks and areas for improvement.
2. Any other point with permission of chair.

Following members attended the meeting

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

A meeting of the Internal Quality Assurance Cell (IQAC) of Bajaj College of Science, Wardha was held on February 20, 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 purpose of the meeting, which was to review preparedness in relation to NAAC Criterion IV: Infrastructure and Learning Resources.

The Principal underlined the need for continuous upgradation of infrastructure and systematic documentation in line with NAAC expectations for autonomous institutions.

Agenda 1:

Discussion on NAAC Criteria-IV: Guidelines, SOP, Benchmarks and areas for improvement.

The members discussed strengthening physical and academic infrastructure, optimal utilization of resources, and ensuring effective support systems for teaching-learning processes.

(A) Physical Facilities

Members reviewed the adequacy of classrooms, laboratories, seminar halls, and other physical infrastructure. Attention was drawn to the importance of maintaining well-equipped,

ICT-enabled classrooms and ensuring regular maintenance of facilities. The need for creating a learner-friendly environment with proper seating, ventilation, and accessibility was also highlighted.

(B) Library as a Learning Resource

The role of the library in supporting academic and research activities was deliberated upon in detail. The members stressed enhancing digital resources such as e-books, e-journals, and databases. It was observed that increased utilization of library resources by students and faculty should be encouraged through orientation and awareness programmes.

(C) IT Infrastructure

The availability and effective use of IT facilities formed a key part of the discussion. Emphasis was placed on strengthening internet bandwidth, maintaining updated software, and ensuring access to digital platforms for teaching, learning, and administration. The importance of maintaining proper records of IT assets and usage was also noted.

(D) Maintenance of Campus Infrastructure

The committee reflected on existing mechanisms for maintenance of infrastructure, including laboratories, classrooms, IT equipment, and campus facilities. It was pointed out that a well-defined system for preventive and corrective maintenance would ensure sustainability and optimal functioning of resources.

(E) Learning Resources and Support Systems

The members discussed the need to enhance learning resources beyond traditional methods, including smart classrooms, virtual learning tools, and access to online platforms. It was informed that a new digital Smart Board was procured and installed in Gandhi Memorial Hall of the college.

(F) Documentation and Utilization Records

Considerable emphasis was placed on maintaining proper documentation related to infrastructure, including stock registers, utilization logs, maintenance records, and purchase details. Digitization of records was highlighted as essential for easy access and NAAC compliance.

(G) Identification of Gaps and Future Planning

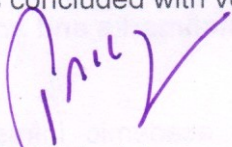
The committee identified areas where improvement is required, such as upgrading laboratory equipment, expanding digital library resources, strengthening IT infrastructure, and enhancing utilization of existing facilities. The need for planned and phased development of infrastructure in alignment with academic growth was acknowledged.

Agenda 2:

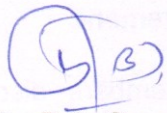
Any other point with permission of chair

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