

FUNCTIONAL IQAC

12TH PLAN GUIDELINES FOR ESTABLISHMENT AND MONITORING OF THE IQAC IN COLLEGES

To monitor standard of the higher educational institutions, the UGC has established National Assessment and Accreditation Council (NAAC) as an autonomous body under section 12 (ccc) of its Act of 1994. NAAC has been installing a momentum of quality consciousness among higher educational institutions aiming for continuous improvement. Recognizing the importance of such institutions, internal quality system the UGC has taken a policy decision to direct all colleges to establish IQAC.

Guidelines to establish Internal Quality Assurance Cell (IQAC) in Colleges

Maintaining the momentum of quality consciousness is crucial in College. Internal Quality Assurance Cell, in fact, is conceived as mechanism to build and ensure a quality culture at the institutional level. Every college should have an Internal Quality Assurance Cell system.

THE IQAC STRUCTURE

The IQAC shall be constituted under the Chairmanship. He may be assisted by the Co-ordinator.

COMPOSITION OF IQAC

The IQAC shall have following composition –

- a) Principal-Chairman
- b) Five Senior Teacher – one Senior Administrator
- c) Two External Expert
- d) Director/ Co-ordinator – Member Secretary

N.M.D. COLLEGE, GONDIA

DATE: 27/03/14

As per the XII Plan guidelines of University Grant Commission (2012-2017) for establishment and monitoring of the Internal Quality Assurance Cell (IQAC) in Colleges and as per the revised guidelines in National Assessment & Accreditation Council in October 2013, the IQAC of the College was constituted in consultation with the Academic Body in the meeting held on 27/03/2014. The following members are nominated on IQAC of college –

COMPOSITION OF THE IQAC

A) Chairman of IQAC: Principal Shri Y.M. Nasre

B) Members of IQAC: 1) Dr. Rajni Chaturvedi

2) Dr. Sharda Mahajan

3) Mr. A.O. Bakre

4) Mr. Umesh N. Udapure

5) Miss Khushboo R. Hotchandani

6) Dr. Bhavesh Jasani

C) Administrative Official of IQAC: Shri C.B. Shrivastava

D) Quality Management Industry/ 1) Dr. S.U. Khan, N.M.D. College, Gondia

Local Community member of 2) Dr. Amol Padwad

IQAC :

Head & Associate Professor

J.M. Patel College, Bhandara

E) Director/ Coordinator: Dr. Dilip Jena

F) Management Representative: Shri Rajendra Jain, Secretary, Gondia

Education Society

G) Student Representative: The Secretary of Students Council gets

Nominated every year after the Students' Council

Election is conducted as per the University

norms

Dr. Dilip Jena

Co-Ordinator of IQAC

Shri Y.M. Nasre

Principal & Chairman of IQAC

N.M.D. COLLEGE, GONDIA

INTERNAL QUALITY ASSURANCE CELL

SESSION: 2015-2016

NOTICE

10/07/2015

All the members of IQAC and teaching staff of Degree College are hereby informed that meeting will be held at 12.30 p.m. at Seminar Hall on 12/07/2015 under the chairmanship of Principal. The following is the agenda of the meeting -

Agenda

1. Confirmation of minutes of last meeting.
2. Starting of session -2015-2016 and distribution of portfolios.
3. Current trends in teaching learning method.

Dr. Dilip Jena

Co-Ordinator of IQAC

Shri Y.M. Nasre

Principal & Chairman of IQAC

MINUTES

As per the notice circulated on 10/07/2015, the meeting was held on 12/07/2015, 12.30 p.m. at N.M.D. College Seminar hall. The meeting was held under the guidance and chairmanship of Shri Y.M. Nasre. The following members were present in the meeting –

1. Principal Shri Y.M. Nasre
2. Dr. Dilip Jena
3. Dr. Rajani Chaturvedi
4. Dr. Sharda Mahajan
5. Prof. Rakesh Khandelwal
6. Dr. Bhavesh JAsani
7. Dr. S.U. Khan
8. Prof. U.N. Udapure

Agenda – 1 Confirmation of minutes of last meeting

The minutes of last meeting held on 14th of April, 2015 were confirmed unanimously by the all members present in the meeting.

Agenda – 2 Starting of session and distribution of various portfolios

With the permission of Chairman Shri Y.M. Nasre, it was decided to distribute portfolios to various faculty members. Accordingly created –

- i) Sexual Harassment Cell for Woman & Staff
- ii) Grievance Redressal Cell for Students and Staff
- iii) Anti-ragging Cell
- iv) Career Counselling & Placement Cell
- v) Equal Opportunity Cell for Backward & Minority students
- vi) Task Force for protection of girls and college campus (Women Cell)
- vii) Students Welfare Committee
- viii) Higher Learning & Research Cell
- ix) Student Council
- x) Students Information & Guidance Centre
- xi) Games & Sports Committee
- xii) Cultural Committee

- xiii) Coaching & Guidance for Competitive Exam
- xiv) Committee for Alumni Association
- xv) Campus Disciplinary Action Committee
- xvi) Admission Committee UG & PG Level
- xvii) Examination Committee
- xviii) Library Committee
- xix) Sexual Harassment Cell
- xx) College Magazine & Prospectus Committee
- xxi) Time-Table Committee
- xxii) Academic Calendar Committee
- xxiii) Staff Council
- xxiv) College Enrichment Committee
- xxv) Students Feedback Committee
- xxvi) ISSN Journal Committee
- xxvii) Committees for News & Publication
- xxviii) Staff Welfare Committee
- xxix) Environment Studies Committee
- xxx) Rajiv Gandhi Accidental Grants for Students

Above all these, Committees were constituted and distributed its work to all faculty members for the current session. All members assented and agreed with the responsibilities shoulder on them and unanimously decided to complete their respective Committees work.

Agenda – 3 Current trends in teaching and learning methods

With the permission of Chairman, the above agenda put on record for discussion, accordingly all faculties have decided to accept new trend i.e., use of projector for teaching, online database career oriented teaching including syllabus and all new developments in their subjects. All members commonly assented for the acceptance of these methodology and use of computer and online database.

Dr. Dilip Jena

Co-Ordinator of IQAC

Shri Y.M. Nasre

Principal & Chairman of IQAC

N.M.D. COLLEGE, GONDIA
INTERNAL QUALITY ASSURANCE CELL
SESSION: 2015-2016

NOTICE

03/12/2015

All the members of IQAC and teaching staff of Degree College are hereby informed that meeting will be held at 12.30 p.m. at Principal Chamber on 04/12/2015 under the chairmanship of Principal. The following is the agenda of the meeting -

Agenda

1. Confirmation of minutes of last meeting.
2. Placements of students in companies
3. Any other matter with the permission of the chair

Dr. Dilip Jena

Co-Ordinator of IQAC

Shri Y.M. Nasre

Principal & Chairman of IQAC

MINUTES

As per the notice circulated on 03/12/2015, the meeting was held on 04/12/2015, 12.30 p.m. at N.M.D. College, Principal Chamber. The meeting was held under the guidance and chairmanship of Shri Y.M. Nasre. The following members were present in the meeting –

1. Principal Shri Y.M. Nasre
2. Dr. Dilip Jena
3. Dr. Rajani Chaturvedi
4. Dr. Sharda Mahajan
5. Prof. Rakesh Khandelwal
6. Dr. Bhavesh JAsani
7. Dr. S.U. Khan
8. Prof. U.N. Udupure
9. Prof. K.R. Hotchandani
10. Prof. A.O.Bakre

Agenda – 1 Confirmation (Compliance) of minutes of last meeting

The minutes of last meeting held on 12th of July, 2015 were confirmed unanimously by the all members present in the meeting under the Chairmanship of Shri Y.M. Nasre, Principal of the College. In the last meeting, the second agenda of the meeting deals with the portfolio distribution among faculties as per the UGC guidelines. Total 31 committees were constituted having professor In-charge along with the members. Till the date of this meeting, all the In-charges along with their committee members started their work and contributing towards the motive of the organization. (Enclosure: List of the Committees formed along with the name of Professor in-charge and respective members of each committee)

Along with that, the discussion about the new trends in teaching and learning were also discussed. The implementation of that is already in progress. The Faculty members are introducing ICT in their teaching along with that; they are seeking the participation of students also in seminars and discussions class. Electronic database of each and every student is also maintained by faculties after the discussion which took place on last meeting.

Agenda -2 Placements of students in companies

The above agenda was placed for discussion with the permission of Chairman and all members have decided to call companies for recruitment & selection of the students. It is also discussed that our college are running some professional courses with the other traditional courses, if we invites the companies then they can offer opportunities to the students to work in companies. The placement cell of the college and faculty members should take initiatives for the concerns of the students. All members of the meeting assented to these suggestions and unanimously accepted the above suggestions.

Agenda – 3 Any other matter

Co-ordination Committee of the meeting and Chairman of the IQAC placed the matter that we are taking MPSC classes for the students. These classes really make them knowledgeable, but with this what opportunities are available for them. After completion of competitive classes, guidance must be given to them to choose right career. The responsibilities in this regard placed on Coaching & Guidance for Competitive Exam Committee. IQAC members and all faculty staff agreed with this suggestion and unanimously they gave their assent.

Dr. Dilip Jena

Co-Ordinator of IQAC

Shri Y.M. Nasre

Principal & Chairman of IQAC

N.M.D. COLLEGE, GONDIA
INTERNAL QUALITY ASSURANCE CELL
SESSION: 2015-2016

NOTICE

22/03/2016

All the members of IQAC and teaching staff of Degree College are hereby informed that meeting will be held at 01.00 p.m. at Seminar Hall on 23/03/2016 under the chairmanship of Principal. The following is the agenda of the meeting -

Agenda

1. Confirmation of minutes of last meeting
2. Discussion on 3rd Cycle of Re-accreditation
3. Distribution of portfolios
4. Updates pertaining to the current trends of NAAC

Dr. Dilip Jena

Co-Ordinator of IQAC

Shri Y.M. Nasre

Principal & Chairman of IQAC

MINUTES

As per the notice circulated on 03/12/2015, the meeting was held on 04/12/2015, 12.30 p.m. at N.M.D. College, Principal Chamber. The meeting was held under the guidance and chairmanship of Shri Y.M. Nasre. The following members were present in the meeting –

1. Principal Shri Y.M. Nasre
2. Dr. Dilip Jena
3. Dr. Rajani Chaturvedi
4. Dr. Sharda Mahajan
5. Prof. Rakesh Khandelwal
6. Dr. Bhavesh JAsani
7. Dr. S.U. Khan
8. Prof. U.N. Udupure
9. Prof. K.R. Hotchandani
10. Prof. A.O.Bakre
11. Prof. S.B. Ramteke
12. Prof. Archana Jain
13. Prof. B.P.Meshram
14. Prof. S.S. Ingle
15. Prof. A. Dalal

Agenda – 1 Confirmation (Compliance) of minutes of last meeting

The minutes of last meeting held on 4th December, 2015 were confirmed unanimously by the all members present in the meeting under the Chairmanship of Shri Y.M. Nasre, Principal of the College. In the last meeting, the second agenda of the meeting dealt with the placement of students. According to the

compliance of the matter discussed, the faculties contacted various companies to come and give job oriented training to the students. The talk with the companies like TCS, Globussoft is going on till the drafting of the minutes of this meeting regarding campus interview.

It was also discussed that the Coaching & Guidance for Competitive Exam Committee apart from giving coaching to students will look after the guidance for the competitive exam also. The Professor In-charge is looking after all the matters related to the counselling and guidance about the competitive exams also.

Agenda – 2 Discussion on last cycle of re-accreditation

The above agenda was taken for discussion with the permission of Chairman. Co-ordinator of IQAC opened issue that the NAAC Committee visited to our college twice and after all our hard work and effort for the students and college development. The Committee for NAAC had given us Grade 'B'. Where we are lacking behind, college have infrastructure, spacious premises with all facilities for students. Professors and all members of teaching and non-teaching are qualified with their individual achievements. The students are also receiving prizes and giving their best in their education and ranking on top level in the university. Then, why we are not receiving the point which fulfills criteria of Grade 'A', what is the loophole or reasons. Suggestion had been called from the faculty members and decided to fulfill these entire requirement to achieve Grade 'A'. All members have given various suggestions and unanimously decided to act upon these suggestions for the next accreditation.

Agenda – 3 Distribution of portfolios

After the various suggestions of faculty members, portfolios were distributed to each and every faculty members. For that various committees were constituted and responsibilities has been given to member of IQAC and all teaching and non-teaching member to make clear their records and work. With the various activities for the development of college and college campus, improvement in result, student development and career guidance committees are constituted. All members agrees and accepted portfolios and allotted work to them for next accreditation.

Agenda – 4 Updates pertaining to the current trends of NAAC

NAAC meeting was organized at Kamala Nehru Mahavidyalaya, Nagpur on 5th March, 2016 and was attended by the Co-ordinator of IQAC of our college to know the current trends of NAAC and new updates in regards to the requirements to fulfill the criteria for grades. Accordingly, the Co-ordinator if IQAC discussed on various points about which many other members of meeting were not aware and it was decided to work on the suggestion made in the meeting held. As, 2017 is our re-accreditation due year of NAAC, we have to work according to the new updates suggest to as by NAAC experts pertaining to current trends. All members were agreed with the suggestions and accepted the agenda unanimously.

Dr. Dilip Jena

Shri Y.M. Nasre

Co-Ordinator of IQAC

Principal & Chairman of IQAC