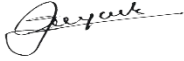

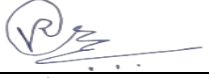

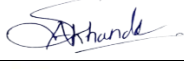
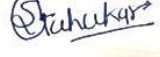













Internal Quality Assurance Cell
Academic Year 2019-20

Sr No.	Designation	Name
1	Chairperson	Mr. Pankaj Zagade (Officiating Principal) Ramkrishna Wagh College of Arts and Commerce, Bokhara, Nagpur.
2	Senior Administrative Officer	Mr.Kunal V. Thakre (Superintendent) Ramkrishna Wagh College of Arts and Commerce, Bokhara, Nagpur.
3	Teacher	Dr.Varsha Urkude
		Dr.Bhagyashree Dhoble
		Mr.Sunil Akhande
		Mr.Dnyaneshwar Gahukar
		Mr.Javed Malik Parvez
		Mr.Archana R.Ruikar
		Mrs. Kiran V. Pande
4	Member From Management	Dr.Maroti R.Wagh Secretary, Chhatrapati Shahu Maharaj Shikshan Sanstha
5	Nominee From The Local Society	Mrs.Lata M. Wagh
6	Nominee From Industrialist	Mr.Dnyaneshwar Dhok
8	IQAC Coordinator	Dr.Archana R. Kahaley(Patki)
9	BA Representative	Mr. Sourabh Tiwade
10	BBA Representative	Mr.Samyak Chokhandre
11	BCCA Representative	Ms. Sayli S.Meshram
12	Alumni Representative	Ms. Gaytri Thakare

The following members were present.

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3	Dr.Varsha Urkude	Teacher	
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	Mr.Archana R.Ruikar	Teacher	
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IQAC Co-ordinator




Officiating Principal
Ramkrishna Wagh College
of Arts & Commerce

Internal Quality Assurance Cell (IQAC)

Session 2019-20

Meeting 2

Date :

The agenda for the meeting is as given below:

1. To monitor the progress of the tasks given to the committee members
2. To conduct value-added courses, seminars, and field visits for BA, BBA and BCCA
3. Participation of faculty members in International and National Seminars / Conferences/workshops, BA / BBA / BCCA Programs
4. To monitor the syllabus coverage by all faculty members
5. To finalize the feedback forms, assign duty to faculties to fill the form from all stakeholders

Minutes:

1. To monitor the progress of the tasks given to the committee members The committee members updated the progress report of their respective tasks. It was noted that the progress was satisfactory and no delays were observed.
2. To conduct value-added courses, seminars, and field visits for BA, BBA and BCCA The committee discussed the importance of conducting value-added courses, seminars, and field visits for BA, BBA, and BCCA programs. It was decided that a detailed plan will be prepared, and the committee members will work on it.
3. Participation of faculty members in International and National Seminars / Conferences/workshops, BA / BBA / BCCA Programs The committee discussed the importance of faculty members' participation in International and National Seminars/Conferences/Workshops, BA/BBA/BCCA programs. It was decided that faculty members will be encouraged to participate in such events, and their expenses will be covered by the institute.
4. To monitor the syllabus coverage by all faculty members The committee discussed the importance of monitoring the syllabus coverage by all faculty members. It was decided that a mechanism will be developed to monitor the syllabus coverage, and faculty members would be held accountable for the same.
5. To finalize the feedback forms, assign the duty to faculties to fill the form from all stakeholders The committee discussed the feedback forms and assigned the duty to faculty members to collect feedback from all stakeholders. It was also decided that the feedback will be regularly reviewed to improve the quality of education.

Action Items: -

The committee members will work on a detailed plan for conducting value-added courses, seminars, and field visits for BA, BBA, and BCCA programs.

Faculty members will be encouraged to participate in International and National Seminars/Conferences/Workshops, and their expenses will be covered by the institute.

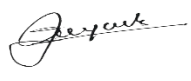




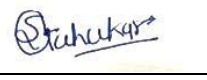

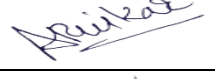
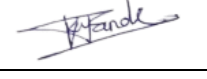




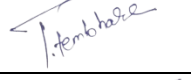



A mechanism will be developed to monitor the syllabus coverage by all faculty members.

Faculty members will collect feedback from all stakeholders, and the feedback will be regularly reviewed.

Internal Quality Assurance Cell Academic Year 2019-20

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Internal Quality Assurance Cell (IQAC)

Session 2019-20

Meeting 03

Date:

The agenda for the meeting is as given below:

1. Review of minutes of the meeting
2. Feedback analysis and action taken from all stakeholders
3. Result analysis of the Odd semester discussion
4. Mentor Mentee follow up
5. Teacher orientation planning for ICT

Minutes:

1. Review of minutes of meeting: The minutes of the last meeting were reviewed and approved by all attendees.
2. Feedback analysis and action taken from all stakeholders: Feedback from all stakeholders was analyzed, and necessary actions were taken to address their concerns.
3. Result analysis of the Odd semester discussion: The results of the Odd semester discussion were analyzed, and necessary steps were taken to improve the outcomes for the upcoming semester.
4. Mentor Mentee follow-up: The Mentor-Mentee follow-up program was discussed, and it was decided to implement regular follow-ups to ensure the mentor-mentee relationships are beneficial for both parties.
5. Teacher orientation planning for ICT: The planning for teacher orientation on ICT was discussed, and it was decided to schedule the orientation program in the upcoming.

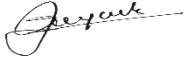




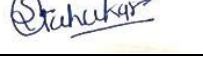
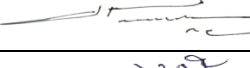
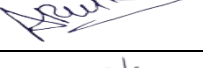
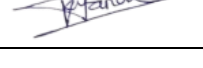


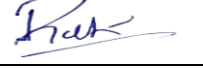

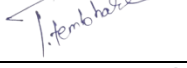



Action Items:

1. The minutes of the meeting will be circulated to all attendees for their records.
2. The necessary actions will be taken to address the feedback from stakeholders.
3. The necessary steps will be taken to improve the outcomes of the upcoming semester.
4. Regular follow-ups will be conducted to ensure the success of the Mentor-Mentee program.
5. The Teacher orientation program on ICT will be scheduled in the upcoming weeks.

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