

Shri. Narendra Tidke College of Arts & Commerce Ramtek

Date:- 29 July 2020

**IQAC Meeting
Notice**
Session: 2020-21

All the members of staff are hereby informed that a meeting of IQAC is scheduled to be held on 4 Aug. 2020 at 11.00 in the Principal's chamber under the chairmanship of the principal Dr. Sangeeta Takkamore.

The Agenda of the meeting is as follows.

- 1) Confirmation of the minutes of the last meeting.
- 2) Advent of COVID- 19 Pandemic, online meeting on zoom platform discussion on the present situation, Awareness campaign under Extension Activities.
- 3) ICT tools and teaching methods, focus on research in lockdown period.
- 4) RTMNU Summer 2020 examination, remaining papers to be held online.
- 4) Discussion on continuation of lockdown health issues of the staff and students.
- 5) Discussion on various decisions of the Government and University.

Dr. Shrikant B. Bhowate
IQAC Coordinator
Shri. Narendra Tidke College
Ramtek

Dr. Sangita Takkmore
Principal
Shri. Narendra Tidke College
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- 1) Dr. Manoj M. Telrandhe
- 2) Mrs. Kalpana K. Patel
- 3) Mr. Sunil C. Kathane
- 4) Mr. Naresh D. Ambilkar
- 5) Dr. Shrikant B. Bhowate
- 6) Mr. Ambrish J. Thakre
- 7) Dr. Balasaheb S. Lad
- 8) Mr. Gajanan D. Rewatkar
- 9) Mr. Nitin J. Ghamandi
- 10) Mr. Swapnil B. Manghe



Principal
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Shri. Narendra Tidke College of Arts & Commerce Ramtek

Date: 4 Aug. 2020

IQAC Meeting MINUTES Session: 2020-21

A meeting of IQAC along with the Teaching Staff was held on 04 Aug. 2020 at 11 am in the Staff room under the chairmanship of the Principal Dr. Sangeeta Takkamore.

Following members were present in the meeting.

- 1) Dr. Manoj M. Telrandhe
- 2) Mrs. Kalpana K. Patel
- 3) Mr. Sunil C. Kathane
- 4) Mr. Naresh D. Ambilkar
- 5) Dr. Shrikant B. Bhowate
- 6) Mr. Ambrish J. Thakre
- 7) Dr. Balasaheb S. Lad
- 8) Mr. Gajanan D. Rewatkar
- 9) Mr. Nitin J. Ghamandi
- 10) Mr. Swapnil B. Manghe

Agenda 1:- The minutes of the last meeting held on 12 may 2020 were read out by IQAC Coordinator Dr. Shrikant B. Bhowate. After some discussions the minutes were confirmed unanimously.

Agenda 2:- Due to COVID-19 pandemic it was decided to conduct staff meetings through online mode on zoom app and further discussion was made on the present scenario considering the limitations and regarding performing the academic activities. It is also discussed that college must conduct online campaign on Covid-19 such as awareness through Online Quiz competition, cultural program online under extension activities. In this regard NSS, NCC shown their willingness under IQAC Initiative and guidance.

Agenda 3:- Since march 2020 we are facing Covid-19 issue in and classes are affected so much in this scenario ICT teaching is only option and we must adopted this tools of teaching is discussed in the meeting. Some problem of teaching on online mode is discussed hence a

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training program is planned to understand online teaching tool. IQAC coordinator discussed that teachers must look in to research paper, register for Ph.D. and also book writing if possible in the lockdown period.

Agenda 3:- As per the circular of RTM Nagpur University Nagpur regarding summer examination 2020, It was decided in the meeting that remaining papers of Arts and Commerce faculties to be taken through online mode following with the stipulated guidelines.

Agenda 4:- Discussion was made on the present scenario of lockdown and its continuation, it was also decided to follow the guidelines laid down by the government from time to time and regarding health issues and provision of safety measures for the staff as well as the students.

Agenda 5:- Discussion was made on the issues regarding work from home, relaxation in the lockdown by the government and instructions from the Nagpur University regarding conduction of examination pattern. Lastly, the IQAC Coordinator Dr. Shrikant B. Bhowate proposed the vote of thanks and anticipated positive response from all.

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Date: 4 Oct 2020

**IQAC Meeting
Notice**
Session: 2020-21

All the members of staff are hereby informed that a meeting of IQAC is scheduled to be held on 09 Oct 2020 at 11. 00 am in the Principal's chamber under the chairmanship of the principal Dr. Sangeeta Takkamore.

The Agenda of the meeting is as follows.

- 1) Confirmation of the minutes of the last meeting held on.....
- 2) Review of COVID- 19 pandemic situations.
- 3) Health issues of the staff and students.
- 4) RTMNU Summer 2020 Examination.
- 5) Commencement of lectures on online platforms through Google meet.

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- 1) Dr. Manoj M. Telrandhe
- 2) Mrs. Kalpana K. Patel
- 3) Mr. Sunil C. Kathane
- 4) Mr. Naresh D. Ambilkar
- 5) Dr. Shrikant B. Bhowate
- 6) Mr. Ambrish J. Thakre
- 7) Dr. Balasaheb S. Lad
- 8) Mr. Gajanan D. Rewatkar
- 9) Mr. Nitin J. Ghamandi
- 10) Mr. Swapnil B. Manghe


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Date: 09 Oct 2020

IQAC Meeting Minutes Session: 2020-21

A meeting of IQAC along with the Teaching Staff was held on 09 Oct 2020 at 11. 00 am. in the Staff room under the chairmanship of the Principal Dr. Sangeeta Takkamore.

Following members were present in the meeting.

- 1) Dr. Manoj M. Telrandhe
- 2) Mrs. Kalpana K. Patel
- 3) Mr. Sunil C. Kathane
- 4) Mr. Naresh D. Ambilkar
- 5) Dr. Shrikant B. Bhowate
- 6) Mr. Ambrish J. Thakre
- 7) Dr. Balasaheb S. Lad
- 8) Mr. Gajanan D. Rewatkar
- 9) Mr. Nitin J. Ghamandi
- 10) Mr. Swapnil B. Manghe

Agenda 1:- The minutes of the last meeting were read out by IQAC Coordinator Dr. Shrikant B. Bhowate. After some discussions the minutes were confirmed unanimously.

Agenda 2:- A review meeting regarding Covid - 19 pandemic situation was carried out and decided to carry out the academic and extension activities through online mode.

Agenda 3:- A discussion was held to review of the health and safety measures of the staff and the students as per the requirement from time to time.

Agenda 4:- As per the instructions received by RTM Nagpur university for summer 2020 examination it was decided in the meeting that the summer 2020 examination will be carried out through online mode with taking proper precautions University

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Agenda 5:- A discussion was held to decide about the commencement of lectures of the students as per the Timetable through online mode on Google meet app, also tried to review the problems of the students regarding online teaching. Lastly, the IQAC Coordinator Dr. Shrikant B. Bhowate proposed the vote of thanks and anticipated positive response from all.

Dr. Shrikant B. Bhowate
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Date: 10 Dec. 2020

**IQAC Meeting
Notice**
Session: 2020-21

All the faculties are hereby informed to attend a meeting of IQAC schedule to be held on 15 Dec. 2020. At 11.00 am in the principle's chamber under the chairmanship of principal.

Agenda of the meeting is as follows..

- 1) Confirmation of the minutes of the last meeting.
- 2) Review of COVID-19 new guidelines by the Government and RTMNU.
- 3) Lectures in both Online and offline mode.
- 4) Compilation of data for AQAR submission
- 5) Preparation for NAAC's second cycle (Assessment and accreditation)

Dr. Shrikant B. Bhowate
IQAC Coordinator
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- 1) Dr. Manoj M. Telrandhe
- 2) Mrs. Kalpana K. Patel
- 3) Mr. Sunil C. Kathane
- 4) Mr. Naresh D. Ambilkar
- 5) Dr. Shrikant B. Bhowate
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Date: 15 Dec. 2020

IQAC Meeting MINUTES Session: 2020-21

A meeting of IQAC along with the Teaching Staff was held on 15 Dec. 2020 at 11.00am in the Staff room under the chairmanship of the Principal Dr. Sangeeta Takkamore.

Following members were present in the meeting.

- 1) Dr. Manoj M. Telrandhe
- 2) Mrs. Kalpana K. Patel
- 3) Mr. Sunil C. Kathane
- 4) Mr. Naresh D. Ambilkar
- 5) Dr. Shrikant B. Bhowate
- 6) Mr. Ambrish J. Thakre
- 7) Dr. Balasaheb S. Lad
- 8) Mr. Gajanan D. Rewatkar
- 9) Mr. Nitin J. Ghamandi
- 10) Mr. Swapnil B. Manghe

Agenda 1:- The minutes of the last meeting were read out by IQAC Coordinator Dr. Shrikant B. Bhowate. After some discussions the minutes were confirmed unanimously.

Agenda 2:- As per the new Guidelines concerning about Covid -19 given by the Government and RTM Nagpur University Nagpur, these were reviewed once again and plans were chalked out to execute and decided to take proper action as per the circumstances considering the health issues and precautions.

Agenda 3:- A meeting was held and decided that the lectures for the students would be conducted in both offline and Online mode as per the requirement and circumstances.

Agenda 4:- This point was decided that the criteria wise distribution of work records is to be updated for the smooth submission for AQAR and


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those who have any problems relating to any activity were guided and difficulties have been resolved.

Agenda 5:- It was decided to speed up the process of preparation for NAAC second cycle assessment and accreditation apart from the restrictions of lockdown. The criteria wise work distributed among the staff was reviewed and staff was urged to keep updated records and co-ordinate with IQAC and their suggestions were welcomed. Lastly, the IQAC Coordinator Dr. Shrikant B. Bhowate proposed the vote of thanks and anticipated positive response from all.

Dr. Shrikant B. Bhowate
IQAC Coordinator
Shri. Narendra Tidke College Ramtek

Dr. Sangita Takkmore
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Date: 10 March 2021

**IQAC Meeting
Notice
Session: 2020-21**

All the members of staff are hereby informed that a meeting of IQAC is scheduled to be held on 15 March 2021 at 11.00 am in the Principal's chamber under the chairmanship of the principal Dr. Sangeeta Takkamore.

The Agenda of the meeting is as follows.

- 1) Confirmation of the minutes of the last meeting.
- 2) Unit test and exam to be conducted in Google forms
- 3) Review of various activities of NSS and NCC and other cells.
- 4) Review of virtual activities conducted across the session such as seminar, conferences etc.
- 5) Completion of course and response of students.
- 6) Renovation of ICT facilities, Computer lab, library, reading room and campus ambience.

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- 1) Dr. Manoj M. Telrandhe
- 2) Mrs. Kalpana K. Patel
- 3) Mr. Sunil C. Kathane
- 4) Mr. Naresh D. Ambilkar
- 5) Dr. Shrikant B. Bhowate
- 6) Mr. Ambrish J. Thakre
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Date: 15 March 2021

IQAC Meeting MINUTES Session: 2020-21

A meeting of IQAC along with the Teaching Staff was held on 15 March 2021 at 11.00am in the Staff room under the chairmanship of the Principal Dr. Sangeeta Takkamore.

Following members were present in the meeting.

- 1) Dr. Manoj M. Telrandhe
- 2) Mrs. Kalpana K. Patel
- 3) Mr. Sunil C. Kathane
- 4) Mr. Naresh D. Ambilkar
- 5) Dr. Shrikant B. Bhowate
- 6) Mr. Ambrish J. Thakre
- 7) Dr. Balasaheb S. Lad
- 8) Mr. Gajanan D. Rewatkar
- 9) Mr. Nitin J. Ghamandi
- 10) Mr. Swapnil B. Manghe

Agenda 1:- The minutes of the last meeting held on 15 Dec. 2020 were read out by IQAC Coordinator Dr. Shrikant B. Bhowate After some discussions the minutes were confirmed unanimously.

Agenda 2:- It was decided in the meeting that during the completion of the course of the students unit wise test is to be conducted in online mode through Google form, paper pattern was also decided in this meeting.

Agenda 3:- Under the chairmanship of the principal review meeting of different community outreach programs conducted by NCC and NSS was arranged future curricular and extracurricular, extension activities were decided the coordinator of respective departments presented their reports of their activities and discussion was made. Online university level Covid-19 awareness workshop under NSS were discussed and planned. IQAC suggested to

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conduct career orientation program on online mode and is strongly supported by the extension department.

Agenda 4:- A review meeting was held under the chairmanship of the principal regarding the virtual programs and teaching learning activities, through online mode. Problems were discussed in the meeting and suggestions are given regarding virtual programs. Some online seminar, workshop is planned by IQAC along with all teaching staff. a training program for non-teaching staff is discussed.

Agenda 5:- A meeting was held regarding the completion of courses of both the faculties through online, offline mode problem where discussed and decided to take the action regarding the completion of the course and understanding the problems of students regarding online learning.

Agenda 5:- IQAC coordinator focus on college facilities regarding current teaching facilities. He discussed in detail about Renovation of ICT facilities, Computer lab, library, reading room and campus ambience. After detail discussion he made suggestions in the ICT related facilities and given plan for ICT based teaching. He discussed Library, Reading room, college ambience, Computer lab. After long discussion all the staff member also asked to made changes as it is requirement of college. All of them also made many suggestion which were pointed out by the IQAC. All of the discussed for budget provision and there options also. Principal gave permission to all of this provision positively.

Lastly, the IQAC Coordinator Dr. Shrikant B. Bhowate proposed the vote of thanks and anticipated positive response from all.

Dr. Shrikant Bhowate
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14 May 2021

**IQAC Meeting
Notice
Session: 2020-21**

All the faculties are hereby informed to attend a meeting of IQAC schedule to be held on 25 May 2021 at 11.00 am in the principle's chamber under the chairmanship of principal.

Agenda of the meeting is as follows..

- 1) Confirmation of the minutes of the last meeting.
- 2) Preparation of academic calendar as per the calendar of University
- 3) Distribution of portfolios.
- 4) Preparation of time table and commencement of classes.
- 5) Online Conference/ Seminar, FDP and MOU.

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- 1) Dr. Manoj M. Telrandhe
- 2) Mrs. Kalpana K. Patel
- 3) Mr. Sunil C. Kathane
- 4) Mr. Naresh D. Ambilkar
- 5) Dr. Shrikant B. Bhowate
- 6) Mr. Ambrish J. Thakre
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Principal
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Date: 25 May 2021

IQAC Meeting MINUTES

Session: 2020-21

A meeting of IQAC along with the Teaching Staff was held on 25 May 2021 at 11.00 am in the Staff room under the chairmanship of the Principal Dr. Sangeeta Takkamore.

Following members were present in the meeting.

- 1) Dr. Manoj M. Telrandhe
- 2) Mrs. Kalpana K. Patel
- 3) Mr. Sunil C. Kathane
- 4) Mr. Naresh D. Ambilkar
- 5) Dr. Shrikant B. Bhowate
- 6) Mr. Ambrish J. Thakre
- 7) Dr. Balasaheb S. Lad
- 8) Mr. Gajanan D. Rewatkar
- 9) Mr. Nitin J. Ghamandi
- 10) Mr. Swapnil B. Manghe

Agenda 1:- The minutes of the last meeting held on 15 march 2021 were read out by IQAC Coordinator Dr. Shrikant B. Bhowate After some discussions the minutes were confirmed unanimously.

Agenda 2:- for the nest session agenda of department and various cell were discussed and the academic calendar is planned accordingly. It is decided to incorporate academic calendar of University in the college program for future program and academic activities of the college. IQAC focussed on student centric program under all the AQAR criteria and their head look into it to fulfil such criteria as per NAAC requirement. The staff member shown their possessiveness for college development.

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Agenda 3:- in the meeting portfolio of all department and cell were discussed. Some cell were changes as per inability of concern coordinator and redistribute to other with their concern for more effective implementation of programs under their capacity.

Agenda 4:- covid-19 made many changes in the society and government is not willing to call regular colleges in the present scenario. The practical problem of online class were discussed. Staff member discussed that classes like offline mode is not possible on online mode and most of the student get their mobile off disconnect while classed. There are number of complaint that no enough internet data is there with them. Many student made complaint for no mobile available with them. Hence limited classes is planned for classes and Preparation of time table is suggested accordingly. IQAC suggested to provide online study material. It is also pointed put that college have uploaded such data and question papers on college website.

Agenda 5:- IQAC coordinator focused on Online Conference/ Seminar, FDP to be organised either under the department or in collaboration with other institutions to fulfil student requirement, we do not have enough MOU as we a can avail facilities of other agencies through MOU if such training program is not possible through our institutional staff. After detail discussion head of the cell Mr. Ambrish Thakre proactively participate in the discussion and assured for the same. Lastly, the IQAC Coordinator Dr. Shrikant B. Bhowate proposed the vote of thanks and anticipated positive response from all.

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