BRIJLAL BIYANI SCIENCE COLLEGE, AMRAVATI
Internal Quality Assurance Cell (IQAC)
Dr (Ms) S. N. Gupta
IQAC Coordinator, B. B. Sc. College Amravati
Phone: 9665041291, Email: swargupta@yahoo.com

Date: 15th January 2024

INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING

As per direction of Hon'ble Principal and IQAC Chairman, the meeting of Internal Quality Assurance Cell (IQAC) will be held on **Saturday the 20th January 2024 at 4 pm in B.Voc. Laboratory, Brijlal Biyani Science College, Amravati.** The Agenda for the meeting is as follows:

1. To confirm the minutes of the last IQAC meeting.
2. To note the action taken report of IQAC last meetings.
3. To note report of National workshop on IPR & patent facilitation organised on Tuesday, 7th November 2023 by Internal Quality Assurance Cell, College Research Development Cell and Department of Computer Science
4. To finalise Draft AQAR report of the Year 2022-23.
5. Any other matter with the permission of the chair

You are requested to please make it convenient to attend the meeting.

Dr (Ms) S.N. Gupta
Co-ordinator
Internal Quality Assurance Cell
Brijlal Biyani Science College
Amravati

Noted.
15.1.24

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S. N.	Name	Designation	Office	Signature
1	Dr D. S. Dhote	Principal, B. B. Sc. College, Amravati	Chairperson	
2	Dr (Ms) S. N. Gupta	Professor, Chemistry Department, B. B. Sc. College, Amravati	IQAC Coordinator	
3	Shri Sunilkumar Jugalkishore Goyenka	Joint Secretary, Brijlal Biyani Shiksha Samiti, Amravati	Member (Management)	
4	Dr Arpita Laddha	Teaching Faculty, Commerce Department	Member (Stake Holders)	
5	Dr P. B. Raghuwanshi	Professor & Head Chemistry Department, B. B. Sc. College, Amravati	Member (Teacher Representative)	
6	Dr G. D. Agrahari	Professor & Head Electronics Department, B. B. Sc. College, Amravati	Member (Teacher Representative)	
7	Dr N. H. Shahare	Professor & Head Botany Department, B. B. Sc. College, Amravati	Member (Teacher Representative)	
8	Dr K. B. Sangave	Professor & Head Zoology Department, B. B. Sc. College, Amravati	Member (Teacher Representative)	
9	Dr S. R. Katke	Assistant Professor Zoology Department, B. B. Sc. College, Amravati	Member (Teacher Representative)	
10	Dr P. R. Agrawal	Assistant Professor & Head Mathematics Department, B. B. Sc. College, Amravati	Member (Teacher Representative)	
11	Dr V. S. Tondre	Assistant Professor & Head Computer Science Department, B. B. Sc. College, Amravati	Member (Teacher Representative)	
12	Mr H. G. Paralikar	Assistant Professor Mathematics Department, B. B. Sc. College, Amravati	Member (Teacher Representative)	
13	Dr S. S. Kuthe	Assistant Professor & Head Statistics Department, B. B. Sc. College, Amravati	Member (Teacher Representative)	
14	Dr N. J. Honrao	Assistant Professor & Head Commerce & Management Department, B. B. Sc. College, Amravati	Member (Teacher Representative)	
15	Dr D. T. Deshmukh	Ex Head Statistics Department, B. B. Sc. College, Amravati	Member (Alumni)	
16	Ku Vaishnavi D Tiwari	M.Sc. II Botany student	Member (President College Student Council)	

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Internal Quality Assurance Cell (IQAC)
Dr (Ms) S. N. Gupta
IQAC Coordinator, B. B. Sc. College Amravati
Phone: 9665041291, Email: swargupta@yahoo.com

Date: 20th January 2024

MINUTES OF INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING HELD ON SATURDAY THE 20TH JANUARY 2024 AT 4 PM

As per direction of Hon'ble Principal and IQAC Chairman, the meeting of Internal Quality Assurance Cell (IQAC) was held on **Saturday the 20th January 2024 at 4 pm in B.Voc. Laboratory, Brijlal Biyani Science College, Amravati.** The Agenda for the meeting was as follows:

1. To confirm the minutes of the last IQAC meeting.
2. To note the action taken report of IQAC last meetings.
3. To note report of National workshop on IPR & patent facilitation organised on Tuesday, 7th November 2023 by Internal Quality Assurance Cell, College Research Development Cell and Department of Computer Science
4. To finalise Draft AQAR report of the Year 2022-23.
5. Any other matter with the permission of the chair

Following members attended the meeting of Internal Quality Assurance Cell (IQAC) held on Saturday the 20th January 2024 at 4 pm in B.Voc. Laboratory, Brijlal Biyani Science College, Amravati.

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S. N.	Name	Designation	Office	Signature
1	Dr D. S. Dhote	Principal, B. B. Sc. College, Amravati	Chairperson	
2	Dr (Ms) S. N. Gupta	Professor, Chemistry Department, B. B. Sc. College, Amravati	IQAC Coordinator	
3	Shri Sunilkumar Jugalkishore Goyenka	Joint Secretary, Brijlal Biyani Shiksha Samiti, Amravati	Member (Management)	
4	Dr Arpita Laddha	Teaching Faculty, Commerce Department	Member (Stake Holders)	
5	Dr P. B. Raghuwanshi	Professor & Head Chemistry Department, B. B. Sc. College, Amravati	Member (Teacher Representative)	
6	Dr G. D. Agrahari	Professor & Head Electronics Department, B. B. Sc. College, Amravati	Member (Teacher Representative)	
7	Dr N. H. Shahare	Professor & Head Botany Department, B. B. Sc. College, Amravati	Member (Teacher Representative)	
8	Dr K. B. Sangave	Professor & Head Zoology Department, B. B. Sc. College, Amravati	Member (Teacher Representative)	
9	Dr S. R. Katke	Assistant Professor Zoology Department, B. B. Sc. College, Amravati	Member (Teacher Representative)	
10	Dr P. R. Agrawal	Assistant Professor & Head Mathematics Department, B. B. Sc. College, Amravati	Member (Teacher Representative)	
11	Dr V. S. Tondre	Assistant Professor & Head Computer Science Department, B. B. Sc. College, Amravati	Member (Teacher Representative)	
12	Mr H. G. Paralikar	Assistant Professor Mathematics Department, B. B. Sc. College, Amravati	Member (Teacher Representative)	
13	Dr S. S. Kuthe	Assistant Professor & Head Statistics Department, B. B. Sc. College, Amravati	Member (Teacher Representative)	
14	Dr N. J. Honrao	Assistant Professor & Head Commerce & Management Department, B. B. Sc. College, Amravati	Member (Teacher Representative)	
15	Dr D. T. Deshmukh	Ex Head Statistics Department, B. B. Sc. College, Amravati	Member (Alumni)	
16	Ku Vaishnavi D Tiwari	M.Sc. II Botany student	Member (President College Student Council)	

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At the outset IQAC Coordinator welcome Hon'ble Chairman and members present in the meeting and requested to the Chairman to grant permission to discuss the agenda of the meeting.

1. To confirm the minutes of the last IQAC meeting.

IQAC Coordinator read the minutes of IQAC meeting held on **Thursday, the 23rd March 2023 at 4.00 pm in B.Voc. Laboratory, Brijlal Biyani Science College, Amravati.**

As no correction is received from members, Chairman IQAC Dr D. S. Dhote declared that the minutes are confirmed. While confirmation of minutes, the current status of implementation action taken on Item No. 5 is noted by IQAC as follows.

S. N.	Recommendations for Quality Enhancement of the Institution	Proposed Action	Current Status
1	Need for qualified and regular faculty in almost all programs as per UGC regulations	It is recommended to the Management to appoint Qualified and regular faculty against vacancies in all programs as per UGC regulations.	Recommended to the Management to appoint Qualified and regular faculty against vacancies in all programs as per UGC regulations.
2	Integrating Games, Sports, Yoga and other extra-curricular activities in curriculum for holistic learning with appropriate facilities	Proposal be sent to University regarding Integrating Games, Sports, Yoga and other extra-curricular activities in curriculum for holistic learning.	Integrate in the Curriculum and will be implemented from academic session 2024 -25.
3	Separate training and placement cell should be establish in the college	Recommended to the management for formation of	In the pursuing with management.

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		Separate training and placement cell.	
4	More number of value added skill based programs.	It is decided that, each department shall create at least one value added skill based programs of 30 hours duration.	It is decided that, each department shall create at least one value added skill based programs of 30 hours duration.
5	More number of opportunities for internship and experiential learning	Apparent-ship internship cell will be formed and efforts will be taken to enhance internship and experiential leaning.	Integrated in the NEP Curriculum as a vertical of education
6	Creating intensives for promoting research and funds for Research activities	Incentives will be provided for promoting research and each faculty has to submit minor research project mandatorily.	Will discuss in CRDC Meeting
7	Establishing Incubation, Entrepreneurship and innovation Cells	Recommended to the management regarding establishment of Entrepreneurship and innovation Cell in the College.	Will discuss in CRDC Meeting
8	Developing innovative processes for waste management, optimum resource	Innovative waste management disposal process will be established.	Innovative processes for waste management, optimum resource utilization and environmental concerns will be done.

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	utilization and environmental concerns		
9	Strengthening and revisiting the role and responsibility of IQAC Cell making it more effective for imparting quality education	Will discuss with management and will place at appropriate forum.	Strengthening and revisiting the role and responsibility of IQAC Cell is under consideration
10	Effective strategies and infrastructure development for implementing NEP-2020 for moving towardsautonomous status.	Institutional Development Plan (IDP) will be prepared.	Institutional Development Plan (IDP) is prepared and approved by CDC.

Chairman IQAC Dr D. S. Dhote informed to house that after discussion at appropriate forum it will be decided about action plan and implementation of Recommendations for Quality Enhancement of the Institution and will be kept before IQAC.

He further emphasised on Item No. 7 To note and suggest action plan on Overall Comments of AQAR 2021-22. Noted and suggested action plan on Overall Comments of AQAR 2021-22 which is as follows:

S. N.	Overall Comments of AQAR 2021-22 Report Review	Metric No.	Action to be taken	Current Status
1	A few Certificate/ Diploma Courses be introduced	1.2.2	One Certificate course from each Department should be introduced	Will discuss in HOD Meeting

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	during the next academic year		from the academic session 2023-24.	
2	Efforts may be made towards implementing Choice Based Credit System (CBCS)/Elective course by the Colleges	1.2.1	Efforts will be made towards implementing Choice Based Credit System (CBCS)/Elective course by the Colleges	As NEP 2020 is going to implementation, no action is required.
3	Efforts may be made by teacher for using ICT (LMS, e-Resources), ICT Tools and resources available,	2.3.2	Teachers should be encouraged to made use of ICT for Teaching Learning	It will make mandatory to teachers to made use of ICT for Teaching Learning.
4	Efforts be made to have at least few Number of ICT enabled Classrooms	2.3.2	Will increase ICT enabled Classrooms from academic session 2023-24	Action is under process.
5	Efforts be made to have Research funds sanctioned and received from various agencies, industry and other organizations	3.1.1	CRDC will prepare action plan for this.	Chairman IQAC Dr D. S. Dhote will conduct meeting with Researchers
6	Workshops / Seminars be Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the next year	3.2.2	Workshops / Seminars will be Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices in the month of May 2023	One Workshop Conducted on Intellectual Property Rights (IPR) and in March 2024 one Local Industry

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				Interaction with be done
7	Incubation centre be created, and start-ups be incubated on campus	3.2.1	Item will be placed before CDC.	Item will be placed before CDC.
8	Kindly increase No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year	6.3.4	Teachers will be sent for attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year 2023-24.	Teachers will be encouraged for attending professional development programmes.
9	Activities on Gender Equity be increased (Number of gender equity promotion programmes organized by the institution during the year)	7.1.1	Generic Open Elective Course on Human Rights, Women Rights and Indian constitution will be started to make awareness program on gender equity.	Activities on Gender Equity will be increased.

2. To note the action taken report of IQAC last meetings.

Noted the Action taken report of IQAC meeting held on **Thursday, the 23rd March 2023 at 4.00 pm in B.Voc. Laboratory, Brijlal Biyani Science College, Amravati.**

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3. **To note report of National workshop on IPR & patent facilitation organised on Tuesday, 7th November 2023 by Internal Quality Assurance Cell, College Research Development Cell and Department of Computer Science**

Noted report of National workshop on IPR & patent facilitation organised on Tuesday, 7th November 2023 by Internal Quality Assurance Cell, College Research Development Cell and Department of Computer Science

4. **To finalise Draft AQAR report of the Year 2022-23.**

Finalised Draft AQAR report of the Year 2022-23 and recommended to the CDC.

Chairman IQAC Dr D. S. Dhote informed to house that, AQAR 2022-23 of our College has been prepared for submitting to NAAC. He extended his sincere thanks to Hon'ble President & Executive Committee, CDC members, IQAC Coordinator, IQAC members, NAAC Steering Committee members, all teaching and non-teaching staff members for their cooperation and support extended during preparation of AQAR 2022-23, and expected they will extend their valuable support for further preparation also.

5. **Any other matter with the permission of the chair**

1. **Criteria Incharge responsibility during submitting AQAR report of their matrix to IQAC**

   Chairman IQAC Dr D. S. Dhote informed to house that, Criteria Incharge shall take sole responsibility during submitting AQAR report of their matrix to IQAC.

2. **New format for Activity Report.**

   Chairman IQAC Dr D. S. Dhote informed to house that, new format for activity report will be prepared if necessary. It is expressed by Chairman IQAC Dr D. S. Dhote that; a small software will be prepared in the template form for submitting report of various activities. Upon this Dr V. S. Tondre, HOD Computer Science assured to house that her Department will extend facility for this and will get it done through project by M.Sc. Students.

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As there was no other matter to discuss, the meeting concluded with vote of thanks to the Chair and members.

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Internal Quality Assurance Cell (IQAC)
Dr (Ms) S. N. Gupta
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Phone: 9665041291, Email: swargupta@yahoo.com

Date: 19.06.2024

ACTION TAKEN REPORT OF INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING HELD ON SATURDAY THE 20TH JANUARY 2024 AT 4.00 PM

Action taken report of the Internal Quality Assurance cell (IQAC) meeting held on Saturday the 20th January 2024 is as follows

Item No.	Item	Action Taken
1	To confirm the minutes of the last IQAC meeting.	Confirmed
2	To note the action taken report of IQAC last meetings.	Noted
3	To note report of National workshop on IPR & patent facilitation organised on Tuesday, 7th November 2023 by Internal Quality Assurance Cell, College Research Development Cell and Department of Computer Science	Noted
4	To finalise Draft AQAR report of the Year 2022-23.	AQAR 2022-23 has been submitted to NAAC on 28th February 2024 and resubmitted on 15th June 2024. And accepted by NAAC on 18th June 2024.
5	Any other matter with the permission of the chair	
	1. Criteria Incharge responsibility during submitting AQAR report of their matrix to IQAC	Noted
	2. New format for Activity Report.	Prepared and submitted
	3. Use of LMS for New format.	Prepared and submitted

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