



Gondia Education Society's
**MANOHARBHAI PATEL COLLEGE
OF ARTS, COMMERCE & SCIENCE**

SADAK ARJUNI, Dist. Gondia. (Maharashtra) 441807

Affiliated to Rashtrasant Tukdoji Maharaj Nagpur University, Nagpur

E-mail: mbpatelsadakarjuni@gmail.com


Phone (07199) 233224

Ref.No. MBPC/ /20 20

Date: 14/06/2016

**The Composition of Internal Quality Assurance Cell (IQAC)
(2016-2017)**

Sr. No.	Name	Designation
1	Hon'ble Shree Rajendra H. Jain	Secretary (Gondia Education Society, Gondia)
2	Dr. A. S. Dwivedi	Principal-Chairperson-IQAC
3	Mr. A. M. Patil	Co-ordinator-IQAC
4	Dr. C. V. Bisen	Co-coordinator-IQAC
5	Mr. N. D. Gorghate	IQAC Member
6	Dr. S. M. Akare	IQAC Member
7	Mr. R. N. Huse	IQAC Member
9	Miss V. K. Wagh	IQAC Member
10	Mr. Lehendas Satdeve	Stakeholder
11	Mr. Deochand Tarone	Industrialist
12	Mr. Mahesh Suryawanshi	Local Nominee- Nagarpanchayat Member-Sadak Arjuni
13	Mr. L. H. Thakre	Senior Administrative Officer
14	Miss. Kusumbai Fulluke	Student's Representative
15	Mr. Hitesh Kohale	Student's Representative
16	Miss. Prajakta B. Ramteke	Alumni Representative
17	Mr. Pankaj A. Iskape	Alumni Representative


Principal
Manoharbhair Patel Arts, Commerce
& Science College, Sadak Arjuni
Dist. Gondia, Pin Code 441807



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Gondla Education Society's
**MANOHARBHAI PATEL COLLEGE
OF ARTS, COMMERCE & SCIENCE**

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Phone (07199) 233224

Ref.No. MBPC/ 120 20

Date :- 31/06/2016

Notice

The members of the Teaching and Non-teaching staff are hereby informed to attend a meeting to be held on 14th June 2016 at 11.00 a.m. to form an IQAC of the college. The meeting will be held at Staff Room.

Agenda:

- To constitute IQAC as per the Direction of NAAC.

Dr. A. S. Dwivedi

Principal
Principal
Manoharbhair Patel Arts, Commerce
& Science College, Sadak Arjuni
Dist. Gondla, Pin Code 441807



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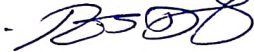
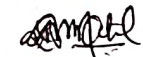
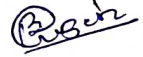

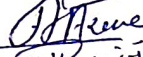

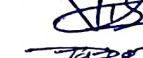
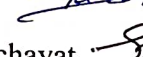
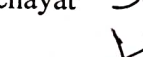

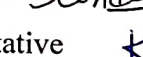
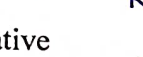



Ref.No. MBPC/ /20 20

Date :/4 106 120/6

Minutes of the Meeting

The meeting to constitute an IQAC was held on 14th June 2016 at 11.00 a.m.

The following members were present.

1. Dr. A. S. Dwivedi	Principal - 
2. Mr. A. M. Patil	Assistant Professor 
3. Dr. C. V. Bisen	Assistant Professor 
4. Mr. N. D. Gorghate	Assistant Professor 
5. Dr. S. M. Akare	Assistant Professor 
6. Mr. R. N. Huse	Assistant Professor 
7. Mr. V.K. Wagh	Assistant Professor 
8. Mr. Deochand Tarone	Industrialist 
9. Mr. Mahesh Suryawanshi	Member, Nagar Panchayat 
10. Mr. L. H. Thakre	Junior Clerk 
11. Mr. Lehendas Satdeve	Stakeholder 
12. Miss. Kusumbai Fulluke	Students' Representative 
13. Mr. Hitesh Kohale	Students' Representative 
14. Miss. Prajakta B. Ramteke	Alumni Representative 
15. Mr. Pankaj A. Iskape	Alumni Representative 

Agenda:

- To start the preparation of SSR.
- To start collecting data from respective criterion in charge.



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The meeting was chaired by Dr. A. S. Dwivedi, Principal. The following points were discussed in the meeting.

- **Agenda Point – I** (To constitute IQAC as per the Direction of NAAC)
- The decision was taken unanimously to assign the charge of coordinator to Mr. A. M. Patil, Assistant Professor, English and the charge of co-coordinator to be assigned to Mr. C. V. Bisen, Assistant Professor, Chemistry. The IQAC committee constituted would be as following.

IQAC COMMITTEE

Sr. No.	Name	Designation
1	Hon'ble Shree Rajendra H. Jain	Secretary (Gondia Education Society, Gondia)
2	Dr. A. S. Dwivedi	Principal-Chairperson-IQAC
3	Mr. A. M. Patil	Co-ordinator-IQAC
4	Dr. C. V. Bisen	Co-coordinator-IQAC
5	Mr. N. D. Gorghate	IQAC Member
6	Dr. S. M. Akare	IQAC Member
7	Mr. R. N. Huse	IQAC Member
8	Miss. V. K. Wagh	IQAC Member
9	Mr. Lehendas Satdeve	Stakeholder
10	Mr. Deochand Tarone	Industrialist
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12	Mr. L. H. Thakre	Senior Administrative Officer
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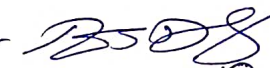

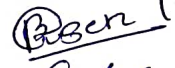
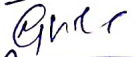
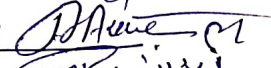
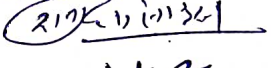


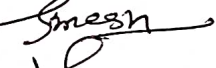


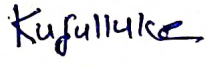


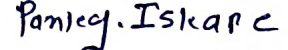
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Date : / /20

The meeting ended with a vote of thanks to the chair.

Dr. A. S. Dwivedi
Principal and Chairperson-IOAC
Manoharbai Patel Arts, Commerce
& Science College, Sadak Arjuni
Dist.Gondia,Pin Code 441807

01 Dr. A. S. Dwivedi	Principal - 
02 Mr. A. M. Patil	Assistant Professor 
03 Dr. C. V. Bisen	Assistant Professor 
04 Mr. N. D. Gorghate	Assistant Professor 
05 Dr. S. M. Akare	Assistant Professor 
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10 Mr. L. H. Thakre	Junior Clerk 
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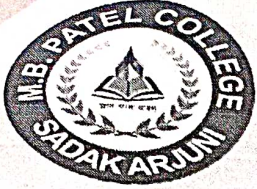
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Action Taken Report

The action taken report on the decisions of the IQAC meeting held on 14th June 2016. The following actions were taken to implement the decisions of the above mentioned meetings of the IQAC.

Sr. No.	Decision	Action Taken
1	To constitute IQAC as per the Direction of NAAC.	IQAC committee was constituted.


Principal
Principal
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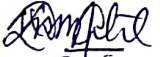
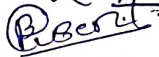

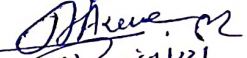
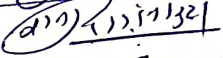




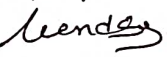
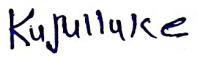

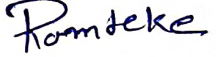
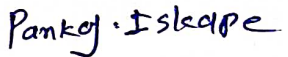
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Phone (07199) 233224

Ref.No. MBPC/ /20 20

Date : / /20

- | | |
|-------------------------------|--|
| 1. Dr. A. S. Dwivedi | Principal -  |
| 2. Mr. A. M. Patil | Assistant Professor  |
| 3. Dr. C. V. Bisen | Assistant Professor  |
| 4. Mr. N. D. Gorghate | Assistant Professor  |
| 5. Dr. S. M. Akare | Assistant Professor  |
| 6. Mr. R. N. Huse | Assistant Professor  |
| 7. Mr. V.K. Wagh | Assistant Professor  |
| 8. Mr. Deochand Tarone | Industrialist  |
| 9. Mr. Mahesh Suryawanshi | Member, Nagar Panchayat  |
| 10. Mr. L. H. Thakre | Junior Clerk  |
| 11. Mr. Lehendas Satdeve | Stakeholder  |
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Ref.No. MBPC/ /20 20

Date : 15/06/2016

Notice

The IQAC members are hereby informed that the meeting of IQAC is scheduled on 17th June 2016 at 11.00 a.m. The meeting will be chaired by Dr. A. S. Dwivedi.

Agenda:

- To discuss academic plan for the year 2016-17
- To discuss general requirements in regards to infrastructure
- To discuss preparedness for NAAC
- To conduct bridge course

Mr. A. M. Patil
Co-ordinator

IQAC

Manohar Bhai Patel College of Arts
Commerce & Science, Sadak Arjuni,
Dist. Gondia-441807

1. Mr. N. D. Gorghate
2. Dr. C. V. Bisen
3. Dr. S. M. Akare
4. Mr. R. N. Huse
5. Miss V. K. Wagh
6. Mr. L. H. Thakre

Dr. A. S. Dwivedi
Principal

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Phone (07199) 233224

Ref.No. MBPC/ /20 20

Date : 15/6/2016

Minutes of the Meeting of IQAC

The meeting of the IQAC was held on 17th June 2016 at 11.00 a.m. The following members were present.

1. Dr. A. S. Dwivedi
2. Mr. A. M. Patil
3. Dr. C. V. Bisen
4. Mr. N. D. Gorghate
5. Dr. S. M. Akare
6. Mr. R. N. Huse
- 7 Miss V. K. Wagh
- 8 Mr. L. H. Thakre

Principal and Chairperson of IQAC
Coordinator IQAC
Co-coordinator IQAC
Member IQAC
Member IQAC
Member IQAC
Member IQAC
Junior Clerk

Agenda:

- To discuss academic plan for the year 2016-17
- To discuss general requirements in regards to infrastructure
- To discuss preparedness for NAAC
- To conduct bridge course

The meeting was chaired by Dr. A. S. Dwivedi, Principal & Chairperson, IQAC. The following points were discussed in the meeting.

The minutes of the previous meeting were read and confirmed.

- **Agenda Point – I** (To discuss academic plan for the year 2016-17)

Academic plans for the session 2016-17 were discussed in the meeting. Members suggested various activities to be carried out throughout academic session.

- **Agenda Point – II** (To discuss general requirements in regards to infrastructure)

A discussion was carried out on the update of infrastructural requirements. As the institution runs in rented property, members were unanimously of the view that no major



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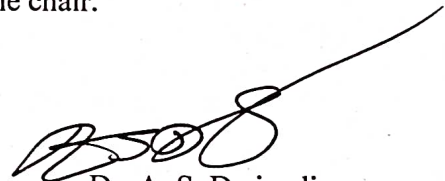
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changes be made in terms of infrastructure except for some minor changes to be made in augmenting laboratory and adding of books in the library.

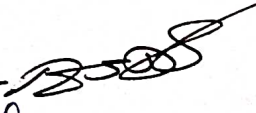
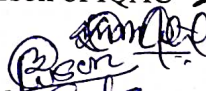
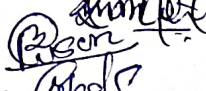
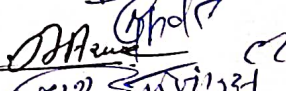
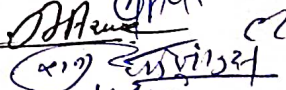
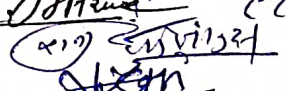
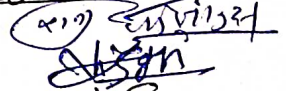
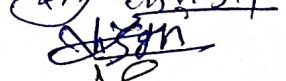
- **Agenda Point -III (To discuss preparedness for NAAC)**
All the members opined that the college must prepare itself for undergoing NAAC process as getting accredited is the need of hour.
- **Agenda Point – IV (To conduct bridge course)**
There was a discussion regarding bridge course. Members shared the same opinion about the need of bridge course for those students who are newly inducted in the college.

The meeting ended with a vote of thanks to the chair.


Mr. A. M. Patil
Coordinator-IQAC
Manoharbai Patel College of Arts
& Science, Sadak Arjuni,
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Dr. A. S. Dwivedi
Principal and Chairperson-IQAC
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8. Mr. L. H. Thakre

- Principal and Chairperson of IQAC - 
- Coordinator IQAC 
- Co-coordinator IQAC 
- Member IQAC 
- Member IQAC 
- Member IQAC 
- Member IQAC 
- Junior Clerk 



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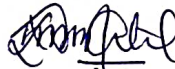
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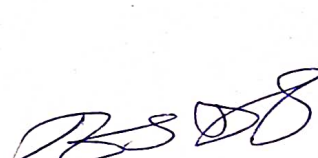
Action Taken Report

The action taken report on the decisions of the IQAC meeting held on 17th June 2016 at 11.00 a.m.

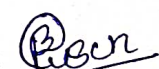

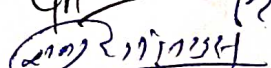


The following actions were taken to implement the decisions of the above mentioned meetings of the IQAC.

Sr. No.	Decision	Action Taken
1	To discuss academic plan for the year 2016-17	Several activities discussed and implemented.
2	To discuss general requirements in regards to infrastructure	Some minor changes made in terms of infrastructure
3	To discuss preparedness for NAAC	Initiatives for NAAC started.
4	To conduct bridge course	Bridge course started.


Mr. A. M. Patil
Coordinator-IQAC
Manoharbai Patel College of Arts
& Science, Sadak Arjuni
Dist. Gondia-441807


Dr. A. S. Dwivedi
Principal
Manoharbai Patel Arts, Commerce
& Science College, Sadak Arjuni
Dist. Gondia, Pin Code 441807

1. Dr. C. V. Bisen
2. Mr. N. D. Gorghate
3. Dr. S. M. Akare
4. Mr. R. N. Huse
5. Miss. V. K. Wagh
6. Mr. L. H. Thakre

- Co-coordinator IQAC 
Member IQAC 
Member IQAC 
Member IQAC 
Junior Clerk 



Gondla Education Society's

MANOHARBHAI PATEL COLLEGE OF ARTS, COMMERCE & SCIENCE

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Phone (07199) 233224

Ref.No. MBPC/ /20 20


Date : 06 / 08 / 2016

Notice

The IQAC members are hereby informed that the meeting of IQAC is scheduled on 08th August 2016 at 11.30 a.m. The meeting will be chaired by Dr. A. S. Dwivedi.

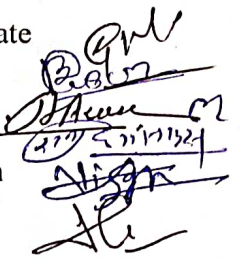
Agenda:

- To review the academic results
- To discuss quality initiatives to be implemented
- To overview remedial teaching


Mr. A. S. Dwivedi
IQAC
Manohar Bhai Patel College of Arts
Commerce & Science, Sadak Arjuni
Dist. Gondla-441807


Dr. A. S. Dwivedi
Manohar Bhai Patel Arts, Commerce
Principal & Chairman IQAC
Dist. Gondla, Pin Code 441807

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Ref.No. MBPC/ 120 20

Date : 08/06/2016

Minutes of the Meeting of IQAC

The meeting of the IQAC was held on 08th August 2016 at 11.30 a.m. The following members were present.

1. Dr. A. S. Dwivedi
2. Mr. A. M. Patil
3. Dr. C. V. Bisen
4. Mr. N. D. Gorghate
5. Dr. S. M. Akare
6. Mr. R. N. Huse
7. Miss V. K. Wagh
8. Mr. L. H. Thakre

Principal and Chairperson of IQAC - *[Signature]*
Coordinator IQAC
Co-coordinator IQAC *[Signature]*
Member IQAC *[Signature]*
Member IQAC *[Signature]*
Member IQAC *[Signature]*
Member IQAC *[Signature]*
Junior Clerk *[Signature]*

Agenda:

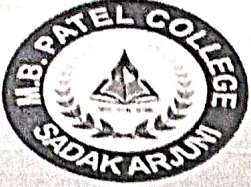
- To review the academic results
- To discuss quality initiatives to be implemented
- To overview remedial teaching

The meeting was chaired by Dr. A. S. Dwivedi, Principal & Chairperson, IQAC. The following points were discussed in the meeting.

The minutes of the previous meeting were read and confirmed.

➤ Agenda Point – I (To review the academic results)

There was healthy discussion on the analysis of academic results of the previous session. Various aspects to improve the academic performance of the students were discussed at length.



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Ref.No. MBPC/ /20 20

Date : / /20

- **Agenda Point – II (To discuss quality initiatives to be implemented)**
In order to improve the standards of the all the academic endeavors being implemented in the college, members suggested various measures to improve them. Everyone was of the view that we need to improve the quality initiatives to enhance academic outcome.
- **Agenda Point – III (To overview remedial teaching)**
The contribution of remedial teaching in improving the academic progress of the students lagging behind in the studies was discussed and analysed.




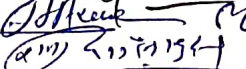
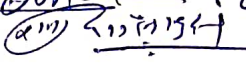

The meeting ended with a vote of thanks to the chair.


Mr. A. M. Patil
Co-ordinator
Coordinator-IQAC

Manoharbai Patel College of Arts
Commerce & Science, Sadak Arjuni
Dist. Gondla-441807

1. Dr. A. S. Dwivedi
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Principal
Dr. A. S. Dwivedi
Principal and Chairperson-IQAC
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Principal and Chairperson of IQAC 
Coordinator IQAC
Co-coordinator IQAC 
Member IQAC 
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Junior Clerk 



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Date : 08 / 06 / 2016

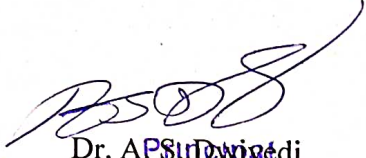
Action Taken Report

The action taken report on the decisions of the IQAC meeting held on 08th August 2016 at 11.30 a.m.

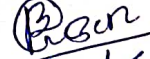

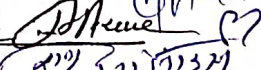
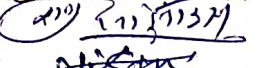


The following actions were taken to implement the decisions of the above mentioned meetings of the IQAC.

Sr. No.	Decision	Action Taken
1	To review the academic results	Results analyzed and measures suggested to improve them.
2	To discuss quality initiatives to be implemented	Several quality initiatives discussed.
3	To overview remedial teaching	Remedial teaching and its effect analyzed.


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Cordinator-IQAC
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Dr. APS Indrani
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Member IQAC 
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Ref.No. MBPC/ /20 20

Date : 30/12/2016

Notice

The IQAC members are hereby informed that the meeting of IQAC is scheduled on 02nd January 2017 at 11.30 a.m. The meeting will be chaired by Dr. A. S. Dwivedi.

Agenda:

- To discuss the plans to introduce add on course
- To discuss quality initiatives to be implemented
- To conduct workshop of women cell
- To prepare for NAAC


Mr. A. S. Dwivedi
IQAC
Manoharbai Patel College of Arts
Commerce & Science, Sadak Arjuni,
Dist. Gondia-441807
IQAC Coordinator


Principal
Manoharbai Patel Arts, Commerce
Principal & Chairman IQAC
Dist. Gondia, Pin Code 441807

1. Mr. N. D. Gorghate
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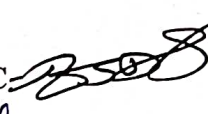
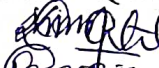
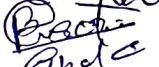
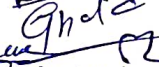
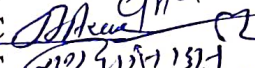
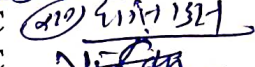


Ref.No. MBPC/ /20 20

Date : 02/01/2017

Minutes of the Meeting of IQAC

The meeting of the IQAC was held on 02nd January 2017 at 11.30 a.m. The following members were present.

1. Dr. A. S. Dwivedi
2. Mr. A. M. Patil
3. Dr. C. V. Bisen
4. Mr. N. D. Gorghate
5. Dr. S. M. Akare
6. Mr. R. N. Huse
7. Miss V. K. Wagh
8. Mr. L. H. Thakre

Principal and Chairperson of IQAC 
Coordinator IQAC 
Co-coordinator IQAC 
Member IQAC 
Member IQAC 
Member IQAC 
Member IQAC 
Junior Clerk 

Agenda:

- To discuss the plans to introduce add on course
- To discuss quality initiatives to be implemented
- To conduct workshop of women cell
- To prepare for NAAC

The meeting was chaired by Dr. A. S. Dwivedi, Principal & Chairperson, IQAC. The following points were discussed in the meeting.

The minutes of the previous meeting were read and confirmed.

- **Agenda Point – I** (To discuss the plans to introduce add on course)
Members of the IQAC expressed an opinion to introduce a new add on course to be implemented in the current session. Accordingly, there was a discussion as to which add on course can be beneficial to the students.



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- **Agenda Point – II (To discuss quality initiatives to be implemented)**
In order to improve the standards of the all the academic endeavors being implemented in the college, members suggested various measures to improve them. Everyone was of the view that we need to improve the quality initiatives to enhance academic outcome.
- **Agenda Point – III (To conduct workshop of women cell)**
It was decided to submit a proposal to the principal for conducting one day workshop of women cell. Miss. V. K. Wagh was assigned a responsibility to prepare a proposal.
- **Agenda Point – IV (To prepare for NAAC)**
Preparation for NAAC started
The meeting ended with a vote of thanks to the chair.

Co-ordinator

Mr. A. M. Patil

Manohar Bhai Patel College of Arts
Commerce & Science, Sadak Arjun,
Dist. Gondia-441807

Coordinator-IQAC

1. Dr. A. S. Dwivedi
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3. Dr. C. V. Bisen
4. Mr. N. D. Gorghate
5. Dr. S. M. Akare
6. Mr. R. N. Huse
7. Miss V. K. Wagh
8. Mr. L. H. Thakre

Dr. A. S. Dwivedi

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- Principal and Chairperson of IQAC
- Coordinator IQAC
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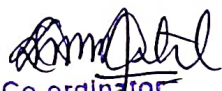
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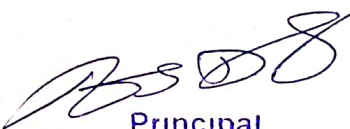
Action Taken Report

The action taken report on the decisions of the IQAC meeting held on 02nd January 2017 at 11.30 a.m.

The following actions were taken to implement the decisions of the above mentioned meetings of the IQAC.

Sr. No.	Decision	Action Taken
1	To discuss the plans to introduce add on course	Add on course on 'Business Ethics' introduced.
2	To discuss quality initiatives to be implemented	Several quality initiatives discussed.
3	To conduct workshop of women cell	Half Day Workshop of women cell conducted.
4	To prepare for NAAC	Preparation for NAAC started


Co-ordinator
Mr. A. M. Patil
Manoharbai Patel College of Arts
& Science, Sadak Arjuni
Coordinator-IQAC


Principal
Dr. A. S. Dwivedi
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Ref.No. MBPC/ /20 20

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