



**COLLEGE CODE: 0454**

Navsanjeevan Shikashan Prasarak Mandal's Darwaha (R.No. F-1562)

# **JIJAMATA ARTS COLLEGE**

Arni Road, Darwaha Dist-Yavatmal

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Principal  
Dr.A.P.Jadhao

Office -(07238)255862  
9850857503(Principal)

Chairman  
HonManikraoji Thakare

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## **INTERNAL QUALITY ASSURANCE CELL**

### **Formation of IQAC :- 20/04/2019**

#### **VISION**

To make quality the defining element of higher education in India through a combination of self and external quality evaluation, promotion and sustenance initiatives.

#### **MISSION**

- To arrange for periodic assessment and accreditation of institutions of higher education or units thereof, or specific academic programmes or projects;
- To stimulate the academic environment for promotion of quality of teaching-learning and research in higher education institutions;
- To encourage self-evaluation, accountability, autonomy and innovations in higher education;
- To undertake quality-related research studies, consultancy and training programmes, and
- To collaborate with other stakeholders of higher education for quality evaluation, promotion and sustenance.

#### ***OBJECTIVE :***

The Primary aim of the IQAC is to develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.



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## ***STRATEGIES:***

IQAC shall evolve mechanisms and procedures for:

1. Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks.
2. The relevance and quality of academic and research programmes.
3. Equitable access to and affordability of academic programmes for various sections of society.
4. Optimization and integration of modern methods of teaching and Learning.
5. The credibility of evaluation procedures.
6. Ensuring the adequacy, maintenance and functioning of the support structure and services.
7. Research sharing and networking with other institutions in India and Abroad.

## ***FUNCTIONS:***

Some of the functions expected of the IQAC are:

- Development and application of quality benchmarks/parameters for the various academic and administrative activities of the institution.
- Dissemination of information on the various quality parameters of higher education.
- Organization of workshops, seminars on quality related themes and promotion of quality circles.
- Documentation of the various programmes / activities leading to quality improvement.
- Acting as a nodal agency of the institution for quality-related activities.
- Preparation of the Annual Quality Assurance Report (AQAR) to be submitted to NAAC based on the quality parameters.



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## **Internal Quality Assurance Cell (IQAC)**

### **THE FIRST MEETING OF THE INTERNAL QUALITY ASSURANCE CELL**

(A.Y.2018-19)

Date: 27.04.2019, Time: 11.30 A.M. Venue: IQAC/NAAC Room

The meeting started on a welcome note by IQAC Coordinator, Dr Pritee Thakare followed by her Presentation on objectives which include basic purposes, activities, and function of IQAC. The IQAC Coordinator proposed to conduct the IQAC meeting twice in an academic year The meeting of IQAC was held on Tuesday 27/04/2020 in the IQAC room of the college the following issues were discussed:

#### **AGENDA**

- 1 Framing of Mission, Vision and Core Values of Institution and all Departments.
- 2 Planning for NSS Activity.
- 3 Continuous training for teachers (FDP) to be followed vigorously to enhance the quality of teaching.
- 4 Proper maintenance of all the facilities in the college it's extremely urgent and important.
- 5 There has to be IT related facilities to the college.
- 6 Issues related to infrastructure of the college.
- 7 Office issues.
- 8 Library.
- 9 IQAC Committee Room.
- 10 Formation of various committees for smooth conduct.



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## **Agenda:**

- 1 Framing of Mission, Vision and Core Values of Institution and all Departments:-** coordinator felt that mentoring all faculty members, as well as students, are needed and more experts from outside should be involved in teaching-learning process. there is no substitute to hard work and it's required to achieve overall development of Institute. Concrete steps and path needed in all direction for achieving quality excellence. So, first Mission and Vision of Institute and departments should be framed for setting quality benchmark.
- 2 Planning for NSS Activity:-** The Chairperson had decided, to conduct NSS activities in near future namely Tree Plantation, Blood Donation Camp and Road Safety program on the basis of suggestions from all the Committee members.
- 3 Continuous training for teachers (FDP) to be followed vigorously to enhance the quality of teaching:** -for quality education teaching –learning process need to be more advanced .so continuous training for teachers should be followed.
- 4 Proper maintence of all the facilities in the college it's extremely urgent and important.:** - For quality control and enhancement proper maintence of the facilities in the college is extremely urgent and proper attention is important. A suggestion has given that for this a maintence Committee should be establish.
- 5 There has to be IT related facilities to the college:** -There has to be IT facilities in the college which will enhance the effectiveness in teaching-learning process as well as promote research and improve quality.
- 6 Issues related to infrastructure of the college:** -Issues related to miniatous /electricity /water/house-keeping should be recorded with Administrative Office. As per the need and priority new infrastructure set up should be considered.



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- 7 **Office issues:** -dealing with empathy and proper guidance, record and important files should be updated, help desk should be made more effective.
- 8 **Library:** - Availability of books, journal, and other facilities should be hassle free.
- 9 **IQAC Committee Room:**-IQAC/NAAC room should be established /maintained with all facility and keep clean.
- 10 **Formation of various committees for smooth conduct:** - for the smooth conduct of all the departments and college activities some committees should be frame.



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## **The conclusions of the meeting and proposed action plan (April 2019 to July 2019)**

- 1 Framing of Mission, Vision and Core Values of Institution and all Departments.
- 2 It is planned to conduct NSS activities such as Tree Plantation, Blood Donation Camp and Road Safety program under NSS activities.
- 3 It is decided that all the teaching staff will enhance teaching learning quality by joining various trainings.
- 4 Proper maintenance of the facilities will be taken.
- 5 It is decided that ICT lecturer will be enhanced and also some IT facility will be made available.
- 6 It is decided that all the recorded of the office will be updated and the issues related to maintenance/electricity /water/house-keeping will be maintained with Administrative Office.
- 7 It is decided that help-desk will be more cooperative.
- 8 It is decided that library will be updated and availability of books, journal, and other facilities should be hassle free.
- 9 It is decided and assured that IQAC/NAAC room will be established /maintained with all facility and will keep clean regularly.
- 10 It is decided and assured that for the smooth conduct of all the departments and college activities some committees will be framed.

IQAC Coordinator, Dr. Pritee Thakare informed the date for the next meeting and it is unanimously decided in the Second week of August2019 the meeting ended with a formal vote of thanks.



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## **IQAC ACTION TAKEN REPORT**

Action Taken Report on the decisions of the IQAC meeting held on 27.04.2019. To implement the decisions of the above mentioned meeting of the IQAC, the following actions were taken:

SR. NO	Descision	ACTION TAKEN
1	Framing of Mission, Vision and Core Values of Institution and all Departments	Vision and Core Values of Institution and all Departments have framed an
2	Planning for NSS Activity	NSS activities have outline and some of the activities are running
3	Continuous training for teachers (FDP) to be followed vigorously to enhance the quality of teaching	Three teachers completed refresher course in different discipline.
4	Proper maintenance of all the facilities in the college it's extremely urgent and important.	Maintence Committee is formed and taking care of the facilities
5	There has to be IT related facilities to the college	ICT lectures are framed by various departments which are going on.
6	Issues related to infrastructure of the college	Proposal for some new infrastructure is submitted.
7	Office issues	Some of the record is updated
8	Library.	Library is updated.
9	IQAC Committee Room.	IQAC/NAAC room is established and
10	Formation of various committees for smooth conduct.	New committees of the session 2019-20 has formed



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Latitude: 20.307485  
Longitude: 77.783628  
Elevation: 420.72m  
Accuracy: 6.0m  
Time: 07-01-2021 11:39  
Note: 6augst 2021/1

**IQAC Co-Ordinator**  
**Dr.Pritee D. Thakare**  
**Asst. Professor (English)**