

IQAC Meeting on 02.08.2021 at 01:00 pm in  
IQAC room

Following members were present for the meeting -

1. Dr. J. R. Dantulwar - Jivan
2. Dr. R. S. Saha Ronte
3. Dr. A. A. Fulzele 2/8/21
4. Dr. M. R. Sonparole 2/8/21
5. Dr. S. J. Goswami 2/8/21
6. Dr. M. J. Dhonde 2/8/21
7. Dr. N. D. Meshram 02/08/21
8. Dr. N. V. Palande 02/08/21
9. Ms. S. D. Khalatkar Sham 02.08.21
10. Dr. V. V. Soman

## Minutes of meetings held on 02.08.2021 -

- Minutes of meeting held on 28.05.2021 were confirmed
- ATR would be composed and submitted was informed by Dr. J. K. Dantulwar
- AQAR of 2019-20 will be submitted by 15.08.2021 was informed by Dr. J. K. Dantulwar
- Dr. J. K. Dantulwar informed that collection of information for AQAR 2020-21 should be initiated immediately.  
Dr. R. S. Saha suggested that the geo-tagged photos of all events should be submitted for easy retrieval when required.
- Dr. J. K. Dantulwar informed that the departmental annual calendar should be sent
- Link for archives, news and notices, and AQAR to be generated on college website, informed Dr. Dantulwar
- Dr. Dantulwar informed that departmental calendars have been collected and institutional calendar will be compiled
  - Student induction programme may be conducted online or offline depending on the COVID-19 situation
  - Unit tests can be conducted using the proctored software
- Dr. Joswami suggested that a format for socio-economic activities should be given.  
Dr. Dantulwar informed that all departments have submitted activities for the same

- Dr. Dantulwar informed that the revised committees will be available to the staff

- SSS <sup>2021-22</sup>/<sub>2020-21</sub> will be conducted using online module.  
Appreciation letters and improvement letters will be issued (2020-21)  
Dr. Dantulwar told that the feedback on curriculum will be forwarded to university

- Dr. Dantulwar told that the proposals of CAS should be forwarded through IGAC coordinators

- Dr. Dantulwar informed that ASAK and CR should be submitted in June every year and nearly all departments have submitted the information

- Mastersoft's online examination module has been successfully used by Dr. Palande and Mr. Agarmose

- Software for data collection for ASAK and NAAC will be procured shortly was informed by Dr. Dantulwar

- AMCs - Dr. Dantulwar told that plumbing should be included in the AMC.

• Dr. Fulele proposed the idea of appointment of a gardener.

• Two proposals for garden maintenance will be compared and suitable proposal will be forwarded - Dr. Saha and Dr. Dantulwar



- AAA 2020-21 : Dr. Dontulwar informed that AAA 2020-21 should be conducted with immediate effect

- Dr. Dontulwar informed that green audit for 2021-22 will be conducted.

Dr. Phonde informed that green audit for departments is also conducted

Dr. Julzele suggested implementation of rain water harvesting

- Dr. Saha suggested that international conference shall be conducted. Dr. Phonde informed that dept. of Physics and Chemistry will be organizing an international e-conference in the month of September.

Dr. Sonparote suggested that conferences/seminars can be conducted online. Dr. Julzele supported this view.

- Dr. Goswami informed that funds should be spent for enhancing the institutional best practices.

Dr. Dontulwar informed that with same reference apiculture is also been worked upon.

Dr. J. R. Dontulwar — Jivani

Dr. R. S. Saha



Dr. S. G. Goswami




Dr. M. G. Phonde

Dr. A. A. Julzele

Dr. Mrs. U. R. Sonparote

Ms. S. D. Khalathar



Shri.

Dr. N. V. Salarde 



### **ATR of the IQAC meeting held on 02 August 2021**

1. AQAR of 2019-20 was submitted.
2. A section of News and Announcements has been created on the official website and is being updated regularly.
3. A separate sub-tab for AQARs has been generated under IQAC tab on the website.
4. Student induction programme was conducted offline.
5. Internal assessment tests have been conducted using a proctored examination software procured from MasterSoft ERP Solutions Pvt. Ltd.
6. Teaching-learning feedback was collected using MasterSoft ERP Solutions Pvt. Ltd. Appreciation and improvement letters were issued to the teachers for the session 2021-22.
7. A system for submission of CRs and ASARs has been regularized.
8. AMC for plumbing, cleanliness, tank cleaning and garden have been signed.
9. Green audit for 2021-22 was conducted.



Dr. Rina S. Saha  
IQAC coordinator



Dr. Jeevan R. Dontulwar  
Principal

IQAC meeting on 04.12.2021 at 3:30 pm in IQAC room -  
- Following members were present:-

**SHRI MATHURADAS MOHOTA COLLEGE OF SCIENCE, NAGPUR**

**IQAC 2021-22**

**List of members**

<u>Sr. No.</u>	<u>Name</u>	<u>Designation</u>	<u>Signature</u>
1)	Dr. Harish Rathi	NSM, Secretary	_____
2)	Dr. J.R. Dontulwar (Principal)	Chairman	<u>Jiram</u> 4/12/2021
3)	Dr. A.A. Fulzele	Member	<u>fulzele</u> 4/12/21
4)	Dr. V.V. Soman	Member	<u>Soman</u> 04.12.2021
5)	Dr. U.R. Sonparote	Member	_____
6)	Dr. S.G. Goswami	Member	<u>S.G. Goswami</u>
7)	Dr. M.G. Dhonde	Member	<u>M.G. Dhonde</u>
8)	Dr. N.D. Meshram	Member	<u>N.D. Meshram</u> 04/12/21 .....de

## Minutes -

### 1. Seed money for research laboratory

Dr. Danturwar proposed that fund should be provided to Physics and Chemistry & centres.

Dr. Deshpande asked for a detailed requirement. He also enquired whether Physics and Chemistry lab were provided any funds. He further enquired whether any fee words structure has been finalized for admission to Ph.D.

Dr. Fulzele put forth the requirement of a separate research lab. Dr. Lalonde requested that based on the requirement of each research lab, seed money should be provided.

Dr. Deshpande asked for a proposal which would highlight the requisition and also how to generate fund.

### 2. Dr. Danturwar informed the house about academic courses which have been approved since 2021-22. He also spoke on the proposal for RUSA.

He spoke on various lacunae as are required from NRI perspective.

₹75,000 have been distributed among the students as scholarships from Institutional Welfare fund.

Dr. Fulzele asked whether looking into the demand, are the requirements being met.

Dr. Patil informed the house that the assessment period for 2020-21 is from June 2020 to 31 December 2021. She also told that the ASARs of 5 years should be strong for maintaining the grade.

The next cycle would be from <sup>2016-17</sup>2017-18 to <sup>2020-21</sup>2021-22. (4 ASAR and 1 SSR).

She further mentioned that the college budget should have



provision for fund towards FDP, publications, etc. approved by CDC.  
1. Dr. Patil emphasised on establishment of Innovation Ecosystem where students would work on their research ideas.

### 3. ICT facilities

1. Dr. Patil informed that simply installing projector, does not make the room ICT enabled. Proper set up is needed. check for connectivity & Mgmt.

4. Dr. Patil asked the members to have regular meetings in the college for discussions on AGAR preparation.

5. Dr. Saha informed that Physics and Chemistry dept. are organizing International seminar. Botany dept is also planning a national seminar.

Dr. Deshpande asked to organize seminars for students.

Dr. Patil further emphasized that these activities should be conducted as IQR initiatives and should be student-centric.

6. Dr. Donthuwar informed the progress made so with regards to CRT and competitive exams. Dr. Patil informed that these courses should be of minimum 30 hours.

7. Dr. Donthuwar further told that the some companies like Niluwar lab, Mastersoft ERP would be conducting placement drives. They would also work for internships.

8. Dr. Deshpande proposed to initiate student projects for developing virtual lab in physics.

9. Dr. Donthuwar informed starting workshops by Dr. Meshram on LED bulbs, Dr. Phande on detergent production and course on solar energy

by Dr. Jorwami.

- Meeting ended with thanks and refreshment.

Jivan

Dr. Jeevan. R. Dontulwar  
IQAC Chairman and  
Principal

Rina

Dr. Rina Sopher  
IQAC Co-ordinator

### ATR of the IQAC meeting held on 04 December 2021

1. As per the feedback given by the students on curriculum in 2020-21, the college had applied for new courses/ additional subject, etc. Subsequently, the college has received approval from the Govt. of Maharashtra and the RTM Nagpur University, Nagpur in 2021-22 and the college has started offering these courses.
2. Short term courses of 30 hrs duration have been conducted.
3. The students were encouraged to appear for interviews conducted by Yalamanchili and Salesforce and few were appointed.
4. The proposal for providing seed money to Physics and Chemistry research laboratories has been accepted positively by the management and will be sanctioned soon.
5. Proposal for development of Innovation Ecosystem is under consideration by the management.
6. Students of Electronics department successfully organised a symposium.

Dr. Rina S. Saha  
IQAC coordinator



Dr. Jeevan R. Dontulwar  
Principal



Shri Mathuradas Mohota College of Science, Nagpur

Minutes of IQAC Meeting held on 18.02.2022

The meeting of IQAC was held on February 18, 2022 at 02:00 pm in IQAC room.

After welcome to the members, meeting was called to order. Ms. Dhanashree Shastrakar was selected as the student member and was welcomed to the meeting.

With reference to the agenda, the minutes are as under:

Sr. No.	Agenda	Minutes
1.	Confirmation of minutes	The minutes of previous IQAC meeting were confirmed. The progress regarding the same was put forth by Dr. J. R. Dontulwar.
2.	Approval & submission of AQAR	Dr. Dontulwar informed the house about preparations for AQAR, SSR and NAAC accreditation. Ms S. D. Khalatkar, Dr. N. V. Palande, Dr. V. V. Soman and Prof. M. G. Dhonde mentioned about the problems faced while collecting data from staff members. Dr. Soman further mentioned that teachers should follow the time schedule for submission of data and provide the data in the prescribed format only. Dr. Dontulwar informed about procurement of software developed by MasterSoft ERP for collecting data as per the NAAC format. Dr. Fulzele suggested that the mechanism for data collection should be simpler.
3.	Preparation of SSR for upcoming cycle	Dr. Dontulwar suggested postponing the NAAC peer team visit after 2023-24. Dr. Jyoti Patil informed the members that even if the visit is postponed the assessment period would not change.
4.	Implementation of academic calendar and academic monitoring	Dr. R. Saha informed that the academic calendar of the college is prepared but authorities face problem while implementing it. Dr. Patil informed that after designing of the academic calendar, its implementation should be looked after by the IQAC coordinator. Dr. D. Deshpande mentioned that for academic monitoring, Academic Audit should be done. Dr. Patil mentioned that the visit of university appointed LEC can also be considered for academic audit. Dr. Deshpande informed that the LEC visits the college only for non-grant courses and cannot conduct audit for grant-in-aid courses.
5.	Budgetary provision for expenditure on books and equipment	Dr. Dontulwar mentioned that Shri A. K. Gandhi, President, NSM has approved ₹ 2,00,000/- for books. Dr. Patil insisted on sanctioning a budget for sports and cultural achievers.
6.	Approval for holding cultural activities of students & welfare programme for Non-teaching staff	It was approved by all members to hold cultural activities for students. Dr. Dontulwar informed the members that three programmes must be organised for the non-teaching staff.

7.	Establishment of Institutional Animal Ethical Committee	It was approved by all members that IAEC should be established and the proposal would be forwarded to the CDC and then to Management. Dr. Palande informed the composition of IAEC and the financial implications also.
8.	P.G. students to be motivated for writing research paper while doing M.Sc. project	Dr. Fulzele informed that M.Sc. students are already publishing research papers. It was also discussed to increase research activities for students.
9.	Any other	<p>Ms. Shastrakar proposed that more academic activities should be organised for students. She also informed that the hygiene should be improved in the girls' washroom and common room.</p> <p>Dr. N. D. Meshram suggested the award of incentives in the form of financial assistance to teachers publishing papers. However, the members unanimously felt that every research cannot be looked through financial angle only. Dr. Soman suggested establishment of a new five-member committee under the chairmanship of Prof. Dhonde to submit a report on financial implications and assistance for research publications.</p> <p>Dr. Fulzele informed the members that Department of Botany is in need of a laboratory urgently for M.Sc. and it would be difficult to conduct classes from next session. This was accepted and the proposal would be forwarded to CDC and then to the Management.</p>



Dr. R. S. Saha  
IQAC Coordinator



Dr. J. R. Dontulwar  
Principal

**ATR of IQAC meeting held on 18 February 2022**

1. The principal conducted a meeting with the staff members to streamline the collection of data for AQAR of 2020-21.
2. The work for academic audit has been expedited.
3. Books have been purchased from the fund sanctioned.
4. The college has started the process for establishment of Institutional Animal Ethical Committee.



Dr. Rina S. Saha  
IQAC coordinator



Dr. Jeevan R. Dontulwar  
Principal





Nagpur Shikshan Mandal's

**SHRI MATHURADAS MOHOTA COLLEGE OF SCIENCE, NAGPUR**

Sakkardara Square, Umrer Road Nagpur- 440024

Tel. : 0712-2744992 Fax : 0712-2744992

E-Mail : mohotacollege@yahoo.co.in Website : www.mohotasci.edu.in

28/5/22

President  
Shri M. S. SHAH  
Tel: 2426883

Secretary  
DR. HARISH RATHI  
Tel: 9730037001

Principal  
DR. J. R. DONTULWAR  
Tel: 9890943225

Sr. No.	Name	Designation	Signature
1.	Dr. Harish Rathi	Secretary, NSM	
2.	Dr. J. R. Dontulwar	Chairman	
3.	Dr. A. A. Fulzele	Member	
4.	Dr. V. V. Soman	Member	
5.	Dr. U. R. Sonparote	Member	
6.	Dr. S. G. Goswami	Member	
7.	Dr. M. G. Dhonde	Member	
8.	Dr. N. D. Meshram	Member	
9.	Dr. N. V. Palande	Member	
10.	Ms. S. D. Khalatkar	Member	
11.	Shri S. L. Dande	Alumni representative	
12.	Ms. Dhanashree Shastrakar	Students representative	
13.	Dr. Jyoti Patil	Member	
14.	Dr. Dilip Deshpande	Member	
15.	Shri Shyam Didolkar	Member	
16.		Non teaching staff	
17.	Dr. Rina Saha	IQAC Coordinator	



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**SHRI MATHURADAS MOHOTA COLLEGE OF SCIENCE, NAGPUR**  
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02 June 2022

Discussions on the agenda of IQAC meeting held on 28.05.2022

1. The Chairman of IQAC - Principal Dr. J. R. Dontulwar welcomed all the members.
2. The IQAC coordinator Dr. Mrs. R. S. Saha read out the minutes of the last meeting and as there were no objections, the minutes were confirmed.
3. The compliance of the earlier IQAC meetings was read out by IQAC coordinator Dr. Mrs. R. S. Saha and it was decided to give an impetus to the issues discussed earlier like taking up the matter of pending civil and infrastructure development to the management through the secretary Dr. Harish Rathi. The shortcoming of classrooms was also discussed in the meeting.
4. The Alumni President Shri Satish Dande informed the Principal that as per the NAAC notification of 16 March 2022, written to All Higher Education Institutions there will be no extension provided to SSR and DVV submission by NAAC. Thus all IQAC members expressed their view that as our term for the 3<sup>rd</sup> cycle has expired in February 2022, it is mandatory for the institution to proceed to go for the accreditation process of 4<sup>th</sup> cycle.

However, the Principal Dr. J. R. Dontulwar said that as per that letter "no more extension is provided for submission of SSR and DVV for the institutions. All the higher education institutions have to submit the SSR within the stipulated time i.e., 45 days from the date of approval of IQA and the submission of DVV within 15 days from the date of clarification sent". He further said that there is no mention about the date of submission of



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- IIQA. The Secretary Dr. Harish Rathi was also view that that as there are many issues which need to be taken up so as to maintain 'A' grade acquired in the 3<sup>rd</sup> cycle, we should wait for some more time to go for the accreditation process.
5. The Principal was of the opinion that due to the pandemic many activities have been delayed. The college has to mainly work on infrastructure and it has to address many other issues in order to retain 'A' grade and hence it is not advisable to face NAAC before putting our house set right. He also informed that NAAC has given extension to many collages for the accreditation. So even we should apply for such extension.
  6. It was decided that from the academic session 2022-23, the report is to be submitted by each committee to the IQAC coordinator at the end of each academic year.
  7. It was proposed by Dr. Mrs U. R. Sonparote that there should be some lectures on stress management and gender equity for the students.
  8. Dr. M. G. Dhonde proposed to immediately take up the chemistry and physics laboratory development work.
  9. Principal Dr. J. R. Dontulwar said that it is essential to make all the class rooms ICT enabled with still stronger Wi-Fi connections. Even the PG class rooms should be Wi-Fi enabled.
  10. In order to enhance the employability of the students it was proposed by the Principal that the CRT classes will be conducted for all the students in the next academic session.
  11. It was decided to continue the IQAC student representative Miss Dhanashree Shastrakar, a student of M.Sc. SEM – II – Physics.
  12. It was further decided that no faculty will directly collect any money from the students for conduction of any department function. Whenever any amount is collected by the office, a proper receipt is given and hence there is lot accountability and faith of student in the





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- money collection process. For any student welfare function a pre-sanction must be obtained from the Principal and the management with pre-intimation to the IQAC coordinator.
13. As the superintendent and office representative in IQAC, Shri S. K. Dhote was to superannuate on 31 May 2022, all other IQAC members appreciated his services and wished him a good luck for his retired life.
14. The IQAC coordinator thanked all the members for their valuable inputs and attending the meeting.

Dr. J. R. Dontulwar  
Principal

Dr. R.S. Saha  
IQAC coordinator

**ATR of IQAC meeting held on 28 May 2022**

1. The college had applied for extension for reaccreditation process and received a letter from NAAC, Bangalore regarding the same.
2. A talk on '*Beti Bachao, Beti Padhao*' was planned.
3. The civil work for development and maintenance of Chemistry and Physics laboratories is completed.
4. With the aim of making all classrooms ICT enabled, the college has procured LCD projectors and has completed installation of the same in some classrooms.
5. CRT classes were successfully conducted at the commencement of the session 2022-23 for UG and PG students.

Dr. Rina S. Saha  
IQAC coordinator



Dr. Jeevan R. Dontulwar  
Principal



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President  
**SHRI MOHIT SHAH**  
Tel: 9373985046

Secretary  
**DR. HARISH RATHI**  
Tel: 9730037001

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Tel: 9890943225

13.06.2022

### Details of IQAC Meeting and ATR: Meeting 1

IQAC meeting 17 June 2020

#### DISCUSSIONS

1. Principal Dr. J. R. Dontulwar instructed that in view of the online activities, website must be updated with news and notices on an urgent basis.
2. Dr. M. G. Dhonde proposed to conduct practical classes / experiments in online mode.
3. The Chairperson of admission committee, Dr. Mrs R.S. Saha suggested that new admission committee should be formed and it should start working immediately after XII Board results.
4. She further proposed that the prospectus of new academic session 2020-21 should be updated and should be ready before the commencement admissions.
5. The Principal insisted that each faculty should submit Annual Self Appraisal Report (ASAR) and Confidential Report (CR) in June every year.
6. The Principal proposed that AAA recommendations should be implemented.
7. It was thought that the expansion of rain-water harvesting system should be taken up.
8. It was discussed that interactions with industries, scientific labs and other institutions should be increased with MOUs for the benefit of the students and the staff.

#### ATR

1. Some faculties were trained to look after the website up-dation so that the students were well informed on top priority.
2. Views of conducting online classes were taken and it was communicated to the teachers that they should explain the experiments with the help of you tube demonstrations or virtual laboratory experiments.
3. The committee for admissions was formed and the work was explained by the chairperson of admissions committee.
4. The prospectus and form for online admissions was modified and checked by the chairperson of admissions committee.
5. Each faculty submitted ASAR and CR and the HODs were instructed to follow it in every June first week.





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6. All the department heads were explained the AAA recommendations and were asked to implement them.
7. The proposal to expand the rain-water harvesting system was sent to the management.
8. MOUs with two organizations were signed.

Following members were present:

1. Dr. Harish Rathi
2. Dr. J. R. Dontulwar
3. Dr. Mrs. R. S. Saha
4. Dr. A.A. Fulzele
5. Dr. M.G. Dhonde
6. Dr. Mrs. U. R. Sonparote
7. Dr. Satish Goswami
8. Dr. J.A. Janbandhu
9. Mr. S. Dhote

*[Handwritten signatures of the listed members]*



*Jivan*  
Principal  
S.M.M. College of Science  
Nagpur



*Jivan*  
Principal  
S.M.M. College of Science  
Nagpur



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## Details of IQAC Meeting and ATR: Meeting 2

13.06.2022

### ***IQAC meeting on 09.09.2020***

#### FINAL CONCLUSIONS / DISCUSSIONS

1. Vice Principal and IQAC coordinator Dr. Mrs R.S. Saha suggested that proposals for CAS should be forwarded through IQAC.
2. The Principal proposed that socio - economic activities should be initiated and implemented.
3. AMC for computer maintenance, plumbing, gardening, etc. should be implemented.
4. Dr. M. G. Dhonde proposed that 'green audit' should be conducted every year.
5. The Principal proposed that proposals should be formulated to start new courses and subsequent necessary procedures should be carried out.
6. The work of civil construction work and fire extinguishing system should be expedited.
7. It was proposed to conduct conference / workshop / symposium in offline mode be conducted after Covid-19 decline.
8. It was decided to include new members in the IQAC: Dr. V. V. Soman, Dr. N. V. Palande, Ms. S.D. Khalatkar and Dr. N. D. Meshram

#### ATR

1. The faculties forwarded CAS proposals through IQAC.
2. It was agreed to distribute scholarships through Institutional Welfare fund.
3. It was agreed to have AMCs and the necessary approval is to be obtained from the management.
4. The Environment Protection cell of the college was given the task and plan to carry out for the green audit.
5. It was decided to introduce courses like BCA, B.Sc. (IT), etc. in the college in a phased manner.
6. It was reviewed about the progress of office, principals office, toilet block, additional rooms, fire extinguishing system and the necessary proposal was sent to the management.
7. All the department heads were informed that conference / workshop / symposium in offline mode should be conducted after Covid-19 decline. They should keep a proposal ready.
8. The proposal to accept new four members was accepted and it was decided to invite them from the next meeting.



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Tel: 9890943225

Following members were present:

1. Dr. Harish Rathi

2. Dr. J. R. Dontulwar

3. Dr. Mrs. R. S. Saha

4. Dr. M.G. Dhonde

5. Dr. Mrs. U. R. Sonparote

6. Dr. A.A. Fulzele

7. Dr. J.A. Janbandhu

8. Dr. Satish Goswami

9. Mr. Sheshrao Dhote



Principal  
S.M.M. College of Science  
Nagpur



Principal  
S.M.M. College of Science  
Nagpur





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President  
**SHRI MOHIT SHAH**  
Tel: 9373985046

Secretary  
**DR. HARISH RATHI**  
Tel: 9730037001

Principal  
**DR. J.R. DONTULWAR**  
Tel: 9890943225

### Details of IQAC Meeting and ATR: Meeting 3

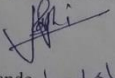
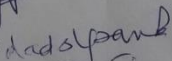
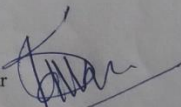

13.06.2022

#### **IQAC meeting 10 October 2020**

##### Final Conclusions/ Discussions

1. Induction of new members, namely, Dr. V. V. Soman, Dr. N. D. Meshram, Ms. S. D. Khalatkar and Dr. N. V. Palande into the IQAC.
2. Dr. V. V. Soman was given responsibility to work as the NAAC coordinator.
3. Principal informed all the members that the AAA of the institution has been completed and the same procedure would be continued in the subsequent academic years.
4. Principal informed all the members that an action plan has been designed considering NAAC SoPs and the academic calendar of the college and the university and the same has been submitted to the management for approval and necessary action.
5. Financial implications of infrastructural developments as per action plan were discussed and also various ways were discussed to generate funds to meet the expenses.
6. Dr. Didolkar offered to take 5 students per year as trainees.
7. Dr. Saha and Dr. Dontulwar informed all the members about academic activities conducted in the institution, like CRT, Soft Skill Development workshop, etc. Also the information was shared about the co-curricular activities performed by the stakeholders of the institute with support from agencies like the Rotary Club, Nagpur.
8. It was proposed that applications should be made for additional courses, sections and subjects. These were as follows:
  - i. Additional sections: BSc, MSc Chemistry and MSc Mathematics
  - ii. Additional subject: BSc Microbiology with Botany and Zoology
  - iii. Additional courses: BCA, BSc IT and MSc Computer Science
9. Plan for expansion of ICT enabled rooms was put forth and forwarded to the management through Dr. Rathi.
10. A forum should be formed to communicate about internships, employment opportunities and institute-industry interactions.

Following members were present for the meeting.

1. Dr. Harish Rathi 
2. Dr. D. A. Deshpande 
3. Shri. Shyam Didolkar 
4. Dr. J.R. Dontulwar 



Nagpur Shikshan Mandal's  
**SHRI MATHURADAS MOHOTA COLLEGE OF SCIENCE, NAGPUR**  
Sakkardara Square, Umrer Road Nagpur- 440024  
Tel. : 0712-2744992 Fax : 0712-2744992  
E-Mail : [mohotacollege@yahoo.co.in](mailto:mohotacollege@yahoo.co.in) Website : [www.mohotasci.edu.in](http://www.mohotasci.edu.in)

President  
**SHRI MOHIT SHAH**  
Tel: 9373985046

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**DR. HARISH RATHI**  
Tel: 9730037001

Principal  
**DR. J.R. DONTULWAR**  
Tel: 9890943225

5. Dr. R.S. Saha

6. Mr. S. L. Dande

7. Dr. M. G. Dhonde

8. Dr. AA Fulzele

9. Dr. S. G. Goswami

10. Dr. U.R. Sonparote

11. Dr. N. Meshram

12. Dr. N. V. Palande

13. Ms. S. D. Khalatkar

14. Mr. Sheshrao Dhote

15. Mr. S. Dhote

ATR

1. Dr. Soman accepted the responsibility and started working as the NAAC coordinator.
2. Procedure for AAA was initiated for the academic year 2019-20.
3. After detailed discussion with the members of the management, the management approved the action plan and assured to help in all regards.
4. Applications were made for getting approval for starting new courses, additional sections and subject which were decided in the IQAC meeting.
5. Proposals were submitted for getting recognition for the Place for Higher Learning and Research in Zoology and Botany.
6. CRT has now been offered to all interested students of UG and PG
7. The management has given permission to increase the number of ICT enabled rooms and the college administration has started the procedure for the same and the work is expected to be completed in January 2022.



*Jivan*  
Principal  
S.M.M. College of Science  
Nagpur



*Jivan*  
Principal  
S.M.M. College of Science  
Nagpur



Nagpur Shikshan Mandal's  
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President  
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Tel: 9373985046

Secretary  
**DR. HARISH RATHI**  
Tel: 9730037001

Principal  
**DR. J.R. DONTULWAR**  
Tel: 9890943225

### Details of IQAC Meeting and ATR: Meeting 4

13.06.2022

#### **IQAC meeting 28 May 2021 (Online)**

##### Final Conclusions/ Discussions

1. It was suggested and approved that the contact information of mentors should be displayed on the college website.
2. It was suggested that the memorandum of assessment/ internal evaluation should be displayed on the website for students for them to have clarity of their assessment. Further, it was decided that the unit tests for all subjects should be incorporated in the academic calendar itself.
3. It was proposed and approved that the software packages for examinations, attendance, etc. should be procured from the MasterSoft ERP Solutions Pvt. Ltd.
4. It was decided to have online feedback and grievance portal and be displayed on the college website.
5. To answer the queries of members and the parents about the attendance of students for classes, the principal informed that the online attendance application will soon be made available and then monthly reports can be submitted to the office.
6. It was decided to implement mentor-mentee scheme more effectively with more active participation of parents through PTMs, identifying slow and advanced learners and catering to their needs differently, etc.
7. It was suggested that the programmes conducted by various cells like Women's cell, Environment Protection Cell, etc. should be rationally increased. Programmes on gender equity and sensitization should be effectively conducted. Also programmes like guest lectures on Intellectual property rights, etc. should be organized more frequently for value addition.
8. All the members agreed to the fact that e-Library should be expanded and optimum automation should be brought in the day to day functioning. Further, it was decided that the literature should be made available to the students through an online platform.
9. It was brought to the notice that some of the students have worked as COVID warriors/ volunteers. It was appreciated and decided that formal letters of appreciation should be sent to such students.






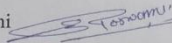
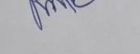
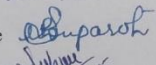
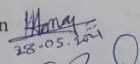
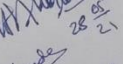
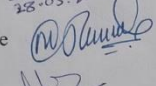
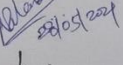


Nagpur Shikshan Mandal's  
**SHRI MATHURADAS MOHOTA COLLEGE OF SCIENCE, NAGPUR**  
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President  
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Tel: 9373985046

Secretary  
**DR. HARISH RATHI**  
Tel: 9730037001

Principal  
**DR. J.R. DONTULWAR**  
Tel: 9890943225


Following members were present for the meeting.

- |                        |   |                          |   |
|------------------------|---|--------------------------|---|
| 1. Dr. J. R. Dontulwar |  | 6. Dr. Satish G. Goswami |  |
| 2. Dr. Mrs. R. Saha    |  | 7. Dr. Mrs. U. Sonparote |  |
| 3. Dr. Vijay V. Soman  |  | 8. Dr. N. D. Meshram     |  |
| 4. Prof. M. G. Dhonde  |  | 9. Dr. N. V. Palande     |  |
| 5. Dr. A. A. Fulzele   |  | 10. Ms. S. D. Khalatkar  |  |


ATR

1. The information of mentors has been displayed on the college website and the contact information of all the permanent staff members has also been displayed on the website, however, this information is available on the respective department's individual page.
2. Unit tests have been incorporated in the academic calendar. The memorandum of assessment is being prepared and will soon be uploaded for students.
3. Necessary software packages have been procured from MasterSoft ERP Solutions Pvt. Ltd.; that includes proctored examinations, online attendance through mobile application, etc.
4. Online feedback and grievance portal have been made available to all the stakeholders through the college website.
5. The college has formed a channel for collection of information about classes, attendance of students on daily basis.
6. More interactive PTMs have been conducted with inclusion of the principal and vice-principal. Implementation of Mentor-Mentee Scheme has been made more effective to cope up with online mode of communication.
7. Various programmes have been conducted through various cells and committees.
8. The process of development of e-Library is underway and will soon be completed.
9. COVID volunteers have been duly appreciated.



  
Principal  
S.M.M. College of Science  
Nagpur



  
Principal  
S.M.M. College of Science  
Nagpur

**IQAC meeting on 9 July 2019**

To,

Respected Sir / Madam,

You are requested to attend the meeting of IQAC scheduled to be held on 9<sup>th</sup> July 2019 at 3 pm in IQAC room.

**AGENDA:**

- Discussion on need to improve college website design by a new vendor as there is requirement for updating to powerful, well designed and customizable that can be easily administered by students and staff.
- Discussion on the activities to be conducted in college to address welfare issues for students, teachers, and nonteaching staff.
- Discussion on the appointment of approved faculties for PG courses and non-grant courses.
- Finalization of dates and committee for submission of criterion of AQAR for the year 2018-19.



Dr. Mrs. R. S. Saha  
Coordinator  
IQAC  
S. M. Mohota Sci. College Nagpur

**IQAC meeting held on 31 Oct. 2019**

To,  
Respected siri madam

You are requested to attend the meeting of IQAC scheduled to be held on 31<sup>st</sup> October 2019 at 10:30 am. in IQAC room for discussing the planning on organising IQAC National Seminar to go smoothly with a proper team in place and this basic framework.



**IQAC COORDINATOR**

Dr. Mrs. R. S. Saha  
Coordinator  
IQAC  
S. N. Mahanta Sa. College Assam



Members who attended the meeting :

1. Dr. J.N. Ramteke Chairman (Off. Principal)
2. Dr. R.S. saha IQAC Coordinato
3. Dr. A.S. Muktibodh Mgmt. Nominee member
4. Dr. A. A. Fulzele Member
5. Dr. J. A. Janbandhu Member
6. Dr. U.R. Sonparote Member
7. Dr. S.G. Goswami Member
8. Dr. M.G. Dhonde Member

Minutes of meeting held on 31<sup>st</sup> October 2019 at 10:30 am.

For planning of national IQAC seminar event planning to manage it in an organized way Organising team and different leaders were delegated responsibilities to handle the logistical and larger details such as budget, catering, attendance, etc, only staff members of college in IQAC were expected to attend this preparatory meeting.

Committee were specified with duties

- Maintaining event budget
- Printing of seminar brochure, registration forms etc  
Managing food, tea (if needed)
- Overseeing each committee and their meetings
- Securing speakers, papers, etc.
- Building out a detailed agenda and run-of-show
- Creating a promotion schedule
- Setting up and managing online event registration
- Technology and electronic support committee Sourcing all equipment and systems
- Attendee registration, certificate distribution committee.


It is known that, NAAC provides financial assistance of Rs.75,000 for 2-day Seminar that to after the event is done, so It was also decided to request and apply for advance to Seminar Fund from management.

It was suggested to seek collaboration from IQAC of RTM Nagpur university to bring higher importance to the event and write letter to Vice chancellor and coordinator of RTM Nagpur University

Various committees with enthusiastic staff were formed for administration properly

  
Dr. Mrs. R. S. Saha  
Coordinator  
IQAC  
S. N. Nehru Sci. College Nagpur

IQAC meeting held on 07 Dec. 2019

  
Nagpur - Chikamgarh Mandal's  
**SHRI MATHURADAS MOHOTA COLLEGE OF SCIENCE**  
Contact No. Nagpur-442 009 Tel. 0712-2748992 Fax : 0712-2748992  
Email : mathuradascollege@vsnl.com Website : www.mathuradas.edu.in

President <b>A.K. GANDHI</b> Tel. 225003, 831300	Secretary Dr. <b>HARISH RATHI</b> Mob. 9720037038	Off. Principal Dr. <b>J.N. RAMTEKE</b> Mob. 971187401
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No. **P/M/C/AR-352/19** Date: **2/11/19**


To,  
Respected Sir/Madam,

You are requested to attend the meeting of IQAC scheduled to be held on **07<sup>th</sup> Dec 2019 Saturday 2019** at **03.00 pm** in IQAC room.

**Agenda**

- ✓ To start the academic and administrative audit by the end of session (April 2020).
- ✓ To resolve the issue of remuneration of contributory teachers (UG & PG) due since last two years.
- ✓ To discuss preparation for IQAC National Seminar to be held on 13 & 14 December 2019\*
- ✓ Asking proposal of approximately Rs. 1 lakh advance for necessary preparation for National Seminar.
- ✓ Information regarding Notice of L. E. C. meeting by the University.
- ✓ Procedure for appointment of PG Teachers as per University notice.
- ✓ Any other matter with permission of the chair.

Date \_\_\_\_\_

  
Dr. **Mrs. R. S. Salia**  
Coordinator  
IQAC  
S. M. Mohota College of Science

Dr. **Ant. R. S. Salia**  
IQAC Coordinator

*Dr. M. S. Salia*

Dr. M. S. Salia is a member of the Board of Directors of the Government of Maharashtra.



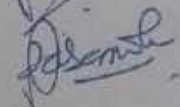


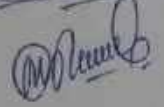
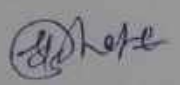
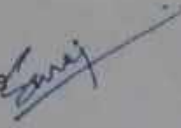
### Minutes of the meeting held on 7<sup>th</sup> December

After Welcome to members meeting was called to order, the quorum was established.

All members of IQAC were present along with of staff members of the college.

After Welcome to members meeting was called to order, the quorum was established.

Members who attended the meeting:

1. Dr.J.N. Ramteke Chairman( Off Principal) 
2. Dr Dilip Deshpande Advisor
3. Dr A. S. Muktibodh Mgmt. Nominee member
4. Dr.A.A. Fulzele Member 
5. Dr.J.A. Janbandhu Member 
6. Dr.U.R. Sonparote Member 
7. Dr. S.G. Goswami Member 
8. Dr M.G. Dhonde Member 
9. Shri S.K. Dhote Member 
10. Mr.Suraj Sing Gahlod Students Representative 

The agenda of the meeting was discussion regarding the letter received from University to conduct Academic Audit by the end of the session 2020.



**IQAC meeting held on 17 March 2020**

IQAC Meeting Notice

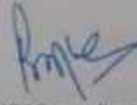
12.03.2020

To,

Respected Sir / Madam,

You are requested to attend the meeting of IQAC on 18 March 2020 at 3.00 PM in IQAC room.

The meeting for the discussion of submission of AQAR in the proper format and to conduct the classes and completion of courses in view of possibility of restrictions likely to be imposed on the attendance of students due to the COVID 19.



IQAC coordinator

(Dr. Mrs. R.S. Saha)

**Dr. Mrs. R. S. Saha**  
Coordinator  
IQAC  
S. M. Mehota So. College Nagpur

Minutes of the meeting held on 17.03.2020

In view of the Covid-19 restrictions implemented by the local authorities, the meeting was postponed to 17.03.2020.

The IQAC members discussed following issues.

1. All the HODs should communicate to the staff that in these uncertain moments, everyone should complete the academics and syllabus and give notes of the remaining syllabus well in time to the students through any online mode like Google classroom, whats App, email, etc. They should also provide question bank, links of various educational online videos.
2. Teachers should explore about the availability of paid / free online platforms any other modes to conduct the classes.
3. It was also proposed to again start the CRT classes of M.Sc. students at the earliest which were suspended in the first week of March 2020.
4. For the benefit of B.Sc. final students a lecture module 'Self Development for Career Development (SDCD)' should be planned and initiated.
5. The progress of various criterions of AQAR was also discussed.
6. The IQAC criterion in-charges should complete the given work within time limits and as per the NAAC requirements.

IQAC coordinator Dr. Saha proposed a vote of thanks to the following members who were present in the meeting.

1. Dr. J. R. Dantulwar - Chairman and principal 
2. Dr. Mrs. R.S. Saha - IQAC Coordinator and Vice Principal 
3. Dr. A. A. Fulzele - Member 
4. Dr. J. A. Janbandhu - Member 
5. Dr. U. R. Sonparote - Member 
6. Dr. S.G. Goswami - Member 
7. Dr. M.G. Dhonde - Member 
8. Shri S. K. Dhote - Member - College Superintendent 

Dr. Mrs. R.S. Saha  
IQAC Coordinator


  
Dr. Mrs. R. S. Saha  
Coordinator  
IQAC  
B. S. P. College, Nagpur

## ACTION TAKEN REPORTS - 4

### Action Taken Report - IQAC meeting on 9 July 2019

1. The work of development of website and to make it user friendly was undertaken on priority. A committee was formed to look into it. A faculty member was assigned the work to maintain daily updation and to keep the website dynamic.
2. It was discussed with the staff to conduct students awareness programme on research methodology and plagiarism, women empowerment, a seminar on NAAC related issues, etc. and on the basis of the inputs programme details were chalked out.
3. An advertisement of posts was published in local news papers to get more and higher qualified candidates.
4. The criterion wise AQAR work was distributed to various committees.


  
Off. Principal  
S. M. M. College of Science,  
Nagpur

  
IQAC Coordinator  
S. M. M. College of Science,  
Nagpur  
Dr. R. S. Datta  
Coordinator  
IQAC  
S. M. M. College of Science Nagpur

Action Taken Report of the IQAC meeting held on 31 Oct. 2019

1. To conduct NAAC Sponsored National Seminar on 'Teaching, Learning, Evaluation and best practices' on 13 and 14 Dec. 2019, detailed time schedule of this national seminar was made.
2. The detailed budget allocation was decided.
3. Formation of various committees was carried out.
4. Method of publicity of event and protocol of the event was decided.

  
Off. Principal  
S. M. M. College of Science,  
Nagpur  
S. M. M. College of Science  
Nagpur

  
Dr. Mrs. R. S. Saha  
Coordinator  
IQAC,  
S. M. Monota College of Science,  
Nagpur



ATR - IQAC meeting held on 07 Dec. 2019

1. The enquiry was made to find out UGC approved auditors.
2. The issue of salary of contributory teachers was resolved.
3. Detailed discussion on the preparations of NAAC Sponsored National Seminar on 'Teaching, Learning, Evaluation and best practices' on 13 and 14 Dec. 2019 was made by IQAC coordinator.
4. The HODs were informed to be prepared for the forthcoming IEC committee visit.
5. The proposal for the appointment of PG teachers was sent so as to get the NOC.


  
Off. Principal  
S. M. M. College of Science,  
Nagpur  
S.M.M. College of Science  
Nagpur

  
IQAC Coordinator  
S. M. M. College of Science,  
Nagpur  
S. M. Mohata Sci. College Nagpur

ATR - IQAC meeting held on 17 March 2020

1. All the HODs were informed that they should communicate to the staff about the likely hood of shut down of college for quite a long time in view of Covid -19 pandemic. The HODs had informed that all the teachers should conduct classes and complete the course in the best possible way in an online mode and accordingly teachers completed the courses.
2. Few purchases were made to facilitate the conduction of online classes.
3. The teachers had conducted exams in an online mode also.
4. The training and placement committee completed the work of conduction of CRT and SOCD classes in an online mode.
5. The status of the preparation of AQAR was also taken into account.

  
Principal  
S. M. M. College of Science,  
Nagpur

  
Dr. Mrs. R. S. Salia  
Coordinator  
IQAC  
S. M. M. College of Science,  
Nagpur

**SHRI MATHURADAS MOHOTA COLLEGE OF SCIENCE,**  
**NAGPUR**

Date : 02-07-2018

To,  
Respected sir/ madam

You are requested to attend the meeting of IQAC scheduled to be held on 13<sup>th</sup> July 2018 at 3 pm in IQAC room.

Agenda :

- Discussion on academic calendar, beginning of short term courses.
- Discussion on renewed proposal for financial assistance to organize National Seminar.
- Finalization of dates and committee for organising seminar.
- Estimates of expenditure.

IQAC Coordinator

Dr. Mrs Rina Saha

  
Dr. Mrs. R. S. Saha  
Coordinator  
IQAC  
S. M. Mohota Sci. College Nagpur

**SHRI MATHURADAS MOHOTA COLLEGE OF SCIENCE , Nagpur**

Minutes of IQAC Meeting held on 13/07/ 18 in IQAC hall:

**Welcome to members**


Meeting was called to order , the quorum was established.

Attendees present were Dr H. N Rathil Dr Dilip Deshpande Dr A. S. Muktibodh Dr S. G. Charalwar Dr R. P, Deshpande Dr A. A. Fulzele , Dr U. R. Sonparote, Dr. S. G. Goswami Dr J. A. Janbandhu Dr M.G. Dhonde Shri S.K. Dhote and Dr Rina Saha

Absent: Shri S. L. Dande and Shri Sham Didolkar and Shri Devendra Dasture.

**Approval of minutes of last meeting.**

- On discussion on academic calendar, it was suggested that it should focus on development and application of quality benchmarks/parameters for various academic and administrative activities of the institution; Development of Quality Culture in the institution; should be taken in consideration.  
Regarding short term courses and bridge course , it was suggested that this courses should
- Build on research skills of faculty and initiate the spirit of research amongst students
- Develop professional ethics amongst the students
- Dr Dilip Deshpande suggested that there should be a policy for Quality enhancement of teaching learning in which priorities should be given to the supplementary use of ICT instead of Blackboard chalk based method of learning, He further added that students should be motivated to publish their work.
- Discussion on renewed proposal for financial assistance to organize National Seminar.was done , various committees for
- Finalization of dates and committee for organising seminar were made
- Estimates of expenditure was taken by members.
- Meeting concluded with vote of thanks.

  
**IQAC Coordinator**  
**Dr. Rina Saha**  
Dr. Mrs. R. S. Saha  
Coordinator  
IQAC  
S. M. Mohota Sci. College Nagpur



SHRI MATHURADAS MOHOTA COLLEGE OF SCIENCE,  
NAGPUR

Date : 20-07-2018

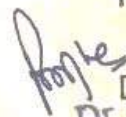
To,  
Respected sir/ madam

You are requested to attend the meeting of IQAC scheduled to be held on 8<sup>th</sup> August 2018 at 3 pm in IQAC room.

Agenda :

- Confirmation of action plan for the new session.
  - To conduct value added courses imparting life skills.
- Suggestion for institutional CSR fund.

IQAC Coordinator



Dr. Mrs. Rina Saha  
Coordinator  
IQAC

S. K. Mohota Sc. College Nagpur

**SHRI MATHURADAS MOHOTA COLLEGE OF SCIENCE NAGPUR**

Minutes of IQAC Meeting held on 08/08/ 2018 in IQAC hall.

After Welcome to members meeting was called to order, the quorum was established.

Attendees present were only staff of the college Dr S. G. Charalwar, Dr A. A. Fulzele , Dr U. R. Sonparote, Dr. S. G. Goswami Dr J. A. Janbandhu Dr M.G. Dhonde Shri S.K. Dhote.

- On the agenda of Confirmation of action plan for the new session, suggestion to organize the conference/ /workshop guest Lectures was given by the forum
- To conduct value added courses imparting life skills. suggestion for raising institutional CSR fund was given
- HODs and PG coordinators were advised to organize excursion- Study tour or industrial visit for UG and PG students. And also to conduct academic extension activities.
- Meeting was concluded by proposing vote of thanks and taking assurance from members to take the follow up.



**IQAC Coordinator**

**Dr. Rina Saha**

Dr. Mrs. R. Saha  
Coordinator  
IQAC  
Shri Mathuradas Mohota College Nagpur

**SHRI MATHURADAS MOHOTA COLLEGE OF SCIENCE, NAGPUR**

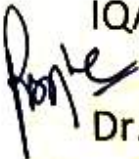
Date : 08-02-2019

To,  
Respected sir/ madam

You are requested to attend the meeting of IQAC scheduled to be held on 18<sup>th</sup> February 2019 at 3 pm in IQAC room.

Agenda :

To arrange and make preparations for interactive seminar to be held on IQAC related aspects under the guidance of Dr Dharmadhikari from Pune.

  
IQAC Coordinator  
Dr. Mrs Rina Saha  
Dr. Mrs. R. S. Saha  
Coordinator  
IQAC  
S. M. Mohota Sci. College Nagpur

SHRI MATHURADAS MOHOTA COLLEGE OF SCIENCE,  
NAGPUR

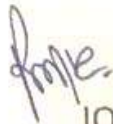
Date : 18-04-2019

To,  
Respected sir/ madam

You are requested to attend the meeting of IQAC scheduled to be held on 30<sup>th</sup> April 2019 at 3 pm in IQAC room.

Agenda :

- Provision for non grant courses.
  - Budget provision for research
  - Alumni association office
  - Construction of classrooms.
  - Appointment of approved teachers and non teaching staff for all non grant courses
  - Memorandum of understanding with Q-varsity for many new digital courses like artificial intelligence.
- Farewell to chairman of IQAC and outgoing principal.

  
IQAC Coordinator  
Dr. Mrs. R. S. Saha  
Coordinator  
IQAC  
S. M. Mohota Sci. College Nagpur



**SHRI MATHURADAS MOHOTA COLLEGE OF SCIENCE NAGPUR**

Minutes of IQAC Meeting held on 30/04 2019 in IQAC hall.

After Welcome to members meeting was called to order, the quorum was established.

All members of IQAC were present along with of staff members of the college.

After Welcome to members meeting was called to order, the quorum was established.

For the IQAC meeting which was called on 18th February for the preparation of the event of 20th Feb,

House was communicated about the event held on Feb 20th. Which was graced by Dr Dharmadhikari was very much fruitful.

- On the agenda of provision for non grant courses budget provision for research, Chairman suggested to prepare proper plan considering the objective.
- Till making provision of Alumni association office, the meetings should be organized in IQAC room was suggested.
- Tender from agencies to be called was finalized, for Construction of classrooms .
- Principal was advised to take required steps for appointment of approved teachers and non teaching staff for all non grant courses
- Memorandum of understanding with Q-varsity for many new digital courses like artificial intelligence was made.
- It followed with formal Farewell to chairman of IQAC and outgoing principal.



**IQAC Coordinator**

**Dr. Rina Saha**

Dr. Mrs. R. S. Saha  
Coordinator  
IQAC

S. M. Mohota Sci. College Nagpur

# SHRI MATHURADAS MOHOTA COLLEGE OF SCIENCE, NAGPUR

Minutes of IQAC held on 16 December 2017

A meeting of the IQAC was called to discuss the points suggested as per new guidelines at 11.30 am in the principal's office on 16 December 2017.

Following members were present for the meeting:

Dr. S. G. Charalwar

Dr. R. S. Saha

Dr. M. G. Dhonde

Dr. A. A. Fulzele

Dr. S. G. Goswami

Dr. U. R. Sonparate

Following member did not attend the meeting:

Dr. Janbandhu

Business transacted:

1. It was discussed that the departments should send the activities undertaken by the teachers of the departments with necessary evidences like photographs and certificates of participation, etc.
2. It was decided that the committees should be formed for effective organization of IQAC seminar.
3. It was decided that every program planned during the session or the year should be implemented by the departments and then next year the number of activities should be increased with suitable modifications or inclusion of topics contemporary with the scenario.
4. Criterion wise committees should be formed for preparation of AQAR.
5. As the short term, bridge courses are run for Semester I, training programmes and certificate courses for other BSc and PG students should be organized. Coaching for NET, SET, MPSC, etc. examinations should be organized.



Dr. Rina S. Saha

IQAC coordinator and Vice-principal

**SHRI MATHURADAS MOHOTA COLLEGE OF SCIENCE, NAGPUR**  
ATR of IQAC Meeting held on 16<sup>th</sup> December 2017

1. The HoDs were asked to submit the annual reports at the end of every year.
2. The teachers have been asked to implement programmes planned at the beginning of the session effectively and plan the events in the next session in such a way that the growth of the institution is evident.
3. The IQAC members have been given the responsibility of individual criterion for filing of AQAR of 2017-18.
4. A few workshops and certificate courses were planned for implementation during 2018-19.



Dr. Rina S. Saha  
IQAC coordinator and Vice-Principal

# SHRI MATHURADAS MOHOTA COLLEGE OF SCIENCE, NAGPUR

## Minutes of IQAC held on 27 March 2018

A meeting of the IQAC was called at 3 pm in the IQAC room on 27 March 2018.

Following members were present for the meeting:

Dr. H. N. Rathi	Dr. M. G. Dhonde
Dr. Dilip Deshpande	Dr. A. A. Fulzele
Dr. S. G. Charalwar	Dr. S. G. Goswami
Dr. R. S. Saha	Dr. U. R. Sonparote
Dr. A. S. Muktibodh	Dr. J. A. Janbandhu

Business transacted:

1. Dr. Rina Saha informed the members that the NAAC has been emphasizing on student centric approach for teaching-learning and the outcome of the assessments,
2. She further informed that the Academic Audit should be carried out by external agencies.
3. Dr. Charalwar informed that the NAAC is also stressing upon
  - i. Value Added Courses
  - ii. Skill Development
  - iii. Short term courses
  - iv. Personal care of the students
  - v. Monitoring students
  - vi. Mentor-Mentee Scheme
  - vii. Quality of education
  - viii. Appointment of sufficient number of regular teachers.
4. Dr. Dilip Deshpande suggested that there should be policy for quality enhancement in which priorities should be given to –
  - i. Different methods of teaching
  - ii. Use of ICT, animations, smart-boards, projectors, computers, etc.
5. Dr. Rathi proposed that there should be formation of WhatsApp group for effective communication between students and teachers.
6. Dr. Rathi informed that the sanction plan for construction of four rooms has been submitted.

The meeting concluded with the permission of the chair.



Dr. Rina S. Saha  
IQAC coordinator and Vice-principal

## ATR for IQAC meetings held on 27.03.2018

1. The policy and format of AAA was accepted and it was decided to implement the same from next academic session.
2. It was decided to continue with the short term courses like Mushroom Cultivation, Sericulture, Soil testing, etc. from next session with necessary modifications and such short term courses were conducted.
3. The policy of monitoring committee of teachers, teacher-guardian scheme should be continued to be implemented to improve academics and discipline at all levels.
4. It was proposed to enhance the use of ICT based teaching - learning activity and it was observed that the teachers are making the use of the ICT facilities.
5. As per proposal, various subject and batch wise WhatsApp groups of students and teachers were formed for quick communication and guidance.



Dr. Mrs. R. S. Saha

IQAC Coordinator and Vice-Principal



## SHRI MATHURADAS MOHOTA COLLEGE OF SCIENCE, NAGPUR

Minutes of IQAC Meeting held on 27<sup>th</sup> April 2018 in IQAC hall.

Members were welcomed.

The quorum was established and the meeting was called to order.

Following members were present:

Dr. H. N. Rathi	Dr. Dilip Deshpande	Dr. A. A. Fulzele
Dr. A. S. Muktibodh	Dr. U. R. Sonparote	Dr. M. G. Dhonde
Dr. S. G. Charalwar	Dr. S. G. Goswami	Shri S. K. Dhote
Dr. R. P. Deshpande	Dr. J. A. Janbandhu	Dr. R. S. Saha

Following members were absent with intimation:

Shri S. L. Dande, Shri Shyam Didolkar and Shri Devendra Dasture

Business transacted:

1. Confirmation of minutes of the last meeting
2. The dates of one day seminar of IQAC were discussed.
3. Dr. Deshpande suggested that initially a brain storming session should be organised for the college staff to decide the policies and practices for quality teaching.
4. Dr. R. S. Saha, Coordinator IQAC informed the house that as per new guidelines prescribed by NAAC, more focus will be on students satisfaction survey and outcome based education. It was decided that every teacher will maintain students' attendance, classroom teaching and course completion.
5. Dr. Charalwar highlighted the suggestions by the NAAC committee with particular stress upon the Value added courses and Skill development amongst the students.
6. Dr. Charalwar further suggested that the academic audit should be conducted by an external agency so that the courses run by the institute have a higher credibility.
7. Dr. Charalwar informed that necessary formalities of women's hostel of our college have been completed. Dr. Deshpande enquired about the availability of resident warden's quarter in the building.
8. Dr. Goswami suggested to appoint class teachers in-charge for attendance verification and Dr. Rathi asked to form groups of parents on social media to maintain connectivity between parents and teachers.
9. Dr. Deshpande suggested that there should be a policy for quality enhancement of teaching learning in which priorities should be given to the use of ICT in addition to use of blackboard based method of learning.
10. Dr. Deshpande further informed that students should be motivated to publish their work.
11. Dr. Deshpande also added that the teachers should upload study material and question banks on social media.
12. Dr. Charalwar informed the members that the college has received roster approvals for appointment of PG teachers.
13. Dr. Rathi Secretary NSM, enquired about the delay caused in acquiring these approvals before the LEC in February 2018. Dr. Charalwar explained the circumstances that led to the delay of dispatch of the documents for approval.
14. Dr. Charalwar informed that the approvals of CHB teachers have been received from RTM Nagpur University, Nagpur.

Dr. Rina S. Saha  
IQAC coordinator and Vice-Principal

## **SHRI MATHURADAS MOHOTA COLLEGE OF SCIENCE, NAGPUR**

ATR of IQAC Meeting held on 27<sup>th</sup> April 2018

1. The committees have been formed for effective organization of the national seminar on teaching-learning process.
2. From the academic session 2018-19, the feedback by the stakeholders was conducted online.
3. Skill developmental courses were conducted for BSc Semester I students.
4. Teachers were encouraged to make use of ICT facilities in addition to conventional mode of teaching and accordingly some of the teachers have started using ICT tools and online resources.
5. The process for appointment of PG teachers has been initiated.
6. CHB teachers have been appointed after getting the approval from RTM Nagpur University, Nagpur.



Dr. Rina S. Saha  
IQAC coordinator and Vice-Principal