

MINUTES OF I.Q.A.C.MEETING

The meeting of I.Q.A.C.(C.S.I.B.E.R.), Kolhapur was held on 27th June 2017 in the Board room of the Institute. The following members were present for the meeting.

1. Dr. M. M. Ali
2. Dr. V.M. Hilage
3. Dr.U.M.Deshmukh
4. Dr.U.N.Valvi
5. Dr.R.S.Kamat
6. Dr.K.Pradeepkumar
7. Dr.V.B.patil
8. Shri.D.T.Vichare

ITEM NO.1: To read and confirm the minutes of the last meeting

RESOLUTION: The minutes of I.Q.A.C. meeting held on 15th April 2017 were read by the coordinator. The members unanimously approved the same

ITEM NO.2: Conduct of **Foundation Week** for all the courses

DISCUSSION: As new batches of students were enrolling for the various programmes of the Institute, the Director of the Institute Dr. M.M. Ali proposed that all the courses should initiate their courses with "**FOUNDATION WEEK**". In this week the concerned department is expected to prepare a separate time table involving orientation about Institute, Library, Infrastructure, Examination System, etc. The basic idea of the foundation week is make the new students aware and comfortable in the Institute. The idea behind this is to sensitize the students who will be spending two to three years on this campus.

RESOLUTION: Resolved that the "**FOUNDATION WEEK**" be implemented from the current academic year 2017-18.

ITEM NO 3: Guidelines for common Institute **Welcome and Farewell Function**.

DISCUSSION: Dr U.M.Deshmukh informed the members that until last year all the departments in the Institute were organizing the welcome function for the freshers separately. As a healthy practice it would be good for all the students and Institute to organize the Welcome at the

starting of academic year and Farewell Function at the end of the academic year on a single day. The management of the Institute was also of the opinion to conduct the program on a single day for all the students of the Institute.

RESOLUTION: Resolved that the **Welcome and Farewell** functions be arranged for all the courses combined.

ITEM NO 4: Conducting International Conference.

DISCUSSION: Dr.V.M.Hilage brought to the notice of the committee members the important recommendation given N.A.A.C Peer Team members. Being a post graduate research center the Institute should conduct an **International conference** of a recent economic, social, environment or information technology issue. The members decided to give this task to Dr U.M.Deshmukh to plan and execute the International conference. All the members unanimously agreed to organize an International Conference. It was decided to give this task to M.Phil department.

RESOLUTION: Resolved that an **International Conference** be organized.

ITEM NO 5: Reconstitution of I.Q.A.C. Committee

DISCUSSION: Dr U.N.Valvi informed that the present I.Q.A.C. Committee was constituted in 2010-11. As the committee had completed more than five year term and successfully steered the Institute in getting A+ grade, it was time to reconstitute and give chance to other members in the Institute to work in the committee for the coming five years.

RESOLUTION: Resolved to recommend to the Management to reconstitute I.Q.A.C committee to be functional from the academic year 2017-18

ITEM NO 6: N.A.A.C. accreditation guidance to other Universities and Colleges.

DISCUSSION: Dr .R.S. Kamat informed that the academic activities and initiatives were appreciated by all the NAAC committees which have visited the Institute. Especially the committees commended the different Audit Reports being maintained by the Institute such as Academic Audit Report, Environment Audit Report, Gender Audit Report, and Power Audit. There were many colleges which were in the process of accreditation and are in need of guidance for preparing these mandatory audit reports. Hence it was decided to approach the various higher education Institutes and explore the possibility and need such audit reports.

RESOLUTION: Resolved to conduct workshops for colleges on preparation of Audit Reports. This will be as an extension activity of CSIBER, guiding other colleges in achieving excellence in education.

ITEM NO 7: Any other item with the permission of the chair.

DISCUSSION: Dr. M.M.Ali brought to the notice of the members the observation of the NAAC Peer Team to conduct workshop on Intellectual Property Rights. Dr. R.S. Kamat Volunteered to conduct the workshop.

RESOLUTION: Resolved to give the responsibility of conducting the I.P.R workshop to Dr. R. Kamat and constitute a committee to help her in completing the task. As there was no other item to be discussed the meeting was concluded with a vote of thanks to the chair.

Dr.M.M.Ali

DIRECTOR & Chairman I.Q.A.C

