

**LAXMAN DEVRAM SONAWANE COLLEGE, KALYAN (W)**

25/06/19

**NOTICE**

All the members of IQAC are requested to attend the meeting in Principal's cabin on Saturday, **29th June, 2019 at 1.30pm** to discuss the following points.

**AGENDA**

1. To read & confirm the minutes of previous meeting.
2. To take review from admission committee
3. To get departmental requirement and place before the purchase committee.
4. Result analysis of April-May 2019 and discussion on result improvement initiatives to be take.
5. To discuss about purchase of books, Journals & reference books for Current Semester.
6. To discuss about the proposals to be put for Minor Research Project from University of Mumbai.
7. To discuss about purchase of LCD & Xerox machine for exam purpose.
8. To discuss about developing Botanical Garden.
9. To discuss about the appointment of faculty for newly started courses (FYBAF & FYBBI).
10. To discuss about fixing of window grills for all class rooms.
11. To decide about the dates for FY classes Orientation program.
12. To discuss and decide about dates for various departmental and cultural inauguration programs.
13. Any other matter with the permission of chair.

You are requested to make it convenient to attend the same.

Thanking You,

With Regards,

Yours Sincerely

Principal

## MINUTES

The IQAC meeting was conducted on 29th June, 2019 at 1.30 pm in Principals Cabin.  
Ms. Annie Antony chaired the meeting.

- 1) The minutes of the last meeting was read and confirmed.
- 2) The admission committee was setup and duties allocated.
- 3) It was decided to get the requirements of all the departments and to be passed by the purchased committee.
- 4) The results were analyzed and remedial lectures to be conducted.
- 5) All departments to apply to the library for books journals and reference books.
- 6) It was decided to apply for minor research by all eligible faculties.
- 7) It was decided to purchases LCD and Xerox machines for Exams.
- 8) It was decided to develop Botanical Garden.
- 9) It was decided to appoint faculty for new courses on CHB basis as per management decision.
- 10) It was decided to fix window grills for security.
- 11) Orientation program to be conducted for all FY Classes.
- 12) All departments to make the year plan.
- 13) Meeting Ended with Vote of thanks.

# **LAXMAN DEVRAM SONAWANE COLLEGE, KALYAN (W)**

19/09/2019

## **NOTICE**

All the members of IQAC are requested to attend the meeting in Principal's cabin on **21<sup>st</sup> September, 2019 at 11.30am** to discuss the following points.

## **AGENDA**

- 1) To read & confirm the minutes of previous meeting.
- 2) To discuss about starting Certificate Courses and the distribution of fee ratio.
- 3) To discuss about increment of all employees which was due in July & yet not paid.
- 4) To discuss about adding the additional member in the Exam Committee.
- 5) To discuss about developing college garden.
- 6) To finalize the dates for conducting Remedial Coaching for all classes.
- 7) To discuss about Organising Programs related to Yoga, Meditation & Memory development.
- 8) To discuss about Organising Skill Development Programme for students.
- 9) To finalize the dates of Residential camp for NSS students
- 10) To discuss regarding construction of stock room and purchase of cupboards in library.
- 11) Any other matter with the permission of chair.

You are requested to make it convenient to attend the same.

Thanking You,

With Regards,

Yours Sincerely,

Principal

## MINUTES

The IQAC meeting was conducted on 21st September, 2019 at 11.30 am in Principals Cabin. Ms. Annie Antony chaired the meeting.

- 1) The minutes of the last meeting was read and confirmed.
- 2) It was decided to start various certificate courses and fee ratio distribution of 50:50 between staff and college.
- 3) It was decided to give increment to all the employees.
- 4) It was decided to change the members of the exam committee and not to add.
- 5) The college garden to be properly developed.
- 6) It was decided to conduct remedial coaching before first semester exam.
- 7) It was decided to organize programs related to yoga meditation and memory development.
- 8) It was decided to organize various skills development programs by departments and WDC.
- 9) It was decided to have residential camp from 22<sup>nd</sup> to 28<sup>th</sup> December.
- 10) It was decided to Construct stock room and make cupboard in library.
- 11) Meeting Ended with Vote of thanks.

**LAXMAN DEVRAM SONAWANE COLLEGE, KALYAN (W)**

20/12/2019

**NOTICE**

All the members of IQAC are requested to attend the meeting in Principal's cabin on **23<sup>rd</sup> December, 2019 at 1.00pm** to discuss the following points.

**AGENDA**

1. To read & confirm the minutes of previous meeting
2. To discuss and decide about the various departmental programs to be conducted for second half of the year.
3. Result Analyses of Oct/Nov 2019 Examination and discussion on Result improvement initiatives to be taken.
4. To finalize the dates for intercollegiate events Sci-way, Karma & Phoenix
5. To finalize the data for College Annual program.
6. To discuss about the purchase of books & Journals for second half of the academic year
7. To discuss about purchasing additional internet connection for exam purpose.
8. Any other matter with the permission of chair.

You are requested to make it convenient to attend the same.

Thanking You,

Regards,

Yours Sincerely,

Principal

## MINUTES

The IQAC meeting was conducted on 23rd December, 2019 at 1.00 m in Principals Cabin. Ms. Annie Antony chaired the meeting.

1. The minutes of the last meeting was read and confirmed.
2. All the departments came out with various suggestions to hold various programs in 2<sup>nd</sup> term.
3. The results were analyzed and remedial lectures to be conducted.
4. It was decided to have events sci-way in December and Intercollegiate Fest KARAMA and PHONIX in February.
5. It was decided to organize the Annual Function on 18<sup>th</sup> January
6. All departments to give details of books and journals to be purchased to the librarian
7. It was decided to go for an additional internet connection vendors to be contacted and then decided by the OS
8. Meeting Ended with Vote of thanks.

# **LAXMAN DEVRAM SONAWANE COLLEGE, KALYAN (W)**

09/03/2020

## **NOTICE**

All the members of IQAC are requested to attend the meeting in Principal's cabin on Friday, 13-03-2020 at 12.30pm to discuss the following points.

### **AGENDA**

1. To read & confirm minutes of previous meeting.
2. To discuss and decide for the Academic Planner for Academic Year 2020-21.
3. To discuss for renewal for ISO certification.
4. To discuss and decide regarding the purchase of water filter for canteen.
5. To discuss regarding arrangements for repair of furniture and machinery wherever necessary before Semester end exam.
6. To discuss about purchase of chemicals, glass wares & other material for chemistry & Micro Department.
7. To ask all the departmental heads and committee chairpersons to submit event/departmental report to IQAC.
8. To discuss about the remedial coaching for final year students.
8. To discuss about the college Magazine for academic year 2019-20.
9. To discuss any other matter with the Permission of Chair.

You are requested to make it convenient to attend the same.

Thanking You,

With Regards,

Yours Sincerely,

Principal

## MINUTES

The IQAC meeting was conducted on 13<sup>th</sup> March, 2020 at 12.30 pm in Principals Cabin.  
Ms. Annie Antony chaired the meeting.

1. The minutes of the last meeting was read and confirmed.
2. It was decided to make academic plan for 2020-2021 with consideration of lockdown.
3. It was decided to take steps for ISO certification renewal.
4. It was decided to purchase for water filter for the canteen.
5. It was decided to repair all furniture before 13<sup>th</sup> March.
6. It was decided to Purchase chemicals glassware essential for practical exam.
7. It was decided that all department heads and committees will submit their annual report to IQAC.
8. It was decided to conduct remedial coaching for all final year students.
9. It was decided to give the magazine work for 2019-2020 to Agarwal Printers.
10. Meeting Ended with Vote of thanks.