



Shri Sadashivrao Patil Shikshan Sanstha's

# SMT. KISHORITAI BHOYAR ADHYAPAK MAHAVIDYALAYA, KAMPTEE (B.Ed.)

Affiliated to RTMNU, Nagpur and Approved by NCTE. NCTE CODE: 12378  
Behind Railway station, Dist. Nagpur-441002. Ph. 07109-288850 E-mail: kamkamptee@gmail.com  
Website: www.skbedcollege.in

Date: 18/12/2023

## NOTICE / IQAC/2023-24/5

A meeting of IQAC will be held on Monday, 6/1/2024 in the principal office of the college at 1:00 pm to consider the following agenda

### Agenda:

1. Confirmation of minutes of meeting of the last meeting
2. Planning of academic session 2023-24
3. Co-curricular activities to be conducted
4. Cultural activities
5. Outreach activities
6. Induction program
7. NAAC documentation review
8. Any other point with the permission of the chair

All members are solicited to be present in the meeting.

1. Dr. Shubhlaxmi Jagtap, Principal
2. Mrs. Swapnalata Shende, Faculty
3. Prof Minal Pande, Faculty
4. Mr. Milind Gawande, Management Nominee
5. Ms. Asha Pachpute, Administrative Officer
6. Mr. Nikhil Ingle, Faculty
7. Mr. Akhilesh Bramhe, Faculty
8. Dr. Sham Charde, External member
9. Mr. Shekhar Dhare, Alumni
10. Mr. Aniket Kahate Student, B. Ed. II Yr.
11. Ms. Naina Kale, Student, B. Ed. II Yr.
12. Mrs. Prit Badhiye, IQAC Coordinator

*Prit*

IQAC Coordinator  
Smt. Kishoritai Bhoyar  
Adhyapak Mahavidyalaya  
Kamptee

**Mrs. Prit R. Badhiye**

IQAC Coordinator

Smt. Kishoritai Bhoyar Adhyapak  
Mahavidyalaya, Kamptee

*Shubhlaxmi Jagtap*

Principal

Smt. Kishoritai Bhoyar  
Adhyapak Mahavidyalaya  
Kamptee

**Dr. Shubhlaxmi Jagtap**

Chairman, IQAC

Smt. Kishoritai Bhoyar Adhyapak  
Mahavidyalaya, Kamptee



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## Minutes of Meeting

Meeting No.	5
Date:	06/01/2024

Place	Principal Office
Time:	1:00 PM

### Name and signature of the members Present

Name of Member	Signature
1. Dr. Shubhlaxmi Jagtap, Principal	
2. Mrs. Swapnalata Shende, Faculty	
3. Prof Minal Pande, Faculty	
4. Dr. Sham Charde, External member	
5. Mr. Shekhar Dhare, Alumni	Shekar
6. Aniket Kahate, B.Ed II Year student	
7. Naina Kale, B.Ed II Year student	
8. Mr. Nikhil Ingle, Faculty	
9. Mr. Akhilesh Bramhe, Faculty	
10. Mrs. Prit Badhiye, IQAC Coordinator	



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## Resolution of the meeting held on 06/01/2024, Meeting No. 5

### Agenda:

1. Confirmation of minutes of meeting of last meeting
2. Planning of academic session 2023-24
3. Co-curricular activities to be conducted
4. Cultural activities
5. Outreach activities
6. NAAC documentation review
7. Submission of IQA
8. Any other point with the permission of the chair

Dr. Shubhlaxmi Jagtap, the principal, accepted the chair and the proceedings of the meeting started with a welcome note. She welcomed all the faculties for the new academic session. Principal presented a bird view of the activities for the new session 2023-24. Then after the session is handed over to Prof. Prit R. Badhiye to carry out further proceedings of the meeting.

### Agenda 1: To Confirm the proceedings of the last meeting

The proceedings of the last meeting were read out and confirmed unanimously. At the outset of the meeting Prof. Prit R. Badhiye, IQAC coordinator, informed the house that the college academic council has suggested to upgrade Library facilities.

#### Resolution:

List of books were made which were requested by students in Mentor-Mentee form by Librarian Nivedeeta Shende Ma'am. Membership of central library and INFLIBNET was taken.

### Agenda 2: Planning of academic session 2023-24

General discussion on academic planning for the session 2023-24 was discussed in the meeting. Faculty members and students gave some suggestions on co-curricular and extra-curricular activities. Those changes were incorporated in the schedule.

#### Resolution:

Prof. Prit R. Badhiye is advised to prepare an academic calendar for the session 2023-24. It was decided that the 1<sup>st</sup> Semester practice test will be conducted on from 2 January to 6 January 2024 Before their university exam.

As a part of the quality initiative, the IQAC coordinator, informed to conduct some value-added courses (VAC) from second semester. The report of every event, duly signed by coordinator and principal, shall be submitted to the IQAC office from time to time.

### Agenda 3: Co-curricular activities to be conducted.

#### Resolution:

Accordingly, IQAC coordinator have asked the event coordinator Prof. Akhilesh Bramhe sir to chalk out the plan for coming months.

After the discussion, the forum has decided to conduct the following co-curricular activities in January for session 2023-24. The coordinator for the respective activities nominated is Mrs. Prof. Akhilesh Bramhe Sir.

- 1) Youth Day
- 2) Savitri Bai Fule Janma Diwas



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3) Republic Day

All the coordinators are informed to submit the complete plan of the activities to the IQAC office. The plan shall include Day, Date, Time Venue, expected number of participants, targeted audience and tentative budget.

**Agenda 4: Cultural activities**

**Resolution:**

After the discussion, the forum has decided to conduct the following cultural activities in this session 2023-24. The coordinator for the respective activities were nominated. Mrs. Swapnalata Ma'am was assigned the work of managing cultural events

All the coordinators are informed to submit the complete plan of the activities to the IQAC office. The plan shall include Day, Date, Time Venue, expected number of participants, targeted audience and tentative budget.

**Agenda 5: Outreach activities**

College understands the importance of outreach activities. It contributes to social and cultural development. College conducts some outreach activities every year.

**Resolution:**

In the house it is resolved that, following outreach activities are to be planned. The coordinator of all outreach activities is assigned to Mr. Nikhil Ingle Sir

Mr. Nikhil Ingle Sir is informed to submit an annual plan for outreach activities with a tentative budget.

**Agenda 6: NAAC documentation review**

Management and Principal inquired about the status of the preparation of the NAAC documents. The IQAC coordinator presented the completion of the work till date. The IQAC coordinator requested the management to provide additional resources for the completion of the work.

**Resolution:**

It is resolved that the process of Uploading Documents will be sped up for NAAC SSR

**Agenda 8: Any other point with the permission of the chair**

None of the house members raise any question, therefore it is resolved that all the points are over.

The meeting then ended with the IQAC coordinator thanking all the members for actively participating in the discussions.

*Prit*

Mrs. Prit Badhiye

IQAC Coordinator

IQAC Coordinator  
Smt. Kishoritai Bhojar  
Adhyapak Mahavidyalaya  
Kamptee

*ssy aglap*

Dr. Shubhlaxmi Jagtap

Chairman, IQAC

Principal  
Smt. Kishoritai Bhojar  
Adhyapak Mahavidyalaya  
Kamptee