

Estd : 1994



Bal Gangadhar Tilak Bahu-uddeshiya Shikshan Sanstha's Nagpur
(Recognized by Govt. of Maharashtra & Affiliated To R.T.M. Nagpur University)

JOTIRAO FULE SAMAJKARYA MAHAVIDYALAYA

Near M.I.D.C. Water Tank, Mohapa Road, Umred, Dist. Nagpur - 441203

E-mail : jfcswu2010@gmail.com/www.jfcswu.org.in
(College Code 383)

Secretary
Shri. Vilas S. Mamulkar

Officiating Principal
Dr. R. K. Mate
Mob. No. 9850784738

Head off. C/o, Pt. No. 675, Naskare Niwas, Sudampuri, Sakkardara Umred Road, Nagpur - 09

Ref:- JFSKMU/

Date:- 19-08-2023

Meeting Notice

All members of the college's IQAC are hereby informed that a meeting has been organized to be held in the Principal's Chamber under the chairmanship of the Principal on 21-08-2023 at 02.00 p.m. All are requested to be present on time.

Agenda of the meeting:

1. Reading of the minutes of the previous meeting
2. Preparation for NAAC accreditation in the college
3. Launching of the college's website
4. Discussion on the purchase of software for the college library
5. Other items that may come up with the permission of the Chair

Venue: Umred

Date: 19-08-2023

I.Q.A.C. Co-Ordinator
Jotirao Fule Samajkarya Mahavidyalaya
Umred, Dist. Nagpur



Officiating Principal
Dr. Raju Nishan Mate
Jotirao Fule Samajkarya Mahavidyalaya
Umred, Dist. Nagpur-441203 (MS)

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Ref:- JFSKMU/

Date:- 21-08-2023

Meeting Minutes

Meeting No. ~~12~~ Discussion on Agenda Items

After welcoming all the present members through the IQAC coordinator, discussions were held on the agenda items.

Agenda Item No. 1: A detailed discussion was held on the requirements for the pre-preparation of NAAC in the college.

Agenda Item No. 2: A discussion was held on the creation of the college's website.

Agenda Item No. 3: A discussion was held on the purchase of library software for the college.

Agenda Item No. 4: A discussion was held on financial planning in accordance with NAAC guidelines.

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Umred, Dist. Nagpur



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Dr. Raju Kisan Mate
Jotirao Fule Samajkarya Mahavidyalaya
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Ref:- JFSKMU/

Date:- 23/8-2023

Action Taken Report - 12

Date: 21-08-2023

Agenda Item No. 1: Requirements for Pre-preparation of NAAC

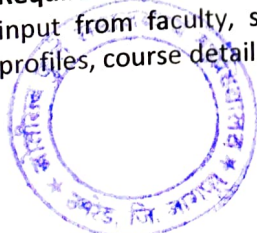
Action Taken:

- **Assessment of Current Status:** An initial assessment of the college's current status regarding NAAC accreditation was conducted. This included evaluating existing documentation, infrastructure, and academic resources.
- **Formation of NAAC Committee:** A dedicated NAAC committee was formed, comprising faculty members from various departments. The committee is tasked with overseeing the pre-preparation process.
- **Action Plan:** A detailed action plan was created outlining specific tasks, deadlines, and responsible persons for each aspect of the NAAC pre-preparation. Key areas include curricular aspects, teaching-learning and evaluation, research and innovations, infrastructure, student support, and governance.
- **Workshops and Training:** Plans were made to conduct workshops and training sessions for faculty and administrative staff to familiarize them with NAAC criteria and documentation requirements.

Agenda Item No. 2: Creation of College Website

Action Taken:

- **Requirements Gathering:** A list of requirements for the college website was compiled based on input from faculty, staff, and students. Key features include an academic calendar, faculty profiles, course details, event announcements, and online resources.



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- **Vendor Selection:** The process for selecting a web development vendor was initiated. Proposals were solicited from multiple vendors, and a selection committee was formed to evaluate them based on cost, experience, and proposed features.
- **Design and Development:** A timeline was established for the design and development phases. The selected vendor will work closely with the IT department and a designated faculty liaison to ensure the website meets all specified requirements.
- **Launch Plan:** A tentative launch date was set, with milestones for design approval, content population, testing, and final review.

Agenda Item No. 3: Purchase of Library Software

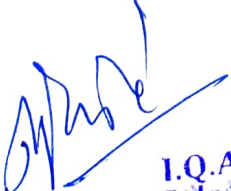
Action Taken:

- **Needs Assessment:** A detailed assessment of the library's needs was conducted to determine the functionalities required in the new software. These include catalog management, user account management, e-book access, and reporting capabilities.
- **Market Research:** A review of available library software solutions was carried out. The top candidates were shortlisted based on their features, user-friendliness, and cost.
- **Demonstrations:** Demonstrations of the shortlisted software were arranged for the library staff and key faculty members to evaluate their suitability.
- **Final Selection:** After receiving feedback from the demonstrations, a final decision was made on the software to be purchased. The procurement process was initiated, and a timeline for installation and staff training was established.

Agenda Item No. 4: Financial Planning in Accordance with NAAC Guidelines

Action Taken:

- **Budget Review:** An extensive review of the current budget was performed to identify funds available for NAAC-related activities.
- **Allocation of Funds:** Funds were allocated for various NAAC preparation activities, including infrastructure improvements, workshops, documentation, and accreditation fees.
- **Financial Strategy:** A strategic financial plan was developed to ensure sustainable funding for all ongoing and future NAAC-related requirements. This includes securing grants, optimizing existing resources, and planning for future expenditures.
- **Monitoring and Reporting:** A system was put in place to regularly monitor the expenditure and ensure that the financial planning aligns with NAAC guidelines. Regular financial reports will be generated and reviewed by the NAAC committee.


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