



INTERNAL QUALITY ASSURANCE CELL
CHISHTIYA COLLEGE OF ARTS, SCIENCE & COMMERCE
KHULDABAD

MINORITY INSTITUTION- NAAC ACCREDITED
AFFILIATED TO DR. BABA SAHEB AMBEDKAR MARATHWADA UNIVERSITY, AURANGABAD.
KHULDABAD, DIST. AURANGABAD-431101.(M.S)

THE AGENDA FOR I MEETING OF IQAC 2021-22

The following agenda items shall be discussed in the I Meeting of IQAC that has been scheduled to be held on 2nd September 2021 at 11.30 am in the IQAC hall of the College.

Agenda 01: To confirm the minutes of the last Meeting of IQAC held on 16th June 2021.

Agenda 02: To discuss on SSR Submission timeline.

Agenda 03: To discuss on Budget preparation for 2021-22.

Agenda 04: To discuss on Infrastructure completion with Divyanjan friendly.

Agenda 05: To discuss on ERP- Software, website as per NAAC.

Agenda 06: To discuss on Waste Management.

Agenda 07: To discuss on Audit-Green, Environment etc.

Agenda 08: To discuss on Rain Water Harvesting.

Agenda 09: To discuss on Library Remote Access.


Agenda 10: To discuss on Canteen & Parking.

Agenda 11: To discuss on Separate Infrastructure for each Departments.

Agenda 12: To discuss on Clean Drinking Water Arrangement.

Agenda 13: To discuss reshuffling of IQAC for the new Academic Year.

Agenda 14: To discuss on Future Plan.


Principal
Chishtiya College of Arts, Science & Commerce
Khuldabad Dist. Aurangabad.

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Minutes and Action Taken Report 2021-22

I Meeting, 2nd Sept 2021 at 11.30 am

- Item 1: Ms. Quadri proposed to complete documentation for SSR by 31st Dec 2021. Everyone agreed and plan was chalked out for the SSR submission.
- Item 2: It was also proposed to submit IIQA till January 2022 or February 2022. Accordingly committees finalized.
- Item 3: Dr. Deshpande proposed for Budget Preparation for the year 2021-22. A committee of HODs and Heads of various Units is constituted for finalizing the Budget requirement for the current year. It is also decided to forward the proposal to the governing body for sanction.
- Item 4: Dr. Hameeda proposed the mechanism development for Solid and Liquid waste at the Campus. Principal agreed on the proposal and decided to develop a well-planned waste management system.
- Item 5: As decided in the previous meeting, Rain Water Harvesting System has been enhanced as per the newly constructed infrastructure.
- Item 6: Campus was enabled with Wi-Fi facility by installing two extra routers at campus.
- Item 7: Canteen and separate infrastructure for department has been finalized and plan developed to construct the departments.
- Item 8: ICT enabled classrooms has been increased from 2 to 4 and 2 Smart classrooms has been added to enhance the teaching learning experience.
- Item 9: To provide Clean Drinking Water for the increased strength, three more ROs purifier has been installed.
- Item 10: Discussion on reshuffling of IQAC has been postponed for this academic year.
- The meeting ended with the vote of thanks proposed by Dr. Siddiqui Afroza to the present members.


I/c. Principal
Chishtiya College of Arts, Science & Commerce
Khuldabad Dist. Aurangabad.

Di. 02/09/2021

NAAE. MEETING WITH STAFF

- 1) DR. Khen Homceer. Hk
2/9/21
- 2) DR ASAROM PANTAR ~~Signature~~
- 3) Patel Zuber Shakir Euler
- 4) Dr. Bhalerao Ashok S. Signature
- 5) DR. Bhanusa Shankendra Bhaskar Signature
- 6. Syed Iqbal Majaz Signature
- 7) Dr. A.G. Nadeef Signature
- 8) Shaikh Shaista Y. - Saik -
Signature
2/9/21
- 9) Dr. Dilpa Deshpande - Signature
2/9/21
- 10) Anqis Patel Signature
- 11) SK Samira Begum. Signature
02.09.2021
- 12) Khalil Pathan Signature
02/9/2021
- 13) Dr. Shaikh A.R. Signature
- 14) Shaikh Feroz J. Signature
- 15) Abdul Shah Samad Signature
- 16) Jaidi Saif S Signature
- 17) Shaikh Shaleel Signature
- 18) Syed Athar Ali Signature
- 19) Md. Mujahed-us-Rahman - Signature
- 20) Syed Riyazuddin Signature
- 21) SHAIKH ISMILF MEBBUR Signature
- 22) SR Parshottam Ramteke Signature
- 23) Mr. Shaikh Saadik Signature
- 24) Dr. Bayal S. S. Signature
- 25) DR. Prof. T. Signature
- 26) SK Masood Signature
- 27) Dr. Siddiqui Aboza - Signature
- 28) DR. Nazneen Sultan Signature
- 29) Dr. Noorjahan Shaikh Signature
- 30) Moud. Riyazuddin Signature
- 31) Jadhav Sunil A. Signature



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KHULDABAD, DIST.AURANGABAD - 431 001 (MS)

Prof. Shaikh Aijaz

I/C.PRINCIPAL & CHAIRPERSON IQAC
Mob.:9890151975

Dr. Quadri Syeda Arshia

IQAC Co-ordinator
Mob.:9860017596

Date: 21st June 2022

NAAC Peer Team Visit Preparation Meeting

Expected dates of the Visit: 13th July 2022 & 14th July 2022

2nd August 2022 & 3rd August 2022

18th August 2022 & 19th August 2022

Agenda of the meeting

1. To discuss Peer Team Visit Preparation
2. To discuss various pending works
3. To discuss various responsibilities and committees for the NAAC Peer Team Visit.
4. To discuss and finalize Dress Code.
5. Preparation of Departmental Presentation and making of brochures, booklets etc.
6. Upgradation of Departmental files.
7. Any Other issues raised at the meeting.

Minutes of the Meeting:

1. The meeting started at 2.00 pm on 21st June 2022 by welcoming Chairman Hon'ble Mr. Shaikh Ayyub as the president of the meeting.
2. Dr. Ramteke P.W (IQAC Member) shared his views and suggestions necessary for Departmental Presentation preparation.
3. Dr. Khan Hameeda (IQAC Member) put forth the requirements of all the Practical Subjects and pointed out the need of a Laboratory attendant for Arts Section.

4. Dr. Deshpande Shilpa (IQAC Member) stressed on the students connection with the College and completion of remaining infrastructural requirements.
5. Dr. Quadri S. Arshia (IQAC Coordinator) summarized the details of work done by IQAC and pointed out the requirement of pending work completion before the Peer Team visit.
6. As per the suggestion by Dr. Quadri, a Dress Code Committee and other necessary committees has been finalized.
7. Dr. Shaikh Aijaz, Incharge Principal encouraged the staff by promising to provide every possible help through the administration for the preparation of Departmental PPTs and Booklets.
8. Hon'ble Mr. Shaikh Ayyub , President of the meeting after praising and encouraging the staff suggested to decide time slots for the inspection of departmental preparation as under :
 - a. Languages – 29th June 2022
 - b. Social Sciences – 30th June 2022
 - c. Science – 2nd July 2022 and
 - d. Commerce – 2nd July 2022As per President's suggestion Mr. Bhanage S.B will inspect the Languages, Dr. Ramteke P.W will go for Social Science, Ms. Shaikh Almas Bano look for the Science completion stages and Dr. Bilquis Patel will look after Commerce faculty.
9. Mr. Jadhav Sunil (IQAC Member) compered the program and Mr. Bhanage S.B paid vote of thanks to the attendees.
10. The meeting ended at 5.00 pm by paying tributes to the wife of Founder Chairman Hon'ble Abdul Azeem on her demise.

Members attended the meeting as per the attached sheet.



I/c Principal
Chishtiya College of Arts, Science & Commerce
Khuldabad Dist. Aurangabad.

NAAC Peer Team Visit Preparations Meeting

The meeting was attended by the following members:

<u>Name</u>	<u>Dept.</u>	<u>Signature</u>
① Dr. Quadi P. Arslan	English	Arslan
② JUDHON S. A.	Pol-Sci	Judhon
④ Dr. Siddiqui Afsana	Urdu	Siddiqui
⑤ Dr. Shilpa Deshpande	Home Sci	Shilpa
⑥ Ms. Almas Bano	Chemistry	Almas
⑦ SAMINEE BEGUM	Library	Saminee
⑧ Ms. Humaira Kauser	Chemistry	Humaira
⑨ MS. JAYYABA KAUSER	Mathematics	Jayyaba
10) Amina Tabassum	Zoology	Amina
11) Prof. Bilquis Hasanali	Economics	Bilquis 21.6.22
12) Dr. Shaikh A.R.	Spot Dep -	Shaikh
13) Faizi Saif	History	Saif
14) Shaikh Faizam	Physics	Faizam
15) JAMAL H. M.	History	Jamal
16) Dr. A.G. Nadaf	Hindi	Nadaf 21/6/22
17) Dr. Md. Alim. A.	Sociology	Md. Ali 21.6.22
18) Dr. Syed J. M.	Tinab maraku	Syed
19) Dr. Bhavnagar S-B	ECO	Bhavnagar
20) DR. ANWAR A.S.		Anwar
21) Dr. Bhalerao Ashok	Geog.	Bhalerao