

**L.A.D & Smt. R.P. College for Women, Shankar Nagar, Nagpur**

**IQAC Internal Meeting: 15.11.2022**

**Venue : Conference Hall**

**Time : 2 p.m.**

**Agenda**

1. Welcome
2. Apologies
3. Introduction of the Theme of IQAC Meeting with External Members to be held on 21.11.2022
4. Address by Principal
5. Information about the Preparations to be done by the Criterion Heads
6. Any other matter with the permission of the Chair
7. Vote of Thanks

*for* *Archana Masram*

Dr. Archana Masram

IQAC Coordinator

*Pooja Pathak*

Dr. Pooja Pathak

Officiating Principal



Off :- Principal  
LAD & SMT R. P. College  
For Women  
Nagpur - 10

**L.A.D & Smt. R.P. College for Women, Shankar Nagar, Nagpur**

**Minutes of the meeting of IQAC held on 15/11/22**

Meeting of IQAC of L.A.D & Smt. R.P College for Women was held on **15/11/22** at 2 p.m. in Conference Hall, Shankar Nagar.

**Item No 1. Welcome:** Dr. Archana Masram- IQAC Coordinator welcomed Dr. Pooja Pathak – Officiating Principal, all Core Committee Members and all the Criterion Heads

**Item No 2. Apologies:** Apologies were received from Dr. Deepali Chahande, Critrion-II Head.

**Item No 3. Introduction of the Theme of IQAC Meeting with External Members to be held on 21. 11.2022 :**

1. Dr. A. Masram briefed about the agenda and topic to be discussed in the meeting and stated the aim .
2. The date and venue for meeting with external members and student members was conveyed as Monday 21 Nov 2022 at 3 p.m. in the Conference Hall.
3. The issue of electrification was discussed and as far as possible to expedite the work after discussing the details with Mr. A. Joshi, Clerk, WES.
4. The notice regarding filling of NEP format by RTMNU which needs to be filled monthly was discussed and ambiguity regarding reporting was removed.
5. Also nomination for NEP in -charge Dr Nidhee Meshram was finalized.

**Item No. 4. Address by the Principal:** Dr. Pooja Pathak – Officiating Principal, briefed about NAAC strategy and benchmarks. She informed that AQAR 2021 – 2022 needs to be filled for which the data from 1 January 2022 to 31 August 2022 is to be compiled.


**Item No. 5. Information about the Preparations to be done by Criterion Heads:**

Dr. A. Masram guided the criteria heads regarding what preparations and documentation need to be done for the Peer team visit.

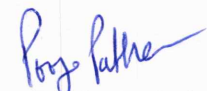
**Item No. 6. Any other matter with the permission of the chair:**

1. The issue of Electrification was discussed and as far as possible to expedite the work after discussing the details with Mr Abhay Joshi.
2. Filling of NEP Google Form which needs to be submitted to RTMNU by 5<sup>th</sup> of every month was discussed and ambiguity regarding reporting was removed.
3. Nomination for NEP in -charge Dr Nidhee Meshram was proposed .

**Item No. 7. Vote of Thanks:** The meeting ended with a formal Vote of Thanks proposed by Dr. Archana Masram- IQAC Coordinator

  
Dr. Archana Masram  
IQAC Coordinator

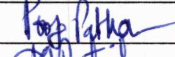

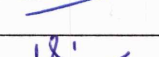

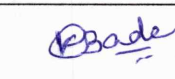

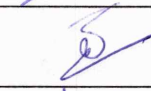
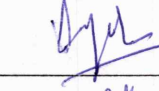
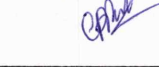

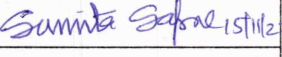
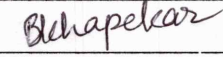
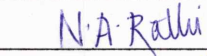
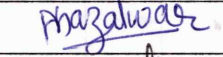
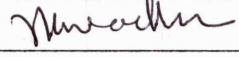



  
Dr. Pooja Pathak  
Officiating Principal

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IQAC Committee Meeting : 15/11/2022

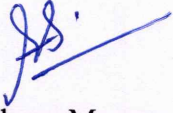
Sr. No.	NAME	DESIGNATION	SIGNATURE
1	Dr. Pooja Pathak	Officiating Principal	
2	Dr. Kiran Patil	Vice - Principal	
3	Dr. Rijuta Bapat	Vice - Principal	
4	Dr. Archana Masram	Coordinator Criterion IV	
5	Ms. Kanchan Bade	Co - Coordinator Criterion IV	
<b>Core Committee</b>			
1	Dr. Ruta Dharmadhikari	Member Criterion V	
2	Dr. Surashmie Kaalmegh	Member Criterion VII	
3	Dr. Suchita Ingale	Member Criterion II	
4	Dr. Charita Patil	Member Criterion VII	
<b>Criterion Heads</b>			
1	Dr. Rohini Kalikar	Criterion I	
2	Dr. Sumita Sapre	Criterion I	
3	Dr. Deepali Chahande	Criterion II	—
4	Dr. Bhavana Khapekar	Criterion II	
5	Dr. Nanda Rathi	Criterion III	
6	Dr. Sangeeta Sahasrabuddhe	Criterion III	—
7	Dr. Vaikhari Wazalwar	Criterion V	
8	Dr. Vandana Kawadkar	Criterion V	
1	Dr. Shivani Balkundi	Librarian Criterion IV	

**L.A.D & Smt. R.P. College for Women, Shankar Nagar, Nagpur**

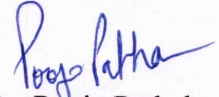
**IQAC Meeting: 21/11/2022**

**Agenda:**

1. Welcome
2. Apologies
3. Address by Principal
4. Minutes of the last IQAC meeting held on 02/05/2022
5. Compliances if any
6. Information about SSR & DVV Clarification Submission
7. Discussion about the preparedness for NAAC Peer team visit
8. Interaction by External Nominees
9. Any other matter with the permission of the chair
10. Vote of thanks-



Dr. Archana Masram  
IQAC Coordinator



Dr. Pooja Pathak  
Officiating Principal

Off. Principal  
L.A.D & Smt. R.P. College  
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Nagpur - 10



L.A.D & Smt. R.P. College for Women, Shankar Nagar, Nagpur

IQAC Meeting : 21/11/2022

Sr. No.	NAME	DESIGNATION	SIGNATURE
1	Dr. Avinash Deshmukh	Vice President, WES	<i>Avinash Deshmukh</i>
2	Dr. Pooja Pathak	Officiating Principal	<i>Pooja Pathak</i>
3	Dr. Kiran Patil	Vice - Principal	<i>Kiran Patil</i>
4	Dr. Rijuta Bapat	Vice - Principal	<i>Rijuta Bapat</i>
5	Dr. Archana Masram	Coordinator Criterion IV	<i>Archana Masram</i>
6	Ms. Kanchan Bade	Co - Coordinator Criterion IV	<i>Kanchan Bade</i>
<b>Core Committee</b>			
1	Dr. Ruta Dharmadhikari	Member - Criterion V	<i>Ruta Dharmadhikari</i>
2	Dr. Surashmie Kaalmegh	Member - Criterion VII	<i>Surashmie Kaalmegh</i>
3	Dr. Suchita Ingale	Member - Criterion II	<i>Suchita Ingale</i>
4	Dr. Charita Patil	Member - Criterion VII	<i>Charita Patil</i>
<b>Criterion Heads</b>			
1	Dr. Rohini Kalikar	Criterion I	<i>Rohini Kalikar</i>
2	Dr. Sumita Sapre	Criterion I	<i>Sumita Sapre</i>
3	Dr. Deepali Chahande	Criterion II	<i>Deepali Chahande</i>
4	Dr. Bhavana Khapekar	Criterion II	
5	Dr. Nanda Rathi	Criterion III	<i>Nanda Rathi</i>
6	Dr. Sangeeta Sahasrabuddhe	Criterion III	
7	Dr. Vaikhari Wazalwar	Criterion V	<i>Vaikhari Wazalwar</i>
8	Dr. Vandana Kawadkar	Criterion V	<i>Vandana Kawadkar</i>
9	Dr. Deepak Wasule	Member	<i>Deepak Wasule</i>
10	Dr. Charuta Gajbhiye	Member	
11	Dr. Shivani Balkundi	Librarian	<i>Shivani Balkundi</i>
12	Mrs. Dipika Reddiwar	Registrar	<i>Dipika Reddiwar</i>
<b>External Nominees</b>			
1	Dr. Atya Kapley	Local Society	<i>Atya Kapley</i>
2	Mrs. Shruti Singhal Sharma	Industry	
3	Mr. Rahul Kale	Stakeholder	
4	Ms. Swaima Ahmad	Alumna	<i>Swaima Ahmad</i>
5	Mr. Piyush Agrawal	Industry	<i>Piyush Agrawal</i>

Student Representatives →

1. Sejal Ghare

2. Trishna Shrivastava

BA sem IV (Final year)

B.com (2nd year)

Sghare

Shrivastava

**L.A.D & Smt. R.P. College for Women, Shankar Nagar, Nagpur**  
**Minutes of the meeting of IQAC held on 21/11/22**

Meeting of IQAC of L.A.D & Smt. R.P College for Women was held on 21/11/22 at 3 .30 pm in Conference Hall, Shankar Nagar.

**Item No 1.Welcome:** Dr. Archana Masram - IQAC Coordinator introduced the External Nominees -Mr. Rahul Kale, Mr. Piyush Agrawal , Dr. Atya Kaple.

She accorded a warm welcome to Dr Avinash Deshmukh – Management Representative ,Officiating Principal - Dr. Pooja Pathak , Vice Principals – Dr. Kiran Patil and Dr Rijuta Bapat , IQAC Co – Coordinator – Ms. Kanchan Bade, IQAC Core Committee Members and all the Criterion Heads and External Nominees. . Ms Swaima Ahmed, Eminent Educator & Alumni was welcomed and introduced when she joined . Two student representatives Ms Tamanna Sharma - B.Com III and Ms. Sejal Ghaorode - BA III were also introduced and welcomed .

**Item No. 2 : Apologies:** Apologies were received from the Criterion Heads - Dr. Bhavana Khapekar, Dr. Nanda Rathi, Dr Sangeeta Sahasrabuddhe and Registrar - Mrs. Deepika Reddiwar.

**Item No 3. Address by Principal :** Dr. Pooja Pathak - Officiating Principal , briefed the gathering about the formation of IQAC which was established in the year 2004 and explained its importance as a vital constituent of the institute. She stressed on the importance of External Nominees in the working of IQAC and their role at the time of NAAC Peer Team Visit.

She informed the status of 4<sup>th</sup> cycle of NAAC Accreditation Process. She explained the SSR submission system based on the Quantitative and Qualitative Metrics. She apprised the members that college has submitted the SSR on 28 July 2022 and the DVV was completed on 4 October 2022. She stated that our college has received 'A' grade in all three previous Accreditation and Assessment cycles and assured the gathering for the better performance in forthcoming cycle. She suggested all Members to be prepared for the NAAC Peer Team Visit. Madam stated that a meeting of Core committee and criteria Heads with external Nominee will be organized before the NAAC Peer Team Visit.

**Item No. 4. Minutes of IQAC Meeting held on 2.5.2022:** Dr. Archana Masram - IQAC Coordinator read the minutes of IQAC Meeting held on 2 May 2022 which were confirmed by all the Members

**Item No 5. Compliances if any:** Following Compliances were read by Dr. Archana Masram - IQAC Coordinator

1. Email regarding the verification of Assessment period was sent to NAAC on 17-5-2022. According to NAAC our Assessment period is 16 June 2016 to 25 May 2021.

2. IIQA was submitted online with due permission from management on , 31 May 2022 received approval on 15 June 2022.
3. Preparation of Gap analysis plan is going on.( The date of las NAAC Visit (Valid up to-4 November,2021 - till the date)

**Item No. 6. Information about SSR & DVV Clarification Submission :** Dr. Archana Masram - IQAC Coordinator informed about SSR & DVV Clarification Submission as follows-

1. IIQA was submitted online with due permission from management on , 31 May 2022 received approval on 15 June 2022.
2. SSR for the above said period was submitted successfully on Thursday, 28 July 2022 at 4:19 pm with all the requisites.
3. On 18 August 2022, DVV (Data Validation & Verification) Process was initiated & College received queries from NAAC on 19 September,2022. The deadline for the submission of responses was 4 October; 2022.Accordingly College has submitted the responses of the queries on 4 October 2022.

**Item No. 7. Discussion about the Preparedness for NAAC Peer Team Visit :** Criterion wise briefing about all seven criterion were given by criterion Heads and Committee Members .  
Criterion-1 - Dr Sumita Sapre, Criterion- 2 - Dr. Deepali Chahande, Criterion-3 – Dr. Shilpa Sarode, Criterion - 4 - Kanchan Bade and Dr Shivani Balkundi, Criterion-5 - Dr Ruta Dharmadhikari , Criterion-6 - Dr Archana Masram and Criterion- 7 – Ar. Surashmie Kaalmegh.

**Item No. 8. Interaction by External Nominees:** Dr Atya Kaple suggested that the college focus on student career building and conduct workshops for career advancement etc. She also recommended collaborative seminars, Workshops on environment sensitization and awareness with institutes like NEERI for more value addition.

Mr. Rahul Kale, External Member, IQAC, suggested preparing a Gap Analysis Plan for the holistic development of the students and college. Shri Kale spoke about creating a positive and powerful image of the institute by focusing on MOU's with industries so that it could attract more students and which could reflect on their results and career outcome. He also suggested for Criterion 2 that students be given coaching for career opportunities, engagement with well-placed Alumni , interaction with national level achievers as inspiration and application of new technology in teaching –learning process. He also suggested use of movie-like documentary format for presentation to NAAC peer team visit to showcase the achievements of the college which could be more impactful then mere PowerPoint presentation. He also reiterated that the

Gap Analysis be done and presented so as to highlight the steps taken to cover and overcome the lacunae thus found for NAAC visit purpose.

Shri Piyush Agrawal applauded the efforts of the college and thanked the college for inviting him to the forum as an external member. He spoke about boosting and concentrating for vocational training as companies look out for expertise and niche capacities and capabilities in future employees. As an example he suggested MS office which could be a certificate of 30hrs and thus more useful, Others which he suggested were financial and accounting skills using software packages, verbal and written proficiency in languages or linguistic skills, communication skills etc. He agreed with Dr Kaple on focusing on environmental issues which is the most important concern in current times and suggested a waste management and no plastic approach to be adopted on campus and adopted by all.

Ms Swaima Ahmed emphasized and spoke at length that soft skills training helps a student build self-confidence and thereby help them to be better placed and successful in the work force. She suggested that the efforts of the college in this regard could also be boosted by making CRT workshops (Campus Recruitment Training camps) on soft and hard skills mandatory rather than optional. These are lifeskills which can help in overall development of students.

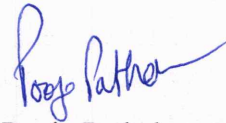
Dr Avinash Deshmukh, thanked all external members for honoring the invitation and proactively interacting in the meeting and for their valuable inputs . He lauded the efforts of the Principal , Core committee and the criterion heads for the SSR and DVV preparation. He also gave his best wishes for the PTV.

**Item No. 9.** Any other matter with the permission of the chair: No matter was discussed

**Item No. 10.** Vote of thanks: The meeting ended with a formal Vote of Thanks proposed by Ms. Kanchan Bade, IQAC Co-coordinator.



Dr. Archana Masram  
Coordinator, IQAC



Dr. Pooja Pathak

Officiating Principal

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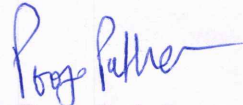
## Action Taken Report

21-11-2022

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5. Preparation of Gap analysis plan is going on.( The date of las NAAC Visit (Valid up to-4 November,2021 - till the date)

  
Dr. Archana Masram  
IQAC Coordinator



  
Dr. Pooja Pathak  
Officiating Principal

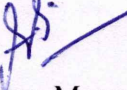
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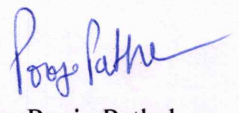
**L.A.D & Smt. R.P. College for Women, Shankar Nagar, Nagpur**

**IQAC Internal Meeting: 1-12-2022**

**Agenda:**

1. Welcome
2. Apologies
3. Introduction of the theme of the meeting
4. Address by Principal
5. Information about the preparations to be done at various levels.
6. Any other matter with the permission of the chair
7. Vote of thanks

  
Dr. Archana Masram  
IQAC Coordinator

  
Dr. Pooja Pathak  
Officiating Principal

Off :- Principal  
**LAD & SMT R. P. College**  
For Women  
Nagpur - 10



## Minutes of Meeting of Core Committee of IQAC with Principal

1 December 2022 at 11.30.a.m.

Dr. Pooja Pathak, Officiating -Principal conducted a Meeting of Core Committee of IQAC on 1 Dec.2022 at 11.30. a.m. in the Principal's cabin. Dr. Archana Masram, Coordinator, IQAC, Ms. Kanchan Bade, Co-Coordinator, IQAC and Dr. Charita Patil, Member were present.


The following points were discussed in the meeting.

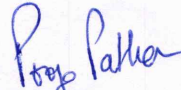
1. Department PPT to be restricted to 20 slides.
2. PPT can be a combination of Text, Images, Pie chart /Bar Graph related to the points (whichever are applicable ) as mentioned in PPT Template ( Sent on Mail ).
3. Reports of Cells and Committees to be compiled from 2016-2021 by the respective conveners of 2021-2022.
4. Criterion wise PPT with Innovative, creative and pictorial representation of points highlighted in criterion QLMs

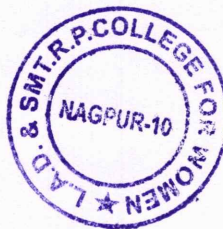
For eg. In Criterion 3 PPT there can be a Graphical representation of no .of teachers and no. of publications (including all papers i.e. UGC care listed, International, National Journals),Include Peer reviewed Journals.

In criterion 7 PPT - create videos of Images included in QLMs

5. Prepare I-Cards of Teaching, Non-Teaching and Students (In charge Registrar)
6. Meeting of all Criteria Heads with Core Committee to be held to brief them about criterion wise PPT.
7. Principal PPT and IQAC Coordinator PPT

  
Dr. Archana Masram  
IQAC Coordinator

  
Dr. Pooja Pathak  
Officiating Principal



Dr. Pooja Pathak  
Principal  
LAD & SMT R.P. College  
For Women  
Nagpur - 10

## Minutes of Meeting of Core Committee with Principal

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The following points were discussed in the meeting.

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7. Principal PPT and IQAC Coordinator PPT

  
Dr. Archana Masram

IQAC Coordinator

  
Dr. Pooja Pathak

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