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Smt. Dankunwar Hindi Kanya Vidyalaya Samiti
(Minority Institution)

Smt. Dankunwar Mahila Mahavidyalaya, Jalna.

NAAC B+

Internal Quality Assurance Cell (IQAC)



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Dt. 25/08/2025

Internal Quality Assurance Cell (IQAC)

Meeting Invitation



All honourable members of Internal Quality Assurance Cell (IQAC) are hereby informed that 1st meeting of IQAC for academic year 2025-26 will be held on 30th August, 2025, Saturday at 11:30 AM. in IQAC office to discuss the below mentioned agenda. All are requested to Kindly attend the meeting.

Meeting Agenda

1. To confirm the minutes and ATR of Previous meeting.
2. Review of academic Year 2024-25 Institutional Performance Across NAAC Criteria.
3. Collection and compilation of AQAR data for the academic year 2024-25.
4. Preparation and Strategic Planning for the New NAAC Framework.
5. Criterion Distribution of New Binary NAAC Framework.
6. Any other issues to be discussed with permission of chairperson.

IQAC Coordinator
Smt. Dankunwar Mahila Mahavidyalaya,
Jalna

Incharge Principal
Smt. Dankunwar Mahila Mahavidyalaya
Jalna



Minutes of IQAC Meeting -2025-26/01

Date: August 30 th , 2025. Saturday	Time: 11:30 PM.	Venue: IQAC Conference Hall.
Chairperson - Prof. Dr. Jitendra J. Ahirrao, In-charge Principal	Member Secretary - Dr. Vasudeo B. Ugale, IQAC Coordinator	
<i>Meeting Agenda's.</i>		
<ol style="list-style-type: none">1. To confirm the minutes and ATR of Previous meeting.2. To Review of academic Institutional Performance Across NAAC Criteria's for A.Y. 2024-25.3. To Collect and compile of AQAR data for the A.Y. 2024-25.4. To Prepare Strategic Planning for the New NAAC Framework.5. To Assign Criterion as per New Binary NAAC Framework.6. Any other issues with the permission of chairperson.		

**** Meeting Attendance Sheet Attached Separately.***

The first (1st) meeting of the Internal Quality Assurance Cell (IQAC) for the academic year 2025-26 was held on 30th August, 2025, Saturday at 11:30 PM. in IQAC office. The meeting was chaired by In-charge Principal and IQAC Chairperson Dr. Jitendra J. Ahirrao. At the beginning of the meeting IQAC Coordinator and IQAC Member Secretary Dr. Vasudeo B. Ugale welcomed the all Hon. IQAC Members. The following agenda items were discussed and resolutions passed as Follows.

1. To Confirm the Minutes of Previous Meeting.

- The minutes of the previous meeting dated 04th February, 2025 were reviewed and confirmed to be accurate record of the discussions and decisions made.
- The Action Taken Report (ATR) was presented and reviewed by all attendees. The following key points were noted:
 - **Task 1:** Entrepreneurial Motivational project by the Department of Commerce and Home Science. **Status:** Completed.
 - **Task 2:** Annual Gathering 2024-25. **Status:** Completed.
 - **Task 3:** Organizing NSS camp at Devmurti. **Status:** Completed.
 - **Task 4:** Organizing the national conference on International Women's Day. **Status:** Completed.

It was confirmed that all attendees were aligned on the status of outstanding actions and that the ATR provided a clear starting point for the current meeting.

❖ **Resolution No. SDMM/IQAC/2025-26/01:01**

The minutes of the previous meeting were reviewed and confirmed. the Action Taken Report (ATR) on the resolutions of the previous IQAC meeting was presented, discussed and approved.

2. To Review Academic Institutional Performance Across NAAC Criteria Year 2024-25.

At the beginning criteria Allocation of 2024-25 were read by the secretary. Discussion regarding possible hurdles were put on the table by various members such as changed CHB staff, insufficiency of data capturing through existing data/ program templates. SWOC analysis and recommendation for quality enhancement given by NAAC peer team during 3rd cycle were read by secretary to committee members.

❖ **Resolution No. SDMM/IQAC/2025-26/01:02**

It was decided by all the members of IQAC that all criteria Head should start focusing on AQAR2024-25. Also, importance was given to SWOC analysis and recommendation of NAAC peer team for quality improvement with special focus on weakness.

3. To Collect and compile AQAR data for the A.Y. 2024-25.

The discussion began with a focus on the Annual Quality Assurance Report (AQAR) a mandatory and basic document for NAAC accreditation. the focus was on the practical aspects of collecting and collating accurate data from all departments for the entire academic year. Discussion regarding constituting a three-member review committee for the same, with the respective criteria Heads being given the responsibility of creating a centralized Template for data collection to ensure a smooth and efficient process. The IQAC coordinators also proposed a comprehensive 45 day's action plan for data collection.

45 day's (Action) Plan (Sept.- Oct. 2025)

Days	Plan Description
10 Days	Criterion understanding & Template Development.
10 Days	Data Collection & Analysis.
10 Days	Data Compilation.
10 Days	Summary Writing.
05 Days	Final Review and Submission to IQAC.

❖ **Resolution No. SDMM/IQAC/2025-26/01:03**

(a) The committee has formally approved the resolution so that the process becomes streamlined and efficient. A three-member review committee as given in the table below, has been constituted to monitor the entire data collection Templates by considering various accreditation, affiliation,

rankings, etc. bodies. The concerned criteria Heads have been directed to prepare a centralized framework and templates for data collection.

Data Template review committee

Sr. No	Name of the Member	Designation
1.	Dr. Jitendra Ahirrao	IQAC Chairperson
2.	Dr. Vasudeo Ugale	IQAC Co-ordinator
3.	Mrs. Pooja Arora	IQAC Member

(b) It was decided that, every proposal of program shall go through IQAC. So that the cell will automatically know the program happening in the college. also, quality suggestion and support can be given to program coordinator.

(c) It was decided that a 45 days action plan will be implemented and periodic meeting of criteria Heads should be organised for follow ups. monthly meeting of criterion Heads on every last Saturday of the month should be organised.

(d)

4. To Prepare Strategic Planning for the New NAAC Framework.

The focus was on preparing for the new NAAC framework, with discussions on the new structure (7 vs 10 criteria) and the differences between the old and new criteria. The co-ordinator explained the criteria's, their descriptions and the importance of understanding the specific metrics for each. The core of the discussion was on developing a strategic planning roadmap. The IQAC will need to focus on setting SMART goals (specific, measurable, achievable, relevant, time-bound) for both the short and long term. Some of the key areas identified for strategic planning included centralized data collection systems, ICT integration and transparent assessment systems, research culture, e-governance systems and digital readiness.

❖ Resolution No. SDMM/IQAC/2025-26/01:04

It was decided that IQAC will develop a strategic planning roadmap in collaboration with all the criteria Heads. The IQAC coordinator and criteria Heads will be responsible for preparing and implementing these plans as per the new NAAC framework.

5. To Assign Criterion as per New Binary NAAC Framework.

The new structure, which expands on the previous framework of the new binary NAAC, required a clear division of tasks to ensure comprehensive and effective data collection and reporting. Therefore, a detailed review of each of the ten criteria was undertaken. The discussion included a review of key areas for each criterion such as curriculum design, faculty resources, infrastructure and new additions such as sustainability and distinctiveness/impact etc.

Sr. No.	Name	Position	Criteria
1.	Dr. Vasudeo B. Ugale	I-Criteria Head	Curriculum Design
2.	Dr. Keshav K. Solanke	II-Criteria Head	Faculty Resources
3.	Dr. Sudhakar N. Wagh	III-Criteria Head	Infrastructure
4.	Dr. Vijay R. Nagori	IV-Criteria Head	Financial Resources and Management
5.	Dr. Jitendra J. Ahirrao	V-Criteria Head	Learning and Teaching
6.	Mrs. Parvati R. Deshmukh	VI-Criteria Head	Extended Curricular Engagements
7.	Mr. Rahul S. Ambhore	VII-Criteria Head	Governance and Administration
8.	Mrs. Pooja J. Arora	VIII-Criteria Head	Student Outcomes
9.	Dr. Swati A. Mahajan	IX-Criteria Head	Research and Innovation Outcomes
10.	Dr. Vidya M. Patwari	X-Criteria Head	Sustainability (Green Initiatives)

❖ **Resolution No. SDMM/IQAC/2025-26/01:05**

The criteria were allocated at the same time. the IQAC Coordinator was tasked with ensuring that each criterion Head fully understood their new responsibilities. Also, the designated criterion Heads would be responsible for heading the data collection, compilation and analysis for their respective criteria as per the centralized framework to be developed by them.

6. Any Other Issues to be Discussed with Permission of Chairperson.

The following topics were discussed, and corresponding resolutions were passed.

- 1. Approval of IQAC Calender 2025-26:** The IQAC Calendar 2025-26 is crucial for systematic planning and quality enhancement in institutional activities, ensuring a structured approach.
- 2. Academic Calendar Upgradation-**A discussion was held regarding the need to upgrade and enhance the existing academic calendar to ensure it is more dynamic and user-friendly for both students and faculty.
- 3. Necessary Audits-**The importance of conducting necessary internal and external audits was highlighted. The committee decided that a schedule for various audits, including academic, administrative, financial and other would be finalized.
- 4. To develop a Policy Documents and SoP's-**It was resolved to form a working group to review, revise, and create new policy documents and SoP's where necessary, with a focus on improving efficiency and transparency.

5. **Implementation of ICT Enabled Time-Table:** The IQAC members discussed the implantation ICT-enabled timetable to improve scheduling and accessibility.

6. **Offline/Online Placement Drive Creation-**A discussion was held on to increase the placement cell activate to coordinate with companies, Business Enterprises, Smt Government offices, NGOs organize skill development workshops for students both virtual and physical recruitment events.

❖ **Resolution No. SDMM/IQAC/2025-26/01:06**

Following a comprehensive discussion on various institutional improvement initiatives, the committee hereby resolves to formally approve and implement the following decisions.

- (a) The proposed IQAC Calendar for the academic year 2025-26 was reviewed and approved.
- (b) To review and propose an update dynamic inclusive and user-friendly academic calendar to enhance efficiency for both students, faculty and plan accordingly.
- (c) The IQAC Coordinator, in collaboration with relevant departments, will prepare and execute the various audits plan.
- (d) It was decided to review, revise policy documents and SOP's wherever necessary, with a focus on improving efficiency and transparency.
- (e) To include ICT enabled classroom in timetable, it was decided the Time-Table Committee include these classrooms in Master timetable.
- (f) A more effective framework should be created for offline and online placement drives.

The meeting concluded with a vote of thanks proposed by Dr. Vasudeo Ugale, IQAC Coordinator, to the Chairperson and all Honourable members for their valuable contributions and actively participation.





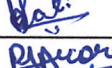



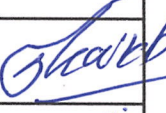

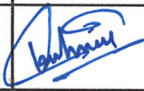
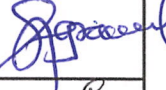


Dr. Vasudeo B. Ugale,
IQAC Member Secretary,
IQAC Coordinator,
Smt. Dankunwar Mahila Mahavidyalaya,
Jalna

Prof. Dr. Jitendra J. Ahirrao
In-charge Principal,
IQAC Chairperson,
incharge Principal
Smt. Dankunwar Mahila Mahavidyalaya
Jalna

Internal Quality Assurance Cell (IQAC)

The following members were present for the meeting.

Dt. 30th August, 2025, Saturday

Sr. No.	Name	Member Criteria	Position	Sign.
1.	Dr. J. J. Ahirrao	Head of the Institution	Chairperson	
2.	Dr. V. M. Patwari	Senior Teachers	Member	
3.	Dr. S. A. Mahajan	Senior Teachers	Member	
4.	Mrs. P. J. Arora	Teachers	Member	
5.	Mrs. P. R. Deshmukh	Teachers	Member	
6.	Mr. R. S. Ambhore	Teachers	Member	
7.	Hon. Mr. Ganesh Agrawal	Management Representative	Member	—
8.	Mr. J. B. Shaikh	Administrative Office	Member	
9.	Mr. Kapil Tammewar	Administrative Office	Member	
10.	Mr. Suresh Lahoti	Nominee from Local Society	Member	—
11.	Miss. Vaishnavi Chunkhade	Nominee from Students	Member	
12.	Mrs. Bhagyashri Biyani	Nominee from Alumni	Member	—
13.	Hon. Mr. Sanjay Agrawal	Nominee from Industry	Member	
14.	Hon. Mr. Vinod Agrawal	Nominee from Employers	Member	
15.	Adv. Mr. P. W. Kulkarni	Nominee from Stakeholders	Member	—
16.	Dr. Vasudeo B. Ugale	Coordinator	Member Secretary	




IQAC Coordinator
Smt. Dankunwar Mahila Mahavidyalaya,
Jalna


IQAC Chairperson
Incharge Principal
Smt. Dankunwar Mahila Mahavidyalaya
Jalna