Regular Meeting of
Internal Quality Assurance Cell (IQAC)
Year 2023-2024

JAI MAHAKALI SHIKSHAN SANSTHA'S
**RANIBAI AGNIHOTRI INSTITUTE OF COMPUTER
SCIENCE AND INFORMATION TECHNOLOGY, WARDHA**
Approved by AICTE, New Delhi, Recognised by Govt. of Maharashtra & Affiliated
to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur
Ramnagar, Bapuji Wadi, Wardha-442001, Maharashtra, India
Email : raicitprincipal@gmail.com   Web : www.raicit.org   Phone : 07152- 241075 Fax : 250159

NAAC Accrediated

Meeting No.1

   The Meeting of IQAC Was held at Ranibai Agnihotri Institute of Computer Science & Information Technology, College, Wardha on dated 10/08/2023.The following members were present in this meeting.

1. Dr. Ritesh S. Sule	: Chairperson
2. Dr. Avinash Selukar	: Member from Management
3. Dr. Shraddha Wani	: IQAC Coordinator
4. Dr. Smita Kalokar	: Member from Management
5. Mr. Amol Mankar	: Faculty Member
6. Miss. Varsha Khewale	: Faculty Member
7. Mr. Manoj Khandare	: Faculty Member
8. Mr. Amar Bhoyar	: Alumni
9. Miss. Anisha Mishra	: Member from Student
10. Mr. Roshan Dhore	: Member from Society
11. Mr. Pratik Wankhede	: Member from Industry
12. Mrs. Puja Agnihotri	: Member from Stakeholders
13. Mr. Dipak Karhar	: Member from Employees

The following topics were discussed in this meeting and they were all decided by consent.

Subject No.1   :- The Principal read the minutes of the previous meeting.

Resolution No.1   :- After reading the minutes of the previous meeting here, it was decided by
                             all consent.

IQAC Coordinator   **Principal**

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Subject No.2   :- Discussions and decisions about admission in Academic year 2023-2024.

Resolution No.2   :- As per the instructions received from RTMNU, Nagpur University, Nagpur
During academic year 2023-2024, the admission Committee must followed
the rules regarding admission. The Eligible Criteria for admission,
documents should be checked .

Subject No.3   :- Discussion about Teaching Learning process.

Resolution No.3   :- The new session of 2023-2024 started in the month of August so all the
faculty member must prepared for classes. The welcoming of new students
Programme arranged in the college.

Subject No.4   :- Discussion and decision regarding tuition fees of academic session
2023-2024

Resolution No.4   :- All the Committee members discussed and decide the tuition fees for
all branches in college. The instructions given by RTMNU University
regarding the fees for all courses should be followed by the college.

Subject No. 5   :- Regarding Facilitating the Co-curricular activities during the
academic year 2023-2024.

Resolution No. 5   :- In terms of Physical, Mental and Intellectual development of students the
co-curricular activities must be organised in the college and to encourage
the student of all the departments to participate in activities.

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Meeting No. 2

     The Meeting of IQAC Was held at Ranibai Agnihotri Institute of Computer Science & Information Technology, College, Wardha on dated 29/11/2023.The following members were present in this meeting.

1. Dr. Ritesh S. Sule	: Chairperson
2. Dr. Avinash Selukar	: Member from Management
3. Dr. Shraddha Wani	: IQAC Coordinator
4. Dr. Smita Kalokar	: Member from Management
5. Mr. Amol Mankar	: Faculty Member
6. Miss. Varsha Khewale	: Faculty Member
7. Mr. Manoj Khandare	: Faculty Member
8. Mr. Amar Bhoyar	: Alumni
9. Miss. Anisha Mishra	: Member from Student
10. Mr. Roshan Dhore	: Member from Society
11. Mr. Pratik Wankhede	: Member from Industry
12. Mrs. Puja Agnihotri	: Member from Stakeholders
13. Mr. Dipak Karhar	: Member from Employees

The following topics were discussed in this meeting and they were all decided by consent.

Subject No.1   :- The Principal read the minutes of the previous meeting.

Resolution No.1   :- After reading the minutes of the previous meeting here, it was decided by all consent.

Subject No.2   :- Discussion regarding renovation and facilities of the college during

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Academic year 2023-2024.

Resolution No.2   :- Considering the amenities in the college to impart the quality education to

the students and to provide all kinds of educational facilities the

management has decided to provide all the things.

Subject No.3   :- Discussion about Semester Exam Form filling of University exam.

Resolution No.3   :- The Exam form should be filled within the last date of university exam.

The notice should be reached to student before the week. All the related

Documents regarding the exam were collected by office staff.

Subject No.4   :- Discussion about Remedial Teaching Classes for students who are weak in
studies.

Resolution No.4   :- Those students who are weak in teaching ,for those Remedial teaching

Classes must be organised by staff in respective classes if not then extra

classes should be arranged for these students the resolution was thus

passed with all consent

Subject No.5   :- Discussion about NAAC assessment and its implementation in college.

Resolution No.5   :- As per instructions received from University Grants Commission and

RTMNU, Nagpur University, After discussion by all the members, it was

unanimously decided in the meeting regarding the registration of nose in
the college.

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Meeting No.3

       The Meeting of IQAC Was held at Ranibai Agnihotri Institute of Computer Science & Information Technology, College, Wardha on dated 25/02/2024. The following members were present in this meeting.

1. Dr. Ritesh S. Sule	: Chairperson
2. Dr. Avinash Selukar	: Member from Management
3. Dr. Shraddha Wani	: IQAC Coordinator
4. Dr. Smita Kalokar	: Member from Management
5. Mr. Amol Mankar	: Faculty Member
6. Miss. Varsha Khewale	: Faculty Member
7. Mr. Manoj Khandare	: Member
8. Mr. Amar Bhoyar	: Alumni
9. Miss. Anisha Mishra	: Member from Student
10. Mr. Roshan Dhore	: Member from Society
11. Mr. Pratik Wankhede	: Member from Industry
12. Mrs. Puja Agnihotri	: Member from Stakeholders
13. Mr. Dipak Karhar	: Member from Employees

The following topics were discussed in this meeting and they were all decided by consent.

Subject No.1   :- The Principal read the minutes of the previous meeting.

Resolution No.1   :- After reading the minutes of the previous meeting here, it was
          decided by all consent.

Subject No.2   :- Discussion on purchasing new books for the library Academic year
          2023-2024.

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Resolution No.2	:- To provide all kinds of facilities in the college ,it is decided by all committee members to purchase new books for the library. It was unanimously decided in the meeting to give such instructions to the management.

Subject No.3	:- Discussion about to participate the teachers in Seminars, Workshops, and in Faculty development programme.
Resolution No.3	:- In terms of development of teachers in the college, it was unanimously decided in the meeting that maximum number of teachers should be encouraged to participate in seminars and workshops and also our college organize FDP in next month.

Subject No.4	:- Discussion on the ban on the use of cell phones during classes in the college
Resolution No.4	:- It was unanimously decided in the meeting that the students should not use any kind of mobile phones during the classes in the college and if they do, such students should be fined.

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Meeting No.4

      The Meeting of IQAC Was held at Ranibai Agnihotri Institute of Computer Science & Information Technology, College, Wardha on dated 27/04/2024.The following members were present in this meeting.

1. Dr. Ritesh S. Sule   : Chairperson

2. Dr. Avinash Selukar   : Member from Management

3. Dr. Shraddha Wani   : IQAC Coordinator

4. Dr. Smita Kalokar   : HOD, Commerce & Management

5. Mr. Amol Mankar   : HOD, Science & Technology

6. Miss. Varsha Khewale   : Faculty Member

7. Mr. Manoj Khandare   : Member

8. Mr. Amar Bhoyar   : Alumni

9. Miss. Anisha Mishra   : Member from Student

10. Mr. Roshan Dhore   : Member from Society

11. Mr. Pratik Wankhede   : Member from Industry

12. Mrs. Puja Agnihotri   : Member from Stakeholders

13. Mr. Dipak Karhar   : Member from Employees

The following topics were discussed in this meeting and they were all decided by consent.

Subject No.1	:- The Principal read the minutes of the previous meeting.
Resolution No.1	:- After reading the minutes of the previous meeting here, it was decided by all consent.
Subject No.2	:- Discussion about college result during academic year 2023-2024.
Resolution No.2	:- In order to develop the quality of the college, all the teachers discuss

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about the results of the students and decided that It was decided that measures should be taken with attention to increase the results.

Subject No.3 :- Discussion Regarding providing sports facilities to the students in the college for developing sports qualities.

Resolution No.3 :- All the members unanimously decided in the meeting that all Facilities should be provided for the development of sports qualities in the college.

Subject No.4 :- Discussion about to get the benefit of Government of India scholarship for college students.

Resolution No.4 :- It was unanimously decided in the meeting that for the students of the college in the academic session 2023-2024 to get the benefit of Government of India scholarship, the scholarship application of all the students should be submitted to the social welfare department without delay and such instructions should be given from the Principal level.

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Meeting No. 5

   The Meeting of IQAC Was held at Ranibai Agnihotri Institute of Computer Science & Information Technology, College, Wardha on dated 08/05/2024.The following members were present in this meeting.

1. Dr. Ritesh S. Sule	: Chairperson
2. Dr. Avinash Selukar	: Member from Management
3. Dr. Shraddha Wani	: IQAC Coordinator
4. Dr. Smita Kalokar	: HOD, Commerce & Management
5. Mr. Amol Mankar	: HOD, Science & Technology
6. Miss. Varsha Khewale	: Faculty Member
7. Mr. Manoj Khandare	: Member
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The following topics were discussed in this meeting and they were all decided by consent.

Subject No.1   :- The Principal read the minutes of the previous meeting.

Resolution No.1   :- After reading the minutes of the previous meeting here, it was
       decided by all consent.

IQAC Coordinator   **Principal**

Subject No.2	:- Discussion Regarding implementation planning of new syllabus proposed by NEP.
Resolution No.2	:- In Order to implement NEP new syllabus all HOD and Staff discuss the new directions regarding the syllabus pattern and evaluation of examination pattern and other all measures. It was decided that measures should be taken with attention to new NEP syllabus proposed by university.
Subject No.3	:- Make discussion on advertisement planning for admission of this session.
Resolution No.3	:- Advertisement work allotted to each staff and in that decided to do advertisement through social media and pamphlet distribution in nearby crowded cities and those places or villages where people don't aware about the courses and newspaper or any other news could not rich. And that why, our planning is to rich each of student at ground level and provide them facility to admit in our institution with very less fees and more facilities.
Subject No.4	:- Discussion about to create awareness about CET for BCA and BBA and AICTE rules which should we have to follow for implementation.
Resolution No.4	:- It was unanimously decided in the meeting that for taking admission in BCA & BBA student must have to submit required their document and schedule for CAP round process. And all staff decided to do proper advertisement as per AICTE rules.

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