



Kohinoor Shikshan Sanstha Aurangabad's  
**Kohinoor Arts, Commerce & Science College, Khultabad**

Tq. Khultabad Dist. Aurangabad, Maharashtra - 431 101

**NAAC ACCREDITED (B+)**  
**(A MINORITY INSTITUTION)**

Phone :- 02437 - 241782  
Website :- www.kacsck.com

E-mail :- kohinoorcollege@yahoo.in  
kckadm@gmail.com

Ref. No.:- K.A.C.S.C.K.

Date: 06/09/2021

**Internal Quality Assurance Cell (IQAC) & NAAC Steering  
Committee**

Sr. No	Name	Nominee	Position
1	Hon'rbble Shree Dr. Mazhar Khan sir	Management Nominee	President, Kohinoor Shikshan Sanstha, Aurangabad
2	I/c Dr. Shaikh Mohd. Arif	Principal	Principal
3	Dr. Nile Pramod	Teacher Nominee	Co-ordinator
	Mr. Hiwale Madhukar	Vice-Principal	Member
4	Dr. Rafiulha Khan	Vice-Principal	Member
5	Dr. Syed Yousuf	Teacher Nominee	Member
6	Dr. Mudholkar Gajanan	Teacher Nominee	Member
7	Dr. Abdul Mujahid Ansari	Teacher Nominee	Member
8	Asst. Prof. Mohamad Hanif	Teacher Nominee	Member
9	Dr. Mohammed Siraj	Teacher Nominee	Member
10	Dr. Kotgire Manisha	Teacher Nominee	Member
11	Dr. Aute Sunil	Teacher Nominee	Member
12	Mr. Mohd. Javed Mohd. Noor	Teacher Nominee	Member
13	Dr. Sayed Irfan	Teacher Nominee	Member
14	Dr. Renguntiwar Sarika	Librarian	Member
15	Mr. Sayyed Salim	Administrative Nominee	Member
16	Sayyed Sohail Naem	Alumni Nominee	Member
17	Mr. Ashpak Sir	Industry Nominee	Member
18	Dr. Sayed Hussain	External Expert	Member
19	Shaikh Ammar Shaikh Aslam	Student Nominee	Member

*Arunk*  
Co-ordinator  
**I.Q.A.C.**  
Kohinoor Arts, Commerce and  
Science College Khultabad,

*Arif*  
PRINCIPAL  
Kohinoor Arts, Commerce & Science College  
Khultabad, Dist. Aurangabad.



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**INTERNAL QUALITY ASSURANCE CELL**

**THE MINUTES OF IQAC MEETINGS 2020-2021 HELD on 03<sup>rd</sup> August 2020**

**Attendance of the members-**

**Date: -03/08 /2020**

Sr. No.	Name of the Attendee	Subject	Position	Signature
		Department		
1	Dr. Shaikh Mohd Arif	Phy-Edy	Principal	<i>[Signature]</i>
2	Dr. Pramod. M. Nik	English	Co-ordinator	<i>[Signature]</i>
3				
4	Dr. Syed Yousuf	Chemistry	Vice-Principal	<i>[Signature]</i>
5	Mohd. Javed. Mohd. Noor	Geology	Member	<i>[Signature]</i>
6	Mohammad Hamif	Env. science	Member	<i>[Signature]</i>
7	Mr. Sunil B. Aute	Chemistry	Member	<i>[Signature]</i>
8	Dr. Abdul Mujabid Ansari	Urdu	member	<i>[Signature]</i>
9	Mr. Sayed I. S.	English	Member	<i>[Signature]</i>
10	Dr. Mudholkar G.R.	Sociology	member	<i>[Signature]</i>
11	Dr. Sarika Pongunthwar	Library	member	<i>[Signature]</i>
12	Dr. Kotgire Manisha	Commerce	Member	<i>[Signature]</i>

*[Signature]*  
 IQAC Co-ordinator

**I.Q.A.**  
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*[Signature]*  
 Principal

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**THE MINUTES OF IQAC MEETINGS 2020-2021 HELD on 03<sup>rd</sup> August 2020**

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- ❖ To promote faculty for online lectures and prepare E-content.
- ❖ The AQAR data for the year 2019-2020 was reviewed.
- ❖ To prepare Admission Policy of UG and PG.
- ❖ To conduct CET for PG as per University Guidelines.
- ❖ To Design college prospectus.
- ❖ To take review of various college committee.

  
IQAC Coordinator  
Co-ordinator

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**ACTION TAKEN REPORT 2020-2021 Held on 03<sup>rd</sup> August 2020**

- ❖ Faculty prepared e-content and contacted students via Whatsapp groups.
- ❖ The AQAR data for the year 2019-2020 was reviewed and it is ready to be submitted.
- ❖ The admission for UG classes was done as per the guidelines of Govt. of Maharashtra and Dr. Babasaheb Ambedkar Marathwada University Aurangabad.
- ❖ Admissions to the PG courses were given as per the instructions by Dr. Babasaheb Ambedkar Marathwada University Aurangabad, subject wise CET was conducted and admissions were given by the rules of Govt. of Maharashtra and Dr. Babasaheb Ambedkar Marathwada University Aurangabad.
- ❖ The college Prospectus Committee designed college prospectus. The college Prospectus provide initial information about various subjects, Lab Facilities, Sports Facilities, Library Facilities, Teaching and Non-Teaching staff briefly.
- ❖ Review of various college committees is taken by the principal and IQAC also. IQAC guides them time to time.

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**THE MINUTES OF IQAC MEETINGS 2020-2021 HELD on 16<sup>th</sup> November 2020**

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- ❖ To upgrade and enhance quality of library and increase number of books in library.
- ❖ Review of MoU's & Collaborations.
- ❖ To review of online teaching.
- ❖ To do a detailed discussion over college Magazine.
- ❖ Discussion is to be held with the all HOD's about arranging study tours, Field visits etc.

  
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**ACTION TAKEN REPORT 2020-2021 Held on 16<sup>th</sup> November 2020**

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- ❖ A thorough discussion was held to enhance quality of library and increase number of books in library. List of required books & Journals were taken from all departments and put before the Principal.
- ❖ Various departments like Chemistry, Commerce, Geology and B.Voc signed MoU's with respective departments and industries.
- ❖ As we know this year is severely affected by COVID-19 Pandemic, It was impossible to conduct offline lectures. As per the instructions of Govt. of Maharashtra and Dr. Babasaheb Ambedkar Marathwada University Aurangabad given time to time, we inspired our teachers to conduct online classes, to create subject wise Whatsapp groups of students and to provide them E-content.
- ❖ At the end of every academic year the college prepares its college magazine. IQAC guides to the literary association committee time to time for the preparation of well and detailed College Magazine.
- ❖ Some of the departments of our college arrange study tours and field visit every year. But due to COVID-19 Pandemic this year we were not able to arrange this year.

  
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THE MINUTES OF IQAC MEETINGS 2020-2021 HELD on 16<sup>th</sup> November 2020

Attendance of the members-

Date: -16/11 /2020

Sr. No.	Name of the Attendee	Subject	Position	Signature
		Department		
1)	Dr. Sheikh Mohd Arit	phy-Edu	Principal	
2)	Dr. Pramod. M. Nile	English	Co-ordinator	
3)				
4)	Dr. Syed Youny	Chemistry	Vice-Principal	
5)	Mr. Sunil B. Aute	Chemistry	Member	
6)	Mr. Mohd. Javed Mohd. Noor	Geology	Member	
7)	Mohamed Hanif	Env science	member	
8)	Dr. Mudholkar G. R.	Sociology	Member	
9)	Dr. Abdul Mujahid Ansari	Urdu	Member	
10)	Dr. Sarika Rengunthar	Library	member	
11)	Dr. Kalgine Manisha	Commerce	Member	
12)	Dr. Sayed I. S.	English	Member	

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**ACTION TAKEN REPORT 2020-2021 Held on 05<sup>th</sup> April 2021**

- ❖ All teaching staff maintain their class attendance and teaching diaries regularly.
- ❖ All departments update their departmental registers and files regularly.
- ❖ Data collection was done from various committees and the departments of the college for the preparation of the AQAR 2020-2021.
- ❖ The AQAR 2020-2021 was placed before the principal and management of the college. A thorough discussion was held on each point and question.
- ❖ Future plans are discussed with the principal and management of the college. We have succeeded in fulfilling some of the future plans.

  
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THE MINUTES OF IQAC MEETINGS 2020-2021 HELD on 5<sup>th</sup> April 2021

Attendance of the members-

Date: -05/04 /2021

Sr. No.	Name of the Attendee	Subject	Position	Signature
		Department		
1)	Dr. Shaikh Mohd Arif	Phy-Edu	Principal	
2)	Dr. Pramod Nile	English	Co-ordinator	
3)				
4)	Dr. Syed Yousuf	Chemistry	Vice-Principal	
5)	Mohamad Hamif	Env. science	Member	
6)	Dr. Me. Sunil B. Aute	chemistry	Member	
7)	Mr. Mohd Taved. Mohd. Noor	Geology	Member	
8)	Dr. Abdul Mujahid Ansari	Urdu	Member	
9)	Dr. Kotgire Manisha	Commerce	Member	
10)	Dr. Sarika Ranganthkar	Library	Member	
11)	Dr. Mudhalkar G. R.	sociology	Member	
12)	Dr. Sayed I. S.	English	Member	

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**THE MINUTES OF IQAC MEETINGS 2020-2021 HELD on 05<sup>th</sup> April 2021**

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- ❖ To complete attendance and teaching diaries of all teaching staff.
- ❖ To update departmental registers and files of current academic year.
- ❖ Notice issued to various heads of the departments and chairmen of the committees to provide information/data regarding academic and other activities done during the current year for preparation of AQAR.
- ❖ Meeting was held with the principal and higher authorities to discuss ongoing AQAR related queries.
- ❖ Meeting was held with the principal and higher authorities to discuss the fulfillment of future plans of 2019-2020.

  
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