


**M. S. P. Mandal's
Shivchhatrapati College, Aurangabad
Internal Quality Assurance Cell**



1.1.1 The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Meetings of time table committee





Principal
Shivchhatrapati College,
Aurangabad

M. S. P. Mandal's
Shivchhatrapati College, Aurangabad
Internal Quality Assurance Cell

Details of meetings of Time Table committee

Academic Year	Sr. No.
Meetings of time table committee	1
Meetings of time table committee	2
Meetings of time table committee	3




Principal
Shivchhatrapati College,
Aurangabad

M. S. P Mandal's
SHIVCHHATRAPATI COLLEGE, AURANGABAD

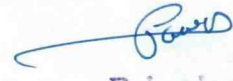
Notice - 1

Date: 18-07-2022

All the members of the Timetable Committee are hereby informed that the meeting is held in IQAC office on date 19-07-2022 at 12.10 pm regarding the planning of UG and PG timetable and academic diary for the academic year 2022-2023.


Coordinator




Principal
Shivchhatrapati College,
Aurangabad

M. S. P Mandal's
SHIVCHHATRAPATI COLLEGE, AURANGABAD
Time-table Committee

Meeting-1

Date: 19-07-2022

Meeting agenda:

- To discuss U.G. and P.G. Level Theory Timetable.
- To discuss Academic Diary Preliminarily.

• **Venue-** IQAC Office

• **Time-** 12.10 pm

• **Minutes of meeting:**


1. Distributed work related to a timetable for B.Sc. Theory Dr. L. R. Shimple, B. A by Dr. A. B. Ankushrao and B. Com will be done by Mr. Nitin Gaikwad and a practical timetable by Dr. A.V. Gunjal will do.
2. Viewing the old timetable and working on changes as per the new academic year.
3. Collecting updated information regarding Hall and Bench's

Attendees:

Sr. No	Members	Designation	Signature
1	Dr. R. P. Pawar	Chairperson	
2	Dr. A.V. Gunjal	Coordinator	
3	Dr. L. R. Shimple	Member	
4	Mr. Nitin Gaikwad	Member	
5	Dr. A.B. Ankushrao	Member	
6	Mr. S.S. Dhotre	Member	


Coordinator




Principal
Shivchhatrapati College,
Aurangabad


M. S. P Mandal's
SHIVCHHATRAPATI COLLEGE, AURANGABAD
Instructions for Head of Department and Staff Members

Date: 22-07-2022

All Heads of Departments of Senior College are hereby informed that they should prepare their timetable for the academic year 2022-2023 according to the master timetable of the college and submit one copy to the Vice- Principal and one copy to the Supervisor.


Coordinator




Principal
Shivchhatrapati College,
Aurangabad

M. S. P Mandal's
SHIVCHHATRAPATI COLLEGE, AURANGABAD


Notice-2

Date: 02-08-2022

All the members of the Timetable Committee are hereby informed that the meeting is held in the IQAC office on date 04-08-2022 at 12.30 pm regarding the review of diary work and theory timetable for UG and PG for the academic year 2022-2023.


Coordinator




Principal
Shivchhatrapati College,
Aurangabad

M. S. P Mandal's
SHIVCHHATRAPATI COLLEGE, AURANGABAD

Time-table Committee
Meeting 2

Date: 04.08.2022

• **Meeting agenda:**

1. To review the academic diary work and theory timetable for UG and PG level.
2. To check the timetable and give instructions regarding distribution

• **Venue:** IQAC Office

• **Time:** 12.30 pm

• **Minutes of the meeting:**


1. Review of the academic diary work and theory timetable of UG and PG taken by the principal sir.
2. Timetable was checked and a few instructions about the distribution of the timetable on the notice board were given by the coordinator to the committee members.

• **Members present for the meeting:**

Sr. No	Members	Designation	Signature
1	Dr. R. P. Pawar	Chairperson	
2	Dr. A.V. Gunjal	Coordinator	
3	Dr. L. R. Shimple	Member	
4	Mr. Nitin Gaikwad	Member	
5	Dr. A.B. Ankushrao	Member	
6	Mr. S.S. Dhotre	Member	




Coordinator


Principal
Shivchhatrapati College,
Aurangabad

M. S. P Mandal's
SHIVCHHATRAPATI COLLEGE, AURANGABAD


Notice-3

Date: 18-08-2022

All the members of the Timetable Committee are hereby informed that the meeting is arranged in the IQAC office on date 20-08-2022 at 12.00 pm regarding the review of timetable distribution problems of theory and practical.


Coordinator




Principal
Shivchhatrapati College,
Aurangabad

M. S. P Mandal's
SHIVCHHATRAPATI COLLEGE, AURANGABAD

Time-table Committee
Meeting 3

Date: 20.08.2022

• **Meeting agenda:**

1. To review the problems that comes across in B. A., B. Sc. and B.com timetable distribution and to review the practical timetable.

• **Venue:** IQAC Office

• **Time:** 12.00 pm

• **Minutes of the meeting:**

1. After the distribution of the theory timetable, the difficulty of students and faculty was reviewed.
2. After reviewing the number of Science Students, Dr. A.V. Gunjal was given the responsibility of making a Practical Timetable.

Members present at the meeting

Sr. No.	Members	Designation	Signature
1	Dr. R. P. Pawar	Chairperson	
2	Dr. A.V. Gunjal	Coordinator	
3	Dr. L. R. Shimple	Member	
4	Mr. Nitin Gaikwad	Member	
5	Dr. A.B. Ankushrao	Member	
6	Mr. S.S. Dhotre	Member	


Coordinator




Principal
Shivchhatrapati College,
Aurangabad

M. S. P Mandal's
SHIVCHHATRAPATI COLLEGE, AURANGABAD


Notice-4

Date: 02-01-2023

All the members of the Timetable Committee are hereby informed that the meeting is arranged in the Department of Zoology on date 03-01-2023 at 1.30 pm regarding the review of the first term timetable and preparation of the second term timetable.


Coordinator




Principal
Shivchhatrapati College,
Aurangabad

M. S. P Mandal's
SHIVCHHATRAPATI COLLEGE, AURANGABAD

Time-table Committee
Meeting-4

Date: 03.01.2023

• **Meeting agenda:**

1. To review the First Term Timetable
2. To ensure the Second Term Timetable

• **Venue:** Department of Zoology

• **Time:** 1.30 p.m.

• **Minutes of the meeting**


1. Reviewed the first term Timetable and make sure that there would be no problem in applying it to the second term Timetable.
2. Reporting to the Principal and Administration that there is no any issue related to the preparation of the second term timetable.

Members present at the meeting

Sr. No.	Members	Designation	Signature
1	Dr. R. P. Pawar	Chairperson	
2	Dr. A.V. Gunjal	Coordinator	
3	Dr. L. R. Shimple	Member	
4	Mr. Nitin Gaikwad	Member	
5	Dr. A.B. Ankushrao	Member	
6	Mr. S.S. Dhotre	Member	




Coordinator


Principal
Shivchhatrapati College,
Aurangabad

M. S. P. Mandal's
SHIVCHHATRAPATI COLLEGE, AURANGABAD
Time-Table Committee


Notice -1

Date: 03-09-2021

All the members of the Time-table Committee are hereby informed that the meeting is held in IQAC office on date 06-09-2021 at 12.10 pm regarding the planning of UG and PG timetable and academic diary for the academic year 2021-2022.


Coordinator




Principal
Shivchhatrapati College,
Aurangabad

M. S. P. Mandal's
SHIVCHHATRAPATI COLLEGE, AURANGABAD

Time-Table Committee

Meeting 1

Date: 06-09-2021

Meeting agenda:


- To discuss U.G. and P.G. Level Theory Timetable.
- To discuss Academic Diary.
- **Venue-** IQAC Office
- **Time-** 12.10 pm
- **Minutes of meeting:**
 1. Distributed work related to a timetable for B.Sc. Theory Dr. L. R. Shimple, B. A by Dr. A. B. Ankushrao and B. Com will be done by Mr. Nitin Gaikwad and a practical timetable by Dr. A.V. Gunjal will do.
 2. Viewing the old timetable and working on changes as per the new academic year.
 3. Collecting updated information regarding Hall and Benches

Attendees:

Sr. No	Members	Designation	Signature
1	Dr. R. P. Pawar	Chairperson	
2	Dr. A.V. Gunjal	Coordinator	
3	Dr. L. R. Shimple	Member	
4	Mr. Nitin Gaikwad	Member	
5	Dr. A.B. Ankushrao	Member	
6	Mr. S.S. Dhotre	Member	


Coordinator




Principal
Shivchhatrapati College,
Aurangabad

M. S. P. Mandal's
SHIVCHHATRAPATI COLLEGE, AURANGABAD
Time-Table Committee

Instructions for Head of Department and Staff Members


Date: 08-09-2021

All Heads of Departments of Senior College are hereby informed that they should prepare their timetable for the academic year 2021-2022 according to the master timetable of the college and submit one copy to the Vice- Principal and one copy to the Supervisor.


Coordinator


Principal
Principal
Shivchhatrapati College,
Aurangabad




Principal
Shivchhatrapati College,
Aurangabad

M. S. P. Mandal's
SHIVCHHATRAPATI COLLEGE, AURANGABAD
Time-Table Committee


Notice - 2

Date: 18-09-2021

All the members of the Timetable Committee are hereby informed that the meeting is held in the IQAC office on date 20-09-2021 at 01.40 pm regarding the review of diary work and theory timetable for UG and PG for the academic year 2021-2022.


Coordinator




Principal
Shivchhatrapati College,
Aurangabad

M. S. P. Mandal's
SHIVCHHATRAPATI COLLEGE, AURANGABAD
Time-Table Committee

Meeting 2

Date: 20-09-2021

• **Meeting agenda:**

1. To review the academic diary work and theory timetable for UG and PG level.
2. To check the timetable and give instructions regarding distribution

• **Venue:** IQAC Office

• **Time:** 01.40 pm

• **Minutes of the meeting:**

1. Reviewed the decisions taken in the meeting dated 06/09/21. Whether the given task is completed or not is checked to ensure that there are no errors.
2. Distributing timetable for each department and student after checking the timetable and giving instructions on the notice board

• **Members present for the meeting:**

Sr. No	Members	Designation	Signature
1	Dr. R. P. Pawar	Chairperson	
2	Dr. A.V. Gunjal	Coordinator	
3	Dr. L. R. Shimple	Member	
4	Mr. Nitin Gaikwad	Member	
5	Dr. A.B. Ankushrao	Member	
6	Mr. S.S. Dhotre	Member	


Coordinator




Principal
Shivchhatrapati College,
Aurangabad

M. S. P. Mandal's
SHIVCHHATRAPATI COLLEGE, AURANGABAD


Notice - 3

Date: 02-10-2021

All the members of the Timetable Committee are hereby informed that the meeting is arranged in the IQAC office on date 04-10-2021 at 12.00 pm regarding the review of timetable distribution problems of theory and practical.


Coordinator




Principal
Shivchhatrapati College,
Aurangabad

M. S. P. Mandal's
SHIVCHHATRAPATI COLLEGE, AURANGABAD

Time-Table Committee

Meeting 3

Date: 04-10-2021

• **Meeting agenda:**

1. To review the problems that may come across UG time table distribution.

• **Venue:** IQAC Office

• **Time:** 12.00 pm

• **Minutes of the meeting:**


1. After the distribution of the theory timetable, the difficulty of students and faculty was reviewed.
2. After reviewing the number of Science Students, Dr. A.V. Gunjal was given the responsibility of making a Practical Timetable.

Members present at the meeting

Sr. No.	Members	Designation	Signature
1	Dr. R. P. Pawar	Chairperson	
2	Dr. A.V. Gunjal	Coordinator	
3	Dr. L. R. Shimple	Member	
4	Mr. Nitin Gaikwad	Member	
5	Dr. A.B. Ankushrao	Member	
6	Mr. S.S. Dhotre	Member	


Coordinator




Principal
Shivchhatrapati College,
Aurangabad

M. S. P. Mandal's
SHIVCHHATRAPATI COLLEGE, AURANGABAD


Notice - 4

Date: 01-03-2022

All the members of the Time-Table Committee are hereby informed that the meeting is arranged in the Department of Zoology on date 02-03-2022 at 12.00 p.m. The meeting is arranged to take a review of the first term timetable and preparation of the second term timetable.


Coordinator




Principal
Shivchhatrapati College,
Aurangabad

M. S. P. Mandal's
SHIVCHHATRAPATI COLLEGE, AURANGABAD
Time-Table Committee

Meeting-4

Date: 02-03-2022

• **Meeting agenda:**

1. To review the First Term Timetable
2. To ensure the Second Term Timetable

• **Venue:** Department of Zoology

• **Time:** 12.00 p.m.

• **Minutes of the meeting**


1. Reviewed the first term Timetable and make sure that there would be no problem in applying it to the second term Timetable.
2. Reporting to the Principal and Administration that there is no issue related to the preparation of the second term timetable.

Members present at the meeting

Sr. No.	Members	Designation	Signature
1	Dr. R. P. Pawar	Chairperson	
2	Dr. A.V. Gunjal	Coordinator	
3	Dr. L. R. Shimple	Member	
4	Mr. Nitin Gaikwad	Member	
5	Dr. A.B. Ankushrao	Member	
6	Mr. S.S. Dhotre	Member	


Coordinator




Principal
Shivchhatrapati College,
Aurangabad

M. S. P Mandal's
SHIVCHHATRAPATI COLLEGE, AURANGABAD
Time-Table Committee


Notice - 1

Date: 04-08-2020

All the members of the Timetable Committee are hereby informed that the meeting is held in the Department of Botany on date 06-08-2020 at 01.10 pm regarding the planning of UG and PG timetable and academic diary for the academic year 2020-2021.


Coordinator




Principal
Shivchhatrapati College,
Aurangabad

M. S. P Mandal's
SHIVCHHATRAPATI COLLEGE, AURANGABAD
Time-Table Committee

Meeting 1

Date: 06-08-2020

Meeting agenda:

- To discuss U.G. and P.G. Level Theory Timetable.
- To discuss Academic Diary Preliminarily.

• **Venue-** Department of Botany

• **Time-** 01.10 pm

• **Minutes of meeting:**


1. Distributed work related to a timetable for B.Sc. Theory Smt. M. N. Shewale, B. A. by Dr. A. B. Ankushrao and B. Com. will be done by Mr. Nitin Gaikwad and a practical timetable by Dr. A.V. Gunjal will do.
2. Viewing the old timetable and working on changes as per the new academic year.

Attendees:

Sr. No	Members	Designation	Signature
1	Dr. R. P. Pawar	Chairperson	
2	Dr. A.V. Gunjal	Coordinator	
3	Smt. M.N Shewale	Member	
4	Mr. Nitin Gaikwad	Member	
5	Dr. A.B. Ankushrao	Member	
6	Mr. S.S. Dhotre	Member	




Coordinator


Principal
Shivchhatrapati College,
Aurangabad

M. S. P. Mandal's
SHIVCHHATRAPATI COLLEGE, AURANGABAD
Time-Table Committee

Instructions for Head of Department and Staff Members

Date: 08-08-2020

All Heads of Departments of Senior College are hereby informed that they should prepare their timetable for the academic year 2020-2021 according to the master timetable of the college and submit one copy to the Vice- Principal.


Coordinator




Principal
Shivchhatrapati College,
Aurangabad

M. S. P. Mandal's
SHIVCHHATRAPATI COLLEGE, AURANGABAD
Time-Table Committee


Notice -2

Date: 22-08-2020

All the members of the Timetable Committee are hereby informed that the meeting is held in the Department of Microbiology on date 25.08.2020 at 02.30 pm regarding the review of diary work and theory timetable for UG and PG for the academic year 2020-2021.


Coordinator




Principal
Shivchhatrapati College,
Aurangabad

M. S. P. Mandal's
SHIVCHHATRAPATI COLLEGE, AURANGABAD

Time-Table Committee
Meeting- 2

Date: 25.08.2020

• **Meeting agenda:**

1. To take a review of the academic diary work and theory timetable for UG and PG level.
2. To check the timetable and give instructions regarding the distribution

• **Venue:** Department of Microbiology

• **Time:** 02.30 pm

• **Minutes of the meeting:**


1. Review of earlier meeting was taken in the meeting held on 06.08.2022.
2. Completion status of the earlier distributed work was checked and discussed.
3. No errors were ensured for smooth conduction of classes.
4. Distributing timetable for each department and student after checking the timetable and giving instructions on the notice board

• **Members present for the meeting:**

Sr. No	Members	Designation	Signature
1	Dr. R. P. Pawar	Chairperson	
2	Dr. A.V. Gunjal	Coordinator	
3	Smt. M.N Shewale	Member	
4	Mr. Nitin Gaikwad	Member	
5	Dr. A.B. Ankushrao	Member	
6	Mr. S.S. Dhotre	Member	




Coordinator


Principal
Shivchhatrapati College,
Aurangabad

M. S. P. Mandal's
SHIVCHHATRAPATI COLLEGE, AURANGABAD
Time-Table Committee


Notice 3

Date: 08-09-2020

All the members of the Timetable Committee are hereby informed that the meeting is arranged in the Department of Chemistry on date 10-09-2020 at 12.20 pm regarding the review of timetable distribution problems of theory and practical.


Coordinator




Principal
Shivchhatrapati College,
Aurangabad

M. S. P. Mandal's

SHIVCHHATRAPATI COLLEGE, AURANGABAD

Time-Table Committee Meeting 3

Date: 10-09-2020

- **Meeting agenda:**

1. To review the problems that comes across in B. A., B. Sc. and B. Com.
2. Ensuring of proper time table of theory and practical.

- **Venue:** Department of Chemistry

- **Time:** 12.20 pm

- **Minutes of the meeting:**

1. After the distribution of the theory timetable, the difficulty of students and faculty was reviewed.
2. After reviewing the number of Science Students, Dr. A.V. Gunjal was given the responsibility of making a Practical Timetable.

Members present at the meeting

Sr. No.	Members	Designation	Signature
1	Dr. R. P. Pawar	Chairperson	
2	Dr. A.V. Gunjal	Coordinator	
3	Smt. M.N Shewale	Member	
4	Mr. Nitin Gaikwad	Member	
5	Dr. A.B. Ankushrao	Member	
6	Mr. S.S. Dhotre	Member	




Coordinator


Principal

Shivchhatrapati College,
Aurangabad

M. S. P. Mandal's
SHIVCHHATRAPATI COLLEGE, AURANGABAD
Time-Table Committee

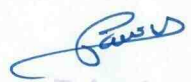
Notice - 4

Date: 05-04-2021

All the members of the Timetable Committee are hereby informed that the meeting is arranged Department of Chemistry on date 06-04-2021 at 12.00 p.m. regarding the review of the first term timetable and preparation of the second term timetable.


Coordinator




Principal
Shivchhatrapati College
Aurangabad

M. S. P. Mandal's
SHIVCHHATRAPATI COLLEGE, AURANGABAD

Time-Table Committee
Meeting-4

Date: 06.04.2021

• **Meeting agenda:**

1. To review the First Term Time-table
2. To ensure the Second-Term Timetable

• **Venue:** Department of Chemistry

• **Time:** 12.00 p.m.

• **Minutes of the meeting**

1. Reviewed the first term Timetable and make sure that there would be no problem in applying it to the second term Timetable.
2. Reporting to the Principal and Administration that there is no any issue related to the preparation of the second term timetable.

Members present at the meeting

Sr. No.	Members	Designation	Signature
1	Dr. R. P. Pawar	Chairperson	
2	Dr. A.V. Gunjal	Coordinator	
3	Smt. M.N Shewale	Member	
4	Mr. Nitin Gaikwad	Member	
5	Dr. A.B. Ankushrao	Member	
6	Mr. S.S. Dhotre	Member	


Coordinator




Principal
Shivchhatrapati College,
Aurangabad