

Minutes of the Meeting of 2018-19 held on 25th July 2018

Venue: IQAC Room Date: 25/07/2018 Time: 11:00 am - 12:30 pm

Agenda of the Meeting:

1. Reading, review and confirmation of the minutes of the last meeting
2. To prepare academic calendar of the year
3. To discuss possibility of initiating new courses at UG, PG level in the college
4. To discuss regarding B. Voc. courses to be initiated in the college
5. Planning of academic and research activities of the college and departments
6. Any other relevant issues made by the IQAC members

Members Present:

Sr. No.	Name	Designation
1	Dr. Dilip B. Shinde	Principal & Chairperson
2	Hon. Hemant Vitthal Waje	Management Representative
3	Dr. Amol H. Kategaonkar	Coordinator
4	Mrs. Dipali S. Suryawanshi	Teacher Representative
5	Mr. Manohar K. Jopale	Teacher Representative
6	Prof. Uddhav A. Ashthurkar	Teacher Representative
7	Dr. Subhash B. Ahire	Teacher Representative
8	Mr. Kiran A. Hugade	Teacher Representative
9	Mr. Upendra A. Pathade	Teacher Representative
10	Dr. Manohar K. Zate	Teacher Representative
11	Mr. K.K. Mate	Administrative Representative

12	Mr. Narayansheth Waje	Local Society Representative
13	Mrs. Ranjana Patil	Industrial Expert
14	Mr. Sunil Pote	Alumni Representative
15	Miss. Bhagyashri A. Ashtekar	Student Representative
16	Mr. Vikram V. Sonawane	Technical Assistant

IQAC Coordinator welcomed and briefed the committee members about the agenda.

Agenda Item 1: Review of the Earlier Meeting

The IQAC coordinator read and reviewed minutes of the earlier meetings and the minutes were approved.

Agenda Item 2: To prepare academic calendar of the year

Resolution: The academic calendar should be revised by IQAC and circulated to the Departments and the teacher diary is to be updated accordingly.

Agenda Item 3: To discuss possibility of initiating new courses at UG, PG level in the college

Resolution: In order to expand the subject in college some UG and PG courses must be started so that student will get diversity in teaching learning process.

Proposed by Dr. D. B. Shinde

Seconded by Dr. A. H. Katgaonkar

Agenda Item 4: To discuss regarding B. Voc. courses to be initiated in the college

Resolution: the College yet not having any course under UGC NSQF scheme. College must go for some skill oriented courses to provide students different opportunities. So we must apply for certain courses.

Proposed by Dr. A. H. Katgaonkar

Seconded by Mr. Manohar K. Jopale

Agenda Item 5: Planning of academic and research activities of the college and departments

The members were suggested to plan for curricula and co-curricular activities and also to submit proposals for workshops, seminars and conferences. Publication of papers in UGC listed journals is recommended to maintain the quality of research

Agenda Item 6: Any other relevant issues made by the IQAC members

Mr. Sunil Pote recommended to go for G Suite for education to avail different benefits of google for colleges

The vote of thanks was proposed by Mr. Manohar K. Jopale


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INTERNAL QUALITY ASSURANCE CELL (IQAC)

ACTION TAKEN REPORT OF THE IQAC MEETINGS- 2018-2019

MEETING I

Date: 03/08/2018

The items put forwarded for the discussion

Item 1:- Reading and review of the minutes of the previous meeting

Item 2:- Review of the action taken report

Item 3:- Planning of Annual Academic Calendar

Item 4:- Introduction of new courses

Item 5:- Planning of research activities in the college

Details of Action Taken:

Dr. Amol Kategaonkar, the IQAC Coordinator read the minutes and action taken report of the previous meeting and agreed by all the present members unanimously. The Principal advised to prepare teaching-learning plan of the academic year. It was decided to form a committee to prepare Annual Academic Calendar. The heads of all the departments were informed to create time table of the department according to the available staff. It was decided to take a staff meeting before the commencement of a new academic year. It was resolved that the master time table of each branch should be prepared under the guidance of Vice Principals. The new Academic committees were formed under the guidance of Hon. Principal. It was discussed that some new courses considering the need of time be introduced in the coming academic year. It was decided to start a PG course in Zoology. Some new courses in Commerce and Management were decided to start. The B.VOC courses in future will be started which are sponsored by UGC NSQF. Some proposal for workshops and seminars were sent to the university.


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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the Meeting of 2018-19 held on 2nd August 2018

Venue: IQAC Room Date: 02/08/2018 Time: 03:30 pm - 05:00 pm

Meeting of HoD's of all Departments

Agenda of the Meeting:

1. Reading, review and confirmation of the minutes of the last meeting
2. To prepare academic calendar of the year
3. To discuss possibility of initiating new courses at UG, PG level in the college.
4. Implementation of new Feedback system
5. Planning of academic and research activities of the college and departments
6. Any other relevant issues made by the IQAC members

Members Present:

Sr. No.	Name of Department	Name of HOD
01	Principal	Dr. Dilip b. Shinde
02	IQAC Co-ordinator	Dr. A. H. Kategaonkar
03	English	Professor U. A. Ashturkar
04	Marathi	Dr. D. L. Falke
05	Economics	Dr. S.N. Pagar
06	Political Science	Mr. A.A. Pote
07	Geography	Mr. U.A. Pathade
08	History	Mr. S.K. Aware
09	Defense & Strategic Studies	Mr. R.V. Pawar
10	Commerce	Mr. T.B. Khalkar
11	Physics	Mr. C.D. Khairnar

12	Chemistry	Mr. H.A. Dabhane
13	Zoology	Dr. S.L. Erande
14	Botany	Dr. D.M. Jadhav
15	Mathematics	Smt. S.S. Gholap
16	Computer Science	Smr. J. J. Bhangare
17	NSS	Mr. Y.L. Bharaskar
18	NCC	Mr. U.A. Pathade
19	BSW	Mr. C.D. Khairnar
20	Gymkhana	Mr. N.R. Kakad
21	Library	Mr. S.B. Ahire

IQAC Coordinator welcomed and briefed the committee members about the agenda. The minutes of meeting held on 25/07/2018 were read by IQAC coordinator and the resolution is conveyed to all the HoDs.

Following agendas were discussed with all HoDs for its smooth implementation.

Agenda Item 1: Review of the Earlier Meeting

The IQAC coordinator read and reviewed minutes of the earlier meetings and the minutes were approved.

Agenda Item 2: To prepare academic calendar of the year

All the heads of the department were motivated to prepare their action plan for the year and add some new activities during planning of the calendar activities.

Proposed by Dr. D. B. Shinde

Seconded by Dr. U. A. Ashturkar

Agenda Item 3: To discuss possibility of initiating new courses at UG, PG level in the college.

The IQAC team identified new courses to be started from next academic year and told concerned departments to work in the direction to get approval and affiliation in next year. (PG in Zoology and BSc Microbiology were the courses identified)

Agenda Item 4: Implementation of new Feedback system

Resolution: The feedback system of the college will be switched offline to online from the next academic year. The online forms for the teacher's evaluation by the students, feedback by alumni, feedback on curriculum and campus feedback will be made available soon. The feedback will be reviewed and analyzed by computer science department and the outcomes will be submitted to IQAC.

Agenda Item 5: Planning of academic and research activities of the college and departments

All the head of the departments were suggested to improve their annual plan as choked out by IQAC and act on the new action plan ASAP. The heads of the department were conveyed to publish research articles only in UGC recognized journals and same should be communicated to fellow faculty members.

Agenda Item 6: Any other relevant issues made by the IQAC members

Dr. A.H. Kategaonkar, IQAC coordinator highlighted on submission of AQAR for the academic year 2017-18 before December 2018. He has given brief idea about work to be done in that direction and assistance required from all the HoDs.


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INTERNAL QUALITY ASSURANCE CELL (IQAC)

ACTION TAKEN REPORT OF THE IQAC MEETINGS- 2018-2019

MEETING II

Date: 17/08/2018

The items put forwarded for the discussion

Item 1:- Reading and review of the minutes of the previous meeting

Item 2:- Review of the action taken report

Item 3:- Implementation of new feedback system

Item 4:- Introducing new courses at UG and PG level.

Details of Action Taken:

Dr. Amol Kategaonkar, the IQAC Coordinator read the minutes and action taken report of the previous meeting and agreed by all the present members unanimously. The meeting was organized for all the heads of departments and the coordinators of NSS, NCC, BSW (Board of Students Welfare), Gymkhana and library. The Academic Action Plan for each department had to be prepared. It was decided to start M.Sc. Zoology and B.Sc. degree course in Microbiology. It was decided to switch off offline feedback system to Online system. To this academic year, the feedbacks were collected offline in the form of hard copies. It was decided to create online feedback forms for the evaluation of teachers by the students. The evaluation of the college campus and administration as well as teaching process from the students, alumni and other stakeholders was to be achieved online.

All the departments were advised to create the annual plan according to ASAP.


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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the Meeting of 2018-19 held on 11th January 2019

Venue: IQAC Room

Date: 11/01/2019

Time: 11:00 am - 12:30 pm

Agenda of the Meeting:

1. Reading, review and confirmation of the minutes of the last meeting
2. Review of action taken report
3. Appreciation of the efforts by the faculty
4. Planning of Annual Gathering
5. Syllabus review, internal evaluation (UG) and continuous internal evaluation (PG)
6. Planning to conduct National Level Seminar sanctioned by NAAC
7. Any other relevant issues made by the IQAC members

Members Present:

Sr. No.	Name	Designation
1	Dr. Dilip B. Shinde	Principal & Chairperson
2	Dr. Amol H. Kategaonkar	Coordinator
3	Mrs. Dipali S. Suryawanshi	Teacher Representative
4	Mr. Manohar K. Jopale	Teacher Representative
5	Prof. Uddhav A. Ashthurkar	Teacher Representative
6	Dr. Subhash B. Ahire	Teacher Representative
7	Mr. Kiran A. Hugade	Teacher Representative
8	Mr. Upendra A. Pathade	Teacher Representative
9	Dr. Manohar K. Zate	Teacher Representative

IQAC Coordinator welcomed and briefed the committee members about the agenda.

Agenda Item 1: Reading, review and confirmation of the minutes of the last meeting

The IQAC coordinator read and reviewed minutes of the earlier meetings and the minutes were approved.

Agenda Item 2: Review of action taken report

Resolution: The Action taken Report was reviewed and discussed, suggestions have been made by the members of IQAC.

Agenda Item 3: Appreciation of the efforts by the faculty

The IQAC appreciated the efforts of the criterion in-charges and all HoDs for their efforts in timely submission of AQAR report and conducting co-curricular activities for the students.

Agenda Item 4: Planning of Annual Gathering

Discussion on planning of Annual function of the college was made, its tentative dates and probable chief guest was finalized by cultural committee head of the college. It was decided to invite Famous poet/writer Achhut Godbole as a chief guest of annual prize distribution.

Agenda Item 5: Syllabus review, internal evaluation (UG) and continuous internal evaluation (PG)

Review of the syllabus of UG and PG and review of continuous internal evaluation (PG) was taken. The faculties were instructed to complete the syllabus of first year courses and conduct unit test for continuous assessment.

Agenda Item 6: Planning to conduct National Level Seminar sanctioned by NAAC

BCUD SPPU has sanction State and National level seminar to college, its planning and execution was discussed in the meeting.

Proposed by Dr. A. H. Kategaonkar

Seconded by Dr. D. B. Shinde

Agenda Item 7: Any other relevant issues made by the IQAC members

IQAC members suggested restructuring of competitive examination cell, counseling cell, placement cell and activities conducted by them were appreciated and suggestions were made to focus on organization of campus drives.


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INTERNAL QUALITY ASSURANCE CELL (IQAC)

ACTION TAKEN REPORT OF THE IQAC MEETINGS- 2018-2019

MEETING III

Date: 25/01/2019

The items put forwarded for the discussion

Item 1:- Reading and review of the minutes of the previous meeting

Item 2:- Review of the action taken report

Item 3:- Planning of the Annual Social Gathering

Item 4:- Planning of Term End Examination

Item 5:- organization of National Level Seminar sanctioned by NAAC

Details of Action Taken:

Dr. Amol Kategaonkar, the IQAC Coordinator read the minutes and action taken report of the previous meeting and agreed by all the present members unanimously. All the heads of Criteria of IQAC and heads of various departments were appreciated for their honest efforts for the submission of AQAR of 2017-2018. The organization of Annual Social Gathering including annual sports, cultural programme, day celebration and prize distribution programme was discussed and tentative dates were fixed for the same. It was decided to invite popular poet and writer in Marathi Achhut Godbole as the chief guest for Annual Prize Distribution Programme of the year. Two seminars at State and National level were organized by the college sanctioned by the BCUD of SPPU.


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