



MARATHA VIDYA PRASARAK SAMAJ NASHIK
G.M.D. ARTS, B.W. COMMERCE & SCIENCE COLLEGE, SINNAR,
NASHIK-422 103 (MS), INDIA
NAAC Re-Accredited 'A' Grade College (CGPA 3.04)
ISO 9001:2015 Certified College
INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the Meeting of 2020-21 held on 10th July 2020

Venue: IQAC Room

Date: 10/07/2020

Time: 11:00 am - 12:10 pm

Agenda of the Meeting:

1. Reading, review and confirmation of the minutes of the last meeting
2. Review of action taken report
3. Planning of Annual Academic Calendar
4. Planning of academic and research activities of the college
5. Preparation of CO, PO, PSO according to revised syllabus of SPPU, Pune.
6. Planning for conducting the online classes

Members Present:

Sr. No.	Name	Designation
1	Prin. Dr. D. B. Shinde	Principal & Chairperson
2	Dr. D. M. Jadhav	Vice-Principal
3	Mr. R. V. Pawar	Vice-Principal
4	Smt. S. K. Gaikwad	Vice-Principal
5	Dr. P. J. Tambade	IQAC Coordinator
6	Mr. C. E. Gurule	Teacher Representative
7	Mr. H. A. Dabhane	Teacher Representative
8	Dr. M. K. Zate	Teacher Representative
9	Dr. S. B. Ahire	Teacher Representative
10	Dr. S. N. Pagar	Teacher Representative

11	Mr. N. K. Jadhav	Teacher Representative
12	Mrs. P. D. Garud	Teacher Representative
13	Mr. R. S. Pagar	Teacher Representative
14	Mr. K. A. Hugade	Teacher Representative
15	Dr. U. A. Ashturkar	Teacher Representative
16	Mr. S. B. Kardak	Teacher Representative
17	Dr. P. R. Kokate	Teacher Representative

At the outset Dr. P. J. Tambade, IQAC Coordinator welcomed and briefed the committee members about the agendas.

Dr. D. B. Shinde, Chairperson (IQAC) in his introductory remarks appreciated all the HoD's and IQAC members for the efforts being made by all in last academic year.

After this welcome address, the agendas of meeting were taken for discussion.

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: Planning of Annual Academic Calendar

Discussion on planning of Annual Academic Calendar of the college was made, the tentative programmes were discussed. It was decided to conduct more and more student's-oriented activities.

Agenda Item 4: Planning of academic and research activities of the college

The Head of the Departments are advised to prepare Departmental Academic Calendar and showcase the same for students. The faculty members must be encouraged to add novel ICT based activities for the students.

Few departments are advised to conduct Seminar / Workshop to be funded by SPPU, Pune (Computer Science, Botany and Zoology).

Agenda Item 5: Preparation of CO, PO, PSO according to revised syllabus of SPPU, Pune.

From the academic year 2019-20, SPPU, Pune implemented Choice Based Credit System (CBCS) for undergraduate courses. The courses of first year PG are also revised. The discussion was made on setting Course outcomes (CO) and Programme Outcomes (PO) and Programme Specific Outcomes (PSO).

Agenda Item 6: Planning for conducting the online classes.

It was discussed that the online classes should be conducted both for UG and PG students. It was decided that google classrooms, google forms, google meet, zoom meet, use of OBS for creating video lectures etc. are to be implemented by all the faculty.

Decision: The IQAC took review of new syllabus and members of I to VII criterions are advised to prepare the documents and make it available to the students.

The vote of thanks was proposed by Mr. K. A. Hugade and the meeting was concluded.



IQAC Co-Ordinator




Principal,
G.M.D Arts, B.W. Commerce and
Science College, Sinnar, Dist. Nashik

ACTION TAKEN REPORT OF THE IQAC MEETINGS- 2020-2021

MEETING I

Date: 20/07/2020

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:- Preparing PO (Programme Outcome), CO (Course Outcome) and PSO (Programme Specific Outcome)

Item 5:- Conducting Online Classes

Details of Action Taken:

Dr. P.J. Tambade, 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 online as the whole world was going through drastic corona pandemic situation. It was decided to form a committee to prepare Annual Academic Calendar taking into consideration of corona pandemic situation. The first term had been delayed and the academic planning was to be done according to the schedule issued by the University.

It was decided to take a staff meeting before the commencement of online teaching. The precaution about Corona was to be followed. Online webinars, orientation, refresher courses were to be attended by the staff. The focus was given to create video lectures and they should be uploaded on the you tube channel of the college.

The Institutional PO, CO, and PSO were to be prepared according to the curriculum and syllabus. The Results of the previous year were to be analyzed and programme and course outcomes were to be attained



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the Meeting of 2020-21 held on 13th August 2020

Venue: IQAC Room

Date: 13/08/2020

Time: 11:00 am - 12:30 pm

Agenda of the Meeting:

1. Welcome of Dr. P. V. Rasal (Chairman, IQAC)
2. Reading, review and confirmation of the minutes of the last meeting
3. Review of action taken report
4. Discussion about the preparation of AQAR 2019-20 according to new guidelines issued by NAAC.

Members Present:

Sr. No.	Name	Designation
1	Dr. P. V. Rasal	Principal & Chairperson
2	Mr. R. V. Pawar	Vice-Principal
3	Dr. D. M. Jadhav	Vice-Principal
4	Smt. S. K. Gaikwad	Vice-Principal
5	Dr. Pawan J. Tambade	IQAC Coordinator
6	Mr. C. E. Gurule	Teacher Representative
7	Mr. H. A. Dabhane	Teacher Representative
8	Dr. M. K. Zate	Teacher Representative

9	Dr. S. B. Ahire	Teacher Representative
10	Dr. S. N. Pagar	Teacher Representative
11	Dr. N. K. Jadhav	Teacher Representative
12	Mrs. P. D. Garud	Teacher Representative
13	Mr. Upendra A. Pathade	Teacher Representative
14	Smt. S. S. Gholap	Teacher Representative
15	Prof. Uddhav A. Ashthurkar	Teacher Representative
16	Smt. J. J. Bhangare	Teacher Representative
17	Dr. P. R. Kokate	Teacher Representative
18	Dr. D. L. Falke	Teacher Representative
19	Dr. K. A. Hugade	Teacher Representative

Dr. S. N. Pagar welcomed and briefed the committee members about the agenda.

Agenda Item 1: Welcome of Dr. P. V. Rasal (Chairman, IQAC)

The Honorable Principal of the College Dr. P. V. Rasal was welcomed by the Coordinator Dr. P. J. Tambade and the respective team of IQAC.

The IQAC Coordinator and other members gave updates to the newly transferred Principal Dr. P. V. Rasal regarding present happenings in the college.

Agenda Item 2: Reading, review and confirmation of the minutes of the last meeting

Dr. S. B. Ahire read and reviewed minutes of the previous meetings and the minutes were approved by all the present members.

Agenda Item 3: Review of action taken report

The Action taken Report was reviewed and discussed. Suggestions were made by the members of IQAC.

Agenda Item 4: Discussion about the preparation of AQAR 2019-20 according to new guidelines issued by NAAC.

- It was discussed that the AQAR of 2019-20 should be prepared according to new guidelines.
- The coordinator Dr. P. J. Tambade explained the difference between old and new Proforma of preparing AQAR.
- The Principal, Dr. P. V. Rasal, being Chairman of IQAC, guided the present members to follow the concise instructions given by the coordinator.

The vote of thanks was proposed by Mr. K. A. Hugade and the meeting was concluded.



IQAC Co-Ordinator



Principal,
G.M.D Arts, B.W. Commerce and
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ACTION TAKEN REPORT OF THE IQAC MEETINGS- 2020-2021

MEETING II

Date: 20/08/2020

The items put forwarded for the discussion

Item1:- Determination of welcome of Dr. P.V. Rasal, the newly joined principal.

Item 2:- Reading and review of the minutes of the previous meeting

Item 3:- Review of the action taken report

Item 4:- Preparation of AQAR 2019-20

Details of Action Taken:

Dr. P.J. Tambade, welcomed the new principal Dr. P.V. Rasal transferred to this college and officially declared that the Hon. Principal should accept the post of Chairman of the IQAC. He read the minutes and action taken report of the previous meeting and agreed by all the present members unanimously. The meeting was organized online as the whole world was going through drastic corona pandemic situation. The principal addressed the meeting and advised to prepare the AQAR for the academic year 2019-20 taking into consideration of corona pandemic situation. The first term had been delayed and the academic planning was to be done according to the schedule issued by the University.

. The precaution about Corona was to be followed. Online webinars, orientation, refresher courses were to be attended by the staff. The focus was given to create video lectures and they should be uploaded on the YouTube channel of the college.

The AQAR for 2019-20 was to be prepared according to new guidelines issued by the NAAC.



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the Meeting of 2020-21 held on 4th February 2021

Venue: IQAC Room

Date: 04/02/2021

Time: 11:00 am - 12:20 pm

Agenda of the Meeting:

1. Welcome of Mr. D. S. Sanap (IQAC Co-Ordinator)
2. Reading, review and confirmation of the minutes of the last meeting
3. Review of action taken report
4. Finalization of AQAR 2019-20
5. Any other relevant issues made by the IQAC members

Members Present:

Sr. No.	Name	Designation
1	Dr. P. V. Rasal	Principal & Chairperson
2	Mr. R. V. Pawar	Vice-Principal
3	Dr. D. M. Jadhav	Vice-Principal
4	Smt. S. K. Gaikwad	Vice-Principal
5	Mr. D. S. Sanap	IQAC Coordinator
6	Mr. C. E. Gurule	Teacher Representative
7	Mr. H. A. Dabhane	Teacher Representative

8	Dr. M. K. Zate	Teacher Representative
9	Dr. S. B. Ahire	Teacher Representative
10	Dr. S. N. Pagar	Teacher Representative
11	Mr. N. K. Jadhav	Teacher Representative
12	Mrs. P. D. Garud	Teacher Representative
13	Mr. Upendra A. Pathade	Teacher Representative
14	Smt. S. S. Gholap	Teacher Representative
15	Dr. Prof. Uddhav A. Ashturkar	Teacher Representative
16	Smt. J. J. Bhangare	Teacher Representative
17	Dr. P. R. Kokate	Teacher Representative
18	Mr. K. A. Hugade	Teacher Representative
19	Dr. D. L. Falke	Teacher Representative

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

Agenda Item 1: Welcome of Mr. D. S. Sanap (IQAC Co-Ordinator)

The Honorable Principal, Dr. P. V. Rasal appointed Mr. D. S. Sanap as a new coordinator of IQAC and he welcomed him as an IQAC Coordinator of the college by offering a bouquet and shawl.

The Principal and other members updated newly appointed IQAC coordinator regarding happenings in college.

Agenda Item 2: Reading, review and confirmation of the minutes of the last meeting

Mr. C. E. Gurule read and reviewed minutes of the previous meetings and the minutes were approved by all the present members.

Agenda Item 3: Review of action taken report

Resolution: All the present members uniformly consented on the action taken report reviewed in the meeting.

Agenda Item 4: Finalization of AQAR 2019-20

The coordinator of IQAC took review of data collected for AQAR 2019-20. The templates of key points were read and the queries were resolved. The criterion incharges were given deadline to fill the templates for finalization of AQAR 2019-20. The final reading of AQAR will be done after compilation.

It was decided that the AQAR 2019-20 will be finalized up to 28th February 2021 and be submitted to IQAC of the college by all criterion coordinators.

Agenda Item 5: Any other relevant issues made by the IQAC members

- Number of PC's must be increased in IQAC for smooth working.
- IQAC members suggested automation of IQAC for data collection.

The vote of thanks was proposed by Dr. N. K. Jadhav and the meeting was concluded with the permission of Honorable Chairperson.



IQAC Co-Ordinator


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Principal,
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INTERNAL QUALITY ASSURANCE CELL (IQAC)

ACTION TAKEN REPORT OF THE IQAC MEETINGS- 2020-2021

MEETING III

Date: 10/02/2021

The items put forwarded for the discussion

Item1:- Welcome of Mr. D.S. Sanap as an IQAC Coordinator

Item 2:- Reading and review of the minutes of the previous meeting

Item 3:- Review of the action taken report

Item 4:- finalization of AQAR 2019-20

Details of Action Taken:

Hon. Chairman appointed Mr. D.S. Sanap as a new coordinator of IQAC. Dr. C.E. Gurule read the minutes and action taken report of the previous meeting and agreed by all the present members unanimously. The meeting was organized online as the whole world was going through drastic corona pandemic situation. The principal addressed the meeting and advised to prepare the AQAR for the academic year 2019-20 taking into consideration of corona pandemic situation. The coordinator Dr. D.S. Sanap took review of the collected data. The templates of key points were read and the queries were resolved. The criterion heads compiled the information from all the departments and provided it to the IQAC office. The AQAR for 2019-20 was submitted to the NAAC Office successfully.


CO-ORDINATOR
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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the Meeting of 2020-21 held on 22th May 2021

Venue: IQAC Room

Date: 22/05/2021

Time: 11:30 am (Online)

Meeting Link: meet.google.com/nwc-aycz-srp

Agenda of the Meeting:

1. Reading, review and confirmation of the minutes of the last meeting
2. Review of action taken report
3. Discussion on difficulties and challenges occurred while submitting AQAR 2019-20
4. Demonstration of online data collection system changed by IQAC
5. Any other relevant issues made by the IQAC members

Members Present:

Sr. No.	Name	Designation
1	Dr. P. V. Rasal	Principal & Chairperson
2	Mr. R. V. Pawar	Vice-Principal
3	Dr. D. M. Jadhav	Vice-Principal
4	Smt. S. K. Gaikwad	Vice-Principal
5	Mr. D. S. Sanap	IQAC Coordinator
6	Dr. C. E. Gurule	Teacher Representative



7	Mr. H. A. Dabhane	Teacher Representative
8	Dr. M. K. Zate	Teacher Representative
9	Dr. S. B. Ahire	Teacher Representative
10	Dr. S. N. Pagar	Teacher Representative
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15	Prof. Uddhav A. Ashturkar	Teacher Representative
16	Smt. J. J. Bhangare	Teacher Representative
17	Dr. P. R. Kokate	Teacher Representative
18	Dr. D. L. Falke	Teacher Representative
19	Mr. R. S. Pagar	Teacher Representative

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

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

The IQAC coordinator read and reviewed minutes of the previous meeting and the minutes were approved by the chairman and secretary.

Agenda Item 2: Review of action taken report

The Action taken Report was reviewed and discussed and suggestions were made by the members of IQAC.

The major resolutions taken are as below

- Various google forms are created for data collection.
- It was discussed that online lectures must be conducted by all faculty.

- The internal assessment of the students should be taken online by using google forms.

Agenda Item 3: Discussion on difficulties and challenges occurred while submitting AQAR 2019-20.

The IQAC coordinator Mr. D. S. Sanap addressed the present members regarding difficulties and challenges occurred while submitting AQAR 2019-20

He clarified that, not many difficulties were occurred except technical issues.

He also guided the present members to be ready to do more activity in the coming academic year.

Agenda Item 4: Demonstration of online data collection system developed by IQAC

The coordinator of IQAC demonstrated various Google forms newly created and the web page developed for the data collection in online mode. The Google forms are created to collect the data which will be useful for creation of AQAR.

The college website is also re-designed to meet the expectations of NAAC and all the stakeholders.

The Chairman of IQAC Dr. P. V. Rasal, suggested to provide the demonstration of newly developed data collection system to all the faculty members.

The vote of thanks was proposed by Mr. D. S. Sanap and the meeting was concluded with the permission of Hon. Prin. Dr. P. V. Rasal.



IQAC Co-Ordinator



 Dr. P. V. Rasal
Principal,
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INTERNAL QUALITY ASSURANCE CELL (IQAC)

ACTION TAKEN REPORT OF THE IQAC MEETINGS- 2020-2021

MEETING IV

Date: 16/06/2021

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:- Issues regarding of conducting internal examination.

Item 4:- the question of cleanliness


Item 5:- the problem of giving second dose of vaccine.

Details of Action Taken:

Dr. C.E. Gurule read the minutes and action taken report of the previous meeting and agreed by all the present members unanimously. The meeting was organized online as the whole world was going through drastic corona pandemic situation. It was finally determined that the internal assessment of the students be conducted online by using MCQs. It was not still possible for the students to attend the college physically. Online lectures were conducted. The University also conducted the examinations through online mode. For the absent students, the reexamination was organized by preparing new questions. The responses were received on the Google drive. The coordinator clarified the difficulties that occurred during filling the online AQAR.


CO-ORDINATOR
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Principal
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