

Minutes of the IQAC meeting

A meeting of IQAC committee was held at IQAC room on 12/07/2019 at 4.00 pm.

Following members were present during the meeting:

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| 1. Smt. M.S. Chaudhari | Chairman IQAC |
| 2. Shri. Prafulla J Patel | Member |
| 1. Shri. Rajendra B. Nikumbhe | Member |
| 2. Shri. Kakaso J. Anpat | Member |
| 3. Shri. S. B. Tamkhane | Member |
| 4. Smt. Neha P. Jain | Member |
| 5. Smt. Dipika D. Patil | Member |
| 6. Shri. Kiran J. Mali | Member |
| 7. Shri. Abhijeet M. Patil | Member |
| 8. Shri. Hiralal N. Patil | Member |
| 9. Smt. Prititai. A. Patil | Member |
| 10. Smt. Varshatai H.Patil | Member |
| 11. Shri. L. N. Chaudhari | Member |
| 12. Smt. Neena B. Patil | Member |
| 13. Dr. Kailas R. Chavhan | Cordinator |

Following issues were discussed during the meeting:

Item 1: To approve the minutes of the previous meeting

Resolution: The minutes of previous IQAC meeting were discussed by Coordinator, IQAC and they were approved by all the members unanimously.

Item 2: NAAC Peer team visit and NAAC Accreditation activity.

The committee Members were discussed and planned for preparation of various documents to face 2nd Accreditation and Peer-team visit in next academic semester. All the members were discuss with IQAC coordinator and Chairman in IQAC.

Item 3: To discuss documentation like SSR, AQAR for presentation and as per guideline of NAAC.

The committee Members were discussed.

The IQAC coordinator has given short PowerPoint presentation with regard to following points.

- Planning of documentation.
- Planned upcoming Peer-team visit.
- Activity of IQAC.
- Last year AQAR report.

Item 4: Review of feedback system regarding quality related process

Resolution: It was unanimously decided that, the existing feedback system needs a revision. To review the feedback system. The committee will submit the revised format up to mid December 2019 and feedback will be collected thereafter.

Item 5: Organization of workshop/ conferences/ training on quality related issues

Workshops related to IPR, Quality Control for research paper writing, statistical analysis, industry academic interaction etc. were proposed by respected members.

Resolution: It was decided to conduct on job training for New Joining. In addition to this workshop of IQAC on IPR will be organized up to December 2019.

Item 6: To constitute the committee for preparation and submission of AQAR 2018-19

Resolution: The AQAR submission committee 2018-19, Activity Conducted by Criterion Heads.

They will prepare and submit the AQAR for 2018-19 within time.

Item 7: To prepare the proposal for Academic /administrative audit procedure

The process and preparedness of Academic /Administrative audit was discussed by the committee as per university guidelines.

Item 8: To develop the strategies for Banking and industry academia interaction

Resolution: It was unanimously decided that, efforts has to be taken to strengthen the Banking and industry academia interaction. Few bank and industry visits will be plan in this regard in next few days.

Item 9: Any other relevant issues with the permission of Chairman IQAC

Resolution: Since, there were no any additional issues for the said meeting; the meeting was concluded by IQAC Coordinator, with summary and vote of thanks. Next meeting will be conducted in the Last week of November.

Action taken report for meeting held on 12.07.2019

1. Review of feedback system regarding quality related process

To review the feedback system, a committee was constituted. The committee has revived the process and developed the draft format

2. Organization of workshop/ conferences/ training on quality related issues

Induction training was coordinated by Mr. Nilesh bhai . workshop is Coordinated by Dr. Kailas R. Chavhan.

3. To develop the strategies for Bank & industry academia interaction

Separate Bank & Industry academia committee is planned to be constituted under the chairman ship of Mr. Kakaso J. Anpat.

4. To ready for preparation and submission of documentation SSR of NAAC.

Preparation and submission of SSR of NAAC and AQAR submission is plan by committee. It was discus unaniously with Criterion Heads.

Minutes of the IQAC meeting

A meeting of IQAC committee was held at IQAC room on 28.11.2019 at 4.00 pm.

Following members were present during the meeting:

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| 1. | Dr. Kailas R. Chavhan | Chairman, IQAC |
| 2. | Smt. M.S. Chaudhari | Member |
| 3. | Shri. S. B. Tamkhane | Member |
| 4. | Shri. Kiran J. Mali | Member |
| 5. | Shri. Abhijeet M. Patil | Member |
| 6. | Shri. Hiralal N. Patil | Member |
| 7. | Smt. Prititai. A. Patil | Member |
| 8. | Smt. Varshatai H.Patil | Member |
| 9. | Shri. L. N. Chaudhari | Member |
| 10. | Smt. Neena B. Patil | Member |
| 11. | Shri. Kakaso J. Anpat | Coordinator |

Following issues were discussed during the meeting:

Agenda 1: To approve the minutes of the previous meeting

Resolution: The minutes of previous IQAC meeting were discussed by Coordinator, IQAC and they were approved by all the members unanimously.

Agenda 2: To discuss the peer-team visit observations.

Resolution: The peer-team visit observations was discussed in the meeting and decided to make modifications as per suggestions.

Agenda 3: To follow-up the progress of revision in Feedback system

Resolution: The progress regarding revision of feedback system of college was explained by Dr. Kailas R. Chavhan and it was decided that, it will be finalized in the next IQAC meeting.

Agenda 4: To review the preparedness for Academic /administrative audit.

The process and preparedness of Academic /Administrative audit was reviewed by the committee as per guidelines.

Agenda 5: To discuss the office structure of IQAC for enhanced effectively

Resolution: The committee unanimously decided that the functioning of IQAC should be further strengthened with respect to infrastructure of IQAC office.

Agenda 6 : Any other relevant issues with the permission of Chairman IQAC

Since, there are no any additional issues for the said meeting; the meeting was concluded by IQAC Coordinator with summary and vote of thanks.

Resolution: Next meeting will be conducted in the December 2019.

Action taken report for meeting held on 28.11.2019

1.To finalize make few modifications.

IQAC have to make few modification in academic activity and planned to submit the documentation regularly to NAAC office.

2.To discuss the office structure of IQAC for enhanced effectively

New office for IQAC is planned with additional computational and assistance facility

Minutes of the IQAC meeting

A meeting of IQAC committee was held at IQAC room on 24.12.2019 at 4.00 pm.

Following members were present during the meeting:

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|----------------------------|----------------|
| 1. Dr. Kailas R. Chavhan | Chairman, IQAC |
| 2. Smt. M.S. Chaudhari | Member |
| 3. Shri. S. B. Tamkhane | Member |
| 4. Shri. Kiran J. Mali | Member |
| 5. Shri. Abhijeet M. Patil | Member |
| 6. Shri. Hiralal N. Patil | Member |
| 7. Smt. Prititai. A. Patil | Member |
| 8. Smt. Varshatai H.Patil | Member |
| 9. Shri. L. N. Chaudhari | Member |
| 10. Smt. Neena B. Patil | Member |
| 11. Shri. Kakaso J. Anpat | Coordinator |

Following issues were discussed during the meeting:

Agenda 1: To approve the minutes of the previous meeting

Resolution: The minutes of previous IQAC meeting were discussed by the IQAC and they were approved by all the members unanimously.

Agenda 2: To discuss the plan for preparation of AQAR 2018-19

Resolution: It was decided that the detailed revised format of AQAR will be circulated amongst the members and heads of departments. An awareness session will be organized regarding the revised format of AQAR.

Agenda 3: To follow-up the progress of revised Feedback system

Resolution: The feedback system based on 'Google Form' or offline was explained by Committee head. The feedback form will be collected by respective department at the in the month of April 2020.

Agenda 4: To discuss the office structure of IQAC for enhanced effectively

Resolution: The committee unanimously agreed that the functioning of IQAC should be further strengthened with respect to infrastructure of IQAC office. This issue was recurrently appearing since last 3 meetings and hence urgent action is requested in this regard.

Agenda 5: Any other relevant issues with the permission of Chairman IQAC

Since, there are no any additional issues for the said meeting; the meeting was concluded by IQAC Coordinator Dr. K. R. Chavhan with summary and vote of thanks.

Resolution: Next meeting will be conducted in the first week of April 2020.

Action taken report for meeting held on 24.12.2019

14. To follow-up the progress of revised Feedback system

The feedback system was designed which is based on 'Google Form' is difficult and offline form can be easily collected, next year we will follow online system. The feedback forms are collected by respective department in the month of April 2020.

15. To discuss the office structure of IQAC for enhanced effectively

The functioning of IQAC should be further strengthened with respect to infrastructure of IQAC office.

Minutes of the IQAC meeting

The meeting of IQAC committee was held at IQAC room on 02.04.2020 at 4.00 pm.

Following members were present during the meeting:

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|----------------------------|----------------|
| 1. Dr. Kailas R. Chavhan | Chairman, IQAC |
| 2. Smt. M.S. Chaudhari | Member |
| 3. Shri. S. B. Tamkhane | Member |
| 4. Shri. Kiran J. Mali | Member |
| 5. Shri. Abhijeet M. Patil | Member |
| 6. Shri. Hiralal N. Patil | Member |
| 7. Smt. Prititai. A. Patil | Member |
| 8. Smt. Varshatai H.Patil | Member |
| 9. Shri. L. N. Chaudhari | Member |
| 10. Smt. Neena B. Patil | Member |
| 11. Shri. Kakaso J. Anpat | Coordinator |

Following issues were discussed during the meeting:

Agenda 1: To approve the minutes of the previous meeting

Resolution: The minutes of previous IQAC meeting were discussed by Coordinator, IQAC and they were approved by all the members unanimously.

Agenda 2: To discuss Activity plan of Various Programme and college activity, administration and examination system

The discussion on implementation of online admission process, online fee module, structure of examination system, CMS system in office, formation of different committees such as Governing bodies, academic and examination. The efforts are appreciated by the committee.

Agenda 3: To discussed the academic calendar for 2020-21

The draft of the academic calendar was discussed in the meeting. The committee suggested inclusion planning regarding various workshops and training such as quality control, AQAR, Gender issues etc. In addition to this, probable dates of various meeting also need to be included. **Resolution:** Hence, the final version will be presented in the next meeting for approval.

Agenda 4: Any other relevant issues with the permission of Chairman IQAC

Since, there are no any additional issues for the said meeting; the meeting was concluded by IQAC Coordinator Mr. K.J. Anpat with summary and vote of thanks.

Resolution: Next meeting will be conducted in the 2nd week of July 2020.

Action taken report for meeting held on 02.04.2020

1. To discuss the college activity such as administration and examination system

CMS system for college was implemented and academic activity was opted by the College.

2. To discussed the academic calendar for 2020-21.

The draft for academic calendar was prepared