



Maratha Vidya Prasarak Samaj's

**Karmveer Abasaeb Alias N. M. Sonawane Arts,
Commerce and Science College, Satana,
Dist. Nashik.**

**IQAC MINUTES
OF THE MEETING**

MINUTES OF THE MEETING OF 2011-12 HELD ON 20TH JUNE 2011

Venue: IQAC Room,

Date: 20/06/2011

Time: 11:30 am

❖ **Agenda of the Meeting:**

1. To review and confirm the minutes of the last meeting
2. To review report of the NAAC Peer Team and set strategies accordingly
3. To prepare academic calendar of the year
4. Design of activities of Competitive exam guidance center and Placement Cell.
5. Inception of new PG courses and Research center and Submission of proposals for, Major, Minor Research projects and conference/ seminar/ workshop
6. Preparation of Vision document for the next 5 years
7. Any other relevant issues made by the IQAC members

MEMBERS PRESENT

1	Dr. Dilip Dhondge, <i>Chairperson</i>	
2	Hon. Smt. Neelimatai Pawar, <i>Management Representative</i>	
3	Dr. Vineet Majgaonkar, <i>Industrial Expert</i>	
4	Shri. Sunil Saundankar, <i>Coordinator</i>	
5	Shri. N.K.Pawar, <i>Member</i>	
6	Dr. K.R.Khandare, <i>Member</i>	
7	Shri. Rajendra Vasait, <i>Member</i>	
8	Shri. S.P. Kamble, <i>Member</i>	
9	Smt. S.B.Shewale, <i>Member</i>	
10	Shri. K.K.Katil, Office Registrar, <i>Member</i>	
11	Shri. Kishor Kadam, <i>Alumni Representative</i>	

❖ **Leave of Absence was granted to the following members:**

1. Dr. Shirish Chindhade, Academic Expert

IQAC Coordinator welcomed and briefed the committee members about the agenda. IQAC members, after exchange of ideas and thoughts made the following resolutions:

Agenda Item 1: Review of the Earlier Meeting:

The coordinator read the minutes of earlier meeting and the minutes were reviewed and passed by the members.

Agenda Item 2: To review report of the NAAC Peer Team and set strategies accordingly to fulfill the suggestion

Resolution: The coordinator read the report of NAAC Peer team committee visited to college for II cycle of accreditation in October 2010. Review of report of NAAC Peer Team was done with discussions and evaluation. It was resolved to set out strategies for next five years and initiate compliance of the Peer Team recommendations.

Proposed by: Shri. N.K. Pawar

Seconded by: Shri. S.P. Kamble

Agenda Item 3: To prepare academic calendar of the year and update teacher's diary

Resolution: The academic calendar should be revised by IQAC taking into consideration for planning of additional activities and circulated to the departments and the teacher diary is to be updated accordingly. Each department should prepare their Academic Calendar in accordance with new practices to be implemented.

Proposed by: Shri. N.K.Pawar

Seconded by: Dr. K.R. Khandare

Agenda Item 4: Competitive examination guidance center and Placement activities

Resolution: The competitive examination guidance center and placement activities should be strengthened. The center should organize lectures of experts in exhaustive manner to guide aspirants. The placement cell should arrange more placement sessions with the help of various sources available. Group discussions, English

speaking courses and interactive sessions should be arranged for development of soft skills and career guidance should be provided

Proposed by: Principal Dr. Dilip Dhondge

Seconded by: R.D.Vasait

Agenda Item 5: To start new P.G. courses and Ph D programs

Resolution: In order to increase the academic flexibility and research activities on the campus IQAC has identified following departments to start PG and Ph.D. programs.

Ph.D. : Marathi

P.G. Computer Science.

Proposed by: Shri. N.K.Pawar

Seconded by: Smt. S.B.Shewale

Agenda 6: Submission of proposals for, Major, Minor Research projects and conference/ seminar/ workshop

Resolution: The college should submit proposals for , Minor Research projects and conference/ seminar/ workshop and concern Head of the departments should prepare proposals for the same under quality improvement program. The faculty members shall submit proposals for Major-Minor research projects to different funding Agencies during academic year.

Proposed by: Dr.K.R.Khandare


Seconded by: K.K.Patil

Agenda Item 7: Preparation of Vision document for the next 5 years

Resolution: Issues related with the preparation of Vision document had been discussed. The important issues and the items to be included were discussed. The IQAC committee recommended the coordinator to Chalk out the five year perspective plan of the college.

Proposed by: Principal, Dr. Dilip Dhondge

Seconded by: Smt. S.B.Shewale



Agenda Item 8: Any Other issues

Resolution: The IQAC coordinator suggested to introduce additional skill oriented, value loaded programs for the students and to conduct faculty development programs.

The vote of thanks was proposed by the coordinator.

MINUTES OF THE MEETING OF 2011-12 HELD ON 16 APRIL 2012

Venue: IQAC Room

Date: 16/4/2012

Time: 4.30 pm

❖ **Agenda of the Meeting:**

1. To review and confirm the minutes of last meeting
2. Regarding Feedback report of the departments
3. To review activities of academic year 2011-12
4. Updation of college Website and preparation of Prospectus for 2012-13
5. Regarding Admission process for academic year 2012-13
6. To extend consultancy services.
7. To take note of achievements of staff and students.
8. Any other issues with the permission of Chair

MEMBERS PRESENT

1	Dr. Dilip Dhondge, <i>Chairperson</i>	
2	Dr. Vineet Majgaonkar, <i>Industrial Expert</i>	
3	Shri. Sunil Saundankar, <i>Coordinator</i>	
4	Shri. N.K.Pawar, <i>Member</i>	
5	Dr. K.R.Khandare, <i>Member</i>	
6	Shri. Rajendra Vasait, <i>Member</i>	
7	Shri. S.P. Kamble, <i>Member</i>	
8	Smt. S.B.Shewale, <i>Member</i>	
9	Shri. J.N.Bacchao, Office Registrar, <i>Member</i>	
10	Shri. Kishor Kadam, <i>Alumni Representative</i>	

❖ **Leave of Absence was granted to the following members:**

1. Hon. Smt. Neelimatai Pawar, Management Representative
2. Dr. Shirish Chindhade, Academic Expert

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

Agenda Item 1: Review of the minutes of previous meeting was taken and the minutes of the meeting were approved.

IQAC reviewed the action taken by concerns on the following issues that planned from the last meeting.

- Academic calendar and teachers diary
- Competitive examination guidance center and Placement activit
- Vision document

Agenda Item 2 : Regarding Feedback report of the departments

Resolution: The analysis of feedback reports of the department was presented by Shri. R.D.Vasait in the meeting of IQAC and outcomes were discussed. It was decided to convey these outcomes to HODs of all departments. Action plan on these outcomes to be taken by concern departments.

Proposed by: Principal, Dr. Dilip Dhondge

Seconded by: Shri. R.D.Vasait

Agenda Item 3 : To review activities of academic year 2011-12

Resolution: The detailed report on the activities was presented by Shri. N. K.Pawar. He put forth the suggestins received from various departments regarding reformation infrastructure. Action plan on this was made and decided to convey it to Local management committee.

Proposed by: Principal, Dr. Dilip Dhondge

Seconded by: Shri. N.K.Pawar

Agenda 4: Updation of college Website and preparation of Prospectus for 2012-13

Resolution: As per need of the time and keeping pace with changes in college activities and also reviewing the website of other colleges, IQAC unanimously recommended to update the college website.

It was decided to formulate a committee under the chair of Principal and Vice Principals as members prepare College Prospectus for the academic year 2012-13.

Proposed by: Principal, Dr. Dilip Dhondge

Seconded by: Dr. K.R.Khandare

Agenda 5: Regarding Admission process for academic year 2012-13.

Resolution: It was decided to formulate admission committee of faculties for various classes. This committee will give guidance to students regarding availability of various courses, selection of course/ subjects and various norms of university, government and college etc.

Proposed by: Principal, Dr. Dilip Dhondge

Seconded by: Smt. S.B.Shewale

Agenda 6: To extend consultancy services.

Resolution: As per the recommendation of NAAC peer team, it is necessary to strengthen the consultancy services. It was decided to publicize availability of consultancy services in the campus. It was also decided to extend these services with new additions. Shri. Vineet Majgaonkar suggested training students in these services, so that they may use these skills in future.

Proposed by: Shri. Vineet Majgaonkar

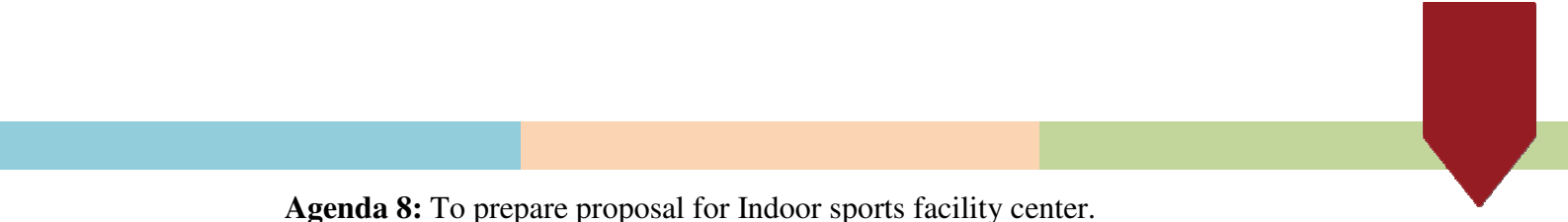
Seconded by: Smt. S.B.Shewale

Agenda 7: To take note of achievements of staff and students.

Resolution: The IQAC took a note of NCC/NSS, sports awards and Research Paper Presentation by the faculty.

Proposed by: Shri. J.N.Bacchao.

Seconded by: Dr. K.R.Khandare



Agenda 8: To prepare proposal for Indoor sports facility center.

Resolution: It was decided to prepare Indoor sports facility center under the UGC XI plan scheme for colleges. Action plan on this was made and decided to convey it to executive council of Parent Institute.

Proposed by: Principal, Dr. Dilip Dhondge

Seconded by: R.D.Vasait

The vote of thanks was proposed by the coordinator.

MINUTES OF THE MEETING OF 2012-13 HELD ON 1ST AUGUST 2012

Venue: IQAC Room

Date: 01/08/2012

Time: 11:00 am.

❖ **Agenda of the Meeting:**

1. Review and confirm the agenda of previous meeting
2. Academic Calendar for the academic year 2012-13
3. Inception of Certificate Courses in Tally ERP 9.0
4. To promote departments to apply and conduct syllabus revision workshops
5. To prepare proposals for National/ State level seminars under QIP programs.
6. Upgradation of basic infrastructure
7. Any other issues with the permission of chair.

MEMBERS PRESENT

1	Dr. Dilip Dhondge, <i>Chairperson</i>	
2	Shri. Sunil Saundankar, <i>Coordinator</i>	
3	Shri. N.K.Pawar, <i>Member</i>	
4	Dr. K.R.Khandare, <i>Member</i>	
5	Shri. Rajendra Vasait, <i>Member</i>	
6	Shri. S.P. Kamble, <i>Member</i>	
7	Smt. S.B.Shewale, <i>Member</i>	
8	Shri. Ramdas Patil, <i>Industry Expert</i>	
9	Shri. J.N.Bacchao, Office Registrar, <i>Member</i>	
10	Shri. Kishor Kadam, <i>Alumni Representative</i>	

❖ **Leave of Absence was granted to the following members:**

1. Hon. Smt. Neelimatai Pawar, Management Representative
2. Dr. Shirish Chindhade, Academic Expert
3. Shri. Vineet Majgaonkar

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

Agenda 1: Review of the minutes of previous meeting was taken and the minutes of the meeting were approved.

IQAC reviewed the action taken by concerns on the following issues that planned from the last meeting.

- Review on admission process
- Review on Website updation
- Review on permission for new courses initiated in 2011-12.

Agenda 2 : Academic Calendar for the academic year 2012-13

Resolution: The academic calendar should be revised by IQAC taking into consideration for planning of additional activities and circulated to the departments and the teacher diary is to be updated accordingly. Each department should prepare their Academic Calendar in accordance with new practices to be implemented.

Proposed by: Shri.N.K.Pawar

Seconded by: Smt. S.B.Shewale

Agenda 3: Inception of Certificate Courses in Tally ERP 9.0

Resolution: With the increase in digitalization, uses of computerized programs in accounting have a great demand. It was decided to start a course in Tally ERP 9.0 for commerce students.

Proposed by: Principal, Dr. Dilip Shinde

Seconded by: Shri. R.D.Vasait

Agenda 3 : To promote departments to apply and conduct syllabus revision workshops

Resolution: IQAC recommended the heads of the department to apply for the syllabus revision workshops and directed the faculty to participate in the syllabus revision workshops conducted in this and other colleges affiliated to University of Pune.

Proposed by: Shri. N.K.Pawar

Seconded by: Dr. K.R.Khandare

Agenda 4: To prepare proposals for National/ State level seminars under QIP programs

Resolution: The college should submit proposals for , Minor Research projects and conference/ seminar/ workshop and concern Head of the departments should prepare proposals for the same under quality improvement program. The faculty members shall submit proposals for Major-Minor research projects to different funding Agencies during academic year.

Proposed by: Principal, Dr. Dilip Shinde

Seconded by: Shri. Ramdas Patil

Agenda 5: Upgradation of basic infrastructure.

Resolution: As per suggestion of R.D. Vasait the IQAC decided to send proposal to LMC to upgrade basic infrastructure.

The vote of thanks was proposed by the coordinator.

MINUTES OF THE MEETING OF 2012-13 HELD ON 22ND NOVEMBER 2012

Venue: IQAC Room

Date: 22/11/2012

Time: 4.30 pm.

❖ **Agenda of the meeting**

1. To review and confirm the minutes of last meeting
2. To discuss and finalise AQAR for the year 2011-12
3. To finalise mechanisms, systems and plan, to organise and collect IQAC data
4. Any other point with the permission of Chair

MEMBERS PRESENT

1	Dr. Dilip Shinde, <i>Chairperson</i>	
2	Shri. Sunil Saundankar, <i>Coordinator</i>	
3	Shri. N.K.Pawar, <i>Member</i>	
4	Dr. K.R.Khandare, <i>Member</i>	
5	Shri. Rajendra Vasait, <i>Member</i>	
6	Shri. S.P. Kamble, <i>Member</i>	
7	Smt. S.B.Shewale, <i>Member</i>	
8	Shri. D.L.Ahire, Office Representative <i>Member</i>	

❖ **Leave of Absence was granted to the following members:**

1. Hon. Smt. Neelimatai Pawar, Management Representative
2. Dr. Shirish Chindhade, Academic Expert
3. Shri. Vineet Majgaonkar
4. Shri. Ramdas Patil

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

Agenda 1:To review and confirm the minutes of last meeting

Agenda 1: Review of the minutes of previous meeting was taken and the minutes of the meeting were approved.

IQAC reviewed the action taken by concerns on the following issues that planned from the last meeting.

- Inception of Tally ERP 9.0 program
- Organization of syllabus revision workshops.

Agenda 2: To discuss and finalize AQAR for the year 2011-12

Resolution :The content of AQAR 2011-12 of the college was presented in the meeting. After detail discussion changes were suggested by the members and then the AQAR was approved. Further it was suggested to submit it to NAAC through online procedure.

Proposed by: Principal, Dr. Dilip Shinde

Seconded by: Shri. D.L.Ahire

Agenda 3.To finalize mechanisms, systems and plan, to organize and collect IQAC data.

Resolution: Action plan has been chalked out to collect, updated information and data regarding the plans, achievements, actions or activities of each and every department of the college. It was also decided to update this information on website of college.

The vote of thanks was proposed by the coordinator.

MINUTES OF THE MEETING OF 2012-13 HELD ON 1ST MAY 2013

Venue: IQAC Room

Date: 01/05/2013

Time: 9.30am

❖ **Agenda of the Meeting:**

1. To review and confirm minutes of earlier meeting
2. To make proposal for books from Sidhivinayak Trust, Mumbai
3. Regarding Feedback report of the departments
4. To review activities of academic year 2011-12
5. Workshops on Choice Based Credit System
6. Any other issues

MEMBERS PRESENT

1	Dr. Dilip Shinde, <i>Chairperson</i>	
2	Shri. Sunil Saundankar, <i>Coordinator</i>	
3	Shri. N.K.Pawar, <i>Member</i>	
4	Dr. K.R.Khandare, <i>Member</i>	
5	Shri. Rajendra Vasait, <i>Member</i>	
6	Shri. S.P. Kamble, <i>Member</i>	
7	Smt. S.B.Shewale, <i>Member</i>	
8	Shri. D.L.Ahire, Office Representative <i>Member</i>	
9	Shri. Ramdas Patil, <i>Industry Expert</i>	

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

Agenda 1. To review and confirm minutes of earlier meeting.

Review of the minutes of previous meeting was taken and the minutes of the meeting were approved.

IQAC reviewed the action taken by concerns on the following issues that planned from the last meeting.

- Implementation of academic calendar in 2102-13
- Various co curricular, extracurricular activities of concern departments.
- Revision of syllabi by SPPU, Pune

Agenda 2. To make proposal for books from Sidhivinayak Trust, Mumbai

Resolution: It was decided to avail the book donation facility from Sidhivinayak trust Mumbai. Librarian was directed to prepare necessary proposal , list of books required, and pursue it for getting books for betterment of students.

Proposed by: Principal, Dr. Dilip Shinde

Seconded by: Shri. R.D.vasait

Agenda 3. Regarding Feedback report of the departments

Resolution: The analysis of feedback reports of the department was presented by Shri. R.D.Vasait in the meeting of IQAC and outcomes were discussed. It was decided to convey these outcomes to HODs of all departments. Action plan on these outcomes to be taken by concern departments.

Proposed by: Principal, Dr. Dilip Shinde

Seconded by: Shri. R.D.Vasait

Agenda 4: To review activities of academic year 2012-13

Resolution: The detailed report on the activities was presented by Dr. K.R. Khandare. He put forth the suggestions received from various departments regarding reformation in syllabus

Proposed by: Principal, Dr. Dilip Shinde

Seconded by: Shri. N.K.Pawar

Agenda 5: Workshops on Choice Based Credit System

Resolution: The IQAC suggested to all heads of the department to conduct workshops on Choice Based Credit System for faculties and students with the available expertise from SPPU, Pune.

The vote of thanks was proposed by Smt. S.B.Shewale.

MINUTES OF THE MEETING OF 2013-14 HELD ON 1ST JULY 2013

Venue: IQAC Room

Date: 01/07/2013

Time: 12.30 noon

❖ **Agenda of the Meeting:**

1. Review and confirm minutes of earlier meeting
2. To Take review of Results and the Courses started in previous year
3. Implementation of revised Syllabi and CBCS pattern of evaluation
4. Review of MOUs and Collaborations
5. Submit Proposal for Seminar/Conference and Workshop
6. Participation in Project Competitions and other competitions
7. Any other issues

MEMBERS PRESENT

1	Dr. Dilip Shinde, <i>Chairperson</i>	
2	Shri. Sunil Saundankar, <i>Coordinator</i>	
3	Shri. N.K.Pawar, <i>Member</i>	
4	Dr. K.R.Khandare, <i>Member</i>	
5	Shri. Rajendra Vasait, <i>Member</i>	
6	Shri. S.P. Kamble, <i>Member</i>	
7	Smt. S.B.Shewale, <i>Member</i>	
8	Shri. Ramdas Patil, <i>Industry Expert</i>	

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

IQAC members after exchange of ideas and thought made the following resolutions Agenda Item 1: Review of the minutes of the Earlier Meeting held on 1st May 2013.

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

Agenda Item 2 : to take review of Results and Courses started in previous year

Resolution: The IQAC reviewed the new programs initiated in last year. The results submitted by the departments were analyzed and discussed in the meeting.

Agenda Item 3: Implementation of revised Syllabi and CBCS pattern of evaluation

Resolution: IQAC members directed to the Heads of the department to take note of changes in the curriculum and follow the structure accordingly. IQAC insisted to follow all feasible innovative and qualitative methods as per revised syllabus for continuous assessment. Further IQAC took note of CBCS system implemented at PG along with additional 10 credit courses and recommended implementing skill development courses as per the need.

Proposed by: Dr. N.K.Pawar

Seconded by: Smt. S.B.Shewale

Agenda Item 4: Review of MOUs and Collaborations

Resolution: In response to the suggestions made by the previous NAAC peer team the IQAC members were suggested to establish more MOUs and collaboration for the betterment of the faculty and the students.

Proposed by: Shri. Ramdas Patil

Seconded by: Dr. K.R.Khandare

Agenda Item 5 : Submit Proposal for Seminar/Conference and Workshop

Resolution: Dr. K.R.Khandare, Academic Research Coordinator, had given information of funding agencies providing assistance to organise seminar/conference and workshop. The issues were discussed in the meeting and IQAC suggested to organise conference workshop and seminar to promote research cultures among the students and the faculty. Head of the departments are advised to submit proposals.

Proposed by: Dr. K.R.Khandare

Seconded by: Shri. R.D.Vasait

Agenda Item 6 : Participation in Project Competitions and other competitions

Resolution: In order to inculcate research culture among the students the Heads of the department and the faculty of the department should motivate the students to participate in project competitions like Avishkar, Science exhibitions etc. The teachers engaged in BCUD minor and major research projects have to guide at least two students for Avishkar Competition. The teachers are also advised to participate in Avishkar Competition and Innovation Programs. The students should also be motivated for participation in other competitions such as Chemiad, Microbioolympiad, Elocution and Debate Competition etc.

Proposed by: Dr. N.K.Pawar

Seconded by: Shri. R.D.Vasait

The Vote of the thanks was proposed by Coordinator.

MINUTES OF THE MEETING OF 2013-14 HELD ON 3RD DECEMBER 2013

Venue: IQAC Room

Date: 3/12/2013

Time: 11.30am

❖ **Agenda of the Meeting:**

- 1) To review and confirm the minutes of last meeting
- 2) To discuss and finalize AQAR
- 3) To modify and finalize Faculty Self-Assessment form and form of Evaluation of Teachers from Student
- 4) Any other matter with the permission of Chair.

MEMBERS PRESENT

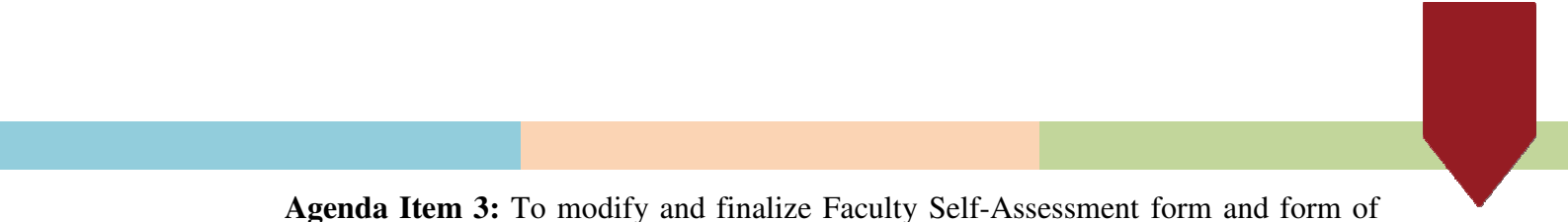
1	Dr. Dilip Shinde, <i>Chairperson</i>	
2	Shri. Sunil Saundankar, <i>Coordinator</i>	
3	Shri. N.K.Pawar, <i>Member</i>	
4	Dr. K.R.Khandare, <i>Member</i>	
5	Shri. Rajendra Vasait, <i>Member</i>	
6	Shri. S.P. Kamble, <i>Member</i>	
7	Smt. S.B.Shewale, <i>Member</i>	
8	Shri. Ramdas Patil, <i>Industry Expert</i>	

Agenda Item 1: Review of the Earlier Meeting

IQAC coordinator welcomed and read the minutes of the meeting conducted on 01/05/2013. The minutes were reviewed by the members and approved.

Agenda Item 2: To review the AQAR contents and further to approve them

Resolution: The content of AQAR 2012-13 of the college was presented in the meeting. After detail discussion certain additions were suggested by the members and then the AQAR was approved. Further it was suggested to submit it to NAAC.



Agenda Item 3: To modify and finalize Faculty Self-Assessment form and form of Evaluation of Teachers from Student

Resolution: The IQAC suggested academic research coordinator of the college to decide methodology through various studies for the Faculty Self-Assessment from the students and other stake holders..

The vote of thanks was proposed by Coordinator.

MINUTES OF THE MEETING OF 2013-14 HELD ON 19TH APRIL 2014

Venue: IQAC Room

Date: 19/04/2014

Time: 4.30pm

❖ **Agenda of the Meeting:**

1. To review minutes of earlier meeting
2. Review of action taken report
3. Provision of Teaching, learning resources
4. Promote student centric activities
5. Providing health insurance to the students
6. Any other issues presented during the meeting

MEMBERS PRESENT

1	Dr. Dilip Shinde, <i>Chairperson</i>	
2.	Hon.Smt. Neelimatai Pawar, <i>Management Representative</i>	
3	Shri. Ramdas Patil, <i>Industry Expert</i>	
4	Shri. Sunil Saundankar, <i>Coordinator</i>	
5	Shri. N.K.Pawar, <i>Member</i>	
6	Dr. K.R.Khandare, <i>Member</i>	
7	Shri. Rajendra Vasait, <i>Member</i>	
8	Shri. S.P. Kamble, <i>Member</i>	
9	Smt. S.B.Shewale, <i>Member</i>	

❖ **Leave of Absence was granted to the following members:**

1. Kishor Kadam, Alumni Representative
2. Shri. D.L. Ahire, Office Representative

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

The IQAC members after exchange of ideas and thought made the following points **Agenda Item 1:** Review of the minutes of the Earlier Meeting held on 3rd December 2013.

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

IQAC took note of the following issues that followed from the last meet.

- Preparation on methodology through various studies for the Faculty Self-Assessment from the students and other stake holders by academic research coordinator
- Workshop on Credit System
- Seminars and conferences organized by various departments
- Workshop on the revised syllabus of F.Y.B.A. Economics, S.Y. and TY B.Com Marketing.

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 4: Provision of Teaching, learning resources

Resolution: On the background of revision of syllabi, initiation of new curriculum implementation IQAC members recommended to procure/ update infrastructural needs, teaching aids and educational resources

Proposed by: Dr. K.R. Khandare

Seconded by: R.D. Vasait

Agenda Item 5: Promote student centric activities

Resolution: IQAC members encouraged to take up inter departmental activities and workshop for the students and suggested the Heads of the department to strengthen co-curricular and extra- curricular activities.



Agenda Item 7: Providing health insurance to the students

Resolution: IQAC members recommended to provide insurance cover to the Students of the college.

Agenda Item 8: Any other issues presented during the meeting

- IQAC members appreciate the efforts of the faculty and the staff of the college for conducting value added, Curricular and co-curricular activities for student.

The vote of thanks was proposed by the coordinator.

MINUTES OF THE MEETING OF 2014-15 HELD ON 15TH JUNE 2014

Venue: IQAC Room

Date: 15/06/2014

Time: 11:30 am

❖ **Agenda of the Meeting:**

1. To review minutes of the last meeting
2. Review of action taken report
3. Introduction of student and faculty enrichment programs
4. Introducing new Academic programs
5. Regarding Grievance redressal cell
6. Procurement of computers and allied accessories
7. Promoting Research activities
8. Regarding slow and advanced learners

MEMBERS PRESENT

1	Dr. Dilip Shinde, <i>Chairperson</i>	
2.	Hon.Smt. Neelimatai Pawar, <i>Management Representative</i>	
3	Shri. Sunil Saundankar, <i>Coordinator</i>	
4	Shri. N.K.Pawar, <i>Member</i>	
5	Dr. K.R.Khandare, <i>Member</i>	
6	Shri. R.D. Vasait, <i>Member</i>	
7	Shri. S.P. Kamble, <i>Member</i>	
8	Smt. S.B.Shewale, <i>Member</i>	
9	Shri.D.L.Ahire, <i>Office Representative</i>	

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

Agenda Item 1: Review of the minutes of the Earlier Meeting held on 19/04/2014.

The IQAC coordinator read the minutes of earlier meeting and the minutes were reviewed and approved by the members.

IQAC took a note of the following issues that followed from the last meet.

- Introduction of cyber security and cyber crime along with human rights and skill development courses at PG as per the directions of the University
- Curricular and co curricular activities conducted
- The CAS Programme scheduled on 17/02/2014

IQAC members after discussions made the following resolutions:

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: Introduction of student enrichment and faculty development programmes.

Resolution: The IQAC members proposed to initiate skill oriented, value added, Co-curricular and extension programme for the students and development programmes for the staff

Proposed by: R.D.Vasait

Seconded by: Dr. Dilip Shinde

Agenda Item 4: Introducing new Academic programs

Resolution: The IQAC members congratulated the college authorities for getting the permission for DTL which will help Commerce faculty students for their development.

Proposed by: Dr. K.R. Khandare

Seconded by: Dr. Dilip Shinde

Agenda Item 5: Regarding Grievance redressal cell

Resolution: IQAC members suggested providing additional suggestion boxes on campus for Grievance redressal cell.

Proposed by: Dr. N.K.Pawar

Seconded by: Smt. S.B.Shewale

Agenda Item 6: Procurement of computers and allied accessories

Resolution: IQAC members suggested to purchase UPS, computers, Printers, scanners etc. and required software for the departments and the office.

Proposed by: Smt. S.B.Shewale

Seconded by: Dr.N.K.Pawar

Agenda Item 7: Promoting Research activities

Resolution: In order to inculcate research culture among the students and teachers, IQAC members suggested to increase participation in the Avishkar project and other competitions.

Agenda Item 8: Regarding slow and advanced learners

Resolution: IQAC members directed the head of the departments to conduct screening to identify slow and advanced learners and to take remedial measures for slow learners and give additional activities to advanced learners. The reports are to be submitted accordingly to the IQAC.

At the end of the meeting, the vote of thanks was proposed by the coordinator.

MINUTES OF THE MEETING OF 2014-15 HELD ON 30TH SEPTEMBER 2014

Venue: IQAC Room

Date: 30/09/2014

Time: 11:00 am

❖ **Agenda of the Meeting:**

1. To review and confirm the minutes of last meeting
2. To discuss and finalize AQAR of year 2013-14
3. To submit proposals to BCUDSPPU, Pune for National and State Seminar
4. Any other matter with the permission of chair.

MEMBERS PRESENT

1	Dr. Kishore Pawar <i>Chairperson</i>	
2.	R.D.Vasait, <i>Coordinator</i>	
3	Smt. S.B.Shewale, <i>Member</i>	
4	Dr. K.R.Khandare, <i>Member</i>	
5	Shri.A.S.Kale, <i>Member</i>	
6	Shri. Kishor Kadam, <i>Alumni Representative</i>	
7	Shri.M.M.Nanaware, <i>Office Representative</i>	

❖ **Leave of Absence was granted to the following members:**

1. Hon. Smt. Neelimatai Pawar, Management Representative
2. Ramdas Patil, Industrial Expert

Agenda Item 1: Review of the Earlier Meeting

IQAC coordinator welcomed and read the minutes of the meeting conducted on 15/06/2014. The minutes were reviewed by the members and approved.



Agenda Item 2: To review the AQAR contents and further to approve them

Resolution: The content of AQAR 2013-14 of the college was presented in the meeting. After detail discussion some modifications were suggested by the members and then the AQAR was approved. Further it was decided to submit it to NAAC immediately.

Agenda Item 3: To submit proposal to BCUD, SPPU, Pune for National And state level Seminar

Resolution: The IQAC members discussed the issue and decided to send proposal to submit proposal to BCUD, SPPU, Pune for National And state level Seminar

The vote of thanks was proposed by the Coordinator.

MINUTES OF THE MEETING OF 2014-15 HELD ON 30TH APRIL 2015

Venue: IQAC Room

Date: 30 /04/2015

Time: 10.30 am

❖ **Agenda of the Meeting:**

1. To review minutes of last meeting
2. Review action taken on initiation of Career oriented programs sanctioned by UGC New Delhi
3. To discuss issues of Laboratory Security
4. Any other issues raised in the meeting

MEMBERS PRESENT

1	Dr. Kishore Pawar <i>Chairperson</i>	
2.	Ramdas Patil <i>Industrial Expert</i>	
3	R.D.Vasait, <i>Coordinator</i>	
4	Dr. K.R.Khandare, <i>Secretary</i>	
5	Shri.A.S.Kale, <i>Member</i>	
6	Smt. S.B.Shewale, <i>Member</i>	
7	S.P.Kamble, <i>Member</i>	
8	Student Representative	

❖ **Leave of Absence was granted to the following members:**

1. Hon. Smt. Neelimatai Pawar, Management Representative
2. Kishor Kadam , Alumni Representative

Agenda 1: To review minutes of last meeting

The minutes of previous meeting conducted on 30/09/2014 were read by the coordinator. The minutes were reviewed by the members and then were approved. IQAC Took Note of previous meeting issues;

- AQAR Submission
- National and State level seminar organization
- Grant received from UGC for COC

Agenda 2: Review action taken on initiation of Career oriented programs sanctioned by UGC New Delhi

Resolution : ARC informed about grants received for COC initiated by Dept. of English and Dept. of Mathematics. It was decided to finalize curriculum and submission for its approval to concern BOS of SPPU, Pune. After approval it was decided to start course for desire students.

Proposed by: Shri. Ramdas Patil

Seconded by: A.S.Kale

Agenda Item 3: To discuss issues of Laboratory Security

Resolution: Internal Quality Assurance cell recommended conducting workshop for support staff on Laboratory equipment, laboratory safety and laboratory maintenance

Proposed by: R.D.Vasait

Seconded by: Smt. S.B.Shewale

Agenda Item 7 : Any other issues raised in the meeting

The IQAC congratulates the Principal and the department of English and Dept of Mathematics for procurement of grant of rupees 17.5 lacs from UGC, New Delhi

The vote of thanks was proposed by Shri. R.D.Vasait.

MINUTES OF THE MEETING OF 2015-16 HELD ON 14TH JULY 2015

Venue: IQAC Room

Date: 14/07/2015

Time: 11:00 am

❖ **Agenda of the Meeting:**

1. Review of earlier meeting
2. To initiate Co-curricular, Extension, value added and skill oriented programmes
3. To establish the Wi-Fi and CCTV surveillance systems on the campus
4. To avail grants for non-conventional energy sources
5. Submission of AQAR for the academic year 2014-15
6. Planning to conduct National / State Level Seminar under QIP program
7. Increasing the ICT infrastructure
8. Strengthening library and maintenance of infrastructure
9. Any other issues

MEMBERS PRESENT

1	Dr. Kishore Pawar <i>Chairperson</i>	
2.	Ramdas Patil <i>Industrial Expert</i>	
3	R.D.Vasait, <i>Coordinator</i>	
4	Dr. K.R.Khandare, <i>Secretary</i>	
5	S.P.Kamble, <i>Member</i>	
6	Shri.A.S.Kale, <i>Member</i>	
7	Smt. S.B.Shewale, <i>Member</i>	
8	Shri.S.D.Nawale, <i>Registrar</i>	

❖ **Leave of Absence was granted to the following members:**

1. Kishor Kadam,, Alumni Representative
2. Hon. Smt. Neelimatai Pawar, Management Representativ

IQAC coordinator welcomed and briefed the committee members about the agenda. **Agenda Item 1: Review of the Earlier Meeting**

The IQAC coordinator read the minutes of earlier meetings conducted on 3^{0th} Apr. 2015 and the minutes were reviewed by the members and then approved.

IQAC took a note of the following issues that followed from the last meet.

Implementation of COC sanctioned by UGC, New Delhi

New Scholarship provided by the Parent Institute

CAS Program

Agenda Item 2: To initiate Co-curricular, Extension, value added and skill oriented programmes

Resolution: The IQAC proposed to initiate co-curricular, extension, value added and skill oriented programs for student development.

Proposed by: Kishore Pawar

Seconded by: A.S.Kale

Agenda Item 3: To establish the Wi-Fi and CCTV surveillance systems on the campus

Resolution: The teacher representative Smt. S.B. Shewale recommended for upgrading the campus to Wi-Fi and also to establish CCTV network for all buildings

Proposed by: Smt. S. B. Shewale

Seconded by: A.S.Kale

Agenda Item 4: To avail grants for non-conventional energy source

Resolution: The college should avail grants for non-conventional energy sources especially for Solar Energy.

Proposed by: Dr. K.R. Khandare

Seconded by: Ramdas Patil

Agenda Item 5: Submission of AQAR for the academic year 2014-15

Resolution: The AQAR of academic year of 2014-15 is to be submitted before October 2015. The collected data and the analysis were analyzed by the IQAC. Some changes have been made and the members decided to submit it.

Proposed by: Dr. K.R. Khandare

Seconded by: Dr. Kishore Pawar

Agenda Item 6: Planning to conduct National / State Level Seminar under QIP program

Resolution: The IQAC decided to start preparation for 3rd cycle of accreditation. It was decided to organize National / State Level Seminar under QIP program of SPPU, Pune and UGC, New Delhi.

Proposed by: Dr. K.R.Khandare

Seconded by: R.D.Vasait

Agenda Item 9: Increasing ICT infrastructure

Resolution: Due to increased need of Computers and Internet, Smt. S.B.Shewale suggested to provide additional computers and internet connections to the departments.

Proposed by: Smt. S.B.Shewale

Seconded by: A.S.Kale

Agenda Item 10: Strengthening library and maintenance of infrastructure

Resolution: R.D.Vasait suggested to provide additional books and journals in the central library. Further, he also suggested to pay special attention for maintenance of infrastructure, use of software and other facilities in the library.

Agenda Item 12: Any other issues

The review of functioning of newly commenced Certificate Course was taken.

Vote of thanks was proposed by the Smt. S.B. Shewale.

MINUTES OF THE MEETING OF 2015-16 HELD ON 25 JANUARY 2016

Venue: IQAC Room

Date: 125/01/2016

Time: 11:00

❖ **Agenda of the Meeting:**

1. To review the planning of SSR preparation
2. To plan for division of work amongst smaller groups.
3. To organize project competition

MEMBERS PRESENT

1	Dr. Kishore Pawar <i>Chairperson</i>	
2.	Sunil Saundankar <i>Coordinator</i>	
3	R.D.Vasait, <i>Teacher Representative</i>	
4	Dr. K.R.Khandare, <i>Teacher Representative</i>	
5	S.P.Kamble, <i>Teacher Representative</i>	
6	Smt. S.B.Shewale, <i>Teacher Representative</i>	

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

Agenda Item 1: Review of ATR and Planning for SSR

Resolution: The status of action taken for the Vision document had been reviewed on the background of 3rd phase reaccreditation to be done in the year 2016-17. Further, as a first step towards 3rd cycle of accreditation, the issues of preparations for the Self Study Report were discussed in the meeting and then the criterion wise committees were formulated. The faculty members of the IQAC committee were assigned with one criterion each as Coordinator and asked to add few faculties in their committee. Further it was decided to discuss the issue in the meeting of HoDs for further action.

Agenda Item 2 : To plan for division of work amongst smaller groups for collection and analysis of documents to prepare SSR

The subcommittee members were briefed regarding preparations of the SSR and their role in the work of SSR preparation. The plan of action was discussed with them. The work was divided in smaller tasks and assigned to the individuals. The criterion wise coordinators were assigned duties to guide the members, take periodic review of the work and report to the coordinator accordingly. These smaller groups were asked to collect documents to prepare SSR

Agenda Item 3: To organize project competition

Resolution: As per the suggestions of Dr. K.R. Khandare, it was decided to organize a college level project competition for UG and PG students before various competitions. He suggested that this will help to build competition amongst students for their presentations. Further the IQAC members suggested the faculty to guide the students for projects to be presented in this competition and also to contribute in conducting Project Exhibition on the campus.

Proposed by: Dr. K.R.Khandare

Seconded by: R. D.Vasait

Vote of thanks was proposed by the IQAC coordinator

MINUTES OF THE MEETING OF 2015-16 HELD ON 15TH APRIL 2016

Venue: IQAC Room

Date: 12/04/2016

Time: 4.00

❖ **Agenda of the Meeting:**

1. To review minutes of earlier meeting
2. To adopt online admission process for upcoming academic year
3. Collection of data for preparation of SSR for 3rd cycle
4. Any other issues

MEMBERS PRESENT

1	Dr. Kishore Pawar <i>Chairperson</i>	
2.	Hon. Smt. Neelimatai Pawar, Management Representative	
3	Ramdas Patil, <i>Industrial Expert</i>	
4	Sunil Saundankar <i>Coordinator</i>	
5	R.D.Vasait, <i>Member</i>	
6	Smt.S.B.Shewale <i>Member</i>	
7	S.P.Kamble, <i>Member</i>	
8	Dr.K.R.Khandare <i>Member</i>	
9	Kishore Kadam, <i>Alumni Representative</i>	
10	Shri.S.D.Nawale, <i>Registrar</i>	

IQAC coordinator welcomed and briefed the committee members about the agenda followed by the issues discussed during last meeting.

- The IQAC members appreciated the efforts for the faculty and the support staff for conducting various activities during the year.
- The IQAC members praised Mayur Joshi for Participation in NSS Republic day parade

- The CAS programme conducted.

Agenda Item 1: To review minutes of earlier meeting

The minutes of previous meeting conducted on 25 Jan. 2016 were read by the coordinator. The minutes were reviewed by the members and then approved.

IQAC took a note of the following issues that followed after the last meet.

- National conference conducted by the department of Commerce.
- The state level seminar organized by Chemistry and Geography department.

The IQAC members, after exchange of ideas and thought made the following points

Agenda Item 2: To adopt online admission process for upcoming academic year

Resolution: The issues related with online admission process were discussed in the meeting as per the guidelines of Parent Institute. It was then resolved to conduct online admissions for all classes. The task was assigned to the IQAC coordinator for further action.

Proposed by: Dr. Kishore Pawar

Seconded by: R.D.Vasait

Agenda Item 3: Review of preparation of SSR for 3rd cycle

Resolution: The College is going to face the 3rd cycle of accreditation in the third cycle in 2016-17. The Self Study Report should be submitted to the NAAC before June 2016. Various issues concerned were discussed and it was unanimously decided to follow the dead line for submission of SSR and act accordingl

Agenda Item 6: Any other issues.

Dr. Kishore Pawar expressed gratitude for support provide by all faculties and IQAC in his tenure. IQAC wished for his healthier life as he was getting retired from his services of the Institute.

The vote of thanks was proposed by the coordinator of the IQAC.

MINUTES OF THE MEETING OF 2016-17 HELD

ON 21ST AUGUST 2016

Venue: IQAC Room

Date: 21/08/2016

Time: 4.00pm

❖ Agenda of the Meeting:

1. Review and confirm the minutes of earlier meeting
2. To review the ATR and the result analysis
3. Status of online admission Process
4. Submission of SSR to NAAC for 3rd cycle reaccreditation
5. To enhance the value added and skill oriented activities
6. R.O water and Wi-Fi network facility on the campus
7. Safety wall around college campus and Entry gate renovation.
8. Development of infrastructure with ICT facilities
9. To Prepare Perspective plan for 2011-2020
10. Any other Issues

MEMBERS PRESENT

1	Dr. D.M.Dhondge <i>Chairperson</i>	
2.	Hon. Smt. Neelimatai Pawar, Management Representative	
3	Ramdas Patil, <i>Industrial Expert</i>	
4.	Dr.Shirish Chindhade, <i>Academic Expert</i>	
5	Sunil Saundankar <i>Coordinator</i>	
6	Dr.K.R.Khandare <i>Teacher Representative</i>	
7	R.D.Vasait, <i>Teacher Representative</i>	
8	Smt.S.B.Shewale <i>Teacher Representative</i>	
9	S.P.Kamble, <i>Teacher Representative</i>	
10	Shri.S.D.Nawale, <i>Registrar</i>	
9	Kishore Kadam, <i>Alumni Representative</i>	
10	Shri.S.D.Nawale, <i>Registrar</i>	

❖ **Leave of Absence was granted to the following members:**

1. Kishor Kadam , Alumni Representative

IQAC coordinator welcomed and briefed the committee members on the agenda.

IQAC members after exchange of ideas and thought made the following resolutions
Agenda Item 1: Review of the Earlier Meeting

The IQAC secretary read the minutes of the earlier meetings conducted on 15th Apr. 2016. The minutes were reviewed by the members and some suggestions were made. Finally the minutes were approved by the members.

- IQAC took a note of the following issues that followed from the last meet
- Up-gradation of C.C.T.V. and Internet services

Agenda Item 2: To review the ATR and the result analysis

The review of ATR and the result analysis was taken. The issues were discussed and suggestions were made accordingly.

Agenda Item 3: Status of Online admission Process

Resolution: The college is performing online admissions along with parent institute and using software modules for automation of the college activities. The IQAC members expressed their gratitude towards the parent institute. The status of online admissions was briefed by R.D. Vasait. Some issues were raised and discussed in the meeting.

Agenda Item 4 : Submission of SSR to NAAC for 3rd cycle reaccreditation

Resolution: The coordinator of IQAC presented information regarding preparation of Self Study Report

Agenda Item 5: To enhance value added and skill-oriented activities

Resolution: The IQAC proposed to initiate and enhance value added and skill-oriented co-curricular, extracurricular programmes and activities. Dr. Shirish Chindhade guided about the topics to be covered in these courses and also asked IQAC to become more proactive for NAAC preparation.

Proposed by: Dr. K.R.Khandare

Seconded by: R.D.Vasait

Agenda Item 6 : R.O. water and Wi-Fi network facility on the campus

Resolution: Department of Microbiology submitted their report on potability of water in the college campus. They suggested that as water contains number of coliforms beyond permissible limits, it is necessary to give treatment for drinking water. IQAC considered the report and decided to install R.O.water purification system for campus. The same was decided to send for LMC approval.

The IQAC appreciated the efforts of Computer Science department for establishing wi-fi network and also thanked BSNL for providing the extra line for the same.

Proposed by: Sunil Saundankar

Seconded by: S.P.Kamble

Agenda Item 7 : Safety wall around college campus and Entry gate renovation.

Resolution: Principal Dr. Dilip Dhondge informed about handing over front open space of college from Satana Nagar Parishad.IQAC expressed sincere thanks for this process and congratulated Principal for acquisition of land. It was decided to build a safety compound wall around the college campus. Pricipal Dr. Dilip Dhondge also informed that College is completing its 50 years of service in education. IQAC decided to renovate front gate on the occasion of Golden Jubilee year. The same was decided to send for LMC approval.

Agenda Item 8 : Development of infrastructure with ICT facilities.

Resolution: Smt. S.B. Shewale informed considering increased strength of students that present ICT facilities are insufficient. It is necessary increase these facilities with addition of smart teaching boards and LCD projectors. It was decided to facilitate infrastructure with necessary ICT requirements.

Proposed by: Smt. S.B. Shewale

Seconded by: Dr. K.R. Khandare

Agenda Item 9 : To Prepare Perspective plan for 2011-2020

Resolution: The draft of Perspective plan for 2011-2020 and the ATR were reviewed by the members. Further a rough draft was prepared in the meeting and the coordinator was advised to prepare a final draft by taking suggestions of RAC, Library, Purchase Committee etc. The final draft is to be presented in the next meeting.

Agenda Item 10 : Compliance of Indoor sports facility services.

Resolution: Principal Dr. Dilip Dhondge informed about compliances asked by UGC WRO office regarding compliance of Indoor sports facility services funded by UGC under XI plan. He informed that if college fails to complete these enquiries, it will be mandatory to return seed money with interest to UGC. The major query was regarding wooden flooring of facility center. IQAC suggested raising this issue to LMC and executive council of Parent institute for approval of budget for wooden flooring.

Proposed by: Dr. Dilip Dhondge

Seconded by: S.P .Kamble

The vote of thanks was proposed by the Coordinator

MINUTES OF THE MEETING OF 2016-17 HELD ON 31ST JANUARY . 2017

Venue: IQAC Room

Date: 31/01/2017

Time: 4.30 pm

❖ **Agenda of the Meeting:**

1. To review and confirm the minutes of the earlier meeting
2. Appreciation of the efforts by the faculty
3. Maintenance of the electronic equipments
4. Submission of LOI of the college
5. Implementation of the new Feedback system
6. Final draft of the perspective plan for 2011-2020
7. Publication of In house research journals.
8. Any other issues

MEMBERS PRESENT

1	Dr. D.M.Dhondge <i>Chairperson</i>	
2.	Hon. Smt. Neelimatai Pawar, Management Representative	
3	Ramdas Patil, <i>Industrial Expert</i>	
4.	Dr.Shirish Chindhade, <i>Academic Expert</i>	
5	Sunil Saundankar <i>Coordinator</i>	
6	Dr.N.K.Pawar <i>Secretary</i>	
7	Dr.K.R.Khandare, <i>Teacher Representative</i>	
8	Smt.S.B.Shewale <i>Teacher Representative</i>	
9	S.P.Kamble, <i>Teacher Representative</i>	
10	R.D.Vasait <i>Teacher Representative</i>	
11.	Shri.Vaibhav Sonawane, <i>Student Representative</i>	
12	Kishore Kadam, <i>Alumni Representative</i>	
13	Shri.S.D.Nawale, <i>Registrar</i>	

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

Agenda Item 1: To Review of the minutes of the earlier meeting

The minutes of the meeting conducted on 21.8.16 read by the secretary. Review of the minutes was taken by the members and the minutes of the meeting were approved. IQAC took a note of the following issues that followed from the last meet.

- Workshop on the competitive examination guidance conducted by Competitive Exam guidance center
- The Health Insurance facility is availed of 627 student
- Newly Formed University Act

The IQAC members, after an exchange of ideas and thought made the following points:

Agenda Item 2: Appreciation of the efforts taken by faculty

The IQAC appreciated the efforts of the faculties and the support staff in conducting more than 24 co-curricular activities for the students.

Agenda Item 3 : Maintenance of electronic equipments

Resolution: It has been observed that some of the equipments are out of use due to lack of periodic maintenance. The IQAC suggested to take guidance for appointing the agencies for repairing electrical and electronic equipments in the college through establishing Annual Maintenance Contract for the same.

Proposed by: Dr. N.K.Pawar

Seconded by: Smt. S.B. Shewale

Agenda Item 4: Submission of LOI of the college

Resolution: The coordinator of IQAC presented information regarding preparation of Self Study Report and informed that the same has been uploaded on the college website as per the guidelines of NAAC to initiate the process of submission of LOI for Reaccreditation.

Agenda Item 5: Implementation Academic audit.

Resolution: It was decided to carry out academic audit of all departments through Academic Peer team under the chairmanship of Dr. R.S. Mali, Ex. VC NMU. The dates of audit will be decided as per the suitability of team

Proposed by: Dr. K.R.Khandare

Seconded by: R.D.Vasait

Agenda Item 6: Final draft of the Vision plan for 2011-2020

The final draft of the Vision plan for term 2011-2020 was presented by the coordinator. The plan was reviewed by the members and was then approved

Proposed by: Dr. N. K.Pawar

Seconded by: R.D.Vasait

Agenda Item 6: Publication of In house research journals.

Resolution: IQAC suggested to enhance research activity by publishing in house journals. It was decide to publish in house journals in five subjects every year, College funding will be provided for publication of this research activity.

Proposed by: Dr. K.R.Khandare

Seconded by: Sunil Saundankar.

The vote of thanks was proposed by Coordinator.

MINUTES OF THE MEETING OF 2017-18 HELD ON 1ST APRIL 2017

Venue: IQAC Room

Date: 01/04/2017

Time: 11:00 am

❖ **Agenda of the Meeting:**

1. To review and finalize minutes of the last meeting.
2. To take review of academic audit of the departments
3. To plan the academic activities of the year 2017-18
4. Plan of preparations of the departments on the background of the peer team visit
5. To conduct Green audit, Energy audit and waste management audit of college.
6. To take review of Safety management audit.
7. To start College Social Responsibility fund
8. To enhance facilities of Ladies Hostel.
9. Any other issues.

MEMBERS PRESENT

1	Dr. D.M.Dhondge <i>Chairperson</i>	
2.	Hon. Smt. Neelimatai Pawar, Management Representative	
3	Ramdas Patil, <i>Industrial Expert</i>	
4.	Dr.Shirish Chindhade, <i>Academic Expert</i>	
5	Sunil Saundankar <i>Coordinator</i>	
6	Dr.N.K.Pawar <i>Secretary</i>	
7	Dr.K.R.Khandare, <i>Teacher Representative</i>	
8	Smt.S.B.Shewale <i>Teacher Representative</i>	
9	S.P.Kamble, <i>Teacher Representative</i>	
10	R.D.Vasait <i>Teacher Representative</i>	
11.	Shri.S.D.Nawale, <i>Registrar</i>	
12	Kishore Kadam, <i>Alumni Representative</i>	

❖ **Leave of Absence was granted to the following members:**

1. Shri. Vaibhav Sonawane, Students Representative

Agenda Item 1: Review of the Earlier Meeting

- The IQAC coordinator read and reviewed minutes of the earlier meetings and the minutes were approved
- IQAC coordinator welcomed and briefed the committee members on the agenda.
- IQAC coordinator briefed about LOI status and submission of SSR to NAAC.

Agenda Item 2: To take review of academic audit of the departments.

Resolution: IQAC coordinator read the report submitted by Academic audit Committee Chaired By Dr. R.S. Mali, Ex. VC , NMU, Jalgaon Prin. Dr. A.G.Gosavi and Dr. Shirish Chindhde as Member Coordinator. Suggestions and Improvements in departmental activities were discussed in depth by IQAC members. It was decided to put this report in Faculty meeting for introspection and discussion. It was also decided to implement suggestions in college activities.

Proposed by: Dr. Dilip Dhondge

Seconded by: R.D.Vasait

Agenda Item 3: To plan the academic activities of the year 2017-18

Resolution: Academic calendar was presented by Dr. N.K.Pawar to discuss various activities to be conducted in 2017-18. It was also decided to start Skill Development program in last week of June. It was also decided to organize Test to check previous knowledge of students of First year class in July 2017. Results of these test will be discussed with students and Parents in Induction speech of Principal. According to results teaching strategy will be decided.

Agenda Item 4: Plan of preparations of the departments on the background of the peer team visit

Resolution : IQAC decided to prepare a time table to collect all individual and departmental documents. These documents will be scrutinized as per the information of SSR prepared or 3rd cycle of accreditation. The documents from faculties who were transferred or retired from service will be asked to send their documents for scrutiny.

Agenda Item 5: To conduct Green audit, Energy audit and waste management audit of college.

Resolution: IQAC decided to carry out various audits of the college. Concern departments regarding these audits will be asked to study criteria, methodology and convey actual findings about these audits to IQAC. It was decided that Department of Botany will carry Green audit, Energy audit will be carried out by Physics and Electronic Science departments and Waste management audit by Zoology and Computer Science departments.

Proposed by: Dr. Dilip Dhondge

Seconded by: Dr. N.K.Pawar.

Agenda Item 6: To take review of Safety management audit

Resolution: Department of Chemistry presented Safety audit of college performed in the year 2016. Findings of it were discussed. It was decided that safety measures suggested in this audit will be considered seriously and implemented in all sections of college.

Proposed by: Dr. Dilip Dhondge

Seconded by: Smt. S.B. Shewale

Agenda Item 7.: To start College Social Responsibility fund.

Resolution : In consideration with the need of students who are coming from below poverty line families and not availing any government support IQAC decided to set up College responsibility fund. The methodology was explained by Prin. Dr. Dilip Dhondge. IQAC welcomed the idea and proposed to put it in faculty meeting for approval.

Proposed by: Dr. Dilip Dhondge

Seconded by: R.D.Vasait

Agenda Item 8: To enhance facilities of Ladies Hostel.

Resolution: IQAC read the report about facilities required to be changed in ladies hostel. Principal Dr. Dilip Dhondge emphasized on running the mess by college to provide quality food. He also shared his previous experiences about running the mess in Nashik. It was decided to run the mess through college authorities. Along with food He asked IQAC to provide set up for Sanitary Napkin Vending machine with burning incinerator, Biometric attendance system for residents and strengthening of recreation hall of ladies hostel. Prin. Dr. Dilip Dhondge also stressed in revision of hostel fee structure. IQAC proposed to send this proposal to parent institute for sanction of its implementation.

Proposed by: Dr. Dilip Dhondge

Seconded by: Dr. N.K.Pawar

The vote of thanks was proposed by Coordinator.

MINUTES OF THE MEETING OF 2017-18 HELD ON 10TH JUNE 2017

Venue: IQAC Room

Date: 28/07/2017

Time: 11:00 am

❖ **Agenda of the Meeting:**

1. To review and finalize minutes of the last meeting
2. To take review of results of the departments
3. To plan the academic activities of the year
4. Preparations of the departments on the background of the peer team visit
5. Any other issues.

MEMBERS PRESENT

1	Dr. D.M.Dhondge <i>Chairperson</i>	
2.	Hon. Smt. Neelimatai Pawar, Management Representative	
3	Ramdas Patil, <i>Industrial Expert</i>	
4.	Dr.Shirish Chindhade, <i>Academic Expert</i>	
5	Sunil Saundankar <i>Coordinator</i>	
6	Dr.N.K.Pawar <i>Secretary</i>	
7	Dr.K.R.Khandare, <i>Teacher Representative</i>	
8	Smt.S.B.Shewale <i>Teacher Representative</i>	
9	S.P.Kamble, <i>Teacher Representative</i>	
10	R.D.Vasait <i>Teacher Representative</i>	
11.	Shri.S.D.Nawale, <i>Registrar</i>	
12	Kishore Kadam, <i>Alumni Representative</i>	

❖ **Leave of Absence was granted to the following members:**

- 1) Shri. Vaibhav Sonawane ,Students Representative

IQAC members, after exchange of ideas and thought, made the following resolutions

Agenda Item 1: Review of the Earlier Meeting

- The IQAC coordinator read and reviewed minutes of the earlier meetings and the minutes were approved
- IQAC coordinator welcomed and briefed the committee members on the agenda
- IQAC took note of the following issues that followed from the last meet
- CAS program conducted on 27-Nov-2016 and on 10-June-2017

Agenda Item 2: To take review of results of the departments

Resolution: The review of result analysis submitted by the departments was taken up by the members of IQAC.

Agenda Item 3: To review and plan the academic activities of the year

Resolution: The review of online admission process and filled and vacant seats was taken.

The review of feedback analysis was taken. The departmental heads were suggested to plan for curricula and co-curricular activities and also to submit proposals for workshops, seminars and conferences. It was also decide to strengthen wall paper activity by each department quarterly.

Proposed by: Dr. N.K.Pawar

Seconded by: S.P.Kamble

Agenda Item 4: Preparations of the departments on the background of the peer team visit.

Resolution: On the background of peer team visit for 3rd cycle of accreditation, Principal Dr. Dilip Dhondge had taken review of the documentations of IQAC. Further the review of the departmental propositions was also taken and suggestions were given.

Agenda Item 6: Organization of Professional Training program.

Resolution: Principal Dr. Dilip Dhondge suggested to organize professional training of teaching and non teaching faculties about Value added educational practices in collaboration with Baha'I Academy Panchgani in August/September 2017. Suggestion was accepted unanimously.

Agenda Item 5: Any other issues raised by members of IQAC

Shri. S.D.Nawale presented the developments of the institutional MIS system of the college. Some aspects were discussed, suggestions were made and advised to strengthen the activity.

Proposed by: S.D. Nawale

Seconded by: Dr. K.R. Khandare

The vote of thanks was proposed by the Secretary