

Notice of the Meeting

Meeting No:1

The meeting of the IQAC members will be held on 7/7/2018 at 11.30 am in the IQAC of the college. All the members of the cell are requested to attend the meeting. The agenda of the meeting is attached with the notice.

Dr. B.N.Ravan

Coordinator IQAC

AGENDA

Items:-

1. To confirm minutes of the previous meeting.
2. To discuss and plan activities of the academic year 2018-19.
3. To prepare and submit IQA and SSR of the college to NAAC office Bangalore.
4. To start skill oriented courses in the academic year 2018-19.
5. Tree Plantation.
6. To update college website.
7. To organize National Level Seminar.
8. Research activities.
9. To organize workshop on “Personality Development Skills”
10. Any other item with the permission of the Chair.

Minutes of the IQAC

Meeting No:1

The minutes of the meeting held on 7/7/2018 at 11.30 am in the IQAC of the college. Following members were present.

Sr. No.	Name	Designation
01	Professor. P. A. Attar, Principal	Chairman
02	Shri. S. S. Patil	Administrative Officer
03	Smt. (Dr.) V. P. Patil	Member
04	Smt B. S. Shinde	Member
05	Dr. N. D. Mangore	Member
06	Shri. A. R. Mahajan	Member
07	Shri. S. S. Kamble	Member
08	Shri. B. G. Patil	Member
09	Shri. M. Y. Powar	Member
10	Prof. (Dr.) V. J. Fulari	External Representative
11	Prin. (Dr.) P. R. Shewale	External Representative
12	Dr. A. K. Chougule	Management Representative
13	Dr. V. B. Patil	Member of Society
14	Shri. A. S. Patil	Alumni Representative
15	Shri. S. B. Kulkarni	Industrialist
16	Smt. V.V. Redekar	Student
17	Dr. B. N. Ravan	Coordinator

Item 1: To confirm minutes of the previous meeting.

Resolution: The minutes of the previous meeting held on 28/4/2018 were read out by the coordinator and the same were confirmed by all the members. Since no suggestions the minutes were signed by the Chairman.

Item 2: To discuss and plan activities of the academic year 2018-19'

Resolution: It was discussed in detail to organize various academic and social activities in the college through various committees formed by the college.

All Criterion Heads and all Departmental Heads are requested to suggest various qualitative activities to the

Heads of various committees.

Item 3: To prepare and submit IIQA and RAR of the college.

Resolution: Dr. B.N.Ravan, IQAC Coordinator summed up detailed information of IQAC work to all. It was resolved in the meeting to submit IIQA before December 2018 and submit SSR before February 2019 and complete all procedure of accreditation in the this academic year. Committee made certain relevant suggestions which could be very useful for accreditation.

Item 4 : To start skill oriented courses in the academic year 2018-19

Resolution: The HEI has already started seven skill oriented courses including COC (UGC). It was discussed in the meeting by considering the need of the students Institute should start two three new courses in this academic year. IQAC should motivate all students to participation in it.

Item 5 : Tree Plantation.

Resolution: Tree plantation is the need of the time. Shir. A.R. Mahajan presented this issue in the meeting. All committee members presented their different opinions on it and it was unanimously decided that through NSS Department of the college tree plantation activity should be conducted at Bilwar Hills.

Item 6: To update college Website.

Resolution: It was discussed in the meeting for Third cycle of Accreditation of the college, the college website should be updated and space be enhanced in order to accommodate the documents and other activities details.

Item 7: To organize National level seminar.

Resolution: It was unanimously discussed in the meeting to organise Interdisciplinary National level conference in the month of September and for this purpose an organizing committee be formed to workout the details regarding scholarly resource persons, paper reading sessions, media coverage etc. The responsibility of the seminar organization be handed over to the Department of Political Science.

Item 8: Research Activities.

Resolution: All Senior Arts and Science faculty members should publish research articles in UGC and Shivaji University recognized journals. They should undertake minor / major research projects.

Through college Research committee faculty should take more efforts and motivation students to participate in 'Avishkar Research' competition of the University.

Item 9: To organize workshop on personality Development Skill.

Resolution: It was discussed in the meeting IQAC and Department of Psychology should organize workshop on 'Personality Development Skill' for B.A.I and B.Sc. I students . They should invite scholarly experts for this workshop.

Item 10: Any other subject with the permission of the Chair.

Resolution: As there was no any other item raised by any member, to conclude the meeting Smt.(Dr.) V.P.Patil proposed a vote of thanks.

Notice of the Meeting

Meeting No:2

The meeting of the IQAC members will be held on 29/4/2019 at 11.30 am in the IQAC of the college. All the members of the cell are requested to attend the meeting. The agenda of the meeting is attached with the notice.

Dr. B.N.Ravan

Coordinator IQAC

AGENDA

Items:-

1. To confirm minutes of the previous meeting.
2. About Third Cycle SSR of the college.
3. Visit of the Peer Team to college.
4. Infrastructure facilities and Record.
5. Tree Plantation.
6. Research activities.
7. Online admission of the students.
8. About National Level Seminar.
9. Discussion on reports of various academic and administrative committees.
10. PPT presentations of the Department and Criterion Heads.
11. Any other item with the permission of the Chair.

Minutes of the IQAC

Meeting No. 2

The minutes of the meeting held on 29/04/2019 at 11.30 am in the IQAC of the college following members were present.

Sr. No.	Name	Designation
01	Professor. P. A. Attar, Principal	Chairman
02	Shri. S. S. Patil	Administrative Officer
03	Smt. (Dr.) V. P. Patil	Member
04	Smt B. S. Shinde	Member
05	Dr. N. D. Mangore	Member
06	Shri. A. R. Mahajan	Member
07	Shri. S. S. Kamble	Member
08	Shri. B. G. Patil	Member
09	Shri. M. Y. Powar	Member
10	Prin. (Dr.) P. R. Shewale	External Representative
11	Dr. A. K. Chougule	Management Representative
12	Dr. V. B. Patil	Member of Society
13	Shri. A. S. Patil	Alumni Representative
14	Smt. V.V. Redekar	Student
15	Dr. B. N. Ravan	Coordinator

Item 1. - To confirm minutes of the previous meeting.

Resolution - The minutes of the previous meeting held on 29/4/2019 were read out by the Coordinator and the same were confirmed by all the members. Since there were no suggestions the minutes were signed by the Chairman.

Item 2. -About Third cycle SSR of the College.

Resolution - The Coordinator of the IQAC Dr. B. N. Ravan summed up information about IIQA and SSR of the college. IIQA is online submitted on 21/12/2018 and SSR of the college is online submitted on 15/02/2019. All Steering Committee and Staff took very hard efforts and worked after college / office hours throughout year. Principal Attar sir and External experts Prof. V. J. Fullari and Prof. Smt. Dr. Y. P. Attar provided expert advice to the staff. Hon. Secretary Shri. S. S. Patil also extended his kind cooperation.

IQAC has successfully completed DVV procedure by submitting particular documents to NAAC.

Item 3. - Visit of the Peer Team to College.

Resolution - IQAC Coordinator informed that college has successfully completed DVV process and we have to communicate three probable dates to NAAC for Peer Team visit and we have to suggest best Hotels for Peer Team.

It was unanimously discussed in the meeting that we should invite Peer Team in the First week of July and IQAC Chairperson and Coordinator should inform NAAC office.

Item 4. - Augumentation Infrastructure facilities and up to date preparation of the college Record.

Resolution - Chairperson of the IQAC Prin. Dr. P. A. Attar informed in the meeting that before the visit of the Peer Team Management be requested to update the infrastructural facilities in terms of colouring the building and purchase of furniture, lab equipments etc. In addition to updating various boards and library facilities.

It was discussed in the meeting to form a committee for record checking of the various departments and other committees formed by college. For record checking and remaining works faculty should work at least 15 days in the vacation. (from 1 May to 15 May 2019)

Item 5. - Tree Plantation.

Resolution - College have already planted number of trees, still in the academic year 2018 – 19 through NSS Dept. College should organise tree plantation activity. This point was raised by Shri. B. G. Patil. All members unanimously supported this suggestion. It was suggested to seek assistance from the Dept. of Forest Govt. of India Kolhapur.

Item 6. - Research activities.

Resolution - It was discussed in the meeting that all faculty members should under take Minor / Major research projects, for that they should apply at various funding agencies like UGC, CSIR, Govt. of Maharashtra. Prin. Attar sir provided valuable information about research projects and told that all faculty should even write research articles and publish in the (Peer Reviewed) journals. Faculty should attend seminars / workshops and present their research papers. All accepted this suggestions and Hon. Secretary of the institute Hon. Shri. S. S. Patil suggested that

faculty should motivate students to write for Avishkar Research Competition of the University. The staff members those who have completed their Ph. D. Degrees should apply for Research Guideship and publish their own thesis in book forms.

Item 7. - Online admission of the students.

Resolution - Shri A. R. Mahajan raised this point in the meeting and informed that in the academic year 2019 – 20 college should give online admission to students. College should update the prospectus by considering the CBCS pattern. For online admission procedure college should form Admission Committee and make arrangement of online admission procedure, because this data is important for University and various Govt. agencies Dr. (Smt.) V. P. Patil suggested that college should form counselling committee for the guidance of the students. Counselling committee will guide the students for selecting the subjects. All members accepted and supported this suggestion.

Item 8 - About National Seminar .

Resolution - According to the discussion of the earlier meeting of the IQAC. Principal of the college assigned responsibility of the organization of conference to Department of Political Science. They organized Interdisciplinary National Level Conference on 'Democracy and It's Challenges' on 19/10/2018. College invited highly reputed Resource persons like Hon. Shamburaje Desai (MLA), Professor (Dr). Ravindra Bhanage (Shivaji University, Kolhapur), Professor (Dr). Prakash Powar, Prof. Vasanti Rasam, Prof. Bharati Patil (Dean) for this conference, 368 (Three hundred and Sixty Eight) participants participated in the conference. College have also published the book of Research Articles presented by various participants and students in the conference. Department of Political Science, Management, IQAC Coordinator and all faculty members took very hard efforts to make the conference successful. Hon. Shri G.T.Patil Sir congratulate Principal and all faculty members and suggested that in the academic year 2019-20 college should organise one more conference, Prin. Dr. Attar supported this point.

Item 9 - Discussion on reports of various academic and administrative committee

Resolution - It was discussed in the meeting that all faculty members should prepare detailed report of the various activities. Principal told that he has checked reports and gave suggestions orally to Faculty. He also pointed out that all heads of various committees have submitted their hard and soft copy to Record Committee. All appreciated this new way of work and supported the point of Principal.

Item 10 - PPT Presentations of the Department Heads and Criterion

Heads.

Resolution - IQAC Coordinator Dr. B.N. Ravan provided information about Departmental presentation. All Department Heads (Arts and Science) have given presentations in front of External Experts on 27-11-2018. IQAC has invited Prof V.J.Fulari Head Department of Physics, Shivaji University Kolhapur and Prof. Dr. Y.P.Attar Head, Department of Microbiology, Rajaram College Kolhapur to assess the presentation of the Faculty. Hon. Principal and Hon. Secretary of the institute has also attended this activity. The suggestions made by the External Experts were quite insightful and these suggestions were followed by the IQAC in order to make the presentation complete and resourceful for all the members .

Action Taken Report 2018-19

1. According to Academic Calendar various activities were conducted.
2. Organised free of charge competitive coaching classes.
3. Organised various extension activities eg. Rallies, workshops, health awareness camp, cleanliness drive.
4. Organised National Level Conference.
5. Organised workshops eg. Competitive Exams and Career Opportunities, Awareness-Tobacco Addiction and Its Harmful Effects on Body, Exercise and Diet etc.
6. Organised various speeches for students.
7. Organised faculty lectures in Staff Colloquium.
8. Prepared and submitted IIQA and SSR of the college and send NAAC office Bangalore.
9. Organised various academic activities.
10. Organised Seven Days NSS camp.