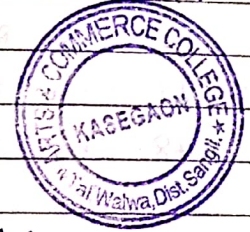


Internal Quality Assurance Cell

1st Meeting.

Tuesday, 4th August 2020



The first meeting of Internal Quality Assurance Cell of Arts and Commerce College, Kasegaon was held on 4th August, 2020, Tuesday at 11:30 am in the IQAC Cell. The following agenda was discussed and the Members present for the meeting were as follows

Agenda:

- 1.1. To confirm the Minutes of the previous meeting on 11th March 2020 after reading.
- 1.2. To discuss status of AQAR 2019-20 which is incomplete because of COVID-19 Lockdown Situation.
- 1.3. To discuss Past-Accreditation Initiatives for the year 2020-21.
- 1.4. To discuss Quality Initiatives for the year 2020-21.
- 1.5. To discuss Action-Plan for 2020-21. [Future Plan for 2019-20]
- 1.6. Any other issue by the permission of the chairperson.

Members present:

1. Prin. Dr. S. R. Mane	Chairperson	
2. Smt. R. S. Patil	NAAC Coordinator	
3. Dr. M. A. Dixit	NAAC JT. Coordinator	
4. Shri. S. A. Jorao	Teachers' Representative	
5. Dr. A. H. Patil	"	
6. Smt. S. S. Patil Librarian	"	
7. Shri. A. S. Khorat	"	
8. Shri. S. M. Mohite	"	
9. Shri. D. B. Sathe	"	
10. Prin. R. D. Sawant	Secretary, K.E. Society	
11. Shri. S. B. Shingate	Administrative Staff	
12. Shri. S. B. Patil	Technical Staff	
13. Shri. D. J. Patil	Local Society Nominee	



S.P. Patil

Patil

Shri
S.P. Patil

14. Shri V. L. Rajpurohit

Students' Nominee

15. Shri S. B. Patil

Alumni Nominee

16. Shri R. A. Barde

Employer's Nominee

17. Shri P. S. Patil

Stakeholders' Nominee

18. Shri S. S. Patil

Industrial Nominee

19. Dr S. G. Patil

IOAC Coordinator

* Minutes of the Meeting

- 1.1. To confirm the Minutes of the previous meeting held on 11th March 2020 after reading.

The Minutes of the previous IOAC Meeting held on 11th March 2020 were read out by Dr. S. G. Patil - Coordinator before the members. After a short discussion, the minutes were confirmed.

Resolution: The Minutes of the previous meeting held on 11.03.2020 were confirmed unanimously.

Proposed by : Dr. Megha A. Dixit

Seconded by : Shri Subhash A Janrao

- 1.2. To discuss the status of AQAR 2019-20 which is incomplete because of COVID-19 Lockdown Situation.

The procedure for compilation of the information had begun. Unfortunately, the Pandemic situation worsened to cause very strict lockdown. The final data collection could not take place for criterion-wise information. According to Government Regulations regarding Pandemic sometimes, 15%, 50% attendance was declared. Moreover, many villages were undergoing 'Sealing Process' for infected area. So, it was discussed to gear-up the process for COVID-AWARENESS and data-collection also should be done likewise.

Resolution: It was resolved that the work of data collection for AQAR 2019-20 be done taking



utmost health care.

Proposed by - Smt. Rajashree S. Patil

Seconded by - Dr. Aruna H. Patil

1.3. To discuss Post-Accreditation Initiatives for the year 2020-21.

While discussing the Post-Accreditation Initiatives, it was discussed that the College-community relationship to be strengthened in the time of Covid-19 Pandemic.

The IQAC decided to undertake following activities:

1. To promote research: The faculty may update themselves in the pursuit of research during lockdown.

2. To ensure effective use of ICT: In lockdown situation, the challenges were to normalise the students from panic, to motivate them to online learning and examinations and to solve any technical problem regarding online education.

3. To create awareness regarding COVID-19 Pandemic: It was decided to reach more and more students for counseling and outreach programs.



Resolution: It was resolved that the post-Accreditation Initiatives be performed in order to enhance the performance of the college.

Proposed by: Prin. Dr. S.R. Mane

Seconded by: Dr. Bharat S. Kharat

1.4. To discuss Quality Initiatives for the year 2020-21.

In order to keep pace with the technological advancement and update data at various quality based surveys and Govt./Non-Govt. Agencies, it was discussed to continue the updation of data at following surveys:

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1. To update information on MIS and AISHE Portal
 2. To undergo NIRF Ranking process
 3. To undergo Green Audit, Gender Audit and AA Audit

Resolution: It was resolved that the above data should be updated on the respective portals and other Quality-based Audits be performed.

Proposed by : Prin. Ramchandra D. Sawant
Seconded by : Shri. Devraj J. Patil

- 1.5. To discuss Action Plan for the year 2020-21, i.e. Future Plan in AQAR 2019-20.

The future Plan of AQAR 2019-20 has been taken as an Action Plan for 2020-21. The following issues were discussed and finalised in the Action Plan.

1. To create facility for waste management in the campus
2. To complete AAA (Academic and Administrative Audit), Green Audit and Gender Audit.
3. To start a new stream of Science - i.e. B.Sc. I.
4. To open PG Courses in English, Marathi and History. (CPIR)
5. To organize a campaign for Tree-Plantation to maintain eco-friendly campus.
6. To register Alumni Association.
7. To enhance outreach programs for the members of the backward community.
8. To conduct various seminars and workshops of National and International importance at our campus.
9. To arrange special programs for teaching and non-teaching staff.
10. To promote research culture among faculty and students
11. To improve and extend Library facility with special attention on e-Information resources.
12. To take care of Students' Feedback, Earn and Learn scheme and Teacher Performance Appraisal.
13. To conduct workshops on revised syllabi of Shivaji



University, Kolhapur.

14. To form the Parent-Teacher Association.

Resolution: It was unanimously resolved that the Action Plan be performed at the best taking care of Pandemic situation taking help of digital platforms wherever necessary.

Proposed by: Dr. Sunil G. Patil

Seconded by: Shri Bhashikant M. Mohite

1.6. Any other issue by the permission of the Chairperson

As there was no issue raised by any member, the meeting was declared closed after proposing 'Vote of Thanks' by Dr. A. H. Patil.

Resolution: The closing was unanimously declared.




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Internal Quality Assurance Cell.

Thursday, 9th April 2021

The Second Meeting of Internal Quality Assurance Cell [IQAC] was held on 9th April 2021 at 11:30 am in IQAC cell. The following agenda was discussed in the meeting and the following members were present :-

Agenda:

- 2.1. To confirm the Minutes of the previous IQAC Meeting held on Tuesday, 4th August, 2020 after reading
- 2.2. To take a review of the activities performed during Pandemic situation of COVID-19.
- 2.3. To discuss compliance of the Action-Plan for the year 2020-21.
- 2.4. To discuss the status of AACAR 2019-20 delayed because of Pandemic.
- 2.5. To discuss Future-Plan for the year 2021-22.
- 2.6. Any other issue by the permission of the Chairperson

Members present:

1. Prin. Dr. Sambhaji R. Mone Chairperson.
2. Smt. Rajasree S. Patil NAAC coordinator
3. Dr. Megha A. Dixit. Jt. NAAC Coordinator
4. Shri Subhash A. Janrao Teacher Representative
5. Dr. Aruna H. Patil -11-
6. Smt. Sunita S. Patil Librarian -11-
7. Shri. Bharat S. Kharat -11-
8. Shri. Shashikant M. Mohite -11-



9. Shri. Dipak B. Salhe Teacher Representative (D.B.)
10. Pm. Ramchandra D. Sawant Secretary, K.C. Society (Rade)
11. Shri. Sanjay B. Shingate Administrative Staff (Klinge)
12. Shri. Santosh B. Patil Technical Staff (Patil)
13. Shri. Devraj J. Patil Local Society Nominee (Patil)
14. Shri. Vikramsinh L. Rajpurshik Students Nominee
15. Shri. Sachin B. Patil Alumni Nominee (Patil)
16. Shri. Rajiv A. Borde Employer's Nominee
17. Shri. Ratap S. Patil Stakeholders' Nominee (Patil)
18. Shri. Shankar S. Patil Industrialist Nominee (Patil)
19. Dr. Sunil G. Patil IQAC, Coordinator (Patil)

Minutes of the Meeting :

- 2.1. To confirm the minutes of the previous meeting of IQAC held on Tuesday, 4th August, 2020 after reading.

The Minutes of the previous meeting of IQAC held on Tuesday, 4th August 2020, were read out by Dr. S.G. Patil, Coordinator, IQAC and were confirmed after a short discussion.

Resolution: The Minutes of the previous meeting held on Tuesday, 4th August, 2020 were confirmed unanimously.

Proposed by : Dr. S.G. Patil

Seconded by : Smt. Sumita S. Patil

2.2. To take a review of the activities during Pandemic situation of COVID-19.

After the discussion, following activities were mentioned to be performed during the year 2020-21.

1. Plantation of Trees : 1st August 2020 :

on the occasion of Death Anni of Lokmanya Tilak

Birth Anni of Loknete Rajarambapu Patil

Birth Anni of Lokshahir Anna Bhaui Sahe.

: 1st January 2021

Under Harit Saptah Movement.

2. Blood Donation Camp: 19th February 2021.

3. Total Blood Check-up Camp: for health awareness in Girl students.

4. SPECTRUM 2K21

: 1. Guest lecture : Dr. S. M. Magdum

2. Poster Presentation

3. Computer Drawing Competition

4. Flower Decoration

5. Medicinal Plants Exhibition.

5. Guest Lecture

: Smt. Manisha Bhosale on Status of Woman: Past, Present and Future.

6. Guest Lecture

: Dr. Gorach Mandrupkar on Pandemic of Covid-19: Awareness

7. Jayant Career Saptah : During 10-02-2021 to 16-02-2021.

: Guest Lectures, Activities, etc

8. N.S.S. : My Village: Corona-free Village Campaign.

9. N.S.S. Extension Activities,

Resolution: The activities performed despite Pandemic were appreciated

Proposed by Sr. Megha Dixit

Secounded by Shri B. S. Kharat

2.3. To discuss the Compliance of the Action Plan for the year 2020-21.

The Future Plan of 2019-20 taken as the Action Plan for 2020-21 was discussed in the meeting as follows:

Action Plan and Compliance:

1. To modify the structure of the waste-management in the Campus.

→ The separate Dust-Bins are placed for bio-degradable and non-biodegradable waste as well as there is separate provision to dispose e-waste.

2. To complete Academic and Administrative Audit (AAA), Gender Audit and Green Audit.

→ The Gender Audit, the Green Audit and the Academic and Administrative Audits are to be performed during the next year i.e. 2021-22.

3. To start a new stream of Science i.e. B.Sc.I.

→ The new stream of Science has been started. The admissions for B.Sc.I are 65. The number is satisfactory to begin.

4. To open PG courses in History and Commerce.

→ The proposals could not be sent to University because of Pandemic situation.

5. To organize campaign for tree-plantation to maintain eco-friendly Campus.

→ Trees are planted twice as mentioned in 2.2. activities.

6. To register Alumni Association during the year.



→ The Alumni Association could not be registered because of Pandemic Situation throughout the year.

7. To enhance outreach programs for the members of backward community.

→ The N.S.S. conducted outreach programs for awareness regarding Pandemic under "My Village: Corona-free Village" Campaign.

8. To conduct various seminars and workshops of National and International importance in the campus.

→ Seminars and workshops could not be organized.

9. To arrange special programs for teaching and non-teaching staff.

→ The special programs could not be arranged.

10. To promote research culture among faculty and students.

→ The faculty were encouraged to participate in the seminars and workshops online.

11. To improve and extend library facility with special attention to e-information resources.

→ Library has extended e-resource facility for teachers and students.

12. To take students' feedback, Earn and Learn scheme and Teachers' performance Appraisal.

→ The Students' feedback and Teachers' performance Appraisals are taken as per University guidelines. Earn and Learn scheme could not be performed.

due to Pandemic.

13. To conduct workshops on revised syllabi.

→ The workshops on revised syllabi could not be conducted.

14. To form Parent-Teacher Association

→ The Parent-Teacher Association has been formed at college level, ~~also~~.

Resolution: It was unanimously resolved that all the practices be continued in the next academic years and to focus on the incomplete activities to be performed during 2021-22.

Proposed by Smt. R. S. Patil

Seconded by Smt. S. J. Shinde

2.4. To discuss the status of A@AR-2019-20 as the submission dates are postponed by NAAC because of Pandemic.

During the Pandemic, Sangli-Satara-Kolhapur districts were hit severely. The lock down was very strict and there was panic in the minds of all stakeholders. The data collection for A@AR was partially done, but the final draft could not be prepared. So, it was discussed that the final draft be prepared at the earliest.

Resolution: It was unanimously resolved that the A@AR-2019-20 be prepared and before it the audits be completed.

Proposed by : Prin. Dr. S. R. Mane

Seconded by : Smt. S. A. Jansao

2.5. To discuss the Future - Plan for the year 2021-22.

The future Plan for the year 2021-22 was discussed and was finalized.

Future Plan for 2021-2022.

1. To make IQAC more functional
2. To send proposals for certificate, UG and PG Courses.
3. To encourage faculty to design curriculum.
4. To organize local / Regional / State / National / International seminars / conferences / workshop / symposia, etc
5. To organize skill-development programs and workshops on designing projects for students.
6. To conduct Quality Audits - AAA, Gender Audit, Green Audit, etc.
7. To design and start Add-on Courses as well as Swayam Courses.
8. To fulfil vacancies to strengthen Mentor-Mentee relationship.
9. To develop infrastructure to accommodate new courses.
10. To extend Gymkhana and build a Seminar Hall
11. To increase MoUs, Collaborations and Linkages for research, internships and field work.
12. To organize activities for Gender Equality
13. To organize activities for Green Campus.

Resolution: It was unanimously decided that the future Plan be observed strictly throughout the year 2021-2022.

Proposed by Dr. S. R. Mane

Seconded by Shri. S. M. Mohite



~~S. R. Mane~~
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2.6. Any other issue by the permission of the chairperson.
As there was no issue raised by any member, the meeting was closed after vote of thanks by Dr. Sunil G. Patil, Coordinator, IQAC.