

## Internal Quality Assurance Cell 2023-24

Date: 15/09/2023. Day: Friday

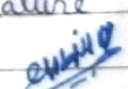
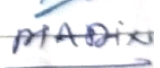
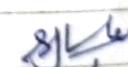
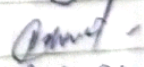
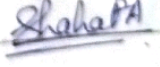

### \* First Meeting \*

The first meeting of Internal Quality Assurance Cell for the year 2023-24 was held on Friday, 15/9/2023 at 12:30 pm in the NAAC Room. The following agenda was discussed in the meeting and following members were present for the same.

#### Agenda:

1. To confirm the minutes of the previous meeting held on 19<sup>th</sup> May 2023.
2. To discuss about the Quality Initiatives for the year 2023-24
3. To discuss about the Post-Accreditation Initiatives for the year 2023-24.
4. To discuss about the Plan of Action for the year 2023-24.
5. To revise Academic Calendar for the year 2023-24
6. To plan Outreach Programs for the year 2023-24
7. Any other issue by the permission of the Chair.

#### Members Present:

		Signature
1. I/c Principal Dr. Balasaheb K. Mane	Chairman	
2. Dr. Megha Atul Dixit	Representative of Teachers	
3. Shri Subhash Anant Janrao	-11- Phy. Ed.	
4. Smt. Sunita Jayant Shinde	-11- Lib.	
5. Dr. Bharat Shankar Kharat	-11-	
6. Mrs. Pallavi Atulkumar Shaha	-11-	
7. Prin. Ramchandra Dnyandev Sawant	Secretary K.F. Society	
8. Shri Suhas Shamrao Jadhav	Representative Admin Staff	

9. Shri Santosh Bhaskar Patil Technical Staff
10. Shri Devraj Janardan Patil Local Society Nominee
11. Shri Sachin Baburao Patil Alumni Repr.
12. Shri Swapnil Maruti Thombare Students' Nominee Thombare
13. Shri Rajeev Ashok Barde Employers' Nominee
14. Shri Pratap S. Patil Stakeholders' Nominee
15. Shri Shaktar Shivaji Patil Industrialists' Nominee
16. Dr. Tejaswini Deepak Patil Dange IOAC Coordinator Patil

### Minutes of the Meeting.

- 1.1 To confirm the minutes of the previous meeting after reading

The previous meeting of IOAC was held on 19<sup>th</sup> May 2023, Saturday. The minutes of the meeting were read out by Dr. Tejaswini D. Patil Dange, Coordinator. After discussion the minutes were confirmed.

Resolution: The minutes of the meeting held on Saturday 19<sup>th</sup> May 2023 were confirmed unanimously.

Proposed by: Dr. T. D. Patil Dange  
Seconded by: Dr. M. A. Dixit.

- 1.2 To discuss about the Quality Initiatives for the year 2023-24.

Considering the performance of the institution in the year 2022-23, the following Quality Initiatives were finalized.

1. To organize skill development activities
2. To participate in Research activities by students

3. Career Guidance through Jayant Career Week and other Activities.
4. Women Empowerment Program
5. Preparedness for NEP 2020

Resolution: The above Quality Initiatives were finalized unanimously and was decided to work on them rigorously.

Proposed by : Dr. B.K. Mane  
Seconded by : Smt. S. J. Shinde.

- 1.3. To discuss about the Post-accreditation Activities for the year 2023-24.

Taking into consideration the NAAC Peer Team Report and performance of the college, following Post-accreditation Initiatives were finalized

1. To start certificate/Add-on courses.
2. To fill-up the vacancies to strengthen Mentor-Mentee relationship.
3. To extend infrastructure to accommodate the new courses.
4. To prepare the institution for the reaccreditation process.

Resolution: It was unanimously resolved to work on above Post-Accreditation Initiatives throughout the year 2023-24.

Proposed by : Poin R. D. Sawant  
Seconded by : Dr. T. D. Patil Dange.

- 1.4. To discuss 'Plan of Action' for the year 2023-24.

After a considerable discussion, following Future Plan of 2022-23 as Plan of Action for the year 2023-24.

The discussion considered almost all faculties for development of the institute.

## Plan of Action 2023-24

1. To make IQAC more functional.
2. To promote faculty to design curriculum of Certificate Add-on, UG/PG courses
3. To promote faculty for more research activities.
4. To organize Local/Regional/State/National/International Seminars/conferences/workshops/Symposia, etc.
5. To introduce more skill-development programs.
6. To conduct Quality Audits such as AAA, Green Audit, etc and to implement suggestions by the committees.
7. To enhance student-centric teaching-learning methods
8. To design and start add-on as well as Swayam courses.
9. To facilitate Faculty Exchange Programs with other Academic institutions and National/International Institutions.
10. To extend infrastructure to accommodate new courses and modernize them.
11. To organize activities for equal opportunities
12. To increase Alumni Engagement for the development of the college.
13. To organize more 'On-Campus-Placement Activities' in the institution and to provide guidance for competitive examinations for all stakeholders.
14. To identify talent among students for various sports and cultural activities and encourage participation as well.
15. To organize activities for Gender Equality.
16. To organize activities for Green Campus.

Resolution: The above Plan of Action was resolved to be implemented rigorously throughout the year

Proposed by: Prin. R. D. Sawant Sir

Seconded by: Shri R. A. Barde.

1.5. To revise the Academic Calendar for the year 2023-24.

Prin R. D. Sawant sir suggested that the Academic Calendar be prepared minutely including Internal Evaluation considering University Exam. dates. The responsibility was provided to Dr. B. S. Kharat and Dr. T. D. Patil Dange, and to upload the same on website.

Resolution: It was resolved to prepare the Academic Calendar for 2023-24 and upload it for the stakeholders.

Proposed by: Dr. M. A. Dixit  
Seconded by: Shri D. J. Patil

1.6. To plan outreach programs for the year 2023-24

In order to strengthen college-community relationship, the organization of outreach programs is significant. The member Shri Devraj Patil suggested to organize more activities in surrounding areas through N.S.S. and other departments.

Resolution: It was unanimously resolved to plan more outreach program in the year 2023-24

Proposed by: Dr. B. S. Kharat  
Seconded by: Shri Pratap S. Patil

1.7. Any other issue by the permission of the Chair.

As there was no issue raised by any of the members, Mrs. Pallavi A. Shaha proposed vote of thanks and the meeting was declared closed.

Internal Quality Assurance Cell - 2023-24.

Day: Thursday Date: 04/04/2024

The Second meeting of Internal Quality Assurance Cell (IQAC) for the year 2023-24 was held on Thursday, 04/04/2024 at 2:00 pm in the NAAC Room of the institute. Following agenda was discussed in the meeting.

Agenda:

1. To confirm the minutes of the previous meeting after reading
2. To discuss about the Future Plan for the year 2024-25
3. To discuss about the preparedness of the institution for NEP 2020
4. To discuss about the preparedness for reaccreditation process for NAAC Cycle IV.
5. To discuss about revision of Institutional Development Plan for the institution.
6. Any other issue by the permission of the Chair.

Following members were present for the meeting:

- |   |                               |                 |
|---|-------------------------------|-----------------|
| 1. J/c Principal Dr. Balasaheb Kondiba Mane | Chairman                      | <u>Chairman</u> |
| 2. Dr. Megha Atul Dixit                     | Representative of Teachers    | <u>MADIXIT</u>  |
| 3. Shri Subhash Anant Jambrao               | -11-                          |                 |
| 4. Smt. Sunita Jayant Shinde                | -11-                          | <u>SJS</u>      |
| 5. Dr. Bharat Shankar Kharat                | -11-                          | <u>Bharat</u>   |
| 6. Mrs. Pallavi Atulkumar Shaha             | -11-                          | <u>ShahaPA</u>  |
| 7. Prin. Ramchandra Dnyandeo Sawant         | Secretary<br>K.F. Society     |                 |
| 8. Shri. Subhas Shamrao Jadhav              | Representative of Admi. Staff | <u>SSJ</u>      |
| 9. Shri Santosh Bhaskar Patil               | Technical staff               | <u>Patil</u>    |

- |                                      |                             |                 |
|--------------------------------------|-----------------------------|-----------------|
| 10. Shri Devraj Janardan Patil       | Local Society<br>Nominee    |                 |
| 11. Shri Sachin Baburao Patil        | Representative<br>of Alumni |                 |
| 12. Shri Swapnil Manaji Thombare     | Students' Nominee           | <u>Thombare</u> |
| 13. Shri Rajiv Ashok Barde           | Employers'<br>Nominee       |                 |
| 14. Shri Pratap S. Patil             | Stakeholders'<br>Nominee    |                 |
| 15. Shri Shanbar Shrivaji Patil      | Industrialists'<br>Nominee  |                 |
| 16. Dr. Tejaswini Deepak Patil Dange | IOAC<br>Coordinator         | <u>Patil</u>    |

### Minutes of the Meeting.

- 2.1. To confirm the minutes of the previous meeting after reading.

The First Meeting of Internal Quality Assurance Cell was held on Friday, 15/09/2023 at 12:30 pm in the NAAC Room. Dr. Tejaswini Patil Dange read out the minutes of the meeting. After discussion, the minutes were confirmed.

Resolution: It was unanimously resolved that the Minutes of the previous meeting be confirmed.

Proposed by Dr. B.K. Mahe

Seconded by Dr. B.S. Kharat.

- 2.2. To discuss about the Future Plan for the year 2024-25.

Taking into consideration all aspects for the growth of the institution, following Future Plan was finalised. All the members expressed their opinions regarding it. It was considered that The Future Plan will take the institution to the newer heights of achievements.

## The Future Plan - 2024-25

1. To start PG Courses
2. To establish Language Lab for enhancement of language skills
3. To enrich all laboratories with advanced equipment.
4. To develop Botanical Garden
5. To organize research-oriented programs to spread awareness among stakeholders.
6. To enhance college-community relationship through outreach programs.
7. To develop Gymkhana facilities.
8. To strengthen college-industry relationship for Internships / OJTs / Field-trips / projects, etc.
9. To organize women entrepreneurship programs
10. To increase the number of MoUs / Collaborations / Linkage

Resolution : It was robustly resolved that the Future Plan be implemented carefully.

Proposed by Prin. R. D. Sawant  
Seconded by Smt. S. J. Shinde.

2.3. To discuss about the preparedness of the institution for NEP 2020 effective implementation

The following aspects necessary for the effective implementation of NEP 2020 were discussed:

1. Multidisciplinary / Interdisciplinary Approach:

As per university guidelines and for the benefit of students, more multidisciplinary / interdisciplinary programs be introduced apart from present CoC courses & Add-on courses.

2. Academic Bank of Credits:

The accounts of Academic Bank of Credits have been opened for all students mandatorily.

3. Skill Development:

For propagation of skills, different activities have been performed. They include soft skills, language skills and hard skills.



4. Appropriate Integration of Indian Knowledge System:  
The projects for internal evaluation have been based on teaching Indian Traditions, Regional specificities, Festivals, Temples and Traditional games.

5. Outcome Based Education:

MoUs, Collaborations and Linkages are increased in order to facilitate Internships, OJT's and Projects in future.

6. Distance Education:

Some courses like COC Communicative English have been kept on online mode so the students can avail the time for their needs.

Resolution: It was resolved that NEP 2020 be implemented smoothly in future. All the stakeholders be prepared in order to accommodate the system.

Proposed by: Dr. T. D. Patil Dange  
Seconded by: Shri Pratap S. Patil.

4. To discuss about the preparedness for reaccreditation process for NAAC Cycle IV.

The Principal Dr. B. K. Mahe presented before the committee about proper preparations of the institution to face reaccreditation process for NAAC Cycle IV.

Still, the stakeholders are working rigorously to update the institution for the revised changes proposed by NAAC.

Resolution: It was unanimously resolved that the institution should prepare perfectly for facing NAAC cycle IV.

Proposed by: Dr. Megha Atul Dixit  
Seconded by: Shri Sachin B. Patil.

2.5. To discuss about the revision of Institutional Development Plan (IDP) for the institution.

Prin. R. D. Sawant sir guided the gathering on the Future Developments and vision of the Kasegaon Education Society regarding Arts and Commerce College, Kasegaon. All the members enthusiastically contributed in the discussion.

Resolution: It was decided to revise the IDP with in-depth research and thought process. All the members readily consented to the resolution.

Proposed by: Prin. Dr. B. K. Mane

Seconded by: Shri. Suhas S. Jadhav.

2.6. Any other issue by the chair's permission

As the issue raised by Dr. B. K. Mane, the proceedings of IQAC which are kept in manual form be kept in the e-form. The print copy of the proceedings with signatures be maintained as the record.

Resolution: To maintain the record in e-format instead of manual format was accepted by all the members and resolution was passed.

Proposed by: Dr. B. K. Mane

Seconded by: Prin. R. D. Sawant