

M VP Samaj's K P G Arts, Commerce and Science College, Igatpuri, District: Nashik

IQAC Meeting Minutes 2016-17

Meeting first

First Meeting of IQAC Members was held on Friday, July 1, 2016 and following

Were discussed and the plan of action was finalized

- To perform online admission process
- Analysis of results of various classes
- To prepare Academic calendar
- Preparation of Teaching Plan
- Use of ICT devices in Teaching Learning
- Encouragement to students to participate students in debating & elocution competition.
- Guidance for competitive exams
- Arranging NET Exam guidance Lectures
- Guidance for regular lectures & Presently
- Eligibility criterion for admission of each class was carefully made familiar to the members.
- Admission committee was formal and the members were given written instructions
- Time table was revised with minor changes.

Principal headed the meeting and guided the IQAC committee members to focus on quality of the teaching.

Dr. N.U. Patil offered vote of thanks

Following members were present.

1. Dr V J Medhane Chairperson, IQAC
2. Dr N U Patil Co-ordinator, IQAC
3. Prof. D. N. Giri Member
4. Prof S B Diwate Member
5. Dr (Smt) A D Kadam Member
6. Prof D N Patil Member
7. Dr (Smt) V S Bagul Member
8. Dr S B Andhale Member
9. Prof. S S Pardeshi Member
10. Shri. Bhaskar Balaji Watpade Industrialist
11. Shri Khatale Bahusaheb Management Representative

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12. Shri	Vijay Kadlag	Management Representative
13. Miss	Bhatate Swapna B	Student Representative
14. Shri	Vishu Adole	Alumni
15. Shri	K K Mate	Non Teaching Staff Representative

M VP Samaj's K P G Arts, Commerce and Science College, Igatpuri, District: Nashik

Action Taken Report 2016-17

IQAC provided the development and application of quality bench marks / parameters for various academic and administrative activities of the institution. It contributes by encouraging staff members to train students for Co-curricular and extracurricular activities. It monitors teaching learning evaluation process by feedback mechanism. It helps to promote research, increase infrastructure of the Institution.

Following actions were initiated after IQAC meet July 1, 2016

- Prepared plan of action and academic calendar of the college
- Lead public awareness for cleanliness and cleaning for social cause.
- Proposal for renovation of Laboratories through CSR fund from nearby industries.
- Proposal for capital development of College to UGC through planning and development committee
- College and NSS Unit has decided to make campus eco-friendly with following initiatives in campus and nearby areas
 - a) Tree Plantation (1100 trees planted in campus, 500 in nearby mountain in collaboration with Samsonite India Ltd)
 - b) Plastic & Waste free campus (Awareness about plastic free environment is also on agenda for students
 - c) Environment awareness in student (Study tour for environment awareness is arranged, cleanliness camp in college campus)
 - d) Environmental study tour

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IQAC Meeting Minutes 2016-17

Meeting Second

Second meeting of IQAC members was held on Tuesday, September 9, 2016 Under the guidance of Principal Dr. V.J. Medhane. Following issues were carried out during the First half of the academic year

1. Proposal for online grid based solar power
2. Proposal for Renovation of laboratory
3. Proposal for college development activities
4. Short term computer courses for students
5. Planning of sports events
6. Planning for Conducting seminars and workshops
7. Celebration of Birth and death anniversary
8. Organize Inauguration Program of various Departments.
9. Organize Parent Teachers meet

Committee focused on solar-grid project and emphasized the need of alternative. management of power so that online processes do not get interrupted.

In light at the social nearest caused by lecture of female cases, various prevention committees are formed.

Teachers also guided for preparing research proposal of minor and major project and also participate in avishakar.

Dr. N.U. Patil offered vote of thanks

Following members were present.

- | | |
|------------------------|--------------------|
| 1. Dr V J Medhane | Chairperson, IQAC |
| 2. Dr N U Patil | Co-ordinator, IQAC |
| 3. Prof. D. N. Giri | Member |
| 4. Dr D D Walke | Member |
| 5. Dr (Smt) A D Kadam | Member |
| 6. Prof D N Patil | Member |
| 7. Dr (Smt) V S Bagul | Member |
| 8. Dr S B Andhale | Member |
| 9. Prof. S B Diwate | Member |
| 10. Prof. S S Pardeshi | Member |

**M VP Samaj's K P G Arts, Commerce and Science College, Igatpuri,
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11. Shri Bhausahab Khatale Management Representative
12. Shri Vijay Kadlag Management Representative
13. Miss Bhatate Swapna B Student Representative
14. Shri Vishnu Adole Alumni
15. Shri K K Mate Non Teaching Staff Representative

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Following actions were initiated after IQAC meet Sept 9, 2016

- Planted 500 trees in nearby Hill in collaboration with Samsonite India Lmt
- Planted 1100 trees in College Campus
- Helped to plant nearly 1000 trees for Government of Maharashtra in nearby area

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Meeting Third

The Third meeting of IQAC was conducted on Saturday, October 1, 2016 Principal Dr. V. J. Medhane presided the meeting while guiding the committee members he passed necessary instructions.

1. Computer training program for teaching non teaching staff
 2. Arranging soft skill program
 3. To promote teachers for Avishkar
 4. Guidance for Proposal to minor & Major
 5. Guidance for writing books & articles
 6. Smooth conduct of internal Exam
 7. To purchase Reference Book
 8. Guidance for competitive Exam and Career Guidance
 9. Blood donation & HB check-up camps to be arranged along with medical check up programme
- IQAC committee brought to the notice of the principal that the computer learning is necessary for the teacher and for the students also.

Principal guided on sending research Projects and for writing journal books. He also guided for competitive Exam and for organizing blood donation camp He also guided for.mvp samaj's special medical check up program.

Following members were present.

1. Dr V J Medhane Chairperson, IQAC
2. Dr N U Patil Co-ordinator, IQAC
3. Prof. D. N. Giri Member
4. Dr D D Walke Member
5. Dr (Smt) A D Kadam Member
6. Prof D N Patil Member
7. Prof (Smt) N S Puntambekar Member
8. Dr S B Andhale Member
9. Prof. S B Diwate Member
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Following actions were initiated after IQAC meet October 1, 2016

- Proposals for One National Level and Two state level conference to be arranged during the academic year 2016-17
- Proposal for College Development Grant to UGC
- Lead public awareness for cleanliness and cleaning for social cause.
- Proposal for renovation of Laboratories through CSR fund from nearby industries.
- Use of social media like whatsapp and U tube videos is extended to Department of Marathi, English and Science Departments for e-learning
- Preparations for examination reforms like online question paper for all faculties (Arts, Commerce, Science and Post graduate).
- Online submission of internal assessment to the university.
- Plastic & Waste free campus (Awareness about plastic free environment is also on agenda for students
- Arranging workshops on Bee keeping, Vermi-compost, safe driving awareness, value education, women empowerment etc

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Meeting fourth

Fourth meeting of IQAC in current Academic Year 2013-14 was held on Friday, December 1, 2016. The principal of the college Dr. S.S. Kale chaired the meeting.

Issues in the meeting

1. Organizing programmes like Sarpanch meet in coming vacation.
2. Issue of water conservation and campus cleaning
3. Arrangement for guest lectures
4. Origination of NSS winter camp
5. Research guidance for project work
6. Arranging lecture series under vidyarthi Kalyan Mandal
7. Organize Alumni meet
8. Organize gender sensitization awareness program
9. Organize program on women empowerment
10. Value education workshop
11. water literacy program
12. Awareness regarding environment protection

Value based activities makes an individual and institution meaningful. The plan to arrange the seminar & workshop was drafted. Academic activities were observed strictly. NSS program officer is encouraged to carry out programmes on digital payments, GST in winter camp.

Dr. N.U. Patil expressed vote of thanks

Following members were present.

- | | |
|------------------------------|--------------------|
| 1. Dr S S Kale | Chairperson, IQAC |
| 2. Dr N U Patil | Co-ordinator, IQAC |
| 3. Prof. D. N. Giri | Member |
| 4. Dr D D Walke | Member |
| 5. Dr (Smt) A D Kadam | Member |
| 6. Prof D N Patil | Member |
| 7. Prof(Smt) N S Puntambekar | Member |
| 8. Dr S B Andhale | Member |
| 9. Prof. S B Diwate | Member |
| 10. Prof. S S Pardeshi | Member |

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Following actions were initiated after IQAC meet December 1, 2016

- Preparations for Seminar/workshop/conference
- Gender sensitizing lecture series for girl students
- Work under CSR funds for renovation of laboratories

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Meeting fifth

The fifth meeting of IQAC was held on January 3, 2017, under the chairmanship of Dr. S.S. Kale and following issues were discussed

1. To celebrate Road safety week
2. Arrange expert lectures
3. Arrange lectures under Vidyarthi Munch
4. Arranging Various programs under SWO
5. Arranging Industrial Visit
6. Planning for Annual Social gathering and Prize distribution
7. Organization of Social awareness program

In order to improvement the above issues the principal Dr. S.S. kale give guidelines for arrangement of study Environmental awareness field visit & also on Industrial visits. He also promotes for organizing Road safety week, expert lectures and also lectures on personality development of students and Nirbhay Kanya. Dr. N.U. Patil expressed vote of thanks

Following members were present.

1. Dr S S Kale Chairperson, IQAC
2. Dr N U Patil Co-ordinator, IQAC
3. Prof. D. N. Giri Member
4. Dr D D Walke Member
5. Dr (Smt) A D Kadam Member
6. Dr D D Lokhande Member
7. Prof(Smt) N S Puntambekar Member
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9. Prof. A T Biradar Member
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Following actions were initiated after IQAC meet January 3, 2017

- Follow-up for UGC proposal for Capital Development to College.
- Lecture series for Vidyarthini Munch
- Bicycles to poor and needy students

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Meeting Sixth

The sixth meeting of IQAC was held on April 27, 2017 under the guidance of Principal Dr. S.S. Kale

Following issues were discussed in the meeting

1. lectures on career guidance & counselling
2. Guidance to students for taking admission in professional and also in skill based programs
3. smooth conduct of exam
4. To arrange alumni meet
5. To conduct expert lectures for P.G. students
6. To organize lecture series on additional credit based program
7. Review of academic activities performed by teaching faculties
8. Review on parent-teacher meet
9. Facilitating lectures for the research activity performed by teachers

Teachers were felicitated for performing research activities. The reviews of students Alumni was taken, and also guided on parent-teacher meet. Principal make valuable suggestions for improvement in college activities Dr. N.U. Patil expressed vote of thanks.

Following members were present.

1. Dr S S Kale Chairperson, IQAC
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Following actions were initiated after IQAC meet April 27, 2017

- Preparations for sarpanch meet
- Preparations for Alumnii and Parents meet
- Conduct of one national and two state level seminars
- Fulfilment of infrastructure required to examination cell in wake of fully online examination question paper printing.
- Successfully renovate Chemistry and Botany Laboratory through CSR funds.