



Maratha Vidya Prasarak Semaj's

**Arts, Commerce and Science College,
Nandgaon, Tal- Nandgaon, District-
Nashik-423106.**

Affiliated to SPPU, Pune

FIRST MEETING OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC)

(Academic year 2019 -20)

Date: 10.08.2019, Day: Saturday

Time: 11:00 A.M.,

Venue: Principal's Cabin

AGENDA:

1. Preparation of Various College Committee's.
2. Discussion on Admission process.
3. Preparation of Academic Calendar and teaching plan.
4. Discussion on student participation in research competition.
5. Updating the College website.
6. Encouraging research potential of the teachers and motivate them to get major and minor research projects from government and other funding agencies.





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(Academic year 2019 -20)

Date: 10.08.2019, Day: Saturday

Time: 11:00 A.M.,

Venue: Principal Cabin

Members Present for Meeting

Sr. No.	Name of Member	Designation	Signature
1.	Dr. S. I. Patel	Principal	
2.	Dr. S. A. Marathe	Vice-Principal	
3.	Dr. N. B. Waghchaure	IQAC Co-ordinator	
4.	Mr. M. P. Rathawa	Member	
5.	Dr. B. W. Chavre	Member	
6.	Mr. S. L. Pawar	Member	
7.	Dr. A. L. Tidar	Member	
8.	Dr. P. T. Nikam	Member	
9.	Dr. B. B. Dhongade	Member	
10.	Mr. A. B. Jadhav	Member	
11.	Dr. P. N. Jadhav	Member	
12.	Mr. B. P. More	Member	
13.	Mr. P. B. Koli	Member	



Agenda 1: Preparation of Various College Committee's

Resolution: The IQAC coordinator Dr. N. B. Waghchaure announced the names of various academic committees, their head and members for smooth functioning of the college and enrich the cocurricular and extra-curricular activities. Principal Dr. S. I. Patel guide to the all committee head and members about the function of that particular committee and suggest them to do the best work under the committee.

Agenda 2: Discussion on Completion Admission process

Resolution: Admission committee head Mr. S. A. Marathe gives the following information about admission process.

1. The first year of B.Com./B.Sc. admissions are fulfilled.
2. Few seats of the first year B.A. are still vacant.
3. We are trying to filled the remaining seats of first year B.A.
4. Second and third year of B.A./B.Com./B.Sc. admission process also completed.
5. The admission process of M.A. Marathi, M.A. Political Science and M.Com. also Completed.

Agenda 3: Preparation of Academic Calendar and teaching plan

Resolution: Principal Dr. S. I. Patel said that all Heads of department shall prepare their academic calendar as per college academic calendar. And also, all teachers shall prepare their academic plan as per their departmental and college academic calendar.

Agenda 4: Discussion on student participation in research competition

Resolution: Research and Extension committee coordinator Dr. A. L. Tidar suggested that all the teachers should motivate and guide students to take part in Avishkar Research competition.

Agenda 5: Updating the College website

Resolution: Dr. S. I. Patel said that all teachers provide their updated information to the computer department for updating the information on website.

Agenda 6: Encouraging research potential of the teachers and motivate them to get major and minor research projects from government and other funding agencies

Resolution: Dr. S. I. Patel encouraged to all teachers to take part in research. Apply for minor and major research projects from various funding agencies. Also, those teachers are still not registered for Ph.D., they try to register themselves to Ph.D. as per their choice. The meeting ended with formal vote of thanks by IQAC Coordinator Dr. N. B. Waghchaure.



Dr. N. B. Waghchaure
IQAC Coordinator



Dr. S. I. Patel
Principal
Principal
Arts, Commerce & Science College
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SECOND MEETING OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC)

(Academic year 2019 -20)

Date: 03.09.2020, Day: Thursday

Time: 11:00 A.M.,

Venue: Principal's Cabin

AGENDA:

1. A brief discussions on the previous agenda by principal
2. Discussion regarding workload distribution for newly appointed assistant professors and workload discussion regarding each department.
3. Discussion regarding QIP projects by ARC co-ordinator
4. Avishkar projects discussions
5. Exam related discussions by CEO
6. General guidelines by principal regarding smooth conduction various committees of NAAC





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SECOND MEETING OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC)

(Academic year 2019 -20)

Date: 03.09.2019, Day: Thursday

Time: 11:00 A.M.,

Venue: Principal Cabin

Members Present for Meeting

Sr. No.	Name of Member	Designation	Signature
1.	Dr. S. I. Patel	Principal	
2.	Dr. S. A. Marathe	Vice-Principal	
3.	Dr. N. B. Waghchaure	IQAC Co-ordinator	
4.	Mr. M. P. Rathawa	Member	
5.	Dr. B. W. Chavre	Member	
6.	Mr. S. L. Pawar	Member	
7.	Dr. A. L. Tidar	Member	
8.	Dr. P. T. Nikam	Member	
9.	Mr. P. B. Koli	Member	
10.	Dr. B. B. Dhongade	Member	
11.	Mr. B. P. More	Member	
12.	Dr. P. N. Jadhav	Member	
13.	Mr. A. B. Jadhav	Member	



Agenda 1: A brief discussions on the previous agenda by principal

Resolution: Principal Dr. S.I Patel sir has recapitulate the points discussed in the previous meeting. The quick feedback and follow-up were taken form principal related to preceding meeting agenda

Agenda 2: Discussion regarding workload distribution for newly appointed assistant professors and workload discussion regarding each department

Resolution: For this academic year 2019-20, the institute given new appointment to the college. The new appointed teachers were aware about their assigned workload. As well as the work to be done by newly appointed teachers under various committees prepared for NAAC criteria.

Agenda 3: Discussion regarding QIP projects by ARC co-ordinator

Resolution: Savitribai Phule Pune University gives a small funding to purchase various research instruments, small practical apparatus or other material useful for academic works under the heading of quality improvement programs (QIP). Dr. A.L Tidar, co-ordinator of ARC has given the information regarding QIP projects to all the departments, and guided that how to apply for QIP projects, funded by SPPU.

Agenda 4: Avishkar projects discussions

Resolution: The ARC co-ordinator and NAAC co-ordinator aware to the IQAC team related to Avishkar projects participation by the students. The ARC co-ordinator and principal Dr. S.I. Patel sir has given common guidance related to submission of idea Avishkar project online to Avishkar website section of SSPU, Pune. Principal Dr.S.I. Patel sir advised to the staff that a greater number of students should participate in the Avishkar competition.

Agenda 5: Exam related discussions by CEO


Resolution: Regarding the term end exam, exam CEO Dr. B. W. Chaure sir given general guidelines associated with F.Y.B.A/B.Com/B.Sc.students.

Agenda 6: General guidelines by principal regarding smooth work conduction by various committees of NAAC

Resolution: Principal Dr. S. I. Patel sir given general guidelines how, the NAAC committees should work for better results. Principal Dr. S. I. Patel sir advised that criteria head should take the follow-up of work conducted by members of concern committee and all the members should maintained the documentation of every work.


Dr. N. B. Waghchaure
IQAC Coordinator




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THIRD MEETING OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC)

(Academic year 2019 -20)

Date: 04.01.2020, Day: Saturday

Time: 11:00 A.M.,

Venue: Principal's Cabin

AGENDA:

1. A brief discussions on the previous agenda by principal
2. Discussions regarding state level seminar 24-25 January 2020
3. Instructions related to Library
4. Online teaching aid K-YAN projector practical presentation
5. Discussions related to competitive exams and cultural activities





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Date: 04.01.2020, Day: Saturday

Time: 11:00 A.M.,

Venue: Principal's Cabin

Members Present for Meeting

Sr. No.	Name of Member	Designation	Signature
1.	Dr. S. I. Patel	Principal	
2.	Dr. S. A. Marathe	Vice-Principal	
3.	Dr. N. B. Waghchaure	IQAC Co-ordinator	
4.	Mr. M. P. Rathawa	Member	
5.	Dr. B. W. Chavre	Member	
6.	Mr. P. B. Koli	Member	
7.	Dr. P. N. Jadhav	Member	
8.	Dr. P. T. Nikam	Member	
9.	Dr. A. L. Tidar	Member	
10.	Dr. B. B. Dhongade	Member	
11.	Mr. B. P. More	Member	
12.	Mr. S. L. Pawar	Member	
13.	Mr. A. B. Jadhav	Member	



Agenda 1: A brief discussions on the previous agenda by principal

Resolution: Principal Dr. S.I Patel sir has recapitulated the points discussed in the previous meeting. The quick feedback and follow-up were taken from principal related to preceding meeting agenda

Agenda 2: Discussions regarding state level seminar 24-25 January 2020

Resolution: The state level seminar was organised during the tenure of 24-25 January 2020, has title Innovative applications of nanomaterials in science and technology. Various resource persons from different university of state presented their research in the state level seminar. Almost 50 researchers, academicians and more than 100 students were present for the seminar. The various researchers delivered their views on the recent trends of nanomaterials used in various fields of science and technology. Principal Dr. S.I. Patel sir inaugurated the seminar; Dr. V. B. Sonawane worked as co-ordinator for the seminar. This seminar was funded by BCUD, Savitribai phule pune university, Pune.

3. Instructions related to Library

Resolution: The information related to purchasing of books and various research journals in the various disciplines was discussed. The principal Dr. S.I Patel sir requested to the staff to give the list of new reference books that are essential for various competitive examinations

4. Online teaching aid K-YAN projector practical presentation

Resolution: For the purpose of online and innovative teaching, the new technology based projectors are invented. The team exerts from K-YAN inventors visited to the college and given the demo that how to use K-YAN projector for delivering the lecture. In addition to that how to use the e-board, and explaining the online concepts with the ease of K-YAN was explained. The, college ordered three K-YAN units for the e-teaching.

5. Discussions related to competitive exams and cultural activities

Resolution: The various discussions and planning for the competitive exams and cultural activities for the students were discussed by vice Principal Marathe sir.



Dr. N. B. Waghchaure
IQAC Coordinator



Dr. S. I. Patel
Principal
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FOURTH MEETING OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC)

(Academic year 2019 -20)

Date: 02.03.2020, Day: Monday

Time: 11:00 A.M.,

Venue: Principal's Cabin

AGENDA:

1. A brief discussions on the previous agenda by principal
2. NAAC committee work distribution and feedback
3. Discussion on FY to TY dropout rate
4. Involvement of teachers into remedial teaching





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Date: 02.03.2020, Day: Monday

Time: 11:00 A.M.,

Venue: Principal's Cabin

Members Present for Meeting

Sr. No.	Name of Member	Designation	Signature
1.	Dr. S. I. Patel	Principal	
2.	Dr. S. A. Marathe	Vice-Principal	
3.	Dr. N. B. Waghchaure	IQAC Co-ordinator	
4.	Mr. M. P. Rathawa	Member	
5.	Dr. B. W. Chavre	Member	
6.	Dr. A. L. Tidar	Member	
7.	Mr. S. L. Pawar	Member	
8.	Mr. P. B. Koli	Member	
9..	Dr. B. B. Dhongade	Member	
10.	Dr. P. T. Nikam	Member	
11.	Mr. A. B. Jadhav	Member	
12.	Mr. B. P. More	Member	
13.	Dr. P. N. Jadhav	Member	



Agenda 1: A brief discussions on the previous agenda by principal

Resolution: Principal Dr. S.I Patel sir has recapitulated the points discussed in the previous meeting. The quick feedback and follow-up were taken from principal related to preceding meeting agenda

Agenda 2: NAAC committee work distribution and Feedback

Resolution: Principal Dr. S. I. Patel has discussed various important issues related to NAAC. He also taken quick feedback of work and documentation completed by concern NAAC committees. The Co-ordinator of IQAC Dr. N.B. Waghchaure explain the detail work and documentation completed each committees for concern criteria and also explain the future planning that will helpful to the committees and advice the committee chairman to complete the documentation related NAAC criteria.

Agenda 3: Discussion on FY to TY dropout rate

Resolution: Every year the number of admissions to the first year bachelor course are more, but very less number of students get admission to final year. This dropout rate is very high. Principal Dr. S. I. Patel advised to the faculty members that what efforts can be taken to reduce the dropout rate.

Agenda 4: Involvement of teachers into remedial teaching

Resolution: Principal Dr. S.I Patel sir and Vice principal Marathe sir explained that how to decrease the dropout rate for B.A, B.Com. B.Sc students. Patel sir advised that, after completion of syllabus of every faculty member, the CEO should prepared a separate time table for the purpose of remedial teaching and every concern teacher should get involved into remedial teaching. So, that all failed students from particular faculty and subject will get benefitted from the remedial teaching and the dropout rate of students will decrease.



Dr. N. B. Waghchaure
IQAC Coordinator



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