

Arts, Commerce and Science College, Lanja

Internal Quality Assurance Cell (IQAC)

Minutes of meetings

A meeting of the IQAC was conducted on 24th August, 2018 at 04:00 pm.

Following members were present for the meeting.

1. Shri. J. D. Shetye
2. Shri. Pramod Shetye
3. Dr. Arvind Kulkarni
4. Dr. K. R. Chavan
5. Mrs. Vijayalaxmi Devgoji
6. Mr. Yogesh Sarpotdar
7. Shri. Dr. B. M. Waghmare
8. Dr. R. M. Marathe
9. Dr. R. S. Mali
10. Mr. B. T. Shinde
11. Dr. V. B. Berde
12. Dr. R. A. Shevde
13. Mr. K. M. Sawant
14. Mr. K. G. Mankar
15. Shri. Vinay Butala

In the beginning Dr. Rahul Marathe welcomed the Hon'ble chairman and members present in the meeting. After that all the members gave a tribute to the eminent personalities in the nation who are no more- Ex. Prime Minister Atal Bihari Vajpai, Ex Loksabha speaker Somnath Chatterji, Major Kaustubh Rane, Cricketer Ajit Wadekar, Tamil Nadu's Ex Chief Minister M. Karunanidhi and Actor Vijay Chavan and known-unknown personalities and requested Hon'ble chairman to commence the business of the special meeting of IQAC. Hon'ble chairman also welcomed all the members and started the business of the meeting.

Item No. 1: Confirmation of minutes of the last meeting

Confirmed the minutes of the meeting of members of IQAC dated 24th April, 2018

Item No. 2: To welcome Dr. A. S. Kulkarni our Principal. (Taken charge on 21st August. 2018)

On behalf of IQAC, Shri Jaywant Shetye representative of Management and Chairman of New Education Society welcomed and congratulated Dr. A. S. Kulkarni who took charge as a Principal of this institution from dated 21st August, 2018 by offering a book.

Item No. 3: To discuss about initiation of mentoring system

It was decided to implement mentoring system in a formal way.

Item No. 4: To discuss about implementation of activities decided in the perspective plan for the year 2017-18

A discussion was held on activities to be conducted during this academic year.

Following activities from the perspective plan are implemented-

(a) Code of Professional Ethics for teachers

(b) Introduction of courses at the institutional level-

(i) Fruit processing – Incharge – Dr. S. A. Deuskar

(ii) Tourist Guide – Incharge – Dr. R. M. Marathe

(c) A Quality Culture development workshop for faculty was organized in the institution. Dr. N. S. Dharmadhikari as educationalist, Pune guided the faculty for conducting various activities in the college.

Item No. 5: Any other issues with the prior permission of the chair.

Hon'ble Chairperson stated the need to initiate the following activities-

1. Counseling centre
2. Health check-up camp
3. Solar system
4. E-Waste management
5. ICT based classroom

The meeting was concluded with vote of thanks by Dr. R. S. Mali

Sd/-
Dr. K. R. Chavan
IQAC, co-ordinator

Sd/-
Dr. A. S. Kulkarni
Principal

Arts, Commerce and Science College, Lanja
Internal Quality Assurance Cell (IQAC)
Minutes of meetings

A meeting of the IQAC was conducted on 02nd November, 2018 at 04:00 pm.

Following members were present for the meeting.

1. Shri. J. D. Shetye
2. Shri. Pramod Shetye
3. Dr. K. R. Chavan
4. Mrs. Vijayalaxmi Devgoji
5. Mr. Yogesh Sarpotdar
6. Shri. Dr. B. M. Waghmare
7. Dr. R. M. Marathe
8. Dr. R. S. Mali
9. Mr. B. T. Shinde
10. Dr. V. B. Berde
11. Dr. R. A. Shevde
12. Mr. K. M. Sawant
13. Mr. K. G. Mankar
14. Shri. Vinay Butala
15. Mr. D. M. Kshirsagar
16. Mr. R. N. Kamble

At the outset, the co-ordinator welcomed the Hon'ble Chairperson to commence the business of the meeting of IQAC. The Hon'ble Chairman also welcomed members.

Item No. 1: Confirmation of the minutes of the last meeting.

Confirmed the minutes of the meeting of IQAC date 24th August, 2018

Item No. 2: Condolence to Mr. Vishal Sawant

As Mr. Vishal Sawant member of College Development Committee passes away. All the members of the IQAC gave condolence by standing up for 2 minutes.

Item No. 3: Discussion on work distribution of faculty through committee

The committee has discussed and recommended for reformation of work distribution through committees to implement it.

Item No. 4: Formation of NAAC Data Desk

The committee has resolved to form a Data Desk Committee. This committee will look over to collect data required for submission of AQAR and Self Study Report.

Item No. 5: Website designing and maintenance

The Committee resolved that existing website of the institution be improved and new designing and maintenance system be followed.

Item No. 6: Installation of audio system for Alumni hall

The committee discussed the need to change the existing sound system in the Alumni hall and resolved to replace the existing and to install new audio system.

Item No. 7: Reformation of IQAC and IQAC sub - committee of NAAC Criteria in-charge

The committee has discussed and recommended to include few senior faculty in the IQAC and sub-committee of NAAC Criteria in-charge and suggested for reformation under the direction of Hon'ble Chairperson and to include additional members if required.

Item No. 8: To apply for N.I.R.F.

The committee suggested applying for N.I.R.F. The committee will be formed under the direction of Hon'ble Chairperson and N.I.R.F. proposal will duly submitted.

Item No. 9: To apply for Atal Ranking of Institution on Innovation achievements

The committee also recommended applying for Atal Ranking. The committee formed under the direction of Hon'ble Chairperson will look over the application for N.I.R.F. as well as Atal Ranking.

Item No. 10: Any other point with the permission of the chair

No issues were raised. The meeting was concluded with vote of thanks by Dr. R. M. Marathe.

Sd/-
Dr. K. R. Chavan
IQAC, co-ordinator

Sd/-
Dr. A. S. Kulkarni
Principal

Arts, Commerce and Science College, Lanja

Internal Quality Assurance Cell (IQAC)

Minutes of meetings

A meeting of the IQAC was conducted on 02nd April, 2019 at 04:00 pm.

Following members were present for the meeting.

1. Shri. J. D. Shetye
2. Shri. V. S. Khawale
3. Mrs. Vijayalaxmi Devgoji
4. Ms. Maya Sawant
5. Dr. M. S. Bavadhankar
6. Dr. R. S. Mali
7. Dr. R. M. Marathe
8. Mr. R. N. Kamble
9. Dr. V. B. Berde
10. Mr. K. G. Mankar
11. Ms. Manisha Patil
12. Mr. D. M. Kshirsagar
13. Mr. R. B. Kamble
14. Mr. K. M. Sawant
15. Mr. Ranjan Khatu
16. Mr. Pramod Shetye
17. Dr. D. V. Lawate

At the outset, the co-ordinator welcomed the Hon'ble Chairperson and members present in the meeting and requested Hon'ble Chairman to commence the business of the meeting of IQAC. The Hon'ble Chairman also welcomed members.

Item No. 1: Confirmation of the minutes of the last meeting.

Confirmed the minutes of the meeting of IQAC date 2nd November, 2018

Item No. 2: To discuss about preparation of AQAR for the academic year 2018-19

Co-ordinator Dr. K. R. Chavan discussed about the preparation of the IQAC and told that the AQAR will be submitted of the NAAC before due date.

Item No. 3: To discuss about annual planning

For the academic year 2019-20 co-ordinator Dr. K. R. Chavan told that the IQAC will prepare academic calendar for the academic year 2019-20.

Item No. 4: To discuss about perspective plan for the academic year 2019-20

The above subject was discussed in the meeting and it was decided that the perspective plan be prepared by considering the planning of all the departments. Following development and quality related plans were discussed in the meeting-

1. To start the UG and PG programmes for the following courses-
 - a) M.Sc. Chemistry
 - b) M.Sc. Botany
 - c) M.Sc. Zoology
 - d) M.Com. Business Management
 - e) B.Com. with Accounting and Finance
2. New Computer Laboratory for OSM and Mathematics
3. Shifting of the office in the new premises
4. To start new certificate courses
5. To start Yoga course
6. To initiate teaching practices like Google Class, E-Content development. Class Marker, Edmodo, So creative, etc.
7. To conduct academic audit
8. To sign MoUs with other institution

Item No. 5: Any other point with the permission of the chair

With the suggestion of Hon'ble Chairperson few senior faculty has been included in the IQAC. The new IQAC formation henceforth will be as below-

Sr. No.	Name	Designation
1	Dr. A. S. Kulkarni	Chairperson
2	Dr. K. R. Chavan	Co-ordinator
3	Shri. J. D. Shetye	Management Representative (Chairman, NES)

		Lanja)
4	Mr. Pramod Shetye	Local Society Representative
5	Mrs. Vijayalaxmi Devgoji	Local Society Representative
6	Ms. Maya Sawant	Local Society Representative
7	Shri. Yogesh Sarpotdar	Industry Representative
8	Dr. Anant Hanumante	Research Area Representative
9	Dr. R. S. Mali	Teacher Representative
10	Dr. R. M. Marathe	Teacher Representative
11	Dr. M. S. Bavadhankar	Teacher Representative
12	Mr. R. N. Kamble	Teacher Representative
13	Mr. D. M. Kshirsagar	Teacher Representative
14	Mr. R. B. Kamble	Teacher Representative
15	Dr. V. B. Berde	Teacher Representative
16	Dr. R. A. Shevde	Teacher Representative
17	Mr. Ranjan Khatu	Teacher Representative
18	Dr. D. V. Lawate	Teacher Representative
19	Mr. K. M. Sawant	Senior Administrative Officer
20	Mr. K. G. Mankar	Senior Administrative Officer
21	Mr. Vinay Butala	Alumni Representative
22	Mr. Prathamesh Kamble	Student Representative

Meeting ended with vote of thanks to the chair.

Sd/-
Dr. K. R. Chavan
IQAC, co-ordinator

Sd/-
Dr. A. S. Kulkarni
Principal

Compliance Report

Sr. No.	Resolution	Action Taken/ Compliance
1	To introduce mentoring system	The mentoring committee initiated a formal mentoring system
2	To conduct Health Check-up camp	Health Check-up camp was conducted by NSS
3	To install solar system	Proposed
4	To take initiative for E-Waste Management	E-waste is managed by College office
5	To make the classroom ICT based	Provision has been made
6	To establish counseling center	Proposed
7	To welcome the Hon. Principal appointed newly in the institution	Honorable Chairman of New Education Society Shri. Jaywant Shetye welcomed the newly appointed Principal who has taken charge on 21/08/2018
8	Work Distribution among the faculty members through committees	Various committees were revised and work was distributed
9	To form NAAC data desk committee	NAAC data desk committee was established for collecting data for AQAR and SSR
10	To update the college website	College website was reframed and redesigned.
11	To install audio system for Alumni Hall	Audio system for Alumni Hall was installed
12	To reform the IQAC committee and sub-committee of NAAC criterion incharge	IQAC committee and sub-committee was reformed
13	To apply for NIRF	Proposal was prepared for NIRF and submitted
14	To apply for Atal Ranking	Proposal was prepared for NIRF and submitted
15	To prepare Academic Calendar for 2019-20	Academic Calendar was prepared for 2019-20

16	To submit AQAR for the academic year 2018-19	AQAR was prepared and submitted on
17	To Prepare perspective plan for 2019-20	Perspective plan was prepared for 2019-20
18	To establish new computer laboratory for On Screen Marking and Mathematics	New Computer Laboratory for On Screen Marking and Mathematics was established
19	To conduct academic audit	Academic audit was conducted
20	To initiate ICT based teaching techniques	Teaching practices like Google classroom, e-content development, Classmaker, Edmodo, So Creative, etc. was initiated
21	To restructure the IQAC committee	Internal Quality Assurance Cell was restructured

Sd/-
Dr. K. R. Chavan
IQAC, co-ordinator

Sd/-
Dr. A. S. Kulkarni
Principal