

New Education Society's  
Arts, Commerce and Science College, Lanja  
Internal Quality Assurance Cell

**Notice**

All the IQAC members are hereby informed that the meeting of IQAC is scheduled on Wednesday, 25<sup>th</sup> September, 2019 in IQAC cabin under the chair of Hon'ble Principal at 4:00 pm

**Agenda**

1. To read and confirm the minutes of the last meeting
2. To discuss about preparation of data through data desk committee
3. To discuss about signing of MoUs
4. To discuss about collaborative work with industries and Academic institutions
5. To review the best practices in the institution
6. To take review of new teaching methodologies adopted by teachers
7. To discuss on conduct of academic and administrative audit
8. To discuss about planning of utilization of RUSA grant
9. To take review of short term courses
10. Any other issues with the permission of Hon. Principal

Sd/-

Dr. K. R. Chavan  
IQAC Co-ordinator

Sd/-

Dr. A. S. Kulkarni  
Principal

New Education Society's  
Arts, Commerce and Science College, Lanja  
Internal Quality Assurance Cell

**Minutes**

A meeting of the IQAC was conducted on 25th September, 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 coordinator welcomed the Honorable chairperson and members present in the meeting and requested Honorable chairman to commence the business of the meeting of IQAC. The Honorable Chairman also welcomed members.

Item no. 1. Read and confirm the minutes of the last meeting.

The minutes of the meeting of IQAC dated 2nd April, 2019 was read and confirmed.

Item no. 2. To discuss about preparation of data through data desk committee

It was decided to prepare data through data desk committee. Data preparation is currently in process

Item no. 3. To discuss about signing of MoUs

It was decided to sign MoU's with D.B.J. College, Chougule College, Madgaon, Margtamhane College, Shivaji University Marathi Parishad, Kolhapur

Item no. 4. To discuss about collaborative work with industries and Academic institutions

It was discussed and decided to do collaborative work with Fishery College. Ratnagiri, Indira Gandhi College of Pharmacy, Sadavali, MKCL Institute, Pune (Kolte Computers Ratnagiri), Konkan Railway Board (Ratnagiri) and Amba Gopal Foundation (Cancer Prevention), RKP Udyog Kendra Gavane, Governmet Library Ratnagiri and Lokmanya Vachanalay. It was further decided to conduct an International conference in the month of February, 2020 in collaboration with Mangrove Society of India.

Item no. 5. To review the best practices in the institution

Discussion was held on best practices and it was decided that best practices will be conducted on-

(a) BRAIN - Book Reading and Information Network (b) Gymkhana - Fit India

Item no. 6. To take review of new teaching methodologies adopted by teachers

Review was taken of new teaching methodologies adopted by teachers and it was suggested to continue and adopt Google class, e-content development, Class marker, Edmodo, so creative etc. Mr. Kolte suggested new teaching method and introducing new courses.

Item no. 7. To discuss on conduct of academic and administrative audit

It was finalized after discussion to invite an expert to guide and conduct academic and administrative audit.

Item no. 8. To discuss about planning of utilization of RUSA grant

It was discussed and finalized that the funds of RUSA will be utilized under different needs. This will look over by RUSA committee under the chair of principal

Item no. 9. To take review of short term courses

Review was taken about the short term courses conducted by various departments.

Item no. 10. Any other issues with the permission of Hon. Principal

a. Discussion was held on the current status of AQAR and it was decided that to submit the AQAR for the year 2018-19 within a specified period mentioned by NAAC authority.

b. It was decided to complete the process of ISO certification in next few months

c. It was discussed and decided to conduct activities related to human values, national integrity and environment protection through DLLE, NSS and WDC.

d. It was decided that Mrs. Maya Sawant will co-ordinate for Cultural events (Group dance – Youth festival)

e. It has decided to organize Quality Culture Development Program for teaching and non-teaching staff.

The meeting was concluded with the vote of thanks by Dr. R. M. Marathe.

Sd/-

Dr. K. R. Chavan  
IQAC Co-ordinator

Sd/-

Dr. A. S. Kulkarni  
Principal

### Compliance Report

Sr. No.	Resolution	Action taken/ Compliance
1	Prepare data through data desk committee.	Data preparation is currently in process
2	Invite an expert to guide and conduct academic and administrative audit.	Academic and Administrative Audit was conducted
3	RUSA committee under the chair of Principal to be constituted for utilization of	RUSA committee was constituted
4	Completing the process for ISO certification	Proposal was drafted and submitted for ISO certification
5	Adopting new and innovative online teaching methodologies	Teachers adopted online teaching methods such as google classroom, zoom app, MS-PPTs, YouTube channel, Audio visual, Screen recording
6	Organisation of International Conference	Organised an International conference in the month of February, 2020 in collaboration with Mangrove Society of India.
7	Conduct activities to ensure human values, national integrity and environment protection	Tree plantation was undertaken through NSS International Women Day, Balika Din was celebrated by WDC and Cultural department celebrates various days such as Birth anniversaries of legends
8	collaborative work with industries and Academic institutions	1. Conducted courses in collaboration with MKCL, Ratnagiri 2. Railway Safety Campaign in collaboration with Kokan Railway Board and NSS 3. Book exchange scheme adopted in collaboration with Lokmanya Vachanalaya, Lanja and College Library

9	Quality Culture Development Program	Organised Quality Culture Development program for teaching staff
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Dr. K. R. Chavan  
IQAC Co-ordinator

Sd/-  
Dr. A. S. Kulkarni  
Principal

New Education Society's  
Arts, Commerce and Science College, Lanja  
Internal Quality Assurance Cell

**Notice**

All the IQAC members are hereby informed that the meeting of IQAC is scheduled on Thursday, 5<sup>th</sup> December, 2019 in IQAC cabin under the chair of Hon'ble Principal at 4:00 pm

**Agenda**

1. To read and confirm the minutes of last meeting
2. To discuss on compliances to be made regarding RUSA grant
3. Restructuring of IQ AC
4. To discuss about organising annual function UMANG fest
5. To organise campus interview
6. Any other point with the prior permission of chair

Sd/-

Dr. K. R. Chavan  
IQAC Co-ordinator

Sd/-

Dr. A. S. Kulkarni  
Principal

New Education Society's  
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**Minutes**

A meeting of the IQAC was conducted on 5th December, 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 coordinator welcomed the Honorable chairperson and members present in the meeting and requested Honorable chairman to commence the business of the meeting of IQAC.

The Honorable Chairman also welcomed members.

Item no 1. To read and confirm the minutes of the last meeting

The minutes of the meeting of IQAC dated 25/09/2019 were read and confirmed

Item no 2. To discuss on compliances to be made regarding RUSA grant



It was decided to fulfill the compliances of RUSA grant by calling RUSA Committee meeting.

Item no 3. Restructuring of IQ AC

It was decided to restructure the composition of IQAC and the new members were recommended by the IQAC members. Further it was decided that the committee will be restructured before the next meeting.

Item no 4. To discuss about organising annual function UMANG fest

After discussion it was decided to conduct annual cultural and sports function UMANG fest in the month of December

Item no 5. To organise campus interview

It was decided to invite various companies and banks for campus interview and to motivate and groom the students for participating in campus interview.

Item no 6. Any other point with the prior permission of chair

No discussion on this point.

The meeting was concluded with the vote of thanks by Dr R. A. Shevde.

Sd/-

Dr. K. R. Chavan  
IQAC Co-ordinator

Sd/-

Dr. A. S. Kulkarni  
Principal

### Compliance Report

Sr. No.	Resolution	Action taken/ Compliance
1	To fulfill the compliance of RUSA grant	Meeting was called upon by RUSA committee and the compliance of RUSA grant was discussed and conveyed to all members of the committee
2	Restructuring the IQAC committee	IQAC committee was restructured
3	Organization of annual cultural and sports function "UMANG fest"	UMANG fest was organized in December
4	Organization of campus interview	Two Campus interviews were organized by Counseling and Placement Cell for the post of Trainee Relation Executive Shriram finance Co. Ltd. 38 students participated and 4 students were selected.

Sd/-

Dr. K. R. Chavan  
IQAC Co-ordinator

Sd/-

Dr. A. S. Kulkarni  
Principal

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**Notice**

All the IQAC members are hereby informed that the meeting of IQAC is scheduled on Wednesday, 4<sup>th</sup> March, 2020 in IQAC cabin under the chair of Hon'ble Principal at 4:00 pm

**Agenda**

1. To read and confirm the minutes of last meeting
2. To review syllabus completion
3. Preparation for first half examination 2020
4. To prepare perspective plan for 2020 - 21
5. Any other point with prior permission of chair

Sd/-

Dr. K. R. Chavan  
IQAC Co-ordinator

Sd/-

Dr. A. S. Kulkarni  
Principal

New Education Society's  
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**Minutes**

A meeting of the IQAC was conducted on 4th March, 2020 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 coordinator welcomed the Honorable chairperson and members present in the meeting and requested Honorable chairman to commence the business of the meeting of IQAC. The Honorable Chairman also welcomed members.

Item no 1. To read and confirm the minutes of the last meeting

The minutes of the meeting of IQAC dated 5/12/2019 was read and confirmed

Item no 2. To review syllabus completion

The review was taken about syllabus completion and the syllabus which was lacking behind was recommended to be completed in time.

Item no 3. Preparation for first half examination 2020

It was discussed and decided upon the schedule for 1st half examination 2020.

Item no 4. To prepare perspective plan for 2020 - 21

Discussion was held on perspective plan for 2020 21 and perspective plan was prepared.

Item no 5. Any other point with prior permission of chair

No discussion under this point.

The meeting was concluded with the vote of thanks by Mr. D. M. Kshirsagar.

Sd/-

Dr. K. R. Chavan  
IQAC Co-ordinator

Sd/-

Dr. A. S. Kulkarni  
Principal

### Compliance Report

Sr. No.	Resolution	Action taken/ Compliance
1	Preparing perspective plan for 2020-21	Perspective plan was prepared
2	Preparing exam schedule for first half, 2020	Exam schedule was prepared for first half, 2020

Sd/-

Dr. K. R. Chavan  
IQAC Co-ordinator

Sd/-

Dr. A. S. Kulkarni  
Principal

New Education Society's  
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**Notice**

All the IQAC members are hereby informed that the meeting of IQAC is scheduled on Saturday, 20<sup>th</sup> June, 2020 in IQAC cabin under the chair of Hon'ble Principal at 4:00 pm

**Agenda**

1. To read and confirm the minutes of last meeting
2. Corona precautions and strategies in college campus
3. To decide the strategy for online teaching
4. To organise online activities, training program for teaching and non teaching staff and students
5. Preparation for online exam
6. Any other point with prior permission of the chair

Sd/-

Dr. K. R. Chavan  
IQAC Co-ordinator

Sd/-

Dr. A. S. Kulkarni  
Principal

New Education Society's  
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Internal Quality Assurance Cell  
**Minutes**

A meeting of the IQAC was conducted on 20th June, 2020 at 04:00 pm

Following members were present for the meeting.

1. Shri. J. D. Shelye
2. Shri. V. S. Khawale
3. Mrs. Vijayalaxmi Devgoji
4. Mrs 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 Patit
12. Mr. D. M. Kshirsagar
13. Mr. R. B. Kamble
14. Mr. K. M. Sawant
15. Mr. Ranjan Khatu
16. Mr. Pramed-shelye
17. Dr. D. V. Lawate

At the outset, the coordinator welcomed the Honorable chairperson and members present in the meeting and requested Honorable chairman to commence the business of the meeting of IQAC. The Honorable Chairman also welcomed members.

Item no 1. Read and confirm the minutes of last meeting.

The minutes of the meeting held by IQAC dated 4/3/2020 was read and confirmed



Item no 2. Corona precautions and strategies in college campus

It was decided to follow the government and University guidelines regarding Corona precautions

Item no 3. To decide the strategy for online teaching

It was decided to conduct online lectures and the faculty members were suggested to work from home.

Item no 4. To organise online activities, training program for teaching and non teaching staff and students

It was decided that each department and committee will organise online quiz, conference and seminars. To conduct these activities college decided to provide facility of zoom app.

Item no 5. Preparation for online exam

A. It was decided to conduct a survey of students to collect the information about technical aids available with them

B. It was decided to organise a training program for teaching staff and non teaching staff with regards to online exam.

Item no 6. Any other point with prior permission of the chair

No discussion on this point.

The meeting was concluded with vote of thanks by Dr M. S. Bavdhankar.

Sd/-

Dr. K. R. Chavan  
IQAC Co-ordinator

Sd/-

Dr. A. S. Kulkarni  
Principal

### Compliance Report

Sr. No.	Resolution	Action taken/ Compliance
1	Conducting online activities for teaching, non teaching staff and students	College provided Zoom app facility for conducting online activities and various activities were conducted
2	Conducting exams online	1. Provided training to the teaching staff with regards to online exam 2. Conducted a survey for collecting information about technical aid available with the students for appearing online exams
3	Strategy for online teaching	Teachers were suggested to conduct online lectures and maintain and submit the record of online teaching.

Sd/-

Dr. K. R. Chavan  
IQAC Co-ordinator

Sd/-

Dr. A. S. Kulkarni  
Principal