

## MINUTES OF MEETING

A meeting of the IQAC of the college was held on 07/01/2020 at 2.30 p.m. in the conference room. The agenda for the meeting was as follows:

1. Confirmation of minutes of meeting held on 16/09/2019.
2. Development of e-content by teachers.
3. Starting online course for students.
4. Constitution of Micro- Quality circles.
5. Any other matter with the permission of the Chair.

The meeting was chaired by the Principal and the following members attended the meeting:

- |                              |                       |                           |                   |
|------------------------------|-----------------------|---------------------------|-------------------|
| 1. Mr. Manish S. Pokle       | Manish Pokle          | 10. Mr. Paresh Sirsat     | Paresh Sirsat     |
| 2. Dr. R. V. Gaonkar         | R. V. Gaonkar         | 11. Mr. Shripad Merchant  | Shripad Merchant  |
| 3. Dr. Pradeep Sarmokadam    | Pradeep Sarmokadam    | 12. Mr. Jeevan Khedekar   | Jeevan Khedekar   |
| 4. Ms. Rashmi R. Redkar      | Rashmi R. Redkar      | 13. Dr. Jayaprakash       | Jayaprakash       |
| 5. Dr. M. Shanthi            | M. Shanthi            | 14. Ms. Judas Mascarenhas | Judas Mascarenhas |
| 6. Dr. Vidya G. Desai        | Vidya G. Desai        | 15. Mr. Suraj Gaonkar     | Suraj Gaonkar     |
| 7. Mr. Somnath Morajkar      | Somnath Morajkar      | 16. Dr. Suchita Golatkar  | Suchita Golatkar  |
| 8. Dr. Rajesh Pednekar       | Rajesh Pednekar       |                           |                   |
| 9. Mr. Shivdatt F. Shirodkar | Shivdatt F. Shirodkar |                           |                   |

At the outset, the Principal welcomed all the members. Principal said that one day National Symposium on 'Green Chemistry for Better Sustainability' was conducted in association with Syngenta Bio -Sciences Private Limited. The annual departmental presentations, which were delayed due to COVID-19 pandemic, were held. During the presentations, Departments were given suggestions to improve on various aspects of teaching learning and evaluation. Three college students participated in international sports events. The college students created two new university records in athletics. The college was ranked among top 100 colleges in annual college ranking survey conducted by India Today. The college teachers visited St. Joseph College at Tiruchirappalli in Tamil Nadu, which has

got A++ grade in NAAC, to understand the academic and administrative processes adopted by the college to maintain its NAAC grade.

The Chairman then took up the agenda for discussion:

#### AGENDUM I

##### **Confirmation of the minutes of meeting held on 16 /09/2019**

The minutes of meeting held on 16/09/2019 were placed before the members. After a brief discussion, the minutes were confirmed.

PROPOSED BY : Dr. Jayaprakash

SECONDED BY : Dr. Rajesh Pednekar

#### AGENDUM 2

##### **Development of e-content by teachers**

Principal said that the college is equipped with ICT enabled tools for teaching ,learning and evaluation. The teachers should now focus on developing e-content for all the courses in the college . He said that a Faculty Development Programmes will be conducted for the teachers to develop e- content. A committee will be constituted for guiding the teachers.

#### AGENDUM 3

##### **Starting online certificate courses for students**

The Principal informed that the college is conducting various certificate, add - on and value added courses in off-line mode. In addition to these courses, the new courses can be started by the Departments to provide flexibility , self- paced learning with focus on skill development. The Departments will be asked to conduct online courses for students for skill enhancement and employability for the academic year 2020-21.

#### AGENDUM 4

##### **Constitution of Micro- Quality circles**

Principal said that micro- quality circles will be formed in the college for improving the overall quality in academic and infrastructural facilities. The micro - quality circles comprising of two- three teachers will be formed in the areas of green audit, research publications and projects, IT infrastructure, Learning Management System, online feedback from stakeholders, and for Community and Extension services.

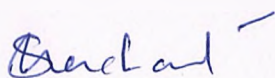
#### AGENDUM 5

##### **Any other matter with the permission of the chair**

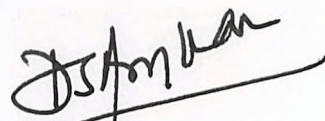
The external member Mr Gaonkar suggested that college should have proper mechanism to submit data and documents for uploading Self Study Report (SSR) for NAAC assessment and accreditation. He pointed out that in some cases college grading has come down due to the mismatch in the documents and claims. Principal replied that the NAAC Steering Committee will verify the data and documents before uploading the SSR.

The meeting ended with vote of thanks to the Chair.

Date: 14/01/2020



CO-ORDINATOR/MEMBER SECRETARY

  
Principal

## ACTION TAKEN REPORT

Meeting dated January 7, 2020

Agenda	Action taken report
Development of e-content by teachers	Committee Constituted for online teaching and evaluation. Training programmes held for e content development
Starting online certificate course for students	The Departments entrusted the work to start online courses from the academic year 2020-21
Constitution of Micro-quality Circles	Micro- Quality Circles constituted

*Brerch*

CO-ORDINATOR/MEMBER SECRETARY

*Principal*  
Principal

1. Mr. Manish S. Palle. *Manish Palle*
2. Mr. Rashmi R. Redkar. *Redkar*
3. Mr. Parash R. Siset. *Siset*
4. Mr. Somnath Muraykar. *Muraykar*
5. DR. M. Shantini Mhatre. *Mhatre*
6. Mr. S. F. Shiradkar. *Shiradkar*
7. DR. V. Desai. *Desai*
8. DR. Rajesh M. Pednekar. *Pednekar*
9. Mr. Teewan Khedekar. *Khedekar*
10. Mr. Prasann Mayekar. *Mayekar*
11. DR. Jayaprakash. *Jayaprakash*
12. DR. Subhant Haldankar. *Haldankar*
13. Ms. Judas Mascarenhas. *Mascarenhas*
14. Mr. Suraj Gaonkar. *Gaonkar*
15. DR. R. V. Gaonkar. *Gaonkar*
16. DR. Suresh Sawant. *Sawant*
17. DR. Pradeep Sarmokadam. *Sarmokadam*



18. Mr. Vassudev alias Nijaj S. Nivrukar. *Nivrukar*
19. DR. Suchita. *Suchita*
20. Mr. Pawan Agni. *Agni*