

**AGASTI ARTS, COMMERCE AND
DADASAHEB RUPWATE SCIENCE COLLEGE, AKOLE**



INTERNAL QUALITY ASSURANCE CELL

**Minutes of the meeting of the Internal Quality Assurance Cell held on
20th July, 2019 in Conference Hall of Agasti Arts, Commerce &
Dadasaheb Rupwate Science College, Akole.**

Following members were present for the meeting.

- 1) Dr. Bhaskar Shelke
- 2) Dr. Sanjay Takate
- 3) Prof. Pradeep Bachhav
- 4) Dr. Avinash Zambare
- 5) Dr. Kiran Jadhav
- 6) Prof. S. V. Salve
- 7) Prof. Ashpak Pathan
- 8) Shri. Chandrabhan Dhawale
- 9) Shri. Balasaheb Shete

IQAC Coordinator Dr. Sanjay Takate welcomed all Honorable members of the IQAC and briefed the IQAC members about the agenda.

Item No.1 in the agenda

Subject: To confirm the minutes of the last meeting held on 16th April, 2019.

Progress of the last meeting held on 20th April, 2019 was considered.

Resolution: confirmed and accepted.

Item No.2 in the agenda

Subject: To discuss on the AQAR 2018-19 as per new guidelines of the NAAC.

Discussion on AQAR 2018-19 according to new guidelines of NAAC how to send required information in the format of new guidelines was discussed in detail.

Resolution: It was decided to inform all the faculty members about online submission of AQAR of 2018-19. It was also decided to collect the required information and statistical data for the excel sheet from all faculties and various departments. The decision was taken that when online link on NAAC portal is available, the data will be uploaded.

Item No.3 in the agenda

Subject: Discussion and analysis of result 2018-19.

The detailed discussion was carried out on examination results of 2018-19. The subject wise results were discussed in the meeting.

Resolution: It was decided to inform the faculty members whose results were not good to take the necessary steps to improve the results in future by organizing various activities for slow learners in that particular subjects.

Item No.4 in the agenda

Subject: To finalize two best practices for the academic year 2019-20.

The discussion was carried out about best practices to be implemented properly in the academic year 2019-20.

Resolution: It was finalized to conduct two best practices for sake of the students during academic year 2019-20. 1. Women Empowerment 2. Student Seminar Competition.

Item No.5 in the agenda

Subject: Plan to submit proposal for National and State level seminars.

The detail discussion about arranging State, National and International level seminars was held.

Resolution: It was decided to submit the proposal of Physics at State level, Political Science at National level and Geography at International level to the Savitribai Phule Pune University, Pune.

Item No.6 in the agenda

Subject: Plan to submit minor research projects to Savitribai Phule Pune University Pune.

The discussion about submission of minor research projects was taken place.

Resolution: It was decided that maximum departments should apply for the minor research project of Savitribai Phule Pune University Pune.

Item No.7 in the agenda

Subject: Plan to organize certificate and diploma courses.

Plan about which certificate courses can be conducted for the students was discussed in detail.

Resolution: It was decided that maximum department should organize certificate courses for the academic year 2019-20. It was also decided to motivate the students to participate in certificate courses organized by the various departments.

Item No.8 in the agenda

Subject: Any other matter with the permission of the chairperson.

a) As per information given by Dr.S.B.Takate about Hidusthan Petroleum Corporation Limited scholarship for SC/ST/NT/OBC students, it was decided to motivate all the students to take the benefit of scholarship for the 2019-20

b) The issue of MOU was raised by Prof.S.V.Salve and discussion took place about the MOU. It was decided that maximum departments should do the MOU with various institutions/industries/firms etc as per guidelines of NAAC.

Finally, Dr.A.P.Zambare proposed a vote of thanks.




Principal,

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Tal. Akole - 422601; Dist. Ahmednagar



**AGASTI ARTS, COMMERCE AND
DADASAHEB RUPWATE SCIENCE COLLEGE, AKOLE**

INTERNAL QUALITY ASSURANCE CELL

Action Taken Report

Date of Meeting 20th July, 2019.

- 1) Progress of the last meeting held on 16th April, 2019 was considered.
- 2) All the information and statistical data is collected, required excel sheets are prepared and AQAR of 2017-18 is prepared for online submission on NAAC portal.
- 3) The subject teachers whose results are not satisfactory are informed about to improve the results.
- 4) The 2 best practices such as "Women Empowerment" and "Research Projects Competition" are started for the benefit of the students during the year 2019-20.
- 5) Proposals of the departments Physics (State level), Political Science (National level) and Geography (International level) were submitted to Savitribai Phule Pune University, Pune.
- 6) Two minor research projects are sanctioned by Savitribai Phule Pune University, Pune
 - a) Prof.P.J.Bachhav, Librarian-
Title of the project- Compilation of Online Descriptive catalog of Unique Library Resources written in Marathi language hold by College Libraries of Arts, Commerce and Science Colleges
Amount in Rs.1,70,000/-
Duration- Two Years
 - b) Prof.D.D.Shete, Assistant Professor, Department of Commerce
Title of the project- ASPIRE- Reducing Poverty through Beekeeping Business (ASPIRE- Apiculture Scaling up program for Income and Rural Employment)
Amount in Rs.2,00,000/-
Duration- Two Years
- 7) Certificate courses of Chemistry, Marathi, Botany, BCA, BCS, Commerce departments are started.
- 8) The information about HPCL scholarship was given to the students and 600 application forms were submitted to HPCL.
HPCL scholarship is sanctioned to 567 students amounting Rs.31 Lakhs.
The process of starting MOU with various industries/institutions/firms of the Chemistry, Botany, Wine Technology, Library, Physics, Commerce, BCA and BCS departments is started.



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INTERNAL QUALITY ASSURANCE CELL

**Minutes of the meeting of the Internal Quality Assurance Cell held on
6th January, 2020 in Conference Hall of Agasti Arts, Commerce &
Dadasaheb Rupwate Science College, Akole.**

Following members were present for the meeting.

- 1) Dr.Bhaskar Shelke
- 2) Dr.Sanjay Takate
- 3) Prof.Pradeep Bachhav
- 4) Dr.Avinash Zambare
- 5) Dr.Ashok Datir
- 6) Dr.Kiran Jadhav
- 7) Prof.S.V.Salve
- 8) Prof.Sandesh Kasar
- 9) Prof.Rahul Pancham
- 10) Prof.Ashpak Pathan
- 11) Shri.Chandrabhan Dhawale
- 12) Shri. Balasaheb Shete

IQAC Coordinator Dr.Sanjay Takate welcomed all Honorable members of the IQAC and briefed the IQAC members about the agenda.

Subject No. 1 To confirm the minutes of the last meeting held on 20th July, 2019.

The minutes of IQAC last meeting and Action Taken Report were read by IQAC Coordinator. The detailed discussion was carried out.

Resolution: Minutes and Action Taken Report are confirmed and accepted.

Subject No.2 To discuss criterion wise progress for the year 2019-20.

The detail discussion was carried out on progress of each criterion. All the Chairmen have given information about activities/ work completed and activities/work to be completed up to April end.

Resolution: It was decided to complete incomplete activities/work up to April end.

Subject No.3 To discuss new guidelines of NAAC to be implemented from 01/01/2020.

Discussion on new guidelines of NAAC was carried out. IQAC coordinator Dr.Sanjay Takate gave the information about the changes in AQAR and SSR format to all the IQAC members.

Resolution: It was decided to conduct the activities as per new guidelines of NAAC.

Subject No.4: To collect the feedback of all stakeholders.

Discussion about feedback collection from all stakeholders was carried out.

Resolution: It was decided to collect the online feedback from all stakeholders during 1st March, 2020 to 31st May, 2020.

Subject No.5: Any other issues with the permission of the chairperson.

No other issue was raised by Hon.Members.

Finally, Prof.Rahul Pancham proposed a vote of thanks.



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INTERNAL QUALITY ASSURANCE CELL

Action Taken Report

Date of Meeting 6th January, 2020.

- 1) Progress of the last meeting held on 20th July, 2019 was considered.
- 2) Incomplete activities/work related to NAAC were completed.
- 3) AQAR of the year 2019-20 is prepared and submitted to College Development Committee for the confirmation.
- 4) Online feedback is collected from all stakeholders.




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INTERNAL QUALITY ASSURANCE CELL

**Minutes of the meeting of the Internal Quality Assurance Cell held on
23rd April, 2020 Online by using zoom app.**

Following members were present for the meeting.

- 1) Principal Dr. Bhaskar Shelke
- 2) Dr. Sanjay Takate
- 3) Dr. Avinash Zambare
- 4) Dr. Ashok Datir
- 5) Prof. Sopan Salve
- 6) Prof. Pradeep Bachhav
- 7) Dr. Mehejbeen Sayyad
- 8) Prof. Ashpak Pathan
- 9) Prof. Sandesh Kasar
- 10) Prof. Rahul Pancham
- 11) Mr. Balasaheb Shete

IQAC coordinator Dr. Sanjay Takate welcomed all the members of IQAC and briefed the IQAC members about the agenda of the meeting.

Subject 1 in the Agenda

To confirm the minutes and action taken report of the previous meeting held on 6 January, 2020.

Resolution

The minutes and ATR of previous meeting were discussed and confirmed.

Subject 2

Discussion on college exams which are postponed due to lockdown.

Resolution

It was decided that after receiving the proper guidelines about exams from SPPU , all the exams of the college will be conducted after lifting the lockdown .

Subject 3

To discuss and finalise the academic calendar for the year 2020-21.

Resolution

The discussion was carried out on academic calendar. It was resolved that academic calendar will be prepared after SPPU academic calendar because dates of commencement and conclusion may be changes due to extension of lockdown.

**Subject 4**

Discussion on E-prospectus for the year 2020-21.

Resolution

Planning about E-prospectus was carried out. It was decided to prepare E-prospectus after receiving the new syllabi of Second Year classes from SPPU.

Subject 5

Discussion on online admission for the year 2020-21.

Resolution

Detailed discussion was carried out regarding the admission process of the academic year 2020-21. It was decided to open the online admission link after declaration of XII classes results and admission software should be updated to accommodate online admission process.

Subject 6

To outline curriculum planning and implementation strategies of the year 2020-21.

Resolution

Discussion was carried out on curriculum planning and implementation strategies of the year 2020-21. It was decided that subject will be discuss with all the staff during first staff meeting in the first term of the academic year 2020-21 and then planning will be finalized.

Subject 7

Any other issues with the prior permission of the chairman.

Sub 7.1

To sign MoU with various organizations.

Resolution

The issue of MoU was raised by Dr. Sanjay Takate and discussion was took place about MoU. It was decided that Physics, Chemistry, Wine Technology and Commerce departments should sign the MoU with various organizations, industries and firms etc as per NAAC guidelines.

Sub.7.2

Continuation of the certificate courses.

Resolution

The issue was raised by Dr. Sanjay Takate and Principal Dr. Bhaskar Shelke suggested that the certificate courses of Physics, Computer Science and Botany departments should be continue for next three years.

Sub. 7.3

Awareness of students, staff and society about COVID 19 .

Resolution

The issue was raised by Dr. Avinash Zambare and the detailed discussion was carried out in the meeting. It was resolved that Prof. Bachhav, Prof. Pathan and Prof. Kasar should prepare the objective type questionnaire and conduct online quiz on do's and don'ts about COVID 19 to motivate the students, staff and society. E- Certificate should be given to the participants.

Finally Prof. Sandesh Kasar proposed vote of thanks.



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INTERNAL QUALITY ASSURANCE CELL

Action Taken Report

Date of Meeting 23rd April, 2020.

- 1) Progress of the last meeting held on 6th January, 2020 was considered.
- 2) All the examinations of the college were conducted online as per guidelines of UGC and S.P.Pune University.
- 3) Academic calendar for the year 2020-21 will be prepared after lifting the lock down and after receiving the academic year schedule from S.P.Pune University.
- 4) E-prospectus for the year 2020-21 was prepared and uploaded on the college website.
- 5) Online admission process for the year 2020-21 was completed during the lock down using Google forms.
- 6) Syllabus of all the UG and PG classes was completed through various apps such as Zoom, Google meet, WebX etc.
- 7) Following MoU's are signed by various departments
Chemistry- Clean Chem Laboratory, Mumbai
Nalanda Competitive Exam Center- Unique Academy Ahmednagar
Physics- Adv.M.N.Deshmukh College, Rajur, Tal- Akole, Dist- Ahmednagar
Commerce- M/S S.D. Hase and Co Akole (Income Tax Consultant)
- 8) Computer Hardware and Networking and Dairy and Agriculture Chemistry these courses were continued for the academic year 2019-20.
- 9) Online quiz about awareness of covid 19 was carried out during 24th April, 2020 to 4th May, 2020.




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INTERNAL QUALITY ASSURANCE CELL

**Minutes of the meeting of the Internal Quality Assurance Cell held on
6th May, 2020 Online by using zoom app.**

Following members were present for the meeting.

1. Hon. Yashwantrao Abhale (Secretary, ATES)
2. Principal Dr. Bhaskar Shelke
3. Dr. Sanjay Takate
4. Dr. Avinash Zambare
5. Dr. Ashok Datir
6. Prof. Sopan Salve
7. Prof. Pradeep Bachhav
8. Dr. Mehejbeen Sayyad
9. Prof. Ashpak Pathan
10. Prof. Sandesh Kasar
11. Mr. Chandrabhan Dhawale (Registrar)
12. Mr. Balasaheb Shete

IQAC coordinator Dr. Sanjay Takate welcomed all the members of IQAC and briefed the IQAC members about the agenda of the meeting.

Subject 1 in the Agenda

To discuss the pending issue of AQAR 2016- 17.

Resolution

Detailed discussion was carried out regarding the pending issue of AQAR 2016- 17. It was decided that, chairmen of all criteria should prepare a list of required particulars from various departments, create necessary blank excel sheets and circulate it to the HoDs. 10 days should be given to HoDs to give all the required information. Then chairman of each criterion should make report by using that information within 10 days. During next 10 days report should be filled online on

NAAC portal. Prin. Dr. Bhaskar Shelke suggested to use college annual 'Agastya 2016- 17' to make the AQAR. He also suggested that the information required from office should be collected from Registrar Mr. Dhawale Sir and also directed him to provide necessary information. Hon. Yashwantrao Abhale underlined the importance of submission of AQAR 2016- 17. He also expressed expectation that within month all related work should be completed and each chairman have to inform him personally at the end. He also guided about admission process of various classes for the incoming academic year.

Subject 2

Any other issues with the prior permission of the chairman.

Resolution

No any other issue raised by the members.

Finally Dr. Avinash Zambare proposed vote of thanks.



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Action Taken Report

Date of Meeting 6th May, 2020.

- 1) Progress of the last meeting held on 23rd April, 2020 was considered.
- 2) Pending AQAR 2016-17 is submitted to NAAC 13th July, 2020.




Principal,
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