

M.B.S.P. Mandal's



Arts, Commerce College, Mayani

Internal Quality Assurance Cell (IQAC)

Minutes of the 1st Meeting (2020-21)

Minutes of the 1st meeting of IQAC, Arts, Commerce College, Mayani held at 2.00 p.m. on 27/06/2020 in the cabin of the Principal.

Members Present:

1	Prin. Dr. S.A. Mokashi	President
2	Hon. Mr. S.D. Kuber, Secretary, M.B.S.P Mandal Mayani	Member
3	Mr. S.C. Mali	Member
4	Dr. S.B. Mirajkar	Member
5	Mr. K.M. Sarkale	Member
6	Mr. M.S. Dongardive (Librarian)	Member
7	Mr. B.S. Budhavale	Member
8	Hon. Mr. Dadasaheb Shivaji Kachare	Member
9	Hon. Shrirang Ramhari Phalake	Member
10	Hon. Mr. Sanjay Popat Kambale	Member
11	Hon. Mr. Raghunath Maruti Mali	Member
12	Mr. Shubham Suresh Mane	Member
13	Dr. L.G. Jathar	Coordinator

Members Absent: Nil

1.1 Minutes of the last meeting:

Minutes of the last meeting held on 16/03/2020 were read out by the Coordinator and confirmed by the President.

1.2 Discussion on University examination in 2020-21:

A discussion regarding University examination was held on. University conducted only last year degree students' examination through online mode due to Covid-19 pandemic situation. It was decided to implement the guidelines and notifications of Shivaji University regarding conduct of examination.

1.3 Discussion on vacant teaching posts:

Discussion was held on workload of vacant teaching post of teachers. It was decided to do implementation of guidelines of Maharashtra Govt. and Shivaji University. Also decided to submit proposal regarding vacant posts to Shivaji University. The responsibility to conduct sports activities was assigned to Mr. S.D. Sapkal as extra work.

1.4 Discussion on AQAR 2019-20:

It was decided that discussion on AQAR 2019-20 to be arranged in the meeting of HoDs and should be approved it and submit it to NAAC, Bangalore.

Resolution: It was decided to prepare AQAR 2019-20 before 31st October, 2020 and to submit it to NAAC.

1.5 Approval to IQAC Action Plan for year 2020-21:

The committee approved the IQAC Action Plan for the academic year 2020-21. It was decided to make efforts to increase overall performance of students through effective teaching-learning process and organization of different activities.

Resolution: All HoDs were asked to motivate students to participate in curricular, co-curricular, extra-curricular and extension activities through online/offline mode as per situation.

1.6 Planning of Academic Calendar 2020-21:

Mr. S.C. Mali took review of the activities conducted in year 2019-20 and discussed on which to be conducted in current year. All HoDs were suggested to organize activities as per Academic Calendar.

Resolution: It was decided to organize institutional level workshop for students on any topic and to submit proposal to University in respect to students' research project and research fund for it.

1.7 To Sign MoU

Discussion was held on organization of collaborative activities through MoU as well as to encourage students to participate in activities organized by MoU assigned college. It was decided to sign MoU with Dept. of History, Balwant College, Vita and Science stream with College of Pharmacy, Mayani.

Resolution: It was decided to organize Old Coins Exhibition with collaboration of Dept. of History, Balwant College, Vita as well as collaborative activities with collaboration of Pharmacy College, Mayani.

1.8 Organization of curricular, co-curricular and extra-curricular activities:

The discussion was held on the activities to be conducted through online/offline mode as per situation..It was decided to organize new activities. All committee chairmen were asked to plan new activities.

Resolution: It was decided to motivate more and more students in number to participate in activities organized by our college as well as neighboring colleges. Also decided to organize visits to industries and conduct outreach social activities through NSS Special Camp.

1.9 Development of linkages and collaborations:

It was decided to increase more linkages and collaborative relationship with alumni, community, Lead College, and MoU institution.

Resolution: It was resolved to organize NSS special camp at Gundewadi and to select the same village as adopting village to render social services.

1.10 Discussion on following online/offline teaching learning process

Discussion was held on online/offline teaching learning process.

Resolution: It was resolved to follow teaching learning process though online/ offline mode as per pandemic situation of Covid-19. All HoDs were suggested to make planning of the teaching learning process.

Consideration of any other issue:

As there being no other issue raised, the meeting ended with a vote of thanks to the Chair.



Action Taken Report of the Ist Meeting

- As per resolution, teacher conducted online and offline teaching learning process as per Covid-19 situation.
- Shivaji University conducted examinations through online mode as per its notification and guidelines.
- Teaching posts are fulfilled on CHB basis as per Shivaji University and Maharashtra Govt. Guidelines.
- IQAC plan is designed and all HoDs and working committee chairmen implemented it.
- MoU is signed by the Dept. of History, Arts, Commerce College, Mayani with the Dept. of History, Balwant College, Vita. Both colleges organized Old Coins Exhibition, rally and guest lectures.
- Science stream and College of Pharmacy, Mayani organized activities through MoU.
- Academic calendar was designed and all activities organized as per calendar.
- AQAR 2020-21 is prepared and submitted to NAAC.
- Slow learners and advanced learners are divided by faculty members and are guided personally.
- The faculty members visited to neighboring Jr. Colleges, villages, alumni and motivated students to seek admission.
- As per plan, the construction of women's hostel is finalized and audit reports submitted to UGC (WRO, Pune).
- Different birth and death anniversaries of national leaders, Independence Day, Republic Day, etc. were celebrated as per action plan.
- Donated 300 mask and 120 sanitizer bottles by NSS to needy people at 3

villages.

- As per plan, co-curricular, extracurricular activities are conducted through online/ offline mode
- As per plan, Mr. S.D. Sapkal conducted the physical examination of B.A. I, B.Sc. I year students.
- Semester exams were conducted through online mode as per Shivaji University notification.
- NSS Special Camp could not be conducted due to Covid-19 Pandemic.



31/11/21
Principal
Arts, Commerce and Science College
Mayani, Tal-Khatav, Dist-Satara.



M.B.S.P. Mandal's
Arts, Commerce College, Mayani
Internal Quality Assurance Cell (IQAC)
Minutes of the IInd Meeting (2020-21)

Minutes of the IInd meeting of IQAC, Arts, Commerce College, Mayani held at 2.00 p.m. on 15/07/2021 in the cabin of the Principal.

Members Present:

1	Prin. Dr. S.A. Mokashi	President
2	Hon. Mr. S.D. Kuber, Secretary, M.B.S.P Mandal, Mayani	Member
3	Mr. S.C. Mali	Member
4	Dr. S.B. Mirajkar	Member
5	Mr. K.M. Sarkale	Member
6	Mr. M.S. Dongardive (Librarian)	Member
7	Mr. B.S. Budhavale	Member
8	Hon. Mr. Dadasaheb Shivaji Kachare	Member
9	Hon. Mr. Shrirang Ramhari Phalake	Member
10	Hon. Mr. Sanjay Popat Kambale	Member
11	Hon. Mr. Raghunath Maruti Mali	Member
12	Mr. Shubham Suresh Mane	Member
13	Dr. L.G. Jathar	Coordinator

Members Absent : Nil

2.1 Minutes of the Previous Meeting:

Minutes of the previous meeting held on 27/06/2020 were read out by the Coordinator and confirmed by the President.

2.2 Follow up of the Academic Calendar:

The discussion was held on regarding the activities mentioned in the academic calendar prepared by IQAC. Also discussed on the



activities completed and uncompleted through online/offline mode as per academic calendar.

Resolution: It was resolved that all HoDs and Chairmen of committees should submit report of activities to IQAC as early as possible.

2.3 Review of Co-curricular, Extra-curricular and Extension Activities:

Mr. S.C. Mali took review of assigned activities of co-curricular, extra-curricular activities conducted through online/offline mode. All working committee chairmen presented report of the conducted activities.

Resolution: All committee chairmen were asked to submit the reports of the activities and expenditure as early as possible.

2.4 Development of Linkages and Collaboration:

Discussion was held on the activities conducted by linkages and collaboration. Dr. U.S. Tembare took review of the activities of donation of mask and sanitizer bottles at Chitali, Gundewadi and Morale. Dr. S.B. Mirajkar and Mr. S.D. Sapkal took review of activities conducted through linkages and collaborations.

Resolution: The Chairmen of the committees were asked to make correspondence regarding collaboration with institutes and keep pace with them. The chairmen of other committees and HoDs were also suggested to organize new activities with collaborations.

2.5 Review of IQAC Action Plan:

The Coordinator of IQAC Mr. L.G. Jathar presented the report of activities completed as per the action plan. All the HoDs and working committee Chairmen were asked to submit the reports of conducted activities.

Resolution: All HoDs and working committee chairmen should submit their working report before the end of the academic year.



2.6 Review of MoU Activities:

Discussion was held on conduct of activities under MoU by Dept. of History and Science stream. Mr. S.D. Sapkal was asked to maintain the file of MoU activities.

Resolution: It was resolved to make documentation of MoU activities and the responsibility is handed over to Mr. S.D. Sapkal.

2.7 Preparation of documents for making AQAR 2020-21:

Discussion was held on preparation of documentation of academic activities. In this respect, various suggestions were given to faculty members by IQAC regarding the completion of documents of working committees.

2.8 Review of Covid-19 and Teaching-learning Process:

Discussion was held on online/offline teaching learning process conducted by the teacher.

Resolution : All teachers are suggested to keep record and screenshots of the delivered lectures.

2.9 Any other issue with permission of Chair:

As there was no other matter for discussion, the meeting ended with vote of thanks proposed to the Chair.

Action Taken Report of the IInd Meeting

- As per Academic Calendar, all faculty members completed both online/offline teaching, co-curricular, extra-curricular activities and submitted working reports to IQAC.
- The working and expenditure report of Lead College Workshop, NSS activities are submitted concerned offices.

- As per plan, faculty members kept pace with community, different organizations, students, alumni to take care of Covid-19.
- All HoDs and working committee Chairmen submitted working reports to IQAC before end of academic year.
- As per plan, the resources for Science stream such as books and laboratory instruments were increased.
- Semester exams were conducted through online mode as per Shivaji University schedule and guideline.
- AISHE report is submitted on 07/02/2022.
- AQAR 2019-20 is prepared and submitted to NAAC.
- Teaching learning process carried out thorough online and offline mode as per pandemic situation.



← 3rd Jan. —
Principal
Arts, Commerce and Science College
Mayani, Tal-Khatav, Dist-Satara