

Arts, Commerce College, Mayani

Internal Quality Assurance Cell (IQAC)

Minutes of the 1st Meeting (2019-20)

Minutes of the 1st meeting of IQAC, Arts, Commerce College, Mayani held at 2.00 p.m. on 18/06/2019 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. ShrirangRamhariPhalake	Member
10	Hon. Mr. Sanjay Popat Kambale	Member
11	Hon. Mr. Raghunath Maruti Mali	Member
12	Mr. Vaibhav Tushar Chavan	Member
13	Mr. L.G. Jathar	Coordinator

Members Absent:

1.1 Minutes of the last meeting:

Minutes of the last meeting held on 15/04/2019 were read out by the Coordinator and confirmed by the President.

1.2 Analysis of University examination results in 2018-19:

A discussion regarding results of University examination was held on. Result of each class analyzed as students stood in Distinction, Ist class, IInd class and pass percentage. The responsibility to keep its record was assigned to Mr. V.S. Bodgire, the Chairman, Examination Committee.

Resolution: It was decided to divide slow learners and advanced learners and guide them personally. It was decided to appreciate and motivate the students in Welcome Program of B.A. I and B.Sc. I who have scored good marks.

1.3 Discussion on vacant post of Director of Physical Education:

Discussion was held on workload of vacant post of the Director of Physical Education due to retirement of Mr. S.R. Khade. The responsibility to conduct sport activities, to encourage students to participate in University level sport activities is assigned to Mr. S.D. Sapkal, Associate Professor in History.

1.4 Discussion on AQAR 2018-19:

It was decided that discussion on AQAR 2018-19 to be arranged in the meeting of HoDs and should be approved it and forward it to NAAC, Bangalore.

Resolution: It was decided to prepare AQAR 2018-19 before 31st October, 2019 and to submit it to NAAC.

1.5 Approval to IQAC Action Plan for year 2019-20:

The committee approved the IQAC Action Plan for the academic year 2019-20. 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, extracurricular and extension activities.

1.6 Planning of Academic Calendar 2019-20:

Mr. S.C. Mali took review of the activities conducted in year 2018-19 and discussed on which to be conducted in current year.

All HoDs 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 make 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 extracurricular activities:

The discussion was held on the activities to be conducted through curricular, co-curricular, extra-curricular and extension modes. 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 college.

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 Construction of Women's Hostel:

Discussion was held on Women's hostel. Infrastructure committee was asked to collect information about present situation of construction and try to know the difficulties in construction.

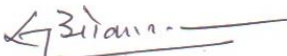
Resolution: It was resolved to finalize the construction of women's hostel and to prepare audit report of it to submit to UGC.

1.11 Consideration of any other issue:

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


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Tal-Khatav, Dist-Satara, Pin-415102




President
Principal
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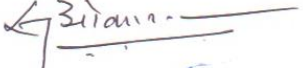
Action Taken Report of the First Meeting

- As per resolution, the students in merit of Shivaji University examination were appreciated in Welcome Function of B.A. I and B.Sc. I held on 01/08/2019.
- Slow learners and advanced learners are divided by faculty members and are guided personally and occasionally.
- 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 and other activities.
- Science stream and College of Pharmacy, Mayani organized activities through MoU.
- Academic calendar was designed and all activities organized as per calendar.
- AQAR 2019-20 is prepared but did not complete it due to Covid-19 terrible situation.
- 12th Youth Literary Meet was organized on 15/02/2020 under Lead College Scheme.
- Blood Donation and Blood Group and HB Detection Camp was organized on 10/02/2020 in collaboration with Blood Bank, Medical College, Mayani.
- The faculty members visited to neighboring Jr. Colleges, villages, alumni and motivated students to seek admission.
- As per plan, the construction of hostel finalized and audit reports prepared.
- Different birth and death anniversaries of national leaders, Independence Day, Republic Day, Teacher's Day, etc. were celebrated as per action plan.

- Special events like NSS Special Camp organized at Gundewadi and Cultural and Sports activities were organized in college.
- As per plan, co-curricular, extracurricular and extension activities are conducted.
- As per plan, Mr. S.D. Sapkal conducted sports activities and encouraged sportsmen to participate in University level competitions. The physical examination of B.A. I, B.Sc. I year students, annual sports gathering are organized as well as encouraged students to participate in zonal, inter-zonal and national level competitions.
- Semester exams were conducted as per Shivaji University schedule.


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M.B.S.P. Mandal's
Arts, Commerce College, Mayani
Internal Quality Assurance Cell (IQAC)
Minutes of the IInd Meeting (2019-20)

Minutes of the IInd meeting of IQAC, Arts, Commerce College, Mayani held at 2.00 p.m. on 16/03/2020 in the cabin of the Principal.

Members Present:

1	Prin. Dr. S.A. Mokashi	President
2	Hon. Mr. S.D. KuberSecretary, 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.DadasahebShivajiKachare	Member
9	Hon. Mr. ShrirangRamhariPhalake	Member
10	Hon. Mr. Sanjay Popat Kambale	Member
11	Hon. Mr. Raghunath Maruti Mali	Member
12	Mr. Vaibhav Tushar Chavan	Member
13	Mr. L.G. Jathar	Coordinator

Members Absent :

2.1 Minutes of the Previous Meeting:

Minutes of the previous meeting held on 18/06/2019 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 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, Extracurricular and Extension Activities:

Mr. S.C. Mali took review of assigned activities of co-curricular, extracurricular activities. Dr. S.B. Mirajkar explained the function of Rural Literary Meet organized under Lead College Scheme. Dr. U.S. Tembare explained the activities conducted in NSS special camp.

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 conducted with the collaboration of Gram Panchayat, Gundewadi and Dr. S.B. Mirajkar of Youth Literary Meet.

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 Work progress of Women's Hostel:

Infrastructure Committee chairman Mr. S.C. Mali presented the report of construction of women's hostel. Discussion was held on to finalize the construction of hostel.

Resolution: It was resolved to prepare audit report, documents to submit to UGC.

2.7 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.

2.8 Preparation of documents for making AQAR 2019-20:

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.

2.9 Any other issue with permission of Chair:

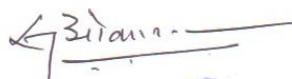
Discussion on Covid-19 and teaching-learning situation:

Discussion was held on the spread of Covid-19 and completion of teaching. All HoDs declared that the syllabus of all subjects is completed. It was decided to make students aware of the terrible situation of Covid-19. It also decided to keep pace with students through cell phone, Whatsapp messages about examination.

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

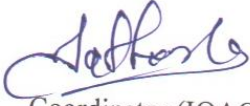

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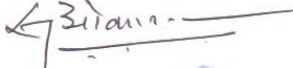

President
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Action Taken Report of the Second Meeting

- As per Academic Calendar, all faculty members completed teaching, co-curricular, extra-curricular activities and submitted working reports to IQAC.
- The working and expenditure report of Rural Literary Meet, NSS is submitted to concerned offices.
- As per plan, faculty members kept pace with community, different organizations. NSS Special Camp organized at Gundewadi in which 100 volunteers participated.
- All HoDs and working committee Chairman submitted working reports to IQAC before end of academic year.
- As per resolution in the meeting, the construction of women's hostel was finalized.
- As per plan, the resources for Science stream such as books and laboratory instruments were increased.
- The cultural program, NSS Special Camp, Sports competitions are organized as per plan.
- Semester exams were conducted as per Shivaji University schedule.
- The Convocation program is organized on 17/02/2020 and AISHE report is submitted on 31/03/2020.


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