

Kasegaon Education Society's

Arts, Commerce and Science College, Ashta

IQAC Meeting No.1 (2023-24)

NOTICE

Date: 13/07/2023

All the members of IQAC are hereby informed that the first meeting of IQAC for the academic year 2023-24 is scheduled to be held on Tuesday, 18th July 2023 in the college staff room at 11.45 am. All the senior college faculty members of Arts, Commerce and Science wing are requested to attend the meeting without fail.

The agenda of the meeting is attached herewith.

Agenda of the meeting to be held on Tuesday, 18th July 2023:

1. Confirmation of the minutes of the previous meeting
2. To discuss the queries in AQAR 2021-22 and its timely submission
3. Preparation of the 4th cycle of accreditation.
4. To arrange a workshop/training for the teaching and non-teaching staff
5. Review the NAAC Peer Team Recommendations
6. Distribution of the format to prepare Department Profile
7. To revise and prepare the Academic Calendar for 2023-24.
8. To conduct Value-added Courses
9. Any other issue with the permission of the chairman.



Coordinator
IQAC

Mr. Rajendra A. Pradhan



PRINCIPAL
Art's & Com.College
ASHTA, Dist. Sangli

Principal

The following members were present for the meeting held on Tuesday, 18th July 2023.

Sr. No.	Name	Designation
1	Principal, Dr. Rajendra Madhukar Kurlapkar	Chairperson
2	Principal, Shri. R. D. Sawant	Member, Governing Council
3	Mr. Rajendra Ashok Pradhan	Coordinator
4	Dr. Sunil Gunwant Patil	Member
5	Mr. Sarjerao Aba Gaikwad	Member
6	Dr. Pournima Deepak Chavan (Udupi).	Member
7	Dr. D. J. Damame	Member
8	Dr. Pramodkumar Ankush Olekar	Member
9	Mr. Shashikant Mahadev Mohite	Member
10	Mr. Amol Bhagwanrao Patil	Administrative Officer
11	Mr. Vijaykumar Dhanpal Patil	Local Society Member
12	Mr. Sandip Babanrao Tambavekar	Local Soci. Member/Alumnus

- Minutes of the meeting held on **Tuesday, 18th July 2023:**

1.1. Confirmation of the minutes of the previous meeting

The minutes of the previous meeting were read and they were confirmed unanimously by the approval of the chairperson.

1.2. To discuss the queries in AQAR 2021-22 and its timely submission

Mr. Rajendra Pradhan explained the queries occurred in the 2021-22 AQAR and the timeline for the submission discussed. It was resolved that all the criterion coordinators should rectify their queries within a week.

1.3. Preparation of the 4th cycle of accreditation.

Principal Dr. Rajendra Kurlapkar reminded the submission of SSR and instructed all the faculty to complete the task as early as possible.

1.4. To arrange a workshop/training for the teaching and non-teaching staff

Dr. Sunil Patil was asked to arrange the training programme for the teaching staff. The Head of the Institution Dr. R.M. Kurlapkar suggested to include all the teaching and non-teaching staff.

1.5. Review the NAAC Peer Team Recommendations

NAAC Peer Team recommendations were read and explained by Mr. Rajendra Pradhan. Dr. Shashikant Mohite pointed out the targets fulfilled by the institute. The Principal suggested to reach the fulfillment of all the recommendations before the next NAAC visit.

1.6. Distribution of the format to prepare Department Profile

Coordinator Mr. Rajendra Pradhan distributed the Department Profile format and all were asked to prepare the profile of their department for SSR.

1.7. To revise and prepare the Academic Calendar for 2023-24.

A minor changes were made in the academic calendar and it was finalized. It was resolved to arrange separate meeting for this specific task.

1.8. To conduct Value-added Courses

It was resolved that value-added courses in the current academic year should be run for all the departments. Considering the benchmarks and necessity of NAAC, all the Heads of the Department were suggested to look into the matter.

1.9. Any other issue with the permission of the chairman.

As there was no any other issue to discuss, the meeting was dismissed after the vote of thanks by Dr. Pournima Chavan (Udupi).



Coordinator
IQAC

Mr. Rajendra A. Pradhan

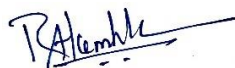


PRINCIPAL
Art's & Com.College
ASHTA, Dist. Sengli

Principal

Action Taken of the previous meeting held on Thursday, 20th April, 2023

Sr. No.	Agenda	Action Taken
2	To discuss the internal examination reforms and Results	The transparency was increased by following a procedure for all the exam related activities.
3	Review of AQAR 2021-22 preparations	AQAR was reviewed and was submitted successfully.
4	To promote the faculty for research activities and publications	Faculty preferred to publish their research papers in Care list journals and other peer reviewed journals.
5	Infrastructure augmentation and improvement in other amenities	A seminar hall was renovated. Ladies room was newly added with other facilities.
6	To create awareness about extension activities	NSS, NCC and all other internal committees prepared their work schedule and they were advised to follow it strictly.
7	Preparation of the Academic Calendar for 2023-24	The Academic Calendar was prepared and it was put on to the institutional website.



Coordinator
IQAC

Mr. Rajendra A. Pradhan



PRINCIPAL
Art's & Com.College
ASHTA, Dist. Sengli

Principal

IQAC Meeting No.2 (2023-24)

NOTICE

Date: 3/11/2023

All the members of IQAC are hereby informed that the second meeting of IQAC for the academic year 2023-24 will be held on **Wednesday, 8th November 2023** in the Staff-room at 11.30 am. All the members are requested to attend the meeting without fail.

The agenda of the meeting is attached herewith.

Agenda of the meeting to be held on Wednesday, 8th November 2023:

1. Confirmation of the minutes of the previous meeting
2. Review of the AQAR work for 2021-22 and the timely submission of the same
3. Preparation of the 4th cycle of accreditation
4. To arrange a workshop/ training on SSR for teaching and non-teaching staff
5. Distribution of Work for AQAR 2022-23
6. Feedback for the year 2022-23
7. Work distribution for SSR
8. Any other issue with the permission of the chairman



Coordinator
IQAC

Mr. Rajendra A. Pradhan



PRINCIPAL
Art's & Com.College
ASNTA, Dist. Sengli

Principal

The meeting was conducted on Wednesday, 8th November 2023 under the presence and guidance of following members.

Sr. No.	Name	Designation
1	Principal, Dr. Rajendra Madhukar Kurlapkar	Chairperson
2	Principal, R. D. Sawant	Member, Governing Council
3	Mr. Rajendra Ashok Pradhan	Coordinator
4	Dr. Sunil Gunwant Patil	Member
5	Mr. Sarjerao Aba Gaikwad	Member
6	Dr. Pournima Deepak Chavan (Udupi).	Member
7	Dr. D.J. Damame	Member
8	Dr. Pramodkumar Ankush Olekar	Member
9	Mr. Shashikant Mahadev Mohite	Member
10	Mr. Amol Bhagwanrao Patil	Administrative Officer
11	Mr. Vijaykumar Dhanpal Patil	Local Society Member
12	Mr. Sandip Babanrao Tambavekar	Local Soci. Member/Alumnus

Minutes of the meeting held on **Wednesday, 8th November 2023**

2.1. Confirmation of the minutes of the previous meeting

The minutes of the previous meeting held on Tuesday, 18th July 2023 were read and they were confirmed unanimously by the signature of the chairperson.

2.2. Review of the AQAR work for 2021-22 and the timely submission of the same

AQAR work for 2021-22 was reviewed and Mr. Rajendra Pradhan clarified the further doubts of the criterion coordinators to make the work more reliable. It was resolved that AQAR 2021-22 should be submitted within the extension date.

2.3. Preparation of the 4th cycle of accreditation

Preparation of 4th Accreditation was planned. A tentative plan was prepared and circulated among the staff members by Mr. Rajendra Pradhan. Prin. Dr. Rajendra Kurlapkar raised the issue of timely submission of all the reports.

2.4. To arrange a workshop/ training on SSR for teaching and non-teaching staff

It was resolved that a training workshop on SSR preparation guidelines should be arranged soon. Mr. Shashikant Mohite was given the responsibility to manage the further preparations.

2.5. Distribution of Work for AQAR 2022-23

Mr. Rajendra Pradhan explained the nature of NAAC accreditation process and the work was distributed as per the criteria formed. It was resolved that AQAR 2022-23 will be submitted within time.

2.6. Work distribution for SSR

Dr. Sunil Patil and Dr. Pramodkumar Olekar spoke about the revised curriculum as per NEP. Change in the working hours of each faculty was discussed. Activities under NSS, NCC and Cultural unit were asked to be planned.

2.7. To organize workshops and seminars for the faculty and students

Organization of workshops and seminars for the faculty and students was an important part. It was resolved that each department should organize innovative workshops for the students. Workshop for IPR was primarily viewed.

2.8. Any other issue with the permission of the chairman

As an additional issue the chairperson took a review of the infrastructure augmentation done so far.

The meeting was finished with the words of appreciation by Mr. Sarjerao Gaikwad.



Coordinator
IQAC

Mr. Rajendra A. Pradhan



PRINCIPAL
Art's & Com.College
ASHTA, Dist. Sengli
Principal

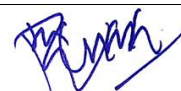
Action Taken Report of the First Meeting held on Tuesday, 18th July 2023.

Sr. No.	Agenda	Action Taken
1.	To discuss the queries in AQAR 2021-22 and its timely submission	The queries were rectified and AQAR was resubmitted successfully.
2.	Preparation of the 4 th cycle of accreditation.	Prof. Pradhan prepared the files with lables of all the seven criterions and distributed among the criterion coordinators.
3.	To arrange a workshop/training for the teaching and non-teaching staff	A training workshop of Dr. Pramod Ganganmale regarding the SSR Preparation was arranged and a training for teaching and non-teaching staff for a newly purchased software of IQAC was arranged.
4.	Review the NAAC Peer Team Recommendations	Peer Team Recommendations were fulfilled primarily. Few updates are pending with suggestions.
5.	Distribution of the format to prepare Department Profile	Department Profiles are under preparation as per the suggestions. Heads of the respective departments were asked to take follow up.
6.	To revise and prepare the Academic Calendar for 2023-24.	Academic Calendar was prepared and finalized. It was put on to the Institutional Website.
7.	To conduct Value-added Courses	New Value added courses were designed for the Arts and Commerce faculty. The syllabus and other details of the courses were scheduled properly.



Coordinator
IQAC

Mr. Rajendra A. Pradhan



PRINCIPAL
Art's & Com.College
ASHTA, Dist. Sengli

Principal

IQAC Meeting No.3 (2023-24)

NOTICE

Date: 18/04/2024

All the members of IQAC are hereby informed that the third meeting of IQAC for the academic year 2023-24 is scheduled to be held on **Monday, 22th April 2024** in the hall above the library at 12.00 pm. All the senior college faculty members of Arts, Commerce and Science wing are requested to attend the meeting without fail.

The agenda of the meeting is attached herewith.

Agenda of the meeting to be held on Monday, 22th April 2024:

1. Confirmation of the minutes of the previous meeting
2. To submit the AQARs for the years 2021-22 and 2022-23
3. To take a review of the physical facilities available and newly added.
4. Distribution of the work for the 4th Cycle of Accreditation.
5. To collect and analyze the feedback from different stakeholders.
6. Discussion of the Green Audit
7. To review the annual budget during the year 2023-24
8. Preparation of the Academic Calendar for 2024-25
9. Any other issue with the permission of the chairman.



Coordinator
IQAC

Mr. Rajendra A. Pradhan



PRINCIPAL
Art's & Com.College
ASHTA, Dist. Sengli

Principal

Sr. No.	Name	Designation
1	Principal, Dr. Rajendra Madhukar Kurlapkar	Chairperson
2	Principal, R. D. Sawant	Member, Governing Council
3	Mr. Rajendra Ashok Pradhan	Coordinator
4	Dr. Sunil Gunwant Patil	Member
5	Mr. Sarjerao Aba Gaikwad	Member
6	Dr. Pournima Deepak Chavan (Udupi).	Member
7	Dr. D.J. Damame	Member
8	Dr. Pramodkumar Ankush Olekar	Member
9	Mr. Shashikant Mahadev Mohite	Member
10	Mr. Amol Bhagwanrao Patil	Administrative Officer
11	Mr. Vijaykumar Dhanpal Patil	Local Society Member
12	Mr. Sandip Babanrao Tambavekar	Local Soci. Member/Alumnus

Minutes of the 3rd meeting held on Monday, 22th April 2024:

1. The minutes of the previous meeting held on Wednesday, 8th November 2023, were read and they were confirmed unanimously by the signature of the chairperson.
2. To submit the AQARs for the years 2021-22 and 2022-23
The problems in pending AQARs was discussed. It was unanimously resolved that they should be submitted again successfully in order to face 4th reaccreditation. Principal Dr. Rajendra Kurlapkar asked to cooperate the IQAC Coordinator.
3. To take a review of the physical facilities available and newly added.
The Head of the Institution took a review of physical facilities extended and renovated. He also explained the expenditure occurred. The staff agreed as it was a step ahead to fulfill the NAAC recommendations.
4. Distribution of the work for the 4th Cycle of Accreditation.

Coordinator, Mr. Rajendra Pradhan distributed the work among the faculty members and also explained the nature of work along with the responsibilities of the Criterion Coordinators. Dr. Rajendra Kurlapkar also supported the views.

5. To collect and analyze the feedback from different stakeholders.

The issue of feedback was discussed. It was resolved that Dr. Shashikant Mohite should go for offline feedback. The feedback committee was given suggestions. Dr. Rajendra Kurlapkar suggested to take action on the previous feedbacks.

6. Discussion of the Green Audit

Green Audit was the important part of meeting. It was decided that the basic information to conduct a green audit should be given. A licensed environment auditor was fixed. Even the advice of Shivaji University department will be sought in this regard.

7. To review the annual budget during the year 2023-24

Mr. Amol Patil explained the Annual budget and expenditure occurred. Principal Dr. Kurlapkar advised to prepare a proper budget plan for the academic year 2024-25

8. Preparation of the Academic Calendar for 2024-25

It was resolved that Academic Calendar Committee includes all the regular faculty and they should prepare the calendar considering the errors and loopholes in the previous academic calendar.

9. Any other issue with the permission of the chairman.

During the concluding remarks, the head of the institution took a review of academic activities and value added courses added so far. He also encouraged the faculty to undertake research oriented innovative activities and asked to complete the NAAC SSR works in the due period of time.

The meeting was dismissed after the vote of thanks by Dr. Shashikant Mohite.

Action Taken Report of the Second Meeting held on Wednesday, 8th November 2023

Sr. No.	Agenda	Action Taken
1.	Review of the AQAR work for 2021-22 and the timely submission of the same	The queries in AQAR were reviewed and AQAR was resubmitted successfully.
2.	Preparation of the 4 th cycle of accreditation	The schedule of the SSR preparation, work distribution, and meetings was prepared. NAAC Coordinator asked the staff to complete the task within fixed time limit.
3.	To arrange a workshop/ training on SSR for teaching and non-teaching staff	The workshop on SSR framework and Preparation was arranged. Dr. Ganganmale was invited as a chief speaker.
4.	Distribution of Work for AQAR 2022-23	The work was distributed and the AQAR 2022-23 was completed criterionwise.
5.	Feedback for the year 2022-23	The online feedback of the students, teachers, was collected of
6.	Work distribution for SSR	The department profile and necessary forms were distributed and the information along with the record documents were collected.



Coordinator
IQAC

Mr. Rajendra A. Pradhan



PRINCIPAL
Art's & Com.College
ASHTA, Dist. Sengli

Principal