

Minutes of IQAC Meetings in the year 2018 – 19

Meeting No. 1

9th July 2018

The meeting of IQAC was held in the IQAC cell at 12.30 p.m.

The Agenda for the Meeting:

1. The confirmation of the minutes of the previous meeting.
2. Discussion on the action plan of IQAC for the year 2018 – 19.
3. Discussion on extension and development of infrastructure.
4. Organization of guest lectures, seminars, workshops.
5. Discussion on continuation of existing COC and Diploma Courses and introduction to new courses.
6. Discussion on registration of Alumni Association of the college.

Minutes:

1. Minutes of the previous meeting were read out and confirmed.
2. The action plan of IQAC (18 – 19) was prepared to execute various activities.
3. It was resolved to complete construction of seminar hall in Building No – 2 and purchase required books in library.
4. There was discussion regarding organization of guest lectures, seminars, workshops. It was also decided to organize state level seminar by Hindi Department in collaboration with 'Hindustani Prachar Sabha' Mumbai.
5. It was decided to continue existing COC courses and Diploma courses which are useful to self employment. It also resolved to introduce two new courses.
6. It was resolved to register Alumni Association of the College. It was decided to submit required legal documents for registration.

Date :- 9th July 2018

Minutes of IQAC Meetings in the year 2018 – 19

Meeting No – 2

3rd October 2018

The meeting of IQAC was held in the IQAC room at 12.15 p.m.

The agenda for the meeting:

1. Confirmation of the minutes of the previous meeting.
2. Organization of seminars / workshops and extension activities.
3. Organization of Oct / Nov Shivaji University semester exams.
4. Implementation of mentor – mentee scheme effectively.
5. Discussion on submission of AQAR of 17 – 18.

Minutes :

1. Minutes of previous meeting were read out and confirmed.
2. There was discussion on organization of workshops, seminars and extension activities under lead college activities and NSS.
3. The Exam. Committee was entrusted with responsibility of conducting university exams successfully.
4. The allotment of mentor – mentee is done. The mentors are told to conduct meetings with their mentees and discuss and guide the students for their scholarships, stress – related problems, the student welfare schemes of the college.
5. It was resolved to submit AQAR of 17 – 18 before 31st December 2018.

Action Taken Report of meeting held on 19th July, 2018

Sr. No	Agenda for Meeting	Action Taken
1.	Preparation of action plan for IQAC	The action Plan of IQAC (18-19) was Prepared.
2.	Completion of Seminar Hall.	The Construction work is in progress. Required books in library were purchased.
3.	Organization of seminars / workshop	1) Organized one day state level seminar on "Changing Education System and the place of Hindi at School and College level" (17/07/2018) 2) Organized workshop on "Democracy, Elections and good governance" (19/09/18) Secret of Success (Yashacha Shiv mantra) 3) Organized 'Malati Lecture Series' on various topics (Three lectures) 4) Organized a guest lecture by Krantisinh Nana Patil lecture Series of Shivaji University 16/08/19
4.	Continuation of existing COC and skill Development courses and introduction to new courses.	Continued COC and skill development courses for the academic year 18 – 19 i) Existing courses Modi Lipi course (Script) Course. ii) Fashion Designing. iii) Business Accounting Process (Online). iv) Balwadi Teachers Training Course. v) Dress Designing. vi) Diploma course in Saral Hindi. vii) Diploma course in Library Science. ❖ New courses introduced i) Tally. ii) Mehendi Course.
5.	Registration of Alumni Association of the college.	The legal documents for registration were submitted. Work is in progress.

Date : 3rd October, 2018



(Signature)

Principal

Dr. Ankush Belvatkar
Chairperson, IQAC

PRINCIPAL,
MALATI VASANTDADA PATIL
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Minutes of IQAC Meetings in the year 2018 – 19

Meeting No. 3

31st December, 2018.

The meeting of IQAC was held in the IQAC cell at 11.45 a.m.

The Agenda for the Meeting :

1. Confirmation of the minutes of the previous meeting.
2. Encourage faculty to publish their research papers in peer – reviewed journals as per the recommendations of peer team of NAAC.
3. Discussion on organization of seminars / workshops / extension activities.
4. Organization on of various cultural, sports activities.
5. Discussion on organization of the convocation ceremony at college level as per the guidelines of new University Act.
6. Discussion on to take feedback from students, Alumni, Parents and teachers on curricula and overall performance of the institution.

Minutes:

1. Minutes of the previous meeting were read out and confirmed.
2. It was resolved to strengthen research culture through encouraging faculty to publish their research papers in peer reviewed and UGC enlisted journals and publish their research work in form of books.
3. There was a discussion on organization of workshops, seminars and guest lectures under the scheme of Lead College Activities. It was also resolved to organize state level conference of Psychology.
4. It was decided to organize annual social gathering and prize distribution ceremony. It was also resolved to conduct various sports competitions on Annual Sports Day.
5. It was resolved to conduct convocation ceremony as per the guidelines of university Act in order to honour each student on stage while receiving his degree.
6. It was resolved to collect feedback from stake holders of the college as per the questionnaire made by IQAC according to guidelines of NAAC for institutional quality enhancement.

Action taken report (ATR) of meeting held on 3rd October 2018

Sr. No	Agenda for Meeting	Action Taken
1.	Organization of seminars, workshops and guest lectures under lead college activities	1)Organized workshop on “Importance of Ancient and medieval languages and scripts in research of history” on 15/12/18 2) Workshop on ‘Carrer guidance’ organized on 16/12/18 3) One day workshop or ‘selection of night life – partner’ (Jodidaricya viveki vivad) on 30/12/18
2.	Organization of Oct / Nov – 18 semester University Exams.	Conducted Oct / Nov – 18 University Exams successfully and arranged seminars oral tests, Practical for Internal Evaluation Scheme.
3.	Implementation of mentor maintce scheme	Implemented mentor maince scheme very effectively and found good results to establish healthy relationship between student – teacher.
4.	Submission of AQAR 17 – 18 in old format	Completed and submitted AQAR of 17 -18

Date : 31st December, 2018



Principal

Dr. Ankush Belvatkar
Chairperson, IQAC

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Minutes of IQAC Meetings in the year – 18 – 19

Meeting No. 4

25th April 2019

The meeting of the IQAC was held in the IQAC cell at 9.00 a.m.

The Agenda for the Meeting

1. Confirmation of the minutes of the previous meeting.
2. Discussion on revised AQAR format.
3. Discussion on feedback analysis of stakeholders.

Minutes :

1. Minutes of the previous meeting were read out and confirmed.
2. There was a discussion on revised AQAR format. The planning was done to prepare AQAR of 18 – 19 as per the new guidelines by NAAC.
3. Review of feedback analysis is taken. Important suggestions were taken into consideration to make future plan of next year.

Action Taken Report (ATR) of meeting held on 31st December 2018

Sr. No	Agenda for Meeting	Action Taken
1.	Encourage faculty to publish their research papers in peer – reviewed and UGC enlisted journals	Nine research papers were published in UGC enlisted journals by faculty. Two books of research work were published by faculty
2.	Discussion on organization of Seminars / Workshops / Extension work	1) Organized one day workshop on 'Intellectual Property Rights 25/01/19 2) Conducted survey on 'Awareness about Health' and organized poster presentation – 05/02/19 3) Conducted free eye check up camp in adopted village 4) Organized guest lecture on 'Marathi Bhasha Gaurav Din' 27/02/19 5) Organized guest lecture on 'Women Empowerment' on International Women's Day 08/03/19
3.	Organization of various cultural and sports activities	i) Organized Annual Social Gathering and prize Distribution Day – 27/02/19 ii) Organized Annual Sports Day and organized various sports competitions. (22/02/19) iii) Organized university zonal taekwondo competition.
4.	Organization of Convocation Ceremony	Organized Convocation ceremony as per guidelines of University at college level (17/03/19)
5.	Discussion on to collect feedback from stakeholders	Feedback from students, Alumni, Parents and teachers was collected and analyzed. Important suggestions were taken into consideration to make future plan of the college.

Date : 25th April, 2019



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