

Minutes of the IQAC meeting held on 6th July, 2019 in Principal's Cabin at 12 noon. :

1) To read and confirm Minutes of the previous meeting.

Minutes of the last meeting were read and approved.

2) To review Admission status.

Principal put forward the Admission statistics.

ATR : The faculty members were incorporated in admission committee to look after the admission process. The faculty members of Arts were instructed to look into the progress of admission, where students were less.

3) Result Analysis

The results of all UG classes were put forward by Principal. It was decided that H.O.D. meeting shall be held immediately to discuss the corrective measures.

Measures for improvement were suggested by Shri Ramashankar Tiwariji.

ATR : All the H.O.D's were accordingly communicated in the H.O.D. meeting. Wherever results were less, extra efforts to be taken by those departments for the students.

4) Academic Planning for 2019-20 :

Dr B D Patil placed the Academic Calendar and Event Planner in the meeting.

ATR : The Academic Calendar and Event Planner were finalized with some changes and it is decided to display the same on website immediately

5) Budget for Social Initiatives :

Dr Bhiwandikar expressed that our College students are actively involved in Social Activities under the banner **Sakav the Bridge**. Hence there was a need to increase the budget.

ATR : Shri Tiwariji informed that the activities be continued. Funds will be provided as and when required. It was also promised to have budgetary provision for the same.

6) Formation of Student Council by election method:

Mumbai University had declared that formation of **Student Council** be made by election method.

ATR : A Committee was constituted for the smooth conduct of elections as per the guidelines of the University. The Committee will be headed by Dr Raj Bahadur Singh.

7) Conference /Seminar :

Department of Hindi placed the proposal of International Conference which is funded by ICSSR IMPRESS to be conducted in December.

ATR : An International Conference "Regional Cinema of India" was conducted on 20th and 21st September 2019

8) Increase in number of Certificate Courses and Skill Development Courses :

Proposals were already invited from departments about conducting Certificate Courses and Skill Development Courses. Also Mr Dharmadhikari submitted a proposal for conducting courses under Central Government scheme.

ATR : The existing Certificate Courses and Skill Development Courses were continued.

9) Progress of SSR preparation :

All the Criterion Incharge gave a brief description regarding the SSR preparation. Also difficulties were discussed.

ATR : All the Criterion Incharge were instructed that the preparation of SSR to be accelerated as submission of SSR was to be done in Time.

10) Requirements in view of NAAC Accreditation process :

Requirements for NAAC preparation were discussed in detail. It was decided to take requirements from Criterion Incharge and HOD's of all departments.

ATR : Accordingly requirements from Criterion Incharge and HOD's of all departments were sought and accordingly placed in the Purchase Committee Meeting.

11) Any other matter :

A. Perspective plan of IQAC :

Dr B.D. Patil, coordinator presented the perspective plan of IQAC for the academic year 2019-20.

ATR : The plan was approved by all IQAC members with minor changes.

B. Mentoring of students :

A committee to be formed for the year 2019-20 for coordination of all the mentors.

ATR : Mentoring committee was formed. This committee would be guiding all mentors. Students who require special attention to be dealt with separately. These students to be directed to special mentors. Advanced students to be identified and mentoring to be done separately.

C. Research Projects :

Research Proposals to be invited by Research Promotion Committee.

ATR : Dr. Rajbahadur Singh was asked to initiate the matter and invite Research Proposals from the Staff Members.

D. Slow Learners & Advanced Learners :

Dr B D Patil informed that all departments will be shortlisting the slow learners and advanced learners. Accordingly all departments were asked to take special measures for Slow Learners .

ATR : It was communicated to all departments. All departments made lists of slow learners and advanced learners. Remedial measures were devised for slow learners.

Extra measures were taken for encouraging Advanced learners.

12) The meeting concluded with a vote of thanks.

Kalyan, dated 6th July, 2019



Co-ordinator

Internal Quality Assurance Cell
K.M. Agrawal College of Arts, Commerce & Science
Kalyan.



PRINCIPAL

K. M. AGRAWAL COLLEGE
GANDHARI, KALYAN (W)

- 1) Dr B.D Patil welcomed all the IQAC members.
- 2) Minutes of the previous meeting were read and confirmed.
- 3) **Annual Social Activities :**
Arts circle put forward the detail programme for Annual Social and sports activities.
ATR : The competitions and activities were conducted as per the programme.
- 4) **Review of Placement Cell Activities :**
Dr S W Kulkarni placed the detail report of placement cell events.
ATR : Many lectures and seminars were organized for students regarding Interview Skills, CV writing, Biodata preparation etc
- 5) **Student Feedback Committee :** The Committee was formed which looked after the Students Satisfaction Survey data.
ATR : The SSS Committee collected the data of all the students along with their email id and verified was carried out.
- 6) **Progress of SSR preparation :**
All the Criterion Incharge gave a brief description regarding the SSR preparation. Also difficulties were discussed.
ATR : All the Criterion Incharge were instructed that the preparation of SSR to be accelerated as submission of SSR was to be done in December.
- 7) **Submission of SSR :**
It was decided unanimously to submit IIQA on or before the 9th December 2019.
ATR : IIQA was filled on 4th December 2019.
- 8) The meeting concluded with a vote of thanks by MrsAnagha Rane.

Date : 30th November 2019


PRINCIPAL

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Co-ordinator
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Minutes of the IQAC meeting held on 7th December , 2019 in Principal's Cabin at 11.30 a.m:

1. **To Read and confirm the Minutes of previous meeting.**

Minutes of the last meeting were read and approved

2. **Requirements in view of NAAC Accreditation process :**

Requirements for NAAC preparation as received from Criterion Incharge and HOD's were discussed in detail.

ATR : Accordingly requirements from Criterion Incharge and HOD's of all departments were taken and accordingly placed in the Purchase Committee Meeting.

3. **Departmental Activities :**

CS IT department put forward a proposal to conduct 'Intercollegiate workshop on Android Programming Practical' for students in January 2020.

ATR : The workshop was conducted at Intercollegiate level on 4th February 2020

4. **Feedback Analysis :** Feedback Analysis Reports were discussed in detail.

ATR : Feedback form different stakeholders was analysed . Corrective measures were suggested by members wherever necessary.

5. **Review of Attendance of students :**

Attendance Committee was called upon to present the review of Attendance of students.

ATR : Steering Committee took meeting of all departments and communicated the strict attendance norms for students. Disciplinary action to be taken against students who remain absent.

6. The meeting concluded with a vote of thanks by Mrs Anagha Rane.

Kalyan, dated 7th December 2019



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Minutes of the IQAC meeting held on 1st February 2020 in Principal's Cabin at 11.30 a.m. :

- 1) Dr B.D Patil welcomed all the IQAC members.
- 2) **To Read and confirm the Minutes of previous meeting**
Minutes of the previous meeting were read and confirmed.
- 3) **Progress of SSR preparation** :
SSR preparation was completed in December. All other requirements with regards to SSR were discussed in detail. Meetings to be conducted with different stakeholders
ATR : IQAC was continuously involved in meetings with departments, Committees, Non Teaching staff etc. Detail Discussions for preparation for NAAC were in progress. SSR was ready to be uploaded.
- 4) **Departmental Forums Activities** : Chemistry/Economics /Marathi /Commerce/English/CS/IT placed their schedule of competitions. Dr. B.D. Patil put forward the proposal for conduct of Chem Fest.
ATR – 'Chem Fest' Inter Collegiate Competition was organized by chemistry department in 25th February 2020
COM ZEST was conducted by Commerce on 17 February 2020
- 5) Meeting concluded with the vote of thanks to the chair.

Kalyan, dated 1st February 2020



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