

Dombivli Shikshan Prasarak Mandal's

K.V. Pendharkar College of Arts, Science and Commerce

Date: 18th June, 2018

NOTICE

IQAC

A meeting of Internal Quality Assurance Cell members is arranged on Thursday i.e. 21st June, 2018 at 11.30 a.m. in the IQAC office of the College. All the members are requested to attend the same.

Agenda of the meeting:

- 1) To review and confirm the minutes of the last meeting.
- 2) Discussion on revised framework of NAAC assessment.
- 3) College with Potential for excellence Scheme of UGC.
- 4) Orientation on Relationship issues for first year students.
- 5) Pre-Placement Training Programme for final year students.
- 6) New academic programmes.
- 7) Any other relevant issues.

Sd/-

IQAC

Coordinator

B. T. Shirsath

Sd/-

PRINCIPAL

Dr. A.K. Ranade

Dombivli Shikshan Prasarak Mandal's

K.V. Pendharkar College, Dombivli (E)

Minutes of the IQAC meeting held on 21th June, 2018

Venue: IQAC Office

Time: 11.30 a.m.

Agenda of the meeting:

- 1) To review and confirm the minutes of the last meeting.
- 2) Discussion on revised framework of NAAC assessment.
- 3) College with Potential for excellence Scheme of UGC.
- 4) Orientation on Relationship issues for first year students.
- 5) Pre-Placement Training Programme for final year students.
- 6) New academic programmes.
- 7) Any other relevant issue.

Members Present:

| Sr. No. | Name of the Member | Designation |
|----------------|---|--------------------------------------|
| 1. | Principal Dr. A. K. Ranade | Chairperson |
| 2. | Senior Vice-Principal. Mr. K.P. Phalak | Member |
| 3. | Vice-Principal Dr. S. S. Mahajan | Member |
| 4. | Vice-Principal Mr. B.T. Shirsath | Coordinator(Member Secretary) |
| 5. | Dr B.T. Mukherjee | Member |
| 6. | Prof. G. B. Sangle | Member |
| 7. | Ms. Neha Salagare | Member |
| 8. | Ms. Shruti .U. Desai | Sr. Administrative Officer |

Leave of Absence was granted to the following member:

- 1) C.A. Prof. Ravindra Bambardekar- Expert on Quality Management
- 2) Mr.Vinay Petkar Expert from industry

The Meeting was chaired by the Principal Dr. Mrs. A.K. Ranade.

At the Outset of the meeting IQAC Coordinator Mr. B.T. Shirsath welcomed the Chairperson of the meeting, Principal Dr. Mrs. A.K. Ranade and all the members of Internal Quality Assurance Cell of the College, then Coordinator briefed all the present members about the agenda of the meeting.

IQAC members, after exchange of ideas and thoughts made the following resolutions:

Agenda Item 1: To review and confirm the minutes of the last meeting

The IQAC coordinator read minutes of earlier meetings and the minutes were reviewed and approved by the members.

Agenda Item 2: Discussion on revised framework of NAAC assessment

Resolution: Criterion wise meetings of Core Committees are to be conducted to understand the NAAC expectations from HEI under revised framework of assessment.

Proposed by: Mr. B. T. Shirsath

Seconded by: Mr. K. P. Phalak

Agenda Item 3: College with Potential for excellence Scheme of UGC.

Resolution: For Strengthening of Academic programmes & College infrastructure, A proposal of CPE scheme is to be forwarded to the UGC.

Proposed by: Dr. B.T.Mukherjee

Seconded by: Principal Dr. A. K. Ranade

Agenda Item 4: Orientation on Relationship issues for first year students.

Resolution: Counseling session for all first year students on “**Relationship issues between girls and boys**” is to be arranged with the help of counseling Cell of the College.

Proposed by: Mr. B.T. Shirsath

Seconded by: Mrs. N. Salagare

Agenda Item 5: Pre-Placement Training Programme for final year students.

Resolution: To increase the placement rate, pre-placement training to is be provided to final year students in Collaboration with the Technoserve.

Proposed by: Dr. S.S.Mahajan

Seconded by: Mr. B.T. Shirsath

Agenda Item 6: New academic programmes

Resolution: Considering students demand and recommendation of NAAC peer team, proposals for M.A. in English, M.A. in History, Bachelor in Mass Media and additional division of B.Com. in Accounting and Finance to be send to the University of Mumbai.

Proposed by: Principal Dr. A. K. Ranade

Seconded by: Vice Principal, B.T. Shirsath

Agenda Item 7: Other relevant issue

Resolution: A seminar on “How to manage Risk in Career” is to be arranged for final year students.

Proposed by: Principal Dr. A. K. Ranade

Seconded by: Mr. G. B. Sangle

The vote of thanks was proposed by the coordinator.

Sd/-

IQAC

Coordinator

B.T. Shirsath

Sd/-

PRINCIPAL

Dr. A.K. Ranade

Compliance Report

In order to implement the resolutions made in the IQAC meeting, which was held on 21st June, 2018, following efforts were taken.

| Sr. No. | Resolution | Action Taken/Compliance |
|---------|--|--|
| 1. | Criterion wise meetings of Core Committees are to be conducted to understand the NAAC expectations from HEI under revised framework of assessment. | Criterion wise meetings of Core Committees were conducted in the month of August/September to understand NAAC Expectations under RAF and to design strategies accordingly. |
| 2. | For Strengthening of Academic programmes & College infrastructure, A proposal of CPE scheme is to be forwarded to the UGC. | A proposal of CPE scheme was forwarded to the University of Mumbai on 31 st August, 2018 |
| 3. | Counseling session for all first year students on “ Relationship issues between girls and boys ” is to be arranged with the help of counseling Cell of the College. | Mrs. Kavita Joshi, the head of the Counseling Cell, conducted 16 sessions for the F.Y. students on “ Relationship issues between girls and boys ” between 24 th September, 2018 to 08 th October, 2018. |
| 4. | To increase the placement rate, pre-placement training is to be provided to the final year students in Collaboration with the Technoserve | College signed MOU with Technoserve, a US Based NGO and provided pre placement training to 121 students of final year. |
| 5. | A seminar on “How to manage Risk in Career” is to be arranged for final year students. | A seminar on “ How to manage Risk in Career ” was organized by the IQAC & the Placement Cell of the college on 04 th October, 2018 for the final year students of B.Com, B.Com (A&F), B.Com (B&I). |
| 6 | Considering students demand and recommendation of NAAC peer team, proposals for M.A. in English, M.A. in History, Bachelor in Mass Media and additional division of B.Com. in Accounting and Finance to be send to the University of Mumbai. | Proposals for M.A. in English, M.A. in History, Bachelor in Mass Media and additional division of B.Com. in Accounting and Finance were submitted to the University of Mumbai 28 th Sept 2018. |

Sd/-
IQAC Coordinator
B.T. Shirsath

Sd/-
PRINCIPAL
Dr. A.K. Ranade

Dombivli Shikshan Prasarak Mandal's

K.V. Pendharkar College of Arts, Science and Commerce

Date: 26th November, 2018

NOTICE

IQAC

A meeting of Internal Quality Assurance Cell members is arranged on Thursday i.e. 29th November, 2018 at 11.30 a.m. in the IQAC office of the College. All the members are requested to attend the same.

Agenda of the meeting:

- 1) To review and confirm the minutes of the last meeting.
- 2) AQAR 2017-18
- 3) Switching over to online feedback process.
- 4) Scheduling the Students feedback
- 5) Session on IPR
- 6) Professional development programme for teaching staff.
- 7) Any other relevant issues.

Sd/-

IQAC

Coordinator

B.T. Shirsath

Sd/-

PRINCIPAL

Dr.A.K.Ranade

Dombivli Shikshan Prasarak Mandal's

K.V. Pendharkar College, Dombivli (E)

Minutes of the IQAC meeting held on 29th November, 2018

Venue: IQAC Office

Time: 11.30 a.m.

Agenda of the meeting:

- 1) To review and confirm the minutes of the last meeting.
- 2) AQAR 2017-18
- 3) Switching over to online feedback process.
- 4) Scheduling the Students feedback
- 5) Session on IPR
- 6) Professional development programme for teaching staff.
- 7) Any other relevant issues.

Members Present:

| Sr. No. | Name of the Member | Designation |
|----------------|---|--------------------------------------|
| 1. | Principal Dr. A. K. Ranade | Chairperson |
| 2. | C.A. Prof. Ravindra Bambardekar | Expert on Quality Management |
| 3. | Senior Vice-Principal. Mr. K.P. Phalak | Member |
| 4. | Vice-Principal Dr. S.S. Mahajan | Member |
| 5. | Vice-Principal Mr. B.T. Shirsath | Coordinator(Member Secretary) |
| 6. | Dr B.T. Mukherjee | Member |
| 7. | Prof. G. B. Sangle | Member |
| 8. | Ms. Neha Salagare | Member |
| 9. | Ms. Shruti .U. Desai | Sr. Administrative Officer |

Leave of Absence was granted to the following member:

1) Mr. Vinay Petkar Expert from industry

The Meeting was chaired by the Principal Dr. Mrs. A.K. Ranade.

At the Outset of the meeting IQAC Coordinator Mr. B.T. Shirsath welcomed the Chairperson of the meeting, Principal Dr. Mrs. A.K. Ranade and all the members of Internal Quality Assurance Cell of the College, then Coordinator briefed all the present members about the agenda of the meeting.

IQAC members, after exchange of ideas and thoughts made the following resolutions:

Agenda Item 1: To review and confirm the minutes of the last meeting

The IQAC coordinator read minutes of earlier meetings and the minutes were reviewed and approved by the members.

Agenda Item 2: AQAR 2017-18

Resolution: AQAR for the year 2017-18 to be submitted to the NAAC in the last week of December, 2018 after reviewing it.

Proposed by: Mr. K.P. Phalak

Seconded by: Mr. G. B. Sangle

Agenda Item 3: Switching over to online feedback process

Resolution: For quick & effective feedback collection & analysis, a mobile app to be developed with the support of IT staff & students.

Proposed by: Dr. B.T. Mukherjee

Seconded by: Principal Dr. A.K. Ranade

Agenda Item 4: Scheduling the Students feedback

Resolution: Students feedback on Curriculum, teaching, infrastructure & learning resources of the college to be collected with the help of a mobile app in the first week of february,2019

Proposed by: Dr. S.S. Mahajan

Seconded by: Mr. B.T. Shirsath

Agenda Item 5: Session on IPR.

Resolution: To create awareness among the staff about protection of intellectual property rights a session on IPR is to be arranged.

Proposed by: Mr. B. T. Shirsath

Seconded by: Mrs. N. Salagare

Agenda Item 6: Professional development programme for the teaching staff.

Resolution: A special talk on “**The Process of Anti- Plagiarism**” under professional development programme is to be arranged by the IQAC

Proposed by: Principal Dr. A.K. Ranade

Seconded by: Mr. G.B. Sangle

Besides above points no other relevant issues were discussed.

The vote of thanks was proposed by the coordinator.

Sd/-

IQAC

Coordinator

B. T. Shirsath

Sd/-

PRINCIPAL

Dr. A.K. Ranade

Compliance Report

In order to implement the resolutions made in the IQAC meeting, which was held on 29th November, 2018, following efforts were taken.

| Sr. No. | Resolution | Action Taken/Compliance |
|---------|---|--|
| 1. | AQAR for the year 2017-18 to be submitted to the NAAC in the last week of December, 2018 after reviewing it. | AQAR for the year 2017-18 submitted to the NAAC on 24 th December, 2018 after reviewing it. |
| 2. | For quick & effective feedback collection & analysis a mobile app to be developed with the support of IT staff & students | IQAC of the College with the help of IT students developed a dedicated Mobile App to collect online feedback from the different stakeholders of the institution on different aspects of institutional functioning. |
| 3. | Students feedback on Curriculum, teaching, infrastructure & learning resources of the college to be collected with the help of a mobile app in the first week of February, 2019 | Students feedback on Curriculum, teaching, infrastructure & learning resources of the college was collected with the help of a mobile app in the first week of february,2019 |
| 4. | To create awareness among the staff about protection of intellectual property rights a session on IPR is to be arranged. | A seminar on “ Intellectual Property Rights ” was organized by the IQAC in collaboration with the Research Committee of the College on 22 nd April, 2019. Dr. Nazima Munshi from NMIMS oriented faculty members about IPR- Patenting and Copyrights. |
| 5. | A special talk on “ The Process of Anti-Plagiarism ” under professional development programme to be arranged by the IQAC | A special talk on “ The Process of Anti-Plagiarism ” under professional development programme was arranged by the IQAC on 24 th April, 2019. Dr. Allan D’souza, Vice- Principal, Guru Nanak Khalsa College sensitized faculty members about the grave issue of Plagiarism. |

Sd/-

IQAC

Coordinator

B. T. Shirsath

Sd/-

PRINCIPAL

Dr. A.K. Ranade

