

**Internal Quality Assurance Cell (IQAC)**

**- NOTICE -**

All the members of IQAC are informed that the meeting will be held on Thursday 22nd July 2020 at 10.00 a.m. in the IQAC Room. The agenda of the meeting, is as under:

- 1) Confirmation of the minutes of the last meeting.
- 2) Action Taken Report of the 2019-20.
- 3) Review of Admission Process.
- 4) Formation of various committees.
- 5) Formation of Academic Calendar.
- 6) Reform in Internal Evaluation System.
- 7) Proposed Plan of 2020-21
- 8) Any other issue with the permission of chairperson.

**IQAC-Coordinator**



**Principal**



**Dr. P. R. Shewale**  
**PRINCIPAL**  
**D. D. SHINDE SARKAR COLLEGE,**  
**KOLHAPUR.**

Date – 22/07/2020

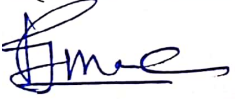
## Internal Quality Assurance Cell (IQAC)

### First Meeting Attendance

The following members of IQAC remained present for the meeting.

1. Principal Dr. P.R. Shewale – Chairperson
2. Shri. B.B. Jadhav – Administrative Officer
3. Dr. V.A. Sarang – Teacher
4. Dr. R.G. Korabu – Teacher
5. Asst. Prof. S.V. Mane – Teacher
6. Mrs. S.S. Toraskar – Librarian
7. Dr. V.S. Powar – Representative of Management
8. Shri. Prathamesh C. Shinde – Member from Local Society
9. Shri. Pratik Ghunkikar – Member of Alumni
10. Miss. Rawat Amruta Dattatray – Student Representative
11. Shri. Deepak Gurav – Industrialist
12. Dr. R.Y. Mane – IQAC Co-ordinator

IQAC Co-ordinator



Principal



Dr. P. R. Shewale  
PRINCIPAL  
D. D. SHINDE SARKAR COLLEGE,  
KOLHAPUR.

## Minutes of Meeting

### Motion No. 1: Confirmation of Last meeting.

IQAC Coordinator Dr. R. Y. Mane read the minutes of the last meeting held on 22<sup>nd</sup> July 2020. There was discussion and all the members confirmed the motion.

Vote: All in favour.

Resolved: Motion carried.

### Motion No. 2: Action Taken Report of the 2019-20.

The report was presented before the members of the committee. There was a discussion about sending IQA for the third cycle of accreditation. It was recommended to invite Dr. R.G. Korabu to assist to IQAC Committee. Then, the discussion was held about preparation of SSR.

Vote: All in favour.

Resolved: Motion carried.

### Motion No. 3: Reviews of Admission Process.

The admission committees were formed and responsibilities were set on the respective members for admissions of different classes. The HODs of the respective department shouldered responsibilities of ensuring admission in the department. Admission process is completed in the stipulated time and more than 85 percent admissions were done as per the guidelines of the Shivaji University and State Government of Maharashtra.

Vote: All in favour.

Resolved: Motion carried.

### Motion No. 4: Formation of various committees.

More than 30 committees along with statutory committees were formed for the smooth functioning of the businesses of the academic year 2020-21. The student representation is given in the statutory committees. The first person will be shouldered the responsibility as a chairman of the committee. In this meeting, the discussion was held on guidelines and functioning of the committee. All the members put forth their suggestions.

Vote: All in favour.

Resolved: Motion carried.

### Motion No. 5: Formation of Academic Calendar.

Academic calendar submitted by respective committees were introduced for the academic year and implementation of the same was sanctioned in the meeting. The committee members were congratulated for the designing academic diary and academic calendar with relevant theme.

Vote: All in favour.

Resolved: Motion carried.

### Motion No. 6: Reform in Internal Evaluation System.

In the wake of the Covid-19 pandemic, the internal evaluation committee decided that the evaluation process will be in online mode. It is decided that if there is no availability of internet connection, the students will report the internal evaluation committee and this process is treated as internal evaluation of student. The committee decided the responsibility of the reform of internal evaluation system shoulder to Dr. A.B. Patil and Prof. Dr. Kailas Ambulgekar.

Vote: All in favour.

Resolved: Motion carried.



Dr. P. R. Shewale  
PRINCIPAL  
D. D. SHINDE SARKAR COLLEGE,  
KOLHAPUR.

### Motion No. 7: Proposed plan of 2020-21

The IQAC coordinator, Prof.Dr.R.Y.Mane opened the proposed plan for discussion. After discussion, committee decided following programs to be organized in academic year 2020-21.

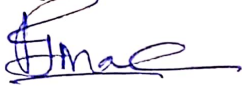
- 1) Organization of Conferences, Workshops and seminars.
- 2) Organization of extension and outreach activities on the behalf of NSS and NCC through collaboration.
- 3) Improvement in the administrative services through online mode.

The Chairmen of the committee Principal Dr.P.R.Shewale expressed that all the programs should be in tuned with the vision, mission and objectives of the Sanstha. Vote: All in favour.

Resolved: Motion carried.

As there was no other business, the meeting ended with Chairperson's permission. At the end Prof. Dr.R.Y.Mane expressed the vote of thanks.

IQAC-Coordinator



Principal



Dr. P. R. Shewale  
PRINCIPAL  
D. D. SHINDE SARKAR COLLEGE,  
KOLHAPUR.

**Internal Quality Assurance Cell (IQAC)**

**- NOTICE-**

All the members of IQAC are informed that the meeting will be held on Saturday 12th December 2020 at 11.00 a.m. in the IQAC Room. The meeting of the agenda is as below.

- 1) Confirmation of the minutes of the last meeting.
- 2) Action Taken Report of the last meeting
- 3) Review of the Online Teaching
- 4) Preparation of Academic and Administrative Audit (AAA)
- 5) Any other issue with the permission of chairperson.

IQAC-Coordinator



Principal



**Dr. P. R. Shewale**  
PRINCIPAL  
D. D. SHINDE SARKAR COLLEGE,  
KOLHAPUR.

Date – 12/12/2020

## Internal Quality Assurance Cell (IQAC)

### Second Meeting Attendance

The following members of IQAC remained present for the meeting.

The following members of IQAC remained present for the meeting.

- |                                  |   |                              |
|----------------------------------|---|------------------------------|
| 1. Principal Dr. P.R. Shewale    | – | Chairperson                  |
| 2. Shri. B.B. Jadhav             | – | Administrative Officer       |
| 3. Dr. V.A. Sarang               | – | Teacher                      |
| 4. Dr. R.G. Korabu               | – | Teacher                      |
| 5. Asst. Prof. S.V. Mane         | – | Teacher                      |
| 6. Mrs. S.S. Toraskar            | – | Librarian                    |
| 7. Dr. V.S. Powar                | – | Representative of Management |
| 8. Shri. Prathamesh C. Shinde    | – | Member from Local Society    |
| 9. Shri. Pratik Ghunkikar        | – | Member of Alumni             |
| 10. Miss. Rawat Amruta Dattatray | – | Student Representative       |
| 11. Shri. Deepak Gurav           | – | Industrialist                |
| 12. Dr. R.Y. Mane                | – | IQAC Co-ordinator            |

IQAC-Coordinator



Principal



**Dr. P. R. Shewale**  
PRINCIPAL  
D. D. SHINDE SARKAR COLLEGE,  
KOLHAPUR.

## Minutes of the Agenda

### Motion No. 1: Confirmation of Last meeting.

IQAC Coordinator Dr.R.Y.Mane read the minutes of the last meeting held on Thursday 02<sup>nd</sup> July 2020. There was discussion and all the members confirmed the motion.

Vote: All in favour.

Resolved: Motion carried.

### Motion No. 2: Action Taken Report of the last meeting

Dr.R.Y.Mane, IQAC Coordinator, pointed out that admission process was completed and he congratulated the committee members. He also pointed out that functional committees were formed and brought to the notice of staff members. He then pointed out that Academic Calendar was issued to each department. The process of Continuous Internal Evaluation (CIE) was also discussed. He brought to notice that examination reform was initiated in the wake of COVID-19 pandemic. He pointed out that the plan of activities is being executed properly.

Vote: All in favour.

Resolved: Motion carried.

### Motion No. 3: Review of the Online Teaching

The faculty members were informed to begin the online teaching-learning process. They made use of WhatsApp, Zoom, Google Meet in the teaching-learning process. Most of the students reported the problem of internet connectivity as major hurdle. Resource materials were provided. Most of the students had been participated and benefited by the online teaching.

Vote: All in favour.

Resolved: Motion carried.

### Motion No. 4: Preparation of Academic and Administrative Audit

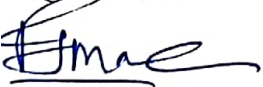
The committees for the purpose of Academic and Administrative Audit (AAA) of the college as per guidelines of the Shivaji University were formed. The review of IQAC work in this regard was taken. As the college is undergoing NAAC accreditation in the third cycle, it was decided to prepare for AAA seriously.

Vote: All in favour.

Resolved: Motion carried.

As there was no other business, the meeting ended with Chairman's permission. At the end Dr.R.G.Korabu expressed the vote of thanks.

IQAC-Coordinator



Principal



**Dr. P. R. Shewale**  
PRINCIPAL  
D. D. SHINDE SARKAR COLLEGE,  
KOLHAPUR.



**Internal Quality Assurance Cell (IQAC)**

**- NOTICE-**

**All the members of IQAC are informed that the meeting will be held on Thursday 08<sup>th</sup> April 2021 at 9.30 a.m. in the IQAC Room. The meeting agenda is as under...**

- 1) Confirmation of the minutes of the last meeting.
- 2) Action Taken Report of the last meeting
- 3) Review of Online Webinars conducted
- 4) Review of IQAC Initiatives.
- 5) Any other issue with the permission of chairperson.

**IQAC-Coordinator**



**Principal**



**Dr. P. R. Shewale  
PRINCIPAL  
D. D. SHINDE SARKAR COLLEGE,  
KOLHAPUR.**



Date: 08th April 2021

## Internal Quality Assurance Cell (IQAC)

### Second Meeting Attendance

The following members of IQAC remained present for the meeting.

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- |                                  |   |                                |
|----------------------------------|---|--------------------------------|
| 1. Principal Dr. P.R. Shewale    | – | Chairperson                    |
| 2. Shri. B.B. Jadhav             | – | Administrative Officer         |
| 3. Dr. V.A. Sarang               | – | Teacher                        |
| 4. Dr. R.G. Korabu               | – | Teacher                        |
| 5. Asst. Prof. S.V. Mane         | – | Teacher                        |
| 6. Mrs. S.S. Toraskar            | – | Librarian                      |
| 7. Dr. V.S. Powar                | – | – Representative of Management |
| 8. Shri. Prathamesh C. Shinde    | – | – Member from Local Society    |
| 9. Shri. Pratik Ghunkikar        | – | Member of Alumni               |
| 10. Miss. Rawat Amruta Dattatray | – | Student Representative         |
| 11. Shri. Deepak Gurav           | – | –Industrialist                 |
| 12. Dr. R.Y. Mane                | – | IQAC Co-ordinator              |

IQAC-Coordinator



Principal



Dr. P. R. Shewale  
PRINCIPAL  
D. D. SHINDE SARKAR COLLEGE,  
KOLHAPUR

## Minutes of Meeting

### Motion No. 1: Confirmation of Last meeting.

IQAC Coordinator Dr.R Y Mane read the minutes of the last meeting held on Saturday 12th December 2020. There was discussion and all the members confirmed the motion.

Vote: All in favour.

Resolved: Motion carried.

### Motion No. 2: Action Taken Report of the last meeting.

Dr.R Y Mane IQAC Coordinator, pointed out that the online teaching was done by the faculty members satisfactorily. As per the decision in the last meeting, online teaching was improved and it was implemented systematically with timetable issued in advance. The other measures such as video lectures, audio lessons and PDF file resources etc. were used to overcome the problems of connectivity. He also pointed out that as per plan Academic and Administrative Audit for the Academic Year 2018-2019 and 2019-2020 was completed by the external committee..

Vote: All in favour.

Resolved: Motion carried,

### Motion No. 3: Review of Online Webinars conducted.

In the period of COVID-19 pandemic, all academic businesses were completed in the online mode. It was pointed out that more than 50 webinars were organized by the college on varied themes of social and educational subjects of importance. Many stakeholders including students were immensely benefited by these webinars. It was agreed that the coordinators should be congratulated for successful organization of such webinars.

Vote: All in favour.

Resolved: Motion carried.


### Motion No. 4: Review of IQAC Initiatives.

IQAC contributed significantly for the development of the Institution in last few years. The Institution has taken a leap in the organization of diverse webinars and maintained the documents of the same properly. IQAC has successfully given a lead to the Institution on the path of progress. It was agreed that IQAC Coordinator to be congratulated for committed efforts.

Vote: All in favour.

Resolved: Motion carried.

As there was no other business, the meeting ended with Chairperson's permission. At the end Prof Swati Mane expressed the vote of thanks.

  
**Dr. P. R. Shewale**  
PRINCIPAL  
D. D. SHINDE SARKAR COLLEGE,  
KOLHAPUR.

