



ANEKANT EDUCATION SOCIETY'S
**JAYSINGPUR COLLEGE,
JAYSINGPUR**

INTERNAL QUALITY
ASSURANCE CELL
(IQAC)






**PROCEEDING BOOK
ACADEMIC YEAR
2020-2021**












Internal Quality Assurance Cell



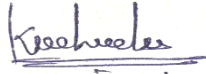



Meeting No. 1 (Planning Meeting)

1. **Name of the committee** : Internal Quality Assurance Cell
2. **Date** : Thursday, 16th July 2020
3. **Meeting No** : 01 (2020-2021)
4. **Meeting Time** : 11.30 a.m.
5. **Meeting Place** : Online (Zoom Platform)
6. **Chairman of the meeting** : Prin. Dr. R. R. Kumbhar
7. **Coordinator of the committee** : Dr. S. R. Sabale

The first meeting of the academic year 2020-21 of the members of the IQAC committee was held by online mode on Thursday, 16th July 2020 at 11.00 a.m. Following members were present in the meeting.

1	Prin. Dr. R. R. Kumbhar	Chairman	
2	Dr. S. R. Sabale	Coordinator	
3	Dr. P.P. Chikode	Co-coordinator	
4	Prin. Dr. D. G. Kanase	Advisor	
5	Dr. M. R. Akkole	Management	

6	Mr. A. S. Shriguppe	Management	
7	Mrs. V. V. Chougule	Member	
8	Mrs. S. R. Nakate	Member	
9	Mr. R. D. Shinde	Member	
10	Dr. T. G. Ghatage	Member	
11	Mr. G. H. Nikam	Member	
12	Dr. B. M. Sargar	Member	
13	Miss. V. B. Devkar	Member	
14	Shri S. D. Magdum (O.S.)	Member	
15	Dr. Atique Patel	Member	
16	Dr. Vikas Jadhav	Member	

17	Mr. Sarabjit Singh Ahuja	Member	
18	Mr. Abhijeet Bhandigare	Member	
19	Mr. Yogesh M. Kurundwade	Member	
20	Miss P. A. Umaje	Member	
21	Mr. Sandip Madake	Member	
22	Sou. Madhavi Sawant	Member	

Agenda:

- [1] To review and confirm the minutes of the previous meeting
- [2] To discuss on planning of IQAC activities for the academic year 2020-21
- [3] To review on the status of the courses run through Karmveer Koushalya Kendra
- [4] To discuss on Institutional Development Plan
- [5] To discuss on preparation of academic calendar for the year 2020-21
- [6] To prepare annual teaching plan of individual faculty
- [7] To discuss about submission of AQAR of the academic year 2019-20
- [8] To prepare blueprint of individual time-table for all faculties
- [9] To plan for the online teaching in the period of Covid pandemic.

- [10] To discuss on the planning of arrangement of CIE.
- [11] To discuss on diagnostic test for 1st year students
- [12] To discuss on the report of Green Audit
- [13] To discuss about the MOUs, Linkages and Collaboration with ATR
- [14] To discuss on formation of various statutory, non-statutory and admission committees
- [15] To discuss the appointments of teaching and non-teaching staff
- [16] Implementation of wall papers and organization of national level online conferences, webinars and workshops
- [17] To take review on the online conference and webinar on Agriculture and Education respectively held in the month of May.
- [18] To discuss about the feedback analysis
- [19] To discuss about the arrangement of NSS and NCC extension activities
- [20] To discuss about the internal and external audit for the year 2019-20
- [21] Discussion on the issues with the permission of Chairman

Resolutions:

Following points were discussed in the meeting

1. To review and confirm the minutes of the previous meeting

The minutes of the meeting held on 10th April 2019 were read by the IQAC coordinator. These minutes were confirmed by the committee.

2. To discuss on planning of IQAC activities for the academic year 2020-21

Planning on IQAC activities for the academic year 2020-21 on the following subjects has been done

3. To review on the status of the courses run through Karmveer Koushalya Kendra

Resolution: Total 22 skill based and 8 value-added courses were introduced out of which 19 skill based and 5 value-added courses were implemented in the academic year 2019-20 through Karmveer Koushalya Kendra under the directorship of Dr. S. A. Manjare. Around 40% students were successfully admitted and completed the said courses. It was also resolved that same courses will be continued.

4. To discuss on Institutional Development Plan

Resolution: Under the Coordinatorship of Dr. S. A. Manjare, Planning committee, it was resolved that the old canteen should be shifted to new constructed area. The review also taken on the Construction of chemistry laboratory, administrative block, new toilet blocks, mathematics and statistics department, physics dark room, audio/video recording room etc. It was resolved that renovation of the Automobile Workshop should be done.

5. To discuss on preparation of academic calendar for the year 2020-21

Resolution: It was resolved that, separate committee for the academic calendar headed by Dr. S. R. Sabale should be constituted. The committee should prepare the academic calendar incorporating all the details of IQAC meeting, remedial course, bridge course, CIA, organization of workshops and national conferences, celebration of various National days, birth and death anniversary celebration of national leaders along with internal exams, annual Sports and cultural programs etc.

6. To prepare annual teaching plan of each faculty

Resolution: It was decided to ask each department to prepare an annual teaching plan as per the IQAC suggestions and format.

7. To discuss about submission of AQAR of the academic year 2019-20

Resolution: The discussion was made on the issues related to the submission of AQARs of the academic year 2020-21. It was also decided to submit the AQAR in new format by online mode on the NAAC portal before the deadline.

8. To prepare blueprint of time-table for all faculty

Resolution: It was decided that the time table of all the classes with faculty wise should be prepared under the coordinator ship of Dr. Mrs. M. V. Kale.

9. To plan for the online teaching in the period of Covid pandemic

Resolution: Due to a global Covid 19 pandemic, it was mandatory to teach students online. In this situation various options for the online teaching modes such as Zoom, Google Meet and Youtube will be considered and unanimously decided to opt any of the online mode for the teaching by the all faculty members.

10. To discuss on the planning of arrangement of CIE

Resolution: It was resolved that the continuous internal assessment should be conducted through seminar, assignments, regular topic test, surprise tests etc. by online mode during Covid.

11. To discuss on diagnostic test for 1st year students

Resolution: it was resolved that the departments should be conduct the diagnostic test for all first-year students once the admission process will be

completed. As per the IQAC policies, slow and advanced learners were identified and further steps should be taken timely.

12. To discuss about green audit

Resolution: It was decided that the Institution should go for a green audit of the whole campus and Dr. S. R. Sabale, Dr. V. B. Deokar, Dr. R. S. Dhabbe, Dr. S. D. Umdale and Dr. S. R. Patil has given the responsibility to identify the procedure and authority for green audit. Dr. Vikas Jadhav from Archana Analytical Laboratory was given responsibility of green audit.

13. To discuss about the MoUs, Linkages and Collaboration

Resolution: The review on present MoUs, linkages and collaborations has been done and it is decided to ask each department to submit the action taken report with respect to their linkages and collaborations. Each department will be instructed to add new MoUs, collaborations and linkages with various industries and institutions.

14. To discuss on formation of various statutory, non-statutory and admission committees

Resolution: The discussion on formation of various statutory and non-statutory committees has been done. It was also discussed that the admission committee should be formatted faculty wise and this responsibility should be given to all vice principals.

15. To discuss the appointments of teaching and non-teaching staff

Resolution: The appointment of supporting teaching and non-teaching staff for the academic year 2020-21 was considered. Appointment of teaching staff will be done according to the rules and regulations of Government of Maharashtra while

appointment of non-grantable post will be done as per the discussions with the management.

16. Effective implementation of wall papers and organization of national level conferences and workshops

Resolution: It was resolved to motivate the departments to organize workshops, conferences and seminars on various topics. It is also motivated to display wall papers prepared by students, organization of elocution, essay competitions one the Government will allow offline mode of teaching.

17. To take review on the online conference and webinar on Agriculture and Education respectively held in the month of May.

Resolution: One national multilingual conference on Agriculture and one national multilingual webinar on education was arranged through online mode. The reports were read in the meeting and resolved to congratulate all organizing committee for successful completion of these events.

18. To discuss about the feedback Analysis

Resolution: IQAC has discussed on the analysis of feedback taken from the all stakeholders and resolved all issues raised in the feedback.

19. To discuss about the arrangement of NSS and NCC extension activities

Resolution: It was decided to inform the NSS and NCC departments to prepare videos for the awareness of Covid-19 pandemic and preventive measures. It is also resolved to instruct NSS and NCC students to post all such videos on College YouTube channel.

20. To discuss about the internal and external audit for the year 2019-20

Resolution: The review on report of internal and external audit for the academic year 2019-20 has been taken and the issues have been resolved.

21. Discussion on the issues with the permission of Chairman

Purchase committee






Resolution: It was decided to take the subscription for Zoom App for online webinars and conferences. The purchase committee should be formatted as per the guidelines for the purchase of chemicals, glassware, stationery, sports equipment etc.












Finally, the meeting was concluded with the vote of thanks by IQAC coordinator with permission of the Chairman.



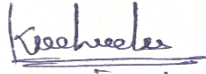



Meeting No. 2 (Terminal Review Meeting)

1. **Name of the committee** : Internal Quality Assurance Cell
2. **Date** : Tuesday, 24th November 2020
3. **Meeting No.** : 02 (2020-21)
4. **Meeting Time** : 11.00 a.m.
5. **Meeting Place** : IQAC room
6. **Chairman of the meeting** : Prin. Dr. R. R. Kumbhar
7. **Coordinator of the committee** : Dr. S. R. Sabale

The second meeting of the members of the IQAC committee was held in the IQAC Room on Tuesday, 24th November 2020 at 11.00 a.m. Following members were present in the meeting.

1	Prin. Dr. R. R. Kumbhar	Chairman	
2	Dr. S. R. Sabale	Coordinator	
3	Dr. P.P. Chikode	Co-coordinator	
4	Prin. Dr. D. G. Kanase	Advisor	
5	Dr. M. R. Akkole	Management	

6	Mr. A. S. Shriguppe	Management	
7	Mrs. V. V. Chougule	Member	
8	Mrs. S. R. Nakate	Member	
9	Mr. R. D. Shinde	Member	
10	Dr. T. G. Ghatage	Member	
11	Mr. G. H. Nikam	Member	
12	Dr. B. M. Sargar	Member	
13	Miss. V. B. Devkar	Member	
14	Shri S. D. Magdum (O.S.)	Member	
15	Dr. Atique Patel	Member	
16	Dr. Vikas Jadhav	Member	

17	Mr. Sarabjit Singh Ahuja	Member	
18	Mr. Abhijeet Bhandigare	Member	
19	Mr. Yogesh M. Kurundwade	Member	
20	Miss P. A. Umaje	Member	
21	Mr. Sandip Madake	Member	
22	Sou. Madhavi Sawant	Member	

Agenda:

- [1] To review and confirm the minutes of the previous meeting
- [2] To review on the status of the AQAR and discussion on SSR submission.
- [3] To take a review of Research Committee
- [4] To motivate the faculties for workshop, seminars, symposia, conferences, orientation programs and FDP online mode.
- [5] To review on the webinars organized by various Departments.
- [6] To take Review on Online teaching.
- [7] To depute the faculties for exam and assessment work

- [8] To review on online examination arranged by University.
- [9] To discuss regarding printing of journals (Printing and Publishing Department)
- [10] To discuss on the installation of Sanitary pad vending machine and incineration unit.
- [11] Discussion on the issues with the permission of Chairman

Resolutions:

- [1] The minutes of the previous meeting were read and confirmation was given unanimously by all the members.
- [2] Dr. S. R. Sabale has given the review of the submission of AQAR for the academic year 2019-20. He also informed that the AQAR has been accepted by NAAC. Furthermore it was resolved that, the SSR should be submitted before validity.
- [3] The review of the reports of MRP sanctioned during the last academic year has been taken. It was also decided that to call proposals the present academic year.
- [4] Teaching faculties should be motivated to participate in workshop, seminars, and symposia, conferences, orientation programs and FDP by online mode.
- [5] The review has been taken on the webinars organized by online mode. It was decided to congratulate all the organizing committees for successful arrangement of 12 webinars.
- [6] The review of online teaching was taken and it was found that about 50% students were able to participate in the online lectures. It was decided to send the reports to the Joint Director, Higher Education, Kolhapur.
- [7] The faculty members were deputed for the evaluation, practical exam work of University as per the Shivaji University guidelines.






- [8] The directions were given to prepare program for internal and external exams as well as deputation of supervisors for semester exams. Dr. S. A. Manjare was appointed as COE.
- [9] It was resolved that the journals required for the all departments will be printed in the Anekant printing press of the college.
- [10] Taking into the consideration of hygiene of girl students, it was suggested to install Sanitary pad vending machine and incineration unit for the disposal of pads.







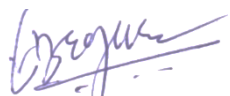




The meeting was concluded with the vote of thanks by IQAC coordinator with the permission of Chaiman.



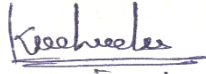



Meeting No. 3 (Plan Modification Meeting)

1. Name of the committee : Internal Quality Assurance Cell
2. Date : Saturday, 20th February 2021.
3. Meeting No : 03 (2020-21)
4. Meeting Time : 12.30 pm
5. Meeting Place : IQAC room
6. Chairman of the meeting : Prin. Dr. R. R. Kumbhar
7. Coordinator of the committee : Dr. S. R. Sabale

The third meeting of the members of the IQAC committee was held in the IQAC Room on Saturday, 20th February 2021 at 12.30 p.m. Following members were present in the meeting.

1	Prin. Dr. R. R. Kumbhar	Chairman	
2	Dr. S. R. Sabale	Coordinator	
3	Dr. P.P. Chikode	Co-coordinator	
4	Prin. Dr. D. G. Kanase	Advisor	
5	Dr. M. R. Akkole	Management	

6	Mr. A. S. Shriguppe	Management	
7	Mrs. V. V. Chougule	Member	
8	Mrs. S. R. Nakate	Member	
9	Mr. R. D. Shinde	Member	
10	Dr. T. G. Ghatage	Member	
11	Mr. G. H. Nikam	Member	
12	Dr. B. M. Sargar	Member	
13	Miss. V. B. Devkar	Member	
14	Shri S. D. Magdum (O.S.)	Member	
15	Dr. Atique Patel	Member	
16	Dr. Vikas Jadhav	Member	

17	Mr. Sarabjit Singh Ahuja	Member	
18	Mr. Abhijeet Bhandigare	Member	
19	Mr. Yogesh M. Kurundwade	Member	
20	Miss P. A. Umaje	Member	
21	Mr. Sandip Madake	Member	
22	Sou. Madhavi Sawant	Member	

Agenda:

- [1] To review and confirm the minutes of the previous meeting
- [2] To take review on documentation and SSR preparation.
- [3] To take survey of campus for green audit
- [4] To discuss about the arrangement of alumni meet
- [5] To discuss about arrangement of Science Festival, Rangoli Competition and intra college poster presentation.
- [6] To organize gender promotion programs
- [7] To take a review on the NIRF and MIS reports
- [8] To discuss on planning of AAA

- [9] To take review on newly installed solar panels
- [10] Discussion on the issues with the permission of Chairman

Resolutions:

- [1] The minutes of the previous meeting were read and confirmation was given unanimously.
- [2] The review was taken on the preparation and documentation of SSR. It was also decided that IQAC Coordinator and all criteria conveners should arrange a presentation for teaching, nonteaching staff and management. It was also decided to submit IIQA in the first week of March 2021.
- [3] The Green Audit report was prepared and the review has been taken.
- [4] It was resolved that alumni meets should be arranged with the coordination of Alumni Association.
- [5] It was decided to celebrate Science Day with the key programs like poster presentation, Rangoli and Model Presentation along with the arrangement of Women Science Congress.
- [6] It was decided to organize the different gender promotion programs.
- [7] The review on the report of NIRF and MIS was taken.
- [8] It was decided to prepare AAA reports and organize expert committee for review.
- [9] The review was taken on the newly installed 40kw solar panels. The information has been received that the electricity bill is reduced to approximately 92%.
- [10] Discussion on the issues with the permission of Chairman

A. It was decided to make an arrangement of the financial need to submit the IIQA and SSR.

B. It was also resolved that all necessary requirements for NAAC will be arranged on the priority basis

There was no other issue/agenda hence the meeting was concluded with the vote of thanks by IQAC coordinator.


IQAC - Coordinator
Jaysingpur College, Jaysingpur




Principal
PRINCIPAL
Jaysingpur College, Jaysingpur