

Konkan Education Society's
Dr. C. D. Deshmukh Commerce & Sau. K. G. Tamhane Arts College,
Roha, Dist. Raigad – 402 109

Minutes of IQAC Meetings and Action Taken Report (ATR)

MINUTES OF IQAC MEETINGS (2018-19)

IQAC- Meeting held on 20.06.2018

Place: CDCC-Roha

The meeting of Internal Quality Assurance Cell was called on 20.06.2018 at 11.30 am. All the members were requested through notice of the meeting to attend the meeting and following agenda was placed and discussed in the meeting.

Agenda

1. Finalization of the minutes of the last meeting.
2. Preparation and compilation of AQAR.
3. Compilation of Academic Performance Indicator (API) of faculty.
4. Discussion of departmental needs and requirements.
5. Discussion on any other point rose with the permission of the Chairperson.

Following 11 members of IQAC were present in the meeting.

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|-----------------------------|---|---------------------------------|
| 1) Prin. Dr. Atul Salunkhe | – | Chairperson |
| 2) Adv. Hemant Gangal | – | Management Representative |
| 3) Dr. Deepak Raverkar | - | Teacher |
| 4) Mr. Shatrughana Lohakare | – | Teacher |
| 5) Mr. Tulshidas Mokal | – | Teacher |
| 6) Mr. Anil Shinde | – | Teacher |
| 7) Mrs. Seema Bhosale | – | Teacher |
| 8) Mr. Amit Athavale | – | Representative of Local Society |
| 9) Miss. Anjali Modi | - | Student |
| 10) Mr. Akshya Vaidya | - | Student |
| 11) Dr. Samrat Jadhav | – | Coordinator of IQAC |


The members present in the meeting have shown active participation in healthy discussion and constructive suggestions. The meeting unanimously passed the following resolutions.

Resolutions

1. It was resolved that the minutes of the preceding meeting be finalized.
2. It was resolved that the AQAR of last academic year (2018-19) be prepared and to be submitted before deadline given by NAAC.
3. It was resolved that all the teachers should be intimated to prepare their API and submit to the IQAC for verification.
4. It was resolved that all academic department should conduct curricular and co-curricular activities regularly as per their own planning.
5. It was resolved that a training workshop to be conducted in coming month on New NAAC Criteria.

The meeting was ended with the votes of thanks by Dr. Samrat Jadhav to all present members of IQAC.




Dr. Atul H. Salunkhe
Principal
K.E.S. Dr.C.D.Deshmukh
Comm. & Sau. K.G.T Arts
College, Roha - Raigad

IQAC- Meeting held on 15.12.2018

Place: CDCC-Roha

The meeting of Internal Quality Assurance Cell was called on 15.12.2018 at 11.30 am. All the members were requested through notice of the meeting to attend the meeting and following agenda was placed and discussed in the meeting.

Agenda

1. Finalization of the minutes of the last meeting.
2. Discussion on Mentor-Mentee System
3. Discussion on any other point rose with the permission of the Chairperson.

All members of IQAC were present in the meeting.

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|-----------------------------|---|---------------------------------|
| 1) Prin. Dr. Atul Salunkhe | – | Chairperson |
| 2) Adv. Hemant Gangal | – | Management Representative |
| 3) Dr. Kamlakar Kamble | - | Teacher |
| 4) Mr. Shatrughana Lohakare | – | Teacher |
| 5) Mr. Tulshidas Mokal | – | Teacher |
| 6) Mr. Anil Shinde | – | Teacher |
| 7) Mrs. Seema Bhosale | – | Teacher |
| 8) Mr. Amit Athavale | – | Representative of Local Society |
| 9) Mr. Bapu Joshi | - | Representative from Industry |
| 10) Mr. Shekhar Joshi | - | Alumni |
| 11) Miss. Anjali Modi | - | Student |
| 12) Mr. Akshya Vaidya | - | Student |
| 13) Dr. Samrat Jadhav | – | Coordinator of IQAC |

The members present in the meeting have shown active participation in healthy discussion and constructive suggestions. The meeting unanimously passed the following resolutions.



Resolutions

- 1) It was resolved that the minutes of the preceding meeting be finalized.
- 2) It was resolved that from next academic year i.e. from 2019-20 mentor-mentee system is to be implemented.
- 3) It was resolved that Dr. Samrat Jadhav should design record format as documentary evidence of this system.
- 4) It was resolved that HODs of all academic departments are to allocate students subject-wise or class-wise or adopting the system of class teacher whichever is suitable as per manpower of that respective department.

Since, there was no other point raised in the meeting, the meeting was ended with the votes of thanks by Dr. Samrat Jadhav to all IQAC members.



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Dr. Atul H. Salunkhe

Principal

K.E.S. Dr.C.D.Deshmukh
Comm. & Sau. K.G.T Arts
College, Roha - Raigad

IQAC- Meeting held on 04.04.2019

Place: CDCC-Roha

The meeting of Internal Quality Assurance Cell was called on 04.04.2019 at 11.30 am. All the members were requested through notice of the meeting to attend the meeting and following agenda was placed and discussed in the meeting.

Agenda

1. Finalization of the minutes of the last meeting.
2. Analysis and interpretations of feedback forms collected from stakeholders.
3. Review of activities conducted during the year 2018-19
4. Committee Reconstruction and Preparation of Prospectus for 2019-20.
5. Discussion on any other point rose with the permission of the Chairperson.

Following ten members of IQAC were present in this meeting.

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|-----------------------------|---|---------------------------------|
| 1) Prin. Dr. Atul Salunkhe | – | Chairperson |
| 2) Dr. Kamlakar Kamble | - | Teacher |
| 3) Mr. Shatrughana Lohakare | – | Teacher |
| 4) Mr. Tulshidas Mokal | – | Teacher |
| 5) Mr. Anil Shinde | – | Teacher |
| 6) Mrs. Seema Bhosale | – | Teacher |
| 7) Mr. Amit Athavale | – | Representative of Local Society |
| 8) Mr. Shekhar Joshi | - | Alumni |
| 9) Mr. Akshya Vaidya | - | Student |
| 10) Dr. Samrat Jadhav | – | Coordinator of IQAC |

The members present in the meeting have shown active participation in healthy discussion and constructive suggestions. The meeting unanimously passed the following resolutions.



Resolutions

- 1) It was resolved that the minutes of the preceding meeting be finalized.
- 2) It was resolved that feedback analysis and interpretation to be completed and to be forwarded to the Principal.
- 3) It was resolved that activities conducted during the year 2018-19 are to be broadly reviewed in form of short summary PPT.
- 4) It was resolved that wherever required committees to be restructured or reconstructed and to be published in Prospectus for 2019-20.

The meeting was ended with the votes of thanks by Dr. Samrat Jadhav to all IQAC members.



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Dr. Atul H. Salunkhe

Principal

K.E.S. Dr.C.D.Deshmukh
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Minutes IQAC Meetings and Action Taken Reports (ATRs)

ACTION TAKEN REPORT (2018-19)

IQAC- Meeting held on 20.06.2018

Following actions were taken on the resolutions passed in IQAC meeting held on 20th June, 2018.

1. The work of compilation of AQAR of last academic year (2017-18) is distributed among teacher members of IQAC.
2. All teachers have prepared their API and submitted to the IQAC for verification.
3. All academic departments were asked to submit activity report in prescribed format of all activities conducted at their department.
4. A training workshop was planned on Revised New NAAC Criteria on 17th July, 2018 (Tentative Date)

IQAC- Meeting held on 15.12.2018

Following actions were taken on the resolutions passed in IQAC meeting held on 15th Dec., 2018.

- 1) Accepted and implemented mentor-mentee system from 2019-20.
- 2) Dr. Samrat Jadhav has designed record documents for mentor-mentee system.
- 3) Authorised all HODs of all academic departments for allocating their students subject-wise or class-wise or adopting the system of class teacher whichever is suitable as per manpower of that respective department.
- 4) It was planned to distribute and collect students' satisfaction survey printouts for current year - 2018-19 in the month – February, 2019.



IQAC- Meeting held on 04.04.2019

Following actions were taken on the resolutions passed in IQAC meeting held on 4th April, 2019.

- 1) Feedback analysis and interpretation is completed and then the feedback copies were forwarded to the Principal for further action.
- 2) All activities conducted by departments, committees and cells during the year 2018-19 are reviewed and summarised.
- 3) Made few changes required in Prospectus for 2019-20.



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Dr. Atul H. Salunkhe

Principal

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