

**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 (2019-20)**

**IQAC- Meeting held on 11.06.2019**

**Place: CDCC-Roha**

The meeting of Internal Quality Assurance Cell was called on 11.06.2019 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. Discussion on departmental planning.
3. Discussion on Commerce Department Workload.
4. Discussion on any other point rose with the permission of the Chairperson.

Following all members of IQAC were present in the meeting.

- |                             |   |                                 |
|-----------------------------|---|---------------------------------|
| 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. Babu Joshi           | - | Representative from Industry    |
| 10) Mr. Shekhar Joshi       | - | Alumni                          |
| 11) Miss. Anjali Modi       | - | Student                         |
| 12) Mr. Akshay 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.


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

### **Resolutions**

1. It was resolved that departments should continue the short term courses in Yoga and EXIM procedure.
2. It was decided that department-wise participation in Avishkar Research should be encouraged.
3. It was resolved that Commerce Department Workload should be shared between existing teachers in department of commerce and accountancy.
4. It was resolved that teachers should developed their own notes in various forms.

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



  
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 20.08.2019**

**Place: CDCC-Roha**

The meeting of Internal Quality Assurance Cell was called on 20.08.2019 at 12.00 pm. 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 PG Projects and Avishkar Research Project participation
3. Discussion on any other point rose with the permission of the Chairperson.

Following ten members of IQAC were present in the meeting.

- |                             |   |                                 |
|-----------------------------|---|---------------------------------|
| 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) Miss. Anjali Modi        | - | Student                         |
| 9) Mr. Akshay 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 projects based on primary data should be allocated to students of post-graduation.
- 3) It was resolved that a workshop on Avishkar Research is to be organized
- 4) It was resolved that Research Cell should take initiatives in maintaining good research standard

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



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

The meeting of Internal Quality Assurance Cell was called on 12.10.2019 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. Discussion and Planning on Annual Gathering and Residential Camp
3. Presentation on AQAR New format
4. Discussion on new development in college infrastructure.
5. Discussion on any other point rose with the permission of the Chairperson.

All members of IQAC were present in the meeting.

- |                             |   |                                 |
|-----------------------------|---|---------------------------------|
| 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. Babu Joshi           | - | Representative from Industry    |
| 10) Mr. Shekhar Joshi       | - | Alumni                          |
| 11) Miss. Anjali Modi       | - | Student                         |
| 12) Mr. Akshay 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 Sport and Cultural Committees should prepare detail plan for current year's Annual Gathering.
- 3) It was resolved that NSS Unit should give special attention on students' health in Residential Camp along with all other essential activities.
- 4) It was resolved that as per new format of AQAR documentary records compiled by each responsible teacher.
- 5) It was resolved that Media Room is to be developed and IQAC Room is to be renovated.

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



  
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Principal  
K.E.S. Dr.C.D. Deshmukh  
Comm. & Sau. K.G.T Arts  
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## **IQAC- Meeting held on 18.11.2019**

**Place: CDCC-Roha**

The meeting of Internal Quality Assurance Cell was called on 18.11.2019 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. Discussion on First Half performance of students in examination.
3. Discussion on implemented system of mentor and mentee.
4. Discussion on any other point rose with the permission of the Chairperson.

Following twelve members of IQAC were present in this meeting.

- |                             |   |                                 |
|-----------------------------|---|---------------------------------|
| 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. Bapu Joshi           | - | Representative from Industry    |
| 9) Mr. Shekhar Joshi        | - | Alumni                          |
| 10) Miss. Anjali Modi       | - | Student                         |
| 11) Mr. Akshay Vaidya       | - | Student                         |
| 12) Dr. Samrat Jadhav       | – | Coordinator of IQAC             |

The Prin. Dr. Atul Salunkhe congratulate all teachers for proper and effective implementation of Mentor-Mentee System. 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 modern teaching aids should be rigorously used in teaching learning process.
- 3) It was resolved that mentors i.e. teacher should maintained proper record of the mentor-mentee system implemented
- 4) It was resolved that teacher should prepare the Academic and Research Assessment Report as per new guidelines given in GR of Maharashtra Government 2019.

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



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



The meeting of Internal Quality Assurance Cell was called on 04.03.2020 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 students.
- 3) Discussion on Preparation of Prospectus for 2020-21
- 4) Discussion on any other point rose with the permission of the Chairperson.

Following eleven members of IQAC were present in this meeting.

- |                             |   |                                 |
|-----------------------------|---|---------------------------------|
| 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. Bapu Joshi           | - | Representative from Industry    |
| 9. Mr. Shekhar Joshi        | - | Alumni                          |
| 10. Mr. Akshay 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 feedback analysis and interpretation to be completed and to be forwarded to the Principal.
3. It was resolved that activities conducted during the year 2019-20 are to be broadly reviewed and summarized in text form.
4. It was resolved that wherever required committees to be restructured or reconstructed and Prospectus for 2020-21 to be prepared.

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

**Minutes IQAC Meetings and Action Taken Reports (ATRs)**

**ACTION TAKEN REPORT (2019-20)**

**IQAC- Meeting held on 11.06.2019**

Following actions were taken on the resolutions passed in IQAC meeting held on 11<sup>th</sup> June, 2019.

1. Short term courses started in Yoga and EXIM procedure.
2. One student participated in Avishkar Research and won First Rank in District Level competition.
3. Extra workload in Commerce Department is shared by Dr. Kamlakar Kamble and Dr. Samrat Jadhav
4. Teachers have developed their own notes in their respective subjects.

**IQAC- Meeting held on 20.08.2019**

Following actions were taken on the resolutions passed in IQAC meeting held on 20<sup>th</sup> August, 2019.

- 1) Maximum number of projects given to PG students are based on primary data.
- 2) A workshop on Avishkar Research is conducted.
- 3) Research Cell have organized workshop on Research Methods for PG students.

**IQAC- Meeting held on 12.10.2019**

Following actions were taken on the resolutions passed in IQAC meeting held on 12<sup>th</sup> Oct., 2019.

- 1) Conducted Sport and Cultural events with well-planned schedule.
- 2) IQAC Room is partially renovated.



### **IQAC- Meeting held on 18.11.2019**

Following actions were taken on the resolutions passed in IQAC meeting held on 18<sup>th</sup> Nov., 2019.


- 1) Student friendly and student centric modern methods of teaching and various teaching aids are used in teaching learning process.
- 2) Proper record of the mentor-mentee system is maintained by all teachers.
- 3) Conducted guidance lecture on how to prepare Academic and Research Assessment Report as per new guidelines given in GR of Maharashtra Government 2019.

### **IQAC- Meeting held on 04.03.2020**

Following actions were taken on the resolutions passed in IQAC meeting held on 4<sup>th</sup> March, 2020.

1. Feedback analysis and interpretation is completed and to be forwarded to the Principal for further actions.
2. It was resolved that activities conducted during the year 2019-20 are to be broadly reviewed and summarized in text form.
3. It was resolved that wherever required committees to be restructured or reconstructed and Prospectus for 2020-21 to be prepared.



  
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**Principal**  
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