



## Internal Quality Assurance Cell

### Proceeding of the meeting

Held on 19/7/2018

At the outset Dr. A. J. Khandagale, Co-Ordinator (IQAC) welcomed the Chairperson (IQAC), Dr. M. G. Chaskar and members of the Internal Quality Assurance Cell (IQAC).

Dr. M.G.Chaskar, Chairperson (IQAC) in his introductory remarks appreciated the efforts being made by the members of IQAC and the decisions taken in the last meeting held on 10/4/2018 of IQAC and the activities during the last year.

The steps taken by the institute towards quality assurance are mentioned below.

#### **Agenda No. 1: Approval of the previous meeting minutes held on 10/4/2018.**

The minutes of the previous meetings were read out by the Dr. A .J. Khandagle, Coordinator IQAC. As decided in the previous meeting, all agenda items were discussed and the action taken plan was presented.

**Decision:** IQAC discussed and approved the minutes of meeting and Action Taken report held on 10/4/2018.

Proposed by: Dr. Dhumal M.K.

Seconded by: Dr. Tambade P.S.

#### **Agenda 2: Academic Planning and starting of new courses and research centres in Academic year 2018-19.**

The members discussed academic plan such as time-table, work load distribution, teaching diary, exam schedules and schedule for curricular and co-curricular activities. Cross-cutting issues should be addressed through the curricular and co-curricular activities.

The college proposed to start M.Phil. in Physics and Ph.D in Chemistry.

B.Voc. degree programs in Automotive electronics and Interior Designing are proposed to be started in academic year 2018-19 and for these proposal is already submitted to UGC.

**Decision:** The members approved the implementation of the regular methods such as time-table, work load distribution, teaching diary, exam schedules and schedule for curricular and co-curricular activities. IQAC members anonymously decided to implement curricular activities and co-curricular activities according to Outcome Based Education.

The IQAC approved to start additional two B.Voc programs in Automotive electronics and Interior Designing after UGC permission.

The IQAC also approved to start M.Phil. in Physics and PhD in Chemistry with the permission from Savitribai Phule Pune University.

Proposed by Dr. A. J. Khandagale

Seconded by: Dr. N.R. Dangat



**Agenda 3: To make virtual Lab available for undergraduate and postgraduate students of science and computer Science**

To provide remote-access to Labs in various disciplines of Science and Engineering, MHRD started an initiative through IITs and different other Universities. Aim of this initiative is that these Virtual Labs would cater to students at the undergraduate level, post graduate level as well as to research scholars. Dr. P. S. Tambade discussed the need of this for students of the college and advised that the college should give benefit of these virtual labs to the students.

**Decision:** The IQAC members anonymously decided that the facility of virtual lab be made available to the students. Dr. P. S. Tambade (Physics) and Dr. D. R. Shinde (Chemistry) has been given responsibility to apply for these to Amrita Vidyapeethm for registration of students and teachers. It was also decided that the college should provide internet connections and computer facility to every department. The IQAC also decided to make WI-FI facility available for students so that students may use this facility for virtual labs.

**Agenda 4: Apply for Local chapter of SWAYAM-NPTEL**

National Program on Technology Enhanced Learning (NPTEL) has been offering online certification for across engineering, humanities and science streams for more than a decade. Students and teachers of the college apply for these courses. To facilitate easy access, it is necessary that the college should be registered on SWAYAM-NPTEL portal so that students of the college should get benefit. Prof. Lakhdive S. G. discussed benefits of these courses for students and urged college to register as Local chapter.

**Decision:** The IQAC members anonymously decided that the facility of SWAYAM-NPTEL courses be made available to the students. The IQAC has given responsibility to Dr. Lalita V. Rane (Physics) to apply for the registration as Local chapter on SWAYAM-NPTEL portal. If college gets registration on this portal, the same should be brought to the students and teachers.

**Agenda 5: Organization of Conference and workshops in the college in the academic year 2018-19.**

For discussion among researchers, teachers, scholars and students it is necessary to have interactions among themselves. Dr. A. A. Natu discussed importance of organization of Conferences and workshops. The college has proposed to organize following conferences in the academic year 2018-19.

Advancing Entrepreneurship: Inspiring Young People, State Level Seminar	December 2018
16th International Interdisciplinary conference	February 2019
National Conference on Rashtriya Sangoshti "Hindi Kavita me Adhunik Bodh"	January 2019
International conference "New Frontiers in Environmental and allied Sciences"	February 2019

**Decision:** All the members of IQAC anonymously approved that the College should organize these four events in the before February 2019. IQAC decided to give responsibility to English Department to organize "16th International Interdisciplinary conference" while for International conference "New Frontiers in Environmental and allied Sciences" all science departments collectively will take responsibility. Principal of the College will be Convener and Dr. A. A. Shaikh is appointed as Co-ordinator for the International conference. IQAC coordinator is given responsibility to develop website for International Conference. Hindi department has been





allotted the responsibility of National Conference on Rashtriya Sangoshti "Hindi Kavita me Adhunik Bodh". All departments of B. Voc. have been given responsibility of Advancing Entrepreneurship: Inspiring Young People, State Level Seminar.

#### **Agenda 6: Organization of Hands on Training workshops for students**

The college is running DBT-Star college scheme successfully. The scheme is focused on developing interest about basic science amongst students. Dr. Morey R. A. discussed about academic activities such as guest lectures, workshops, additional practicals etc are to be organized in academic year 2018-19. She discussed importance of such activities in inspiring the students and encourage innovative thinking amongst them.

Following Hands on training workshops are proposed in the academic year 2018-19:

<b>Hands on Training workshop</b>	<b>Department</b>
Workshop on Remote sensing and GIS mapping	Botany
Workshop on Foldscope- uses and assembly	Zoology
Hand on training on Molecular Biology Techniques	Zoology
Hands on Training for LED bulb making	Physics
Workshop on Vermicomposting	Zoology
Hands on Training – Isolation of Mycorrhiza	Botany
Hands on Training on Instrumental methods of Analysis	Chemistry

The IQAC also proposed to organize “Winter School – Tools and techniques in plant science”.

**Decision:** The IQAC took the overview of the activities to be arranged under STAR scheme. The IQAC approved the list of training workshops proposed by DBT-STAR college committee as per the guidelines of the DBT. IQAC committee advised concerning departments to make these workshops as an academic success.

Proposed by: Dr. Morey R.A.

Seconded by: Dr. Natu A.A.

#### **Agenda 7: Strengthening of collaboration with research and academic institutes**

Collaboration for academic and cocurricular activities help to maintain the quality of education. Principal Dr. M. G. Chaskar discussed the need of such collaborations for quality improvement. The cluster of ideas and knowledge can easily increase through the collaboration for teaching and research. Promoting collaboration with institutes, universities, research organization helps in capacity building of various departments participating in the collaboration.

**Decision:** It was decided that the Principal and IQAC coordinator should identify the institutes and make necessary communications with them to sign MOU with organizations and institutes. Information about the MoU must be given to the PDEA and all other stakeholders.

Proposed by: Dr. Natu A.A.

Seconded by: Shri. Jadhav A.M.



**Agenda 8: Annual Quality Assurance Report of academic year 2017-18 and application for NAAC reaccreditation for cycle 3.**

Director (IQAC) informed the members that the Annual Quality Assurance Report (2017-18) of the college to be prepared and same to be submitted to National Accreditation Academic Council (NAAC), Bangalore.

IQAC Coordinator took the review of activities conducted during the academic year 2017-18 and which are the part of AQAR report.

The college to be get reaccredited in the year 2018-19.

**Decision:** The IQAC members anonymously approved the AQAR report for academic year 2017-18 with minor corrections. It was decided that IQAC coordinator should make necessary revisions in AQAR report submit to NAAC, Bangalore. The same must be uploaded on the college website.

The IQAC committee decided to make necessary planning for reaccreditation in in the year 2018-19. For this purpose, the IQAC should prepare Self Study Report and get it approved before submission.

Proposed by: Dr. Dhumal M.K.

Seconded by: Dr. Tambade P.S.

After the discussion on Agenda and decisions finally IQAC coordinator thanked all the members and the meeting was concluded.



  
**Co-Ordinator**  
Internal Quality Assurance Cell  
Prof. Ramkrishna More Arts, Commerce &  
Science College Akurdi, Pune-411 044

  
Signature  
**PRINCIPAL**  
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**Pune District Education Association's**

**PROF. RAMKRISHNA MORE ARTS, COMMERCE AND SCIENCE COLLEGE, AKURDI**

**IQAC meeting**

**Year 2018-19**

A Meeting of the Internal Quality Assurance Cell Committee (internal members of Prof. Ramkrishna More Arts, Commerce and Science College, Akurdi) was held on **19/7/2018** at 11.30 A.M. under the Chairmanship of Dr. M.G.Chaskar (Principal) in the conference hall. The following members were present:

Sr. No.	Member	Designation	Signature
1	Prin.Dr. Chaskar M.G.	Chairman	
2	Mr. A.S.Shinde	Member	
3	Dr. Dangat N.R.	Member	
4	Prof. S.G. Lakhdive	Member	
5	Shri Raju Misal	Member	
6	Dr. Morey R.A.	Member	
7	Prof. S.G.Gujrathi.	Member	
8	Dr. P.S.Tambade	Member	
9	Shri. Jadhav A.M.	Member	
10	Dr. A.A.Natu	Member	
11	Mr. Ghadage V.R.	Member	
12	Ms. Renuka Makarand	Member	
13	Shri Dnyaneshwar Kute	Member	
14	Dr. M.K.Dhumal	Member	
15	Dr. Khandagle A.J.	Coordinator	





Pune District Education Association's  
Prof. Ramkrishna More Arts, Commerce and Science College  
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**Internal Quality Assurance Cell**



## Action Taking Report

Action Taking Report of the meeting of the IQAC meeting held on 19/7/2018

**Agenda 2: Academic Planning and starting of new courses and research centres in Academic year 2018-19**

Academic planning is done as per guidelines for smooth functioning of the academic activities of the college.

The college started additional two B.Voc programs in Automotive electronics and Interior Designing with UGC permission.

The college started M.Phil. in Physics and PhD in Chemistry with the permission from Savitribai Phule Pune University.

**Agenda 3: To make virtual Lab available for undergraduate and postgraduate students of science and computer Science**

The college applied for Use of Virtual Lab from Amrita Vishwa Vidyapeethm. The college is recognized as nodal centre for Amrita Virtual Lab. 1207 students and 44 teachers received UserID and passwords. The students and teachers are successfully using virtual labs. Internet facility is already provided to the departments. Additional computers are purchased for Virtual Lab. The college has also subscribed additional 100 Mbps connection for WI-FI.

**Agenda 4: Apply for Local chapter of SWAYAM-NPTEL**

The college applied for Local chapter of SWAYAM-NPTEL. The permission is received with Dr. Lalita V. Rane as Oordinator of Local Chapter. Students have started using these scheme.

**Agenda 5: Organization of Conference and workshops in the college in the academic year 2018-19.**

Following conferences and workshops are scheduled to be organized by the college:

Conference/Workshop	Dates
Advancing Entrepreneurship: Inspiring Young People, State Level Seminar	21/12/2018- 22/12/2018
16th International Interdisciplinary conference	08/2/2019 - 09/2/2019
National Conference on Rashtriya Sangoshti "Hindi Kavita me Adhunik Bodh"	28/1/2019 - 29/1/2019
International conference "New Frontiers in Environmental and allied Sciences"	15/2/2019 – 16/2/2019

**Agenda 6: Organization of Hands on Training workshops for students**

Following hands on training workshops conducted by the respective departments for students



- |   |           |
|---|-----------|
| • Workshop on Remote sensing and GIS mapping            | Botany    |
| • Workshop on Foldscope- uses and assembly              | Zoology   |
| • Hand on training on Molecular Biology Techniques      | Zoology   |
| • Hands on Training for LED bulb making                 | Physics   |
| • Workshop on Vermicomposting                           | Zoology   |
| • Hands on Training – Isolation of Mycorhiza            | Botany    |
| • Hands on Training on Instrumental methods of Analysis | Chemistry |

**Agenda 8: Annual Quality Assurance Report of academic year 2017-18 and application for NAAC reaccréditation for cycle 3.**

AQAR report for 2017-18 is submitted to NAAC, Bangalore. The same has been uploaded on the college website.

The IQAC has started reaccréditation process and preparing Self Study Report to be submitted in the month of February 2019.



*[Signature]*  
Co-Ordinator

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