

## Internal Quality Assurance Cell

### Proceeding of the meeting

Date : 6/4/2017

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 5/1/17 of IQAC and the activities during the last year.

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

Introduction of additional Ph.D program and short term courses.

To promote student participation in various sports and cultural events

Organization of Seminars/conferences etc.

Laboratory extensions.

Outcome based Education

After this the agenda items were taken up for the deliberations with the permission of the Chair.

#### **Agenda No. 1: Approval of the previous meeting minutes held on 5/1/17.**

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

#### **Agenda 2: Annual Quality Assurance Report of academic year 2016-17:**

Director (IQAC) informed the members that the Annual Quality Assurance Report (2016-17) of the college to be prepared and same to be submitted to National Accreditation and Assessment Council (NAAC), Bangalore.

IQAC Coordinator took the review of activities conducted during the academic year 2016-17 and to be part of AQAR report.

**Decision:** It was decided that the reports of all the activities should be given to the IQAC to include in AQAR report. It was decided anonymously decided that IQAC coordinator should prepare AQAR report within three months, discuss with all the stakeholders and send it to NAAC, Bangalore. The same must be uploaded on the college website.

Proposed by: Dr. Dhumal M.K.

Seconded by: Dr. Tambade P.S.

#### **Agenda 3: To plan the implementation of the DBT Star college activities**

The DBT has sanctioned the Star college scheme to the college. 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 2017-18. She discussed importance of such activities in inspiring the students and encourage innovative thinking amongst them.

The list of equipment to be purchased was also kept in the meeting for approval.

**Decision:** The IQAC took the overview of the activities to be arranged under STAR scheme.

The IQAC approved the following list of programs proposed by DBT-STAR college committee as per the guidelines of the DBT:

Lecture series on innovative approaches of Plant diversity in Industry



- Lecture series on Applications of Nanotechnology in Industry
- Workshop on Application of Bioinformatics
- Hands on training workshops for students of Physics, Chemistry, Botany and Zoology
- Additional innovative practical in Physics, Chemistry, Botany and Zoology
- Visits to National Laboratories, industries and science parks

The IQAC also approved the list of equipment to be purchased under this scheme.

Proposed by: Dr. Morey R.A.

Seconded by: Dr. Natu A.A.

#### **Agenda 4: Plan for development new laboratories and AC reading room**

Principal Dr. M. G. Chaskar discussed the need of advanced facilities to be developed for research purpose. He also discussed about plan to develop new laboratories for Food Science & Technology, Plant Tissue Culture and Central Lab for Material science. To promote interdisciplinary research separate labs specially for PTC and Central Lab for Material Science will be very helpful. The plan of new laboratories placed before IQAC for approval.

Plan for development of seminar hall and AC competitive exam centre was also placed before IQAC.

**Decision:** IQAC appreciated the efforts of Principal Dr. M. G. Chaskar and college staff towards this new development of infrastructure. Members of IQAC thoroughly discussed the plan and approved it. It was also decided to keep all the research equipment purchased under DST-FIST scheme in the Central Laboratory and make it available for students, teachers and researchers. Dr. A. A. Natu proposed to make available research facility to researchers from other institutes. Same is discussed and approved by IQAC.

The plan for new AC reading hall was discussed and approved by IQAC.

Proposed by: Dr. Khandagle A.J.

Seconded by: Prof. Lakhdive S.G.

#### **Agenda 5: To introduce various skill based courses for students.**

To make the students competent enough in the changing scenario of the society and its needs, along with the traditional knowledge some skill based component must be given to the students. The discussion on skill development short term courses was initiated by Dr. A. A. Natu.

Principal Dr. M. G. Chaskar about the courses proposed by the college to be started from academic year 2017-18. The list of courses as follows:

Short Term Course	Department	Duration
Medical Laboratory Technology	Zoology	3 - months
GST - Goods and Services Tax	Commerce	3 -months
Tally, E-Taxation and E-Filing	Economics	3 -Months
Pharmaceutical Analysis	Chemistry	3 -months
Web Designing	Computer Science	36 -hours
Plant Tissue Culture	Botany	3 -months

members discussed over all possible ways to start such courses and make them possible to the students in terms of time and finance



## Decision:

IQAC in meeting thoroughly discussed the format of courses and draft syllabus of proposed short-term courses. The IQAC approved the courses and decided that the college will start the courses from academic year 2017-18. All the concerned departments are advised to revise the draft syllabus and make it available at the beginning of academic year 2017-18. External experts should be invited for lectures /practicals. The Placement cell should take a note of such courses and try to find placements to the students upon successful completion of the course.

Proposed by: Dr. Natu A.A.

Seconded by: Dr. Chaskar M.G.

## Agenda 6: Introduction of Outcome based Education-Development of Programme Outcomes and Course outcomes

IQAC Coordinator introduced the Topic "Outcome based Education" and the need of Programme Outcomes (PO) and Course Outcomes(CO) as per guidelines of NAAC. All the members have actively involved in the discussions.

Dr. Natu has appreciated the decision taken by the college to shift from Content Based Education to the Outcome Based Education. He also shared his experience of Outcome Based Education from IISER, Pune when he was director.

The Principal endorsed this opinion and mentioned that while developing the PO and CO care must be taken that the basic purpose of education must not be defeated.

**Decision:** IQAC after decision decides to form committee of four members under the chairmanship of Dr. Lalita V. Rane to develop process for Outcome Based Education. The committee will guide all the departments in developing course outcomes, Programme outcomes and Programme specific outcomes. The committee is advised to take into account Bloom's Taxonomy into account and guide the faculty for development of CO, PO and PSO. Guidelines must be given by the committee to every department. Each department must design CO, PO and PSO for their programmes and submit within two months to the committee. The committee should thoroughly revise CO, PO and PSO with the help of faculty of the concerned departments. It was decided that the Outcome based Education policy should be implemented from academic year 2017-18. Necessary formats required for implementation of this policy should be prepared by the Committee and place before IQAC in next meeting.

Proposed by: Dr. .M. G. Chaskar

Seconded by: Dr. P. S. Tambade

**At the end of meeting IQAC coordinator thanked all the members present in the meeting. P. S. Tambade appreciated members' participation in the discussion and decisions. The meeting was concluded with the permission of chairman.**

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

  
**PRINCIPAL**  
Prof. Ramkrishna More Arts, Commerce &  
Science College, Akurdi, Pune-411 044



**PLAN OF ACTION CHALKED OUT BY THE IQAC TOWARDS QUALITY ENHANCEMENT FOR THE YEAR 2017-18**

**Following activities are decided to be conducted in the academic year 2017-18**

1. To perform academic and administrative auditing of every department and college
2. To take online feedback evaluation of teachers by students.
3. Evaluation of courses using teacher, student, parent and alumni feedback
4. Evaluation of Departments.
5. Organization of International conference on Life and allied science in the academic year 2017-18
6. Organization of workshop on Intellectual Property Rights in the academic year 2017-18.
7. Organization of lecture series for students on industry-academia relations.
8. Organization of quality enhancement activities such as Management Week, Geography week, Open Mind Event etc.
9. Organization of Hands on Training workshops for students in the academic year 2017-18.
10. Organization of Mathematical Ability Awareness Programme (MAAP) in the academic year 2017-18

**11. Committee for Outcome Based Education:**

Dr. Lalita V. Rane	- Chairman
Dr. Popat S. Tambade	- Member
Dr. Dnyaneshwar R. Shinde	- Member
Dr. Shilpagauri P. Ganpule	- Member
Dr. Nilesh R. Dangat	- Member

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

  
**Principal**  
**PRINCIPAL**  
Prof. Ramkrishna More Arts, Commerce &  
Science College, Akurdi, Pune-411 044.





**Pune District Education Association's**

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

**IQAC meeting**

**Year 2016-17**

A Meeting of the Internal Quality Assurance Cell Committee (internal members of Prof. Ramkrishna More Arts, Commerce and Science College, Akurdi) was held on 6/4/17 at 11.00 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	





## Internal Quality Assurance Cell

### Action Taking Report

#### Action Taking Report of the meeting of the IQAC meeting held on 6/4/2017

#### Agenda 2: Annual Quality Assurance Report of academic year 2016-17:

IQAC prepared the Annual Quality Assurance Report (2016-17) of the college. Reports of activities are taken from departments and different committees. The report will be submitted to NAAC, Bangalore and the same will be uploaded on college website before October 2017.

#### Agenda 3: To plan the implementation of the DBT Star college activities

DBT-STAR college committee prepared plan for following activities

- Workshop on beekeeping – In July, 2017
- Lecture series on innovative approaches of Plant diversity in Industry
- Lecture series on Applications of Nanotechnology in Industry -
- Workshop on Application of Bioinformatics – In September, 2017
- Hands on training workshops for students
  - 1) design and build power supply – In Dec 2017
  - 2) Basics of Microscopy- Compound Microscope, Inverted Microscope, Phase Contrast Microscope – In January 2018
  - 3) Analysis of the compound by HPLC – In February 2018
  - 4) Workshop on Grafting, Budding and Layering Techniques- In August 2017
  - 5) Basics of Histological techniques – In January 2018
- Visits to National Laboratories, industries and science parks are scheduled for students.

These activities will be conducted throughout the year

#### Agenda 4: Plan for development new laboratories and AC reading room

With due permission from Pune District Education Association, the management of the college the planning and development of Food Science & Technology, Plant Tissue Culture and Central Lab for Material science have been started.

#### Agenda 5: To introduce various skill based courses for students.

The courses proposed by the college are approved by Pune District Education and following courses will be conducted during academic year 2017-18.

Short Term Course	Department	Duration
Medical Laboratory Technology	Zoology	3 - months
GST - Goods and Services Tax	Commerce	3 -months
Tally, E-Taxation and E-Filing	Economics	3 -Months
Pharmaceutical Analysis	Chemistry	3 -months
Web Designing	Computer Science	36 -hours
Plant Tissue Culture	Botany	3 -months

#### Agenda 6: Introduction of Outcome based Education-Development of Programme Outcomes and Course outcomes

Committee is formed for Outcome Based Education. The Committee members are

Dr. Lalita V. Rane	- Chairman
Dr. Popat S. Tambade	- Member
Dr. Dnyaneshwar R. Shinde	- Member
Dr. Shilpagauri P. Ganpule	- Member
Dr. Nilesh R. Dangat	- Member

The committee guided all the departments in developing course outcomes, Programme outcomes and Programme specific outcomes. The committee revised the CO, PO and PSO according to Bloom's Taxonomy with the help of faculty and heads of departments. Different formats are prepared by the Committee to implement Outcome Based Education and attainment of Course Outcomes and Programme outcomes. These formats are shared with faculty and heads of departments.

 <b>IQAC Coordinator</b> <b>Co - Ordinator</b> <b>Internal Quality Assurance Cell</b> <b>Prof. Ramkrishna More Arts, Commerce &amp; Science College Akurdi, Pune-411 044</b>	 <b>Principal</b> <b>PRINCIPAL</b> <b>Prof. Ramkrishna More Arts, Commerce &amp; Science College, Akurdi, Pune-411 044.</b>
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