

Rayat Shikshan Sanstha's
Prof. Dr. N.D. Patil Mahavidyalaya, Malkapur
Tal- Shahuwadi, Dist- Kolhapur
Internal Quality Assurance Cell
2019-20

- ✓ Formation of Internal Quality Assurance Cell is made as per the guidelines of NAAC.

Sr. No.	Committee Member	Designation
1.	Prin. Dr. Helkar S.D.	Principal, Chairman
2.	Dr. Panade S.V.	Coordinator
3.	Shri Vijaydada Bhingarde	Society Representative
4.	Shri. M.B. Shaikh	Industry Representative
5.	Shri Subodh Bhingarde	Employer
6.	Shri. Bharatesh Kalantre	Stakeholder Representative
7.	Mr. Mane S.G.	Teacher Representative
8.	Mr. Sutar R.S.	Teacher Representative
9.	Mr. Pore S. B.	Teacher Representative
10.	Dr. Adnaik N.S.	Teacher Representative
11.	Dr. Barale S.I.	Teacher Representative
12.	Dr. Bhoge D.B.	Teacher Representative
13.	Mr. Chavan S.N.	Teacher Representative
14.	Mr. Kumbhar P.D.	Teacher Representative
15.	Ms. Shinde L.U.	Teacher Representative
16.	Shri. Tadawlekar S.M.	Staff Representative
17.	Ms.Patil Rutuja Dattatraya	Student Representative
18.	Ms. Manisha Khodake	Alumnus


Coordinator
I.Q.A.C.

Prof. Dr. N. D. Patil Mahavidyalaya,
Malkapur, Dist. Kolhapur



PRINCIPAL
Prof. Dr. N. D. Patil Mahavidyalaya
Malkapur, Dist. Kolhapur



Internal Quality Assurance Cell
2019 - 20

Page No.

Date: 27/07/2019

First Meeting

The first meeting of the Internal Quality Assurance Cell for the academic year 2019-20 was held on 27th July 2019 at 11:00 am in IQAC room.

✓ List of IQAC members present for the meeting :-

1. Prin. Dr. Sunil Helkar -
2. Dr. Panade S.V. -
3. Hon. Vijay Madhukar Bhingarde -
4. Hon. Shri M.B. Shaikh -
5. Hon. Shri. Subodh Bhingarde -
6. Hon. Shri. Bharatesh Kalantre -
7. Prof. Mane S.G. -
8. Prof. Sutar R.S. -
9. Dr. Kamble N.K. -
10. Dr. Bhoge D.B. -
11. Dr. Adnaik N.S. -
12. Prof. Chavan S.N. -



13. Prof. Kumbhar P.D. -

Bhosla.

14. Prof. Ms. Shinde L.V. -

15. Shri. Tadaulekar S.M. -

Bhosla.

✓ Agenda of the meeting was as follows.

1. Action Taken Report of 2018-19
2. Approval of Academic Calendar for 2019-20
3. Plan of action for academic year 2019-20
4. Review of preparation of NAAC
5. Submission of IQA to NAAC, Bangalore.
6. Discussion on Departmental Results
7. Discussion on effective implementation of short-term courses.
8. Earn and Learn Scheme
9. Organisation of Extension programmes with neighbourhood Community (other than N.S.s)
10. Any other relevant issue with prior permission of the chair.

Coordinator
IQAC.

Prof. Dr. N. D. Patil Mahavidyalaya,
Malkapur, Dist. Kolhapur

PRINCIPAL

Prof. Dr. N. D. Patil Mahavidyalaya,
Malkapur, Dist. Kolhapur.

Minutes of the Meeting
27-07-2019

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Date :



A detailed discussion was held on the agenda of the meeting.

Prof. Panade S.V. welcomed all IQAC members.

1. Confirmation of the minutes of the previous meeting :-

IQAC Coordinator Dr. Panade S.V. read out the minutes of previous meeting. The minutes were confirmed by the cell.

2. Action Taken Report of 2018-19 :-

IQAC Coordinator Dr. Panade S.V. made presentation on 'Action Taken Report of the academic year 2018-19'. The report was made in the compliance of resolutions made during IQAC meeting that were held during the entire academic year 2018-19.

3. Plan of Action For 2019-20 :-

IQAC prepared a Plan of action for the current academic year 2019-20 which was presented to the members of the cell. The plan was sanctioned unanimously.

4. Review of preparation of NAAC :-

IQAC member Prof. Kumbhar P.D. informed all members of the cell regarding preparation required to face NAAC Peer Team. He explained that rough draft of S.S.R. (Self-Study-Report) has been prepared by the cell. Criterion-wise work distribution has been made and collection of documents is almost



complete. It was also informed that the cell is planning to submit I.I.Q.A. (Institutional Information for Quality Assessment) after 15th August 2019. This proposal to submit I.I.Q.A. after the said date was sanctioned unanimously.

6. Discussion on Departmental Results of academic year 2018-19 :-

Vice-Principal Prof. Mane S.G. tabled departmental results of academic year 2018-19 before the cell. Members considered the results thoroughly. It was suggested that those departments have results that are lower than university results be instructed to raise them. The proposal was sanctioned unanimously.

7. Discussion on effective implementation of Short-Term Courses :-

IQAC member and Course Coordinator Prof. Sutar R.S. tabled the issue related to Short-term Courses. He informed that college has been running 27 different short-term Courses. He proposed that in order to implement all Short-term Courses effectively, faculty members of the concerned short-term Courses should submit the schedule of implementation of their courses. It was resolved that all concerned Faculty members should strictly follow their Schedule of the Course. The proposal was sanctioned unanimously.

8. Earn and Learn Scheme :-

IQAC member Dr. Kamble N.K. proposed that 'Earn and Learn' scheme of our college be revived from the current academic year. His proposal was accepted unanimously. It was resolved that students be notified regarding the scheme.

9. Organization of Extension Programmes (other than N.S.S.) :-

Mr. Bharatesh Kalantre suggested the cell in this regard that each department should organize at least two extension programmes specific to their discipline. His proposal was sanctioned unanimously.

10. Obstacles in Completion of infrastructural work :-

Prin. Dr. Sunil Helkar informed the IQAC members that college authority is having obstacles in completion of infrastructural work as there is unavailability of labour force in the region. Mr. Subodh Bhingarde suggested on this issue that all infrastructural works be assigned to a single contractor so as to get them done as early possible.

11. Organization of Aptitude Test for Students :-

Mr. Subodh Bhingarde proposed that I.Q.A.C. should take initiative to organize aptitude tests for students so as to identify their potential. His proposal was sanctioned unanimously. It was resolved that aptitude test for the

first year Students be organized in the next month. The proposal was sanctioned unanimously.

As there was no any other issue to discuss, the meeting was concluded with Vote of thanks.


PRINCIPAL

Prof. Dr. N. D. Patil Mahavidyalaya,
Malkapur, Dist. Kolhapur.



Internal Quality Assurance Cell 2019-20

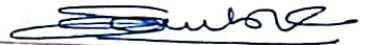
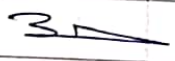
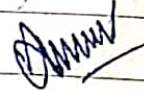

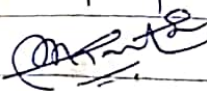

The Second Meeting

The second meeting of the Internal Quality Assurance Cell for the academic year 2019-20 was held on 4th October 2019 at 11:00 am in I.Q.A.C. Room.

✓ Agenda of the Meeting :-

1. A.Q.A.R. of academic year 2018-19
2. Planning of activities to be held in the 2nd Term
3. Mentor - Mentee Scheme
4. Institutional Student Satisfaction Survey
5. Use of ICT in TLE
6. Strengthening internet connectivity
7. Promotion of Research
8. Any other relevant issue with prior permission of the chair

✓ List of I.Q.A.C. members present for the Meeting -

1. Prin. Dr. Sunil Helkar 
2. Hon. Vijay Madhukar Bhingarde 
3. Hon. Shri M. B. Shaikh 
4. Hon. Shri Subodh Bhingarde 
5. Hon. Shri. Bharatesh Kalantre 
6. Mr. S. G. Mane 



- | | | |
|-----|-----------------------------|--|
| 7. | Mr. R. S. Sutar | |
| 8. | Dr. Kamble N.K. | |
| 9. | Dr. Bhoge D.B. | |
| 11. | Dr. N.S. Adnaik | |
| 12. | Mr. S.N. Chavan | |
| 13. | Mr. P.D. Kumbhar | |
| 14. | Ms. L.V. Shinde | |
| 15. | Shri. S.M. Tadavalekar | |
| 16. | Ms. Rutuja Dattatraya Patil | |
| 17. | Ms. Manisha Khodeke | |
| 18. | Dr. S.V. Panade | |

PRINCIPALProf. Dr. N. D. Patil Mahavidyalaya,
Malkapur, Dist. Kolhapur.

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4-10-2019

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Date



A detailed discussion was held on the following items of the agenda. -

1. Confirmation of the minutes of the previous meeting :-

I.Q.A.C. Coordinator Dr. S.V. Panade read out the minutes of the previous meeting. The minutes were confirmed by the cell.

2. A.Q.A.R. of Academic Year 2018-19 :-

I.Q.A.C. Coordinator Dr. S.V. Panade tabled A.Q.A.R. of Academic Year 2018-19 before the members of the cell. It was approved unanimously.

Proposed by Dr. S.V. Panade

Seconded by Prin. Dr. S.D. Helkar

3. Mentor - Mentee Scheme :-

Dr. N.S. Adnaik explained Mentor-Mentee Scheme to I.Q.A.C. members and presented a review of it. It was suggested that the scheme be implemented rigorously so as to strengthen the between students and teachers.

Proposed by Dr. N.S. Adnaik

Seconded by Mr. P.D. Kumbhar

4. Institutional Student Satisfaction Survey (S.S.S.) :-

Feedback Committee Chairman Ms. Shinde L.V. made a short presentation on Institutional Student Satisfaction Survey. She also presented analysis report of the S.S.S. at College Level. The report was accepted and asked to keep on college web-site.

Proposed by Ms. Shinde L.V.

Seconded by Mr. S.N. Chavhan



5. Use of ICT in Teaching Learning and Evaluation:

Chairman of ICT Committee Dr. N.S. Adnaik explained that teachers should be encouraged to use ICT in Teaching Learning and Evaluation. He also emphasized that we should increase ICT facilities. It was suggested in this regard, that ICT equipments be purchased after due permission of College Development Committee and purchase Committee. Proposal was sanctioned.

Proposed by Dr. N.S. Adnaik

Seconded by Mr. R.S. Sutar

6. Internet Connectivity :-

I.Q.A.C. Coordinator Dr. S.V. Panade informed that internet connection of B.S.M.L. has been slowed down and needs to inform the office regarding this. It is also suggested that the internet plans need to be upgraded. It was resolved that a proposal to upgrade internet connection be tabled in the meeting of College Development Committee.

Proposed by Ms. Shinde L.V.

Seconded by Dr. Bhoge D.B.

7. Promotion of Research :-

Research Committee chairman Dr. N.S. Adnaik made a presentation on Research output of our faculty members and emphasized that teachers should encourage to go for research activities. For this, it was suggested that workshops on 'Research' be organized in the next month.

Proposed by Dr. N.S. Adnaik

Seconded by Dr. N.K. Kamble

As there was no any other issue to be discussed, the meeting was concluded with vote of thanks.



PRINCIPAL

Prof. Dr. H. D. Patil Maharashtra Sahitya Akademi,
Malkapur, Dist. Kolhapur.

Internal Quality Assurance Cell
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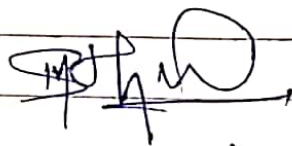
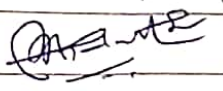
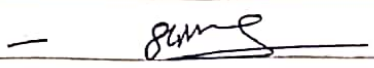
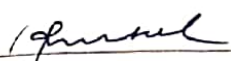
The Third Meeting

The third meeting of the internal Quality Assurance Cell for the academic year 2019-20 was held on 23rd December 2019 at 11:00 am in I.Q.A.C. room.

✓ Agenda of the Meeting :-

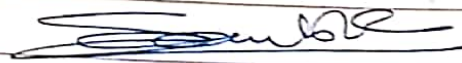
1. Gender Equity Week
2. Campus interviews
3. MOVs and Linkages
4. Revised NAAC manual
5. Organization of National Level Conference
6. Lead College Workshops
7. Any other issue with prior permission of the chair

✓ List of I.Q.A.C members present for the meeting :-

1. Prin. Dr. S. D. Helkar 
2. Hon. Vijaydada Bhingarde 
3. Hon. Shri. M. B. Shaikh 
4. Hon. Shri. Subodh Bhingarde 
5. Hon. Shri. Bharatesh Kalantre 
6. Mr. S. G. Mane 
7. Mr. R. S. Sutar 



8. Mr. S.B. Pore
9. Dr. N.S. Adnaik
10. Dr. S.I. Bardle
11. Dr. D.B. Bhoge
12. Mr. S.N. Charan
13. Mr. P.D. Kumbhar
14. Ms. L.U. Shinde
15. Shri. S.M. Tadauralekar
16. Ms. Rutuja Dattatraya Patil
17. Ms. Manisha Khodake
18. Dr. Panade S.V.


PRINCIPAL
Prof. Dr. N. D. Patil Mahavidyalaya,
Malkapur, Dist. Kolhapur.

Minutes of the Meeting

23-10-2019



A detailed discussion was held on the following items on the agenda :-

1. Confirmation of the minutes of the previous meeting :-

I.Q.A.C. Coordinator Dr. S.V. Panade read out the minutes of the previous meeting held on 4th October 2019. The minutes were confirmed by the cell.

2. Organization of 'Gender Equity Week' :-

Chairman of Women's Cell Ms. Shinde L.U. informed the cell that 'Gender Equity Week' is planned to be organized in the 2nd week of January 2020. She also provided the outline of the celebration and activities to be conducted in the week. Her proposal was accepted.

Proposed by Ms. L.U. Shinde
Seconded by Dr. S.T. Bardle

3. Campus interviews :-

In regard of placements of our students, it was suggested by Hon. Shri. M.B. Shaikh that campus interviews for the third year students be organized in the first week of January. This proposal was sanctioned unanimously.

Proposed by Shri. M.B. Shaikh
Seconded by Ms. Rutuja Patil

4. MOUs and Linkages related activities :-

I.Q.A.C. Coordinator informed the cell about existing MOUs and Linkages and activities held during the entire semester and proposed activities to be held.



It was suggested that more - industry - oriented MOUs and Linkages be made. The proposal was sanctioned.

Proposed by Mr. S.B. Pose

Seconded by Mr. P.D. Kumbhar

5. Revised NAAC Manual :-

I.Q.A.C. Coordinator Dr. S.V. Parade explained the changes that have been brought in the revised NAAC Manual. Each criterion chairman was given revised draft of NAAC manual.

6. Organization of National Level Conference :-

Prin. Dr. S.D. Helkar proposed that a national level conference on languages, social sciences and commerce be organized in the month of January 2020. He added that the nature of the conference should be multidisciplinary so that teachers from various faculties may participate in it. He also proposed the following formation of organizing committee :-

President - Prin. Dr. S.D. Helkar

Convener - Dr. S.P. Bansode

Coordinator - Dr. B.A. Sutar

Treasurer - Dr. D.B. Bhoge

The organizing committee was approved.

Proposed by Prin. Dr. S.D. Helkar

Seconded by Mr. S.G. Mane

7. Lead College Workshops :-

I.Q.A.C. Coordinator Dr. S.V. Parade proposed that the themes of lead college workshops should be from the area of 'Industry - Academia Innovative Practices'



Prin. Dr. S. D. Helkar proposed that the workshops be organized collaboratively with Dhatu Tantra Prabodhini, Kolhapur and other local organizations. His proposal was accepted and sanctioned.

Proposed by Mr. S. B. Pore

Seconded by Prin. Dr. S. D. Helkar

As there was no any other issue to be discussed, the meeting was concluded with vote of thanks.

PRINCIPAL

Prof. Dr. N. D. Patil Mahavidyalaya,
Malkapur, Dist. Kolhapur.

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2019-20

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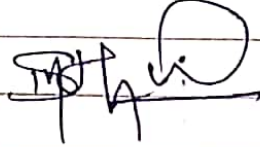

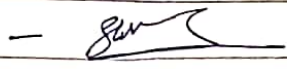
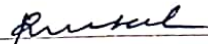
The Fourth Meeting

The fourth meeting of the internal quality Assurance Cell for the academic year 2019-20 was held on 13th February 2020 at 11:00 am in I.Q.A.C. room.

✓ Agenda of the Meeting :-

1. Acceptance of I.I.Q.A by NAAC
2. schedule for criterion-wise data uploading on NAAC portal
3. Creating awareness regarding Student Satisfaction Survey (S.S.S.) to be conducted by NAAC among students
4. Instructions regarding departmental documentation
5. Any other issue with prior permission of the Chair

✓ List of members who were present for the meeting -

1. Prin. Dr. S. D. Helkar 
2. Hon. Shri. Vijaydada Bhingarde 
3. Hon. Shri. M. B. Shaikh 
4. Hon. Shri. Subodh Bhingarde 
5. Hon. Shri. Bharateesh Kalantore 
6. Mr. S. G. Mane 
7. Mr. R. S. Sutar 



8. Mr. S. B. Pore

9. Dr. N. S. Adnaik

10. Dr. S. I. Bardle

11. Dr. D. B. Bhoge

12. Mr. S. N. Chavan

13. Mr. P. D. Kumbhar

14. Ms. L. U. Shinde

15. Shri. S. M. Tadawalekar

16. Ms. Rutuja Dattatraya Patil

17. Ms. Manisha Khodake

18. Dr. S. V. Panade

PRINCIPAL

Prof. Dr. N. D. Patil Mahavidyalaya,
Malkapur, Dist. Kolhapur.



Minutes of the Meeting

13-02-2020

A detailed discussion was held on the following items on the agenda :-

1. Confirmation of the minutes of the previous meeting :-

I.Q.A.C Coordinator Dr. S.V. Panade read out the minutes of the previous meeting held on 23-10-2019. The minutes were confirmed by the cell.

2. Acceptance of I.I.Q.A. by NAAC :-

Prin. Dr. S.D. Helkar informed all I.Q.A.C. members regarding acceptance of I.I.Q.A. by NAAC, Bangalore. He explained the entire process of NAAC SSR submission and NAAC peer team visit. It was suggested that SSR be submitted within stipulated time given by NAAC.

Proposed by Prin. Dr. S.D. Helkar

Seconded by Mr. M.B. Shaikh

3. Schedule for Criterion-wise data uploading on NAAC portal :-

I.Q.A.C. Coordinator Dr. S.V. Panade tabled the schedule for criterion-wise data uploading on NAAC portal. Schedule was sanctioned and it was suggested that schedule be implemented for smooth upload of S.S.R.

Proposed by Dr. S.V. Panade

Seconded by Dr. D.B. Bhoge

4. Creating awareness regarding Student Satisfaction Survey (S.S.S.) among Students :-

Chairman of Mentor-Mentee Scheme Dr. N.S. Adnaik proposed that Mentor-Mentee scheme can be effectively used to create awareness regarding student Satisfaction Survey. As Mentors are in close contact with their respective mentees, most students will participate in this survey which is a mandatory part of this NAAC process. He proposed that all students should be made aware of the process of S.S.S. This proposal was sanctioned.

Proposed by Dr. N.S. Adnaik

Seconded by Shri. Bharatesh Kalatre

5. Instructions regarding Departmental Documentation:

Prin. Dr. S.D. Helkar informed the members that all faculty-members have been informed to complete entire departmental documentation at the end of this month. He proposed that a Departmental Documentation Review committee be formed to assess documentation. This proposal was sanctioned.

Proposed by Prin. Dr. S.D. Helkar

Seconded by Mr. S.N. Chavan

As there was no any other issue to discuss, the meeting was concluded with vote of thanks.


PRINCIPAL

Prof. Dr. N. D. Patil Mahavidyalaya,
Malkapur, Dist. Kolhapur.

Rayat Shikshan Sanstha's

**Prof. Dr. N. D. Patil Mahavidyalaya, Malkapur-Perid,
Tal-Shahuwadi, Dist-Kolhapur
Internal Quality Assurance Cell
Action Taken Report
Academic Year – 2019-20**

1. A detailed plan of action for the academic year 2019-20 was made. It was executed throughout the year.
2. Committee formation was made for smooth functioning of academic and administrative activities.
3. All departments prepared departmental academic calendar.
4. A.Q.A.R. of academic year 2018-19 was submitted to NAAC on 11-11-2019.
5. Mentor-Mentee Scheme was implemented for counselling and creating rapport between teachers and students. Teachers held meetings with students to know their academic and stress related issues and remedied them.
6. Institutional Student Satisfaction Survey (SSS) was conducted. Data received from the survey was analyzed and analysis report was uploaded on institutional website.
7. Internet connectivity was upgraded by increasing internet plans.
8. 'Gender Equity Week' was celebrated from 24th February 2020 to 29th February 2020.
9. Campus interviews were held on 10th and 11th January 2020 by SPCL InfoTech Pvt. Ltd. Pune.
10. An MoU was made with SPCL InfoTech Pvt. Ltd. Pune.
11. Meeting regarding 'Revised NAAC Manual' was held with faculty members to discuss the changes introduced by NAAC, Bangalore in NAAC process.
12. One Day National Interdisciplinary Conference on 'Recent Trends and Issues in Languages, Social-Sciences and Commerce' was organized on 4th January 2020.
13. Two Lead College Workshops were held during the year. One Day Workshop on 'Role of E-Learning Resources in Education' was held on 16th January 2020 and One Day Workshop on 'Creation of Trained Human Resource in Metallurgy and Allied Industry' was held on 28th February 2020.
14. IIQA was submitted on 8th January 2020.
15. Self-Study Report was submitted to NAAC, Bangalore on 15th March 2020.




PRINCIPAL
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Malkapur, Dist. Kolhapur