



Rayat Shikshan Sanstha's
Mahatma Phule Mahavidyalaya,
Pimpri Waghere, Pune – 411017
Internal Quality Assurance Cell
4th Cycle Assessment Phase (4th CAP)

July 22, 2019

NOTICE

All the IQAC members are informed herewith to attend the 1st meeting of 2019-20 of the Cell to be held at 11.00 a. m. in the Principal's cabin on August 20, 2019.
The agenda has enclosed with the notice.

Dr. N. J. Dahale
Member Coordinator
IQAC



Prin. Dr. P. N. Gaikwad
Chairperson
IQAC

AGENDA

- 1.1 To confirm minutes of the previous meeting
- 1.2 To convey the reshuffled IQAC composition to the meeting and welcome newly joined members
- 1.3 To discuss Academic Calendar 2019-20 of the college
- 1.4 To discuss expectations/ recommendations made in online Student Satisfaction Survey (SSS) and probable actions required therein
- 1.5 To take review of short term courses
- 1.6 To discuss about research endeavour of the faculty
- 1.7 To discuss about advanced tools and methods in TLP
- 1.8 To discuss about Principal's Address for newcomer students organization
- 1.9 To discuss about organizing *Rayat Culture* Orientation Programme for newcomer faculty members
- 1.10 To discuss about website updates
- 1.11 To discuss enrichment of laboratories
- 1.12 To discuss solar panel installation for saving electricity
- 1.13 Any other matter with prior permission of the Chair



Minutes of 1st IQAC Meeting 2019-20

**Rayat Shikshan Sanstha's
Mahatma Phule Mahavidyalaya,
Pimpri Waghere, Pune – 411017**

**Internal Quality Assurance Cell
4th Cycle Assessment Phase (4th CAP)**

The 1st meeting of 2019-20 of Internal Quality Assurance Cell of the college was held on August 20, 2019 at 11.00 a. m. in the Principal's cabin.

I. Members Present

Sr. No.	Name of the Member	Designation
1	Mr. Sanjogji Waghere Patil	Member from the Management
2	Mr. Vijayrao Chaudhari	Nominees from Employers /Industrialists/ stakeholders
3	Mr. Nitin Dhamale	
4	Mrs. Mrunalini Shekhar	Teacher Representatives
5	Mr. Sunil Salake	
6	Dr. Kamayani Surve	
7	Dr. Madhav Sarode	
8	Dr. Pandurang Lohote	
9	Mr. Aniket Khatri	
10	Dr. Dinkar Murkute	
11	Miss. Priti Nevse	
12	Mr. Vishal Masulkar	Nominees from local society, Students and Alumni
13	Adv. Satish Gorde	
14	Miss. Karishma Dange (2019-20 & 2020-21)	
15	Shri. Rajendra Gaikwad	Administrative officers

Members Absent

I	Dr. Shilpa Shitole	Teacher Representative
II	Mrs. Ujwala Taware	Administrative officers

AD





Sr. No.	Name of the Member	Designation	Signature
1	Mr. Sanjogji Waghare Patil	Member from the Management	
2	Mr. Vijayrao Chaudhari	Nominees from Employers /Industrialists/ stakeholders	
3	Mr. Nitin Dhamale		
4	Mrs. Mrunalini Shekhar	Teacher Representatives	
5	Mr. Sunil Salake		
6	Dr. Kamayani Surve		
7	Dr. Madhav Sarode		
8	Dr. Pandurang Lohote		
9	Mr. Aniket Khatri		
10	Dr. Dinkar Murkute		
11	Dr. Shilpa Shitole		
12	Miss. Priti Nevse		
13	Mr. Vishal Masulkar		Nominees from local society, Students and Alumni
14	Adv. Satish Gorde		
15	Miss. Karishma Dange (2019-20 & 2020-21)		
16	Shri. Rajendra Gaikwad	Administrative officers	
17	Mrs. Ujwala Taware		



Prin. Dr. P. N. Gaikwad welcomed new member Mr. Sanjogji Waghare Patil, Vijayrao Chaudhari, Mr. Vishal Masulkar, Adv. Satish Gorde and Mr. Nitin Dhamale, to the IQAC. He expressed happiness over the point that these members from the management and society will strengthen the IQAC in real sense of term. He further informed the house that all of them except Mr. Dhamale happened to be the alumni of the college and now are proving their worth as employer industrialists, social and political worker respectively. He asked member co-ordinator Dr. Neelkanth Dahale to conduct the proceedings.

1.1 To confirm minutes of the previous meeting: The minutes of the previous meeting were confirmed unanimously.

1.2 To convey the reshuffled IQAC composition to the meeting and welcome newly joined members: Dr. Neelkanth Dahale read the point aloud to the meeting and conveyed the newly nominated members to the meeting. Prin. Dr. Pandurang Gaikwad expressed a word of appreciation towards the newly joined members Mr. Sanjogji Waghare Patil, Mr. Vijayrao Chaudhari, Mr. Nitin Dhamale, Mr. Vishal Masulkar and Adv. Satish Gorde for accepting the nomination on the IQAC. He welcomed all. All the members presents expressed happiness towards newly joined members.

1.3 To discuss Academic Calendar 2019-20 of the college : Dahale conveyed all that the Academic Calendar 2019-20 has been prepared in keeping in view improving quality profile of the college. The document was approved unanimously.

1.4. To discuss expectations/ recommendations made in online Student Satisfaction Survey (SSS) and probable actions required therein: Principal asked Dr. Kamayani Surve, chairperson, Criterion II to convey the highlights of SSS report. Surve conveyed that 55.16 students responded to the questionnaire. The student's expectation were about providing study material and online mode of teaching learning process mainly. They also expected new short term courses to be introduced and sports facilities to be provided. Mr. Sanjogji Waghare Patil guided to fill filled this expectation by the students. All expressed agreement.

1.5 To take review of short term courses: Principal asked Dr. Kamayani Surve, Chief Co-ordinator of Short Term Courses Committee to convey the highlights of short term courses report. Surve conveyed 53 short term courses were conducted in collaboration with Karmaveer Vidyaprabodhini, and academic body of the parental institute Rayat Shikshan Sanstha, Satara. 07 new courses were introduced this year. All the members expressed happiness and approved it unanimously. Mr. Vijayrao Chaudhari shared that this tempo of short term courses should be in pace with the changing scenario in industry. Ad. Satish Gorde seconded the point squarely. Principal took the note of it and directed Dr. Surve accordingly.



- 1.6 To discuss about research endeavour of the faculty:** Dahale put the point before the meeting and brought the attention of all to the need of improvement in this area. Mr. Vijayrao Chaudhari and Nitin Dhamale suggested to stress on applied side of research and join it to the industry. Principal directed Dr. Madhav Sarode, Criterion III Chairperson to take note of this and direct further to the Research Promotion Committee in this regard. The discussion was approved by all unanimously.
- 1.7 To discuss about advanced tools and methods in TLP :** Dr. Kamyani Surve spoke over this point and said that the teaching learning process now needed to be switched over to the new track of electronic-based tools and methods like Google Classroom and YouTube. She further said that a training programme on e-content material development is required. All the members present expressed agreement over this point. Principal guided Surve madam to plan such training programme and assured her every possible help and support.
- 1.8 To discuss about Principal's Address for newcomer students organization:** Mrs. Mrunalini Shekhar, Vice-Principal spoke on importance of introduction of salient features and functioning of college activities to newly admitted students. She further said that Principal's Address should do the best in this regard. All the members appreciated it and underlined its organization as early as possible.
- 1.9 To discuss about organizing Rayat Culture Orientation Programme for newcomer faculty members:** Principal suggested vice-principal and senior faculty member in the IQAC Miss. Mrunalini Shekhar to speak on the point. Shekhar madam said that it was necessary to make the newcomer faculty members to introduce with the culture and philosophy of the parent institute the Rayat Shikshan Santha, Satara. She also suggested to invite the retired faculty members to guide on this occasion. All the members present appreciated the idea and approved the same unanimously. Principal directed Miss. Mrunalini Shekhar to conduct this activity in a month or two.
- 1.10 To discuss about website updates:** Dahale put the point before the meeting and shared that the website is in function properly. He added further requirement of updates of all the core activities of the college to be uploaded in and on time in the website. Principal directed Dr. Sarode to look into it and act accordingly.
- 1.11 To discuss enrichment of laboratories:** Dahale put the point before the meeting. Principal asked Dr. Pandurang Lohate, chairperson criterion IV to share what the planning was in this regard. Dr. Lohate explained that it is the part of regular process; every year enrichment of laboratories and purchase of equipment takes place. He further said the same process will be carried out the following year. All recorded their consent.

DM

1.12 To discuss solar panel installation for saving electricity: Dr. Madhav Sarode, chairperson of criterion-III put the point before the meeting and explained the planning the solar panel setup on the main building terrace. Dahale entered the discussion and said the necessity of seeking prior permission of the CDC in this regard. Principal cleared that this planning will be executed only after prior permission of CDC. Consent was given by all the members present.

1.13 Any other matter with prior permission of the Chair: The meeting ended with a vote of thanks to the Chair.

Minutes prepared by



Dr. N. J. Dahale
Member Coordinator
IQAC



Minutes approved by



Prin. Dr. P. N. Gaikwad
Chairperson
IQAC



**Rayat Shikshan Sanstha's
Mahatma Phule Mahavidyalaya,
Pimpri Waghere, Pune – 411017**

**Internal Quality Assurance Cell
4th Cycle Assessment Phase (4th CAP)**

ACTION TAKEN REPORT (ATR)


2019-2020

**IQAC Meeting I
(August 20, 2019)**



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Sr. No.	Agenda item No.	Action Taken
1	1.2	IQAC committee was reshuffled and uploaded in the college website.
2	1.3	The Academic Calendar was approved and executed accordingly.
3	1.4	1. 07 new short term courses were introduced and 2. e-content development workshop was conducted on 28 th Jan. 2019 in response to the suggestions made in SSS by students.
4	1.5	07 new short term courses were introduced.
5	1.6	1. 09 faculty members applied for UGC research projects under STRIDE Research Projects Scheme 2. e-Content Development workshop was conducted on 28 th Jan. 2019.
6	1.7	1. Experiential learning methods were organized by departments in Arts wing, 2. Participative learning methods and problem solving methodologies were applied by Commerce and Science wings particularly. 3. Industrial visits were organized by BBA (CA) department and other department in Science wing. 4. Besides, applications of electronic mode like PPTs and Online browsing were used in TLP by all the departments in the college.
7.	1.8.	Faculty-wise Principal's Addresses for newly admitted students were organized in the beginning of academic year
6	1.9	<i>Rayat Sanskruti Karyashala</i> was organized in the month of September 2019.
7.	1.10	College website is updated from time to time.
8.	1.11	1. Enrichment of laboratories was carried out 2. Microbiology laboratory was enriched keeping in view introduction of PG program in the department.
9.	1.12	CDC permission for solar panel setup was sought.


Dr. N. J. Dahale
Member Coordinator
IQAC




Prim. Dr. P. N. Gaikwad
Chairperson
IQAC



Rayat Shikshan Sanstha's
Mahatma Phule Mahavidyalaya,
Pimpri Waghere, Pune – 411 017
Maharashtra State

Internal Quality Assurance Cell
4th Cycle Assessment Phase (4th CAP)

October 10, 2019

NOTICE

All the IQAC members are informed herewith to attend the 2nd meeting of 2019-20 of the Cell to be held at 11.00 a. m. in the Principal's cabin on October 22, 2019.
The agenda has enclosed with the notice.

Dr. N. J. Dahale
Member Coordinator
IQAC



Prin. Dr. P. N. Gaikwad
Chairperson
IQAC

AGENDA

- 2.1 To confirm minutes of the previous meeting
- 2.2 To discuss about the in time submission of documents and execution thereon to the Criterion-wise demands
- 2.3 To discuss about the departmental level activities
- 2.4 To discuss about personal problems of faculty members and non-teaching staff
- 2.5 To take review of B. Voc. Degree programme in Mass Communication and the requirements of Sambhajinagar campus of the college
- 2.6 To discuss about Incubation Centre establishment
- 2.7 To discuss about Examination Committee functioning
- 2.8 To discuss about arranging senior faculty members' superannuation farewell
- 2.9 To enrich institutional repository.
- 2.10 Any other matter with prior permission of the Chair



Sr. No.	Name of the Member	Designation	Signature
1	Mr. Sanjogji Waghere Patil	Member from the Management	
2	Mr. Vijayrao Chaudhari	Nominees from Employers /Industrialists/ stakeholders	
3	Mr. Nitin Dhamale		
4	Mrs. Mrunalini Shekhar		
5	Mr. Sunil Salake	Teacher Representatives	
6	Dr. Kamayani Surve		
7	Dr. Madhav Sarode		
8	Dr. Pandurang Lohote		
9	Mr. Aniket Khatri		
10	Dr. Dinkar Murkute		
11	Dr. Shilpa Shitole		
12	Miss. Priti Nevse		
13	Mr. Vishal Masulkar	Nominees from local society, Students and Alumni	
14	Adv. Satish Gorde		
15	Miss. Karishma Dange (2019-20 & 2020-21)		
16	Shri. Rajendra Gaikwad	Administrative officers	
17	Mrs. Ujwala Taware		



Minutes of 2nd IQAC Meeting 2019-20

**Rayat Shikshan Sanstha's
Mahatma Phule Mahavidyalaya,
Pimpri Waghere, Pune – 411 017
Maharashtra State**

Post-3rd Cycle Assessment Phase (P-3rd CAP)

The 2nd meeting of 2019-20 of Internal Quality Assurance Cell of the college was held on October 22, 2019 at 11.00 a. m. in the Principal's cabin.

I. Members Present

Sr. No.	Name of the Member	Designation
1	Mr. Sanjogji Waghere Patil	Member from the Management
2	Mr. Vijayrao Chaudhari	Nominees from Employers /Industrialists/ stakeholders
3	Mr. Nitin Dhamale	
4	Mrs. Mrunalini Shekhar	Teacher Representatives
5	Dr. Kamayani Surve	
6	Dr. Madhav Sarode	
7	Dr. Pandurang Lohote	
8	Mr. Aniket Khatri	
9	Dr. Dinkar Murkute	
10	Dr. Shilpa Shitole	
11	Miss. Priti Nevse	
12	Mr. Vishal Masulkar	Nominees from local society, Students and Alumni
13	Adv. Satish Gorde	
14	Miss. Karishma Dange (2019-20 & 2020-21)	
15	Mrs. Ujwala Taware	Administrative officers

Members Absent

I	Mr. Sunil Salake	Teacher Representative
II	Shri. Rajendra Gaikwad	Administrative officers

DS





Prin. Dr. P. N. Gaikwad welcomed members Mr. Sanjogji Waghare Patil, Vijayrao Chaudhari, Mr. Vishal Masulkar, Adv. Satish Gorde and Mr. Nitin Dhamale, to the IQAC. He asked member co-ordinator Dr. Neelkanth Dahale to conduct the proceedings.

2.1 To confirm minutes of the previous meeting: The minutes of the previous meeting were confirmed unanimously.

2.2 To discuss about the in time submission of documents and execution thereon to the Criterion-wise demands: Dr. Neelkant Dahale read the point aloud to the meeting; he explained how it is important to maintain documentation properly. He shared that the IQAC has prepared the structure of documentation. He appealed teacher representative members in particular to take note of this and complete the task at criterion level first. All agreed and approved the point unanimously

2.3 To discuss about the departmental level activities: Dahale put the point before the meeting. Mrs. Mrunalini Shekhar informed that all the departments have good activities like *Fest* by departments Geography, Microbiology, Chemistry, Psychology and BBA(CA), *Hindi Pakhwada*, *Marathi Pandharawada* by departments of Hindi and Marathi respectively and the other departmental extension activities. She further insisted for execution of similar departmental activities the following year. All the members present consented the relevance of these activities. Mr. Sanjogji Waghare Patil traced this point and directed all to carry on them further. All expressed agreement.

2.4 To discuss about personal problems of faculty members and non-teaching staff: Principal himself suggested this point for agenda of this meeting. He conveyed all the members present to appeal fellow colleagues for their personal problems if any. All the members shared their affirmation over the point how principal shows positive approach about all the teaching and non-teaching staff of the college. Mrs. Shekhar madam suggested that some lecture at Staff Academy platform could do. All expressed agreement.

2.5 To take review of B. Voc. Degree programme in Mass Communication and the requirements of Sambhajinagar campus of the college: Dr. Madhav Sarode, chairperson-III read the point allowed to the meeting and presented the progress report of the B.Voc. program in Mass Communication. The members Mr. Sanjogji Waghare Patil, Mr. Vijayrao Chaudhari, Mr. Nitin Dhamale, Mr. Vishal Masulkar and Adv. Satish Gorde appreciated Sarode's efforts for this UGC funded program. Principal shared his observation to increase student strength for this program. It was decided unanimously to increase this figure.

2.6 To discuss about Incubation Centre establishment: Dahale put the point before the meeting and explained how this mechanism was necessary. Principal directed Dr. Kamayani Surve, Chairperson II, to form separate committee to look after this area. All the members consented the decision.

2.7 To discuss about Examination Committee functioning: Mr. Aniket Khatri read aloud the committee structure and its functioning to the meeting. He said university examination was to be conducted as per the university guidelines and directions and there would be innovative approach in executing assessment process at internal level as a part of continuous internal evaluation process. This approach of Khatri was appreciated by all the members present. Dahale shared that this innovative approach in CIE will be helpful at improving quality profile of the examination committee

2.8 To discuss about arranging senior faculty members' superannuation farewell: Mrs. Mrunalini Shekhar read the point allowed to the meeting and shared that three faculty members were on the verge of their superannuation viz. Mrs. Sanjeevani Patil, Vice-Principal of Science wing, Mrs. Sushma Khopkar, Head of the department of Microbiology and Dr. Delip Date, Head of the department of Chemistry. Principal told that it is part of official procedure to relieve them, however, no substitution would be possible as the long standing of this faculty members of more three decades together could not be substituted. He further directed Shekhar madam to plan the super animation programs of this faculty members with observing dignity.

2.9 To enrich institutional repository: Dr. Lohate put this point before the meeting and said that the necessary guidance had been generated to the library. He said further that it would be completed soon. All the members appreciated and approved it.

2.10 Any other matter with prior permission of the Chair: The meeting ended with a vote of thanks to the Chair.

Minutes prepared by



Dr. N. J. Dahale
Member Coordinator
IQAC



Minutes approved by



Prin. Dr. P. N. Gaikwad
Chairman
IQAC



**Rayat Shikshan Sanstha's
Mahatma Phule Mahavidyalaya,
Pimpri Waghere, Pune – 411017**

**Internal Quality Assurance Cell
4th Cycle Assessment Phase (4th CAP)**

ACTION TAKEN REPORT (ATR)

2019-2020

IQAC Meeting II

(October 22, 2019)



Sr. No.	Agenda item No.	Action Taken
2	2.3	1. Departments of Hindi and Marathi conducted <i>Hindi Pakhwada</i> and <i>Marathi Pandharawada</i> during the 1 st term respectively. 2. The activity <i>Fest</i> was organized by departments Geography, Microbiology, Chemistry, Psychology and BBA(CA) during the 2 nd term. 3. Beside the NSS extension activities, departmental extension activities were conducted as under: (A) Creation of Website of Orphanag Senha Savali- Apala Ghar by Short term course students of department of BBA(CA), (B) Hand Washing Workshop for Villagers of Khed Shivapur was organized by department of Microbiology, (C) Important of First Aids Box for Pimpri High School, Municipal Cooptation Pimpri-Chinchwad by department of Physics
3.	2.5	An event of workshop on <i>Samabhav</i> Film Festival in collaboration with MAVA Sanstha and Department of Mass Communication, B.Voc. program.
4.	2.6	Incubation Centre was established.
5.	2.7	SPPU (Pune University) examination for Semester I and II were conducted in physical mode (offline) and online mode (during COVID-19 pandemic) and Seminars, GDs, Study tours, quizzes in Google forms were organized at CIE level.
7.	2.8	Superannuation Farewell programs of Mrs. Sanjeevani Patil, Vice-Principal of Science wing, Mrs. Sushma Khopkar, Head of the department of Microbiology and Dr. Delip Date, Head of the department of Chemistry were organized.
6	2.9	A separate Blog of college library has been created an in function. Its link is: https://mpcollegelibrary83.blogspot.com



Dr. N. J. Dahale
Member Coordinator
IQAC




Prin. Dr. P. N. Gaikwad
Chairperson
IQAC



**Rayat Shikshan Sanstha's
Mahatma Phule Mahavidyalaya,
Pimpri Waghere, Pune – 411017
Maharashtra State**

**Internal Quality Assurance Cell
4th Cycle Assessment Phase (4th CAP)**

January 10, 2020

NOTICE

All the IQAC members are informed herewith to attend the 3rd meeting of 2019-20 of the Cell to be held at 11.00 a. m in the Principal's cabin on January 26, 2020. The agenda has enclosed with the notice.

Dr. N. J. Dahale
Member Coordinator
IQAC



Prin. Dr. P. N. Gaikwad
Chairperson
IQAC

AGENDA

- 3.1 To confirm minutes of the previous meeting
- 3.2 To discuss about e-content development by faculty members
- 3.3 To discuss about organizing college convocation (SPPU) programme.
- 3.4 To discuss organizing short term courses exhibition and cultural Variety show
- 3.5 To discuss about improvements in library services
- 3.6 To discuss about generation of research seed money
- 3.7 To discuss about organizing Parent-Teacher and Alumni Association Meets
- 3.8 Any other matter with prior permission of the Chair



Sr. No.	Name of the Member	Designation	Signature
1	Mr. Sanjogji Waghare Patil	Member from the Management	
2	Mr. Vijayrao Chaudhari	Nominees from Employers /Industrialists/ stakeholders	
3	Mr. Nitin Dhamale		
4	Mrs. Mrunalini Shekhar	Teacher Representatives	
5	Mr. Sunil Salake		
6	Dr. Kamayani Surve		
7	Dr. Madhav Sarode		
8	Dr. Pandurang Lohote		
9	Mr. Aniket Khatri		
10	Dr. Dinkar Murkute		
11	Dr. Shilpa Shitole		
12	Miss. Priti Nevse		
13	Mr. Vishal Masulkar		Nominees from local society, Students and Alumni
14	Adv. Satish Gorde		
15	Miss. Karishma Dange (2019-20 & 2020-21)		
16	Shri. Rajendra Gaikwad	Administrative officers	
17	Mrs. Ujwala Taware		



Minutes of 3rd IQAC Meeting 2019-20

**Rayat Shikshan Sanstha's
Mahatma Phule Mahavidyalaya,
Pimpri Waghere, Pune – 411 017
Maharashtra State**

Post-3rd Cycle Assessment Phase (P-3rd CAP)

The 3rd meeting of 2019-20 of Internal Quality Assurance Cell of the college was held on January 26, 2020 at 11.00 a. m. in the Principal's cabin.

I. Members Present

Sr. No.	Name of the Member	Designation
1	Mr. Sanjogji Waghere Patil	Member from the Management
2	Mr. Vijayrao Chaudhari	Nominees from Employers /Industrialists/ stakeholders
3	Mr. Nitin Dhamale	
4	Mrs. Mrunalini Shekhar	Teacher Representatives
	Mr. Sunil Salake	
5	Dr. Kamayani Surve	
6	Dr. Madhav Sarode	
7	Dr. Pandurang Lohote	
8	Mr. Aniket Khatri	
9	Dr. Dinkar Murkute	
10	Dr. Shilpa Shitole	
11	Miss. Priti Nevse	Nominees from local society, Students and Alumni
12	Mr. Vishal Masulkar	
13	Adv. Satish Gorde	
14	Miss. Karishma Dange (2019-20 & 2020-21)	
15	Mrs. Ujwala Taware	Administrative officers
16	Shri. Rajendra Gaikwad	



Prin. Dr. P. N. Gaikwad greeted the happy Republic Day to all the invited IQAC members and the entire staff of the college and welcomed members Mr. Sanjogji Waghare Patil, Vijayrao Chaudhari, Mr. Vishal Masulkar, Adv. Satish Gorde and Mr. Nitin Dhamale, to the IQAC meeting. He congratulated Dr. Neelkanth Dahale, Co-ordinator, IQAC and all the IQAC members and the entire teaching and non-teaching staff of the college for submission of AQAR 2018-19 in the revised format through the online college portal provided by the NAAC, Bengaluru. He asked Dahale to conduct the proceedings further.

3.1 To confirm minutes of the previous meeting: The minutes of the previous meeting were confirmed unanimously.

3.2 To discuss about e-content development by faculty members: Dr. Neelkanth Dahale read the point aloud to the meeting and talked on its timely relevance in TLP. He further insisted need of organizing activity like e-content development training workshop. Principal guided Dr. Kamayani Surve, Chairperson, Criterion II committee and the other members in the committee to take note of this and execute accordingly.

3.3 To discuss about organizing college convocation (SPPU) programme: Dahale read the point aloud to the meeting. Principal asked Mr. Babasaheb Pawal to arrange this convocation following university guidelines properly. Mr. Pawal replied his affirmation.

3.4 To discuss organizing short term courses exhibition and cultural Variety show: Dr. Surve read the point aloud to the meeting and shared the detailed plan of the exhibition. Principal informed to the alumni members Mr. Sanjogji Waghare and others how this exhibition practice is the identity of the college for more than a decade. He also informed that it has sowed the proper ambience in introducing short term courses for the benefit of the students. Adv. Satish Gorde said that he himself and the other alumni members in the IQAC are of the same opinion. Principal further requested Mr. Nitin Dhamale whether he would come to inaugurate the exhibition this year. Dhamale gladly accepted the honour. Mr. Sanjogji expressed happiness over this movement of the agenda.

3.5 To discuss about improvements in library services: Dr. Pandurang Lohote read the point aloud to the meeting. He said that the necessary instructions and guidelines have been given to the library for updating their N-List database services and also introduce additional services to the students. Mr. Vijayrao Chaudhari expressed his gladness over this point and added that this service would facilitate students in library use definitely. All the members consented the point unanimously.

3.6 To discuss about generation of research seed money: Dahale read the point aloud to the meeting. He further stressed its importance in research profile enrichment. He added this kind of financial support would boost students' and newly joined faculty members' research aptitude. Mr. Sanjogji Waghare gave a word of thinking over this issue in near future. Principal and other members from among teaching faculties

nodded and expressed happiness over this positive approach from alumni members of the college.

3.7 To discuss about organizing Parent-Teacher and Alumni Association Meets:

Mr. Aniket Khatri read the point aloud to the meeting. He gladly shared that both the alumni and parents of the wards of the college organized their meets on May 01 i.e. *Maharashtra Din* and *Kamgar Din* in the college every year. All the alumni members in the IQAC expressed their readiness for organizing the similar occasion the following May. Principal and other members from among teaching faculties expressed happiness over this positive approach from alumni members of the college. Principal guided Khatri to look into the matter and work to make the event meaningful and fruitful. Khatri nodded affirmation.

3.8 Any other matter with prior permission of the Chair: The meeting ended with a vote of thanks to the Chair.

Minutes prepared by



Dr. N. J. Dahale
Member Coordinator
IQAC



Minutes approved by



Prim. Dr. P. N. Gaikwad
Chairman
IQAC



**Rayat Shikshan Sanstha's
Mahatma Phule Mahavidyalaya,
Pimpri Waghere, Pune – 411017**

**Internal Quality Assurance Cell
4th Cycle Assessment Phase (4th CAP)**

ACTION TAKEN REPORT (ATR)

2019-2020

IQAC Meeting II

(January 26, 2020.)



Sr. No.	Agenda item No.	Action Taken
1	3.2	<p>1. e-Content Development Workshop organized by IQAC, Criterion II and department of BBA(CA) on January 28, 2020.</p> <p>2. The own YouTube Channel of the college was initiated and was planned to be executed (uploaded) soon. The recording drive for the same initiated in the separate studio setup in the Sambhaji Nagar Campus during this period.</p> <p>3. Many a faculty member prepared and uploaded their PPTs and other study material in the Savitribai Phule Pune University, Pune website. Few of the links as follows: Dr. Neelkanth Dahale:</p> <p>1) http://studymaterial.unipune.ac.in:8080/jspui/bitstream/123456789/6260/1/Post%20Independence%20Indian%20English%20Poetry.pdf</p> <p>2) http://studymaterial.unipune.ac.in:8080/jspui/bitstream/123456789/6791/1/Helen%20Gardner%20-%20Module%20for%20SPPU.pdf</p>
2	3.3	U. G. /P. G. Convocation (college level) was held on February 15, 2020.
3	3.4	Short Term Courses and Science Exhibition and Cultural Variety Show was held on February 13, 2020.
4	3.6	Parent-Teacher Association Meet was held on January 31, 2020.



Dr. N. J. Dahale
Member Coordinator
IQAC




Prin. Dr. P. N. Gaikwad
Chairperson
IQAC



**Rayat Shikshan Sanstha's
Mahatma Phule Mahavidyalaya,
Pimpri Waghere, Pune – 411 017
Maharashtra State**

**Internal Quality Assurance Cell
4th Cycle Assessment Phase (4th CAP)**

April 28, 2020

NOTICE

All the senior college teaching faculty members are informed herewith to attend the meeting of 2019-20 of the Cell to be held at 4.00 p. m. on May 05, 2020 on zoom meeting platform. The link of the meeting will be communicated in the college faculty WhatsApp group one day before the meeting.

The agenda has enclosed with the notice.

Dr. N. J. Dahale
Member Coordinator
IQAC



Prin. Dr. P. N. Gaikwad
Chairperson
IQAC

AGENDA

1. To discuss and approve IQAC Action Plan and Strategic Plan 2020-21
2. To discuss and approve UG/ PG proposals to be sent to SPPU, Pune
3. To discuss about national webinar organization
4. To discuss about online TLP and other activities during COVID-19 pandemic
5. To initiate inter-departmental faculty exchange activity.
6. Further improvement in digital library services and digital record room facility
7. Any other matter with prior permission of the Chair



Minutes of IQAC Meeting with Teaching Faculty Members 2019-20

**Rayat Shikshan Sanstha's
Mahatma Phule Mahavidyalaya,
Pimpri Waghere, Pune – 411 017
Maharashtra State**

4th Cycle Assessment Phase (4th CAP)

The IQAC meeting of 2019-20 with teaching faculty members was held at 4.00 p. m. on May 05, 2020 at zoom meeting platform.

55 senior college teaching faculty members including the Prin. Dr. Pandurang Gaikwad were present for the meeting. Principal welcomed all and asked Dr. Neelkanth Dahale, Coordinator, IQAC to take the meeting proceedings forward.

1. **To discuss and approve IQAC Action Plan and Strategic Plan 2020-21:** Dr. Neelkanth Dahale presented IQAC Action Plan and Strategic Plan before the meeting. He conveyed that these plans had been prepared based on the plans and feedback sought from the heads of the departments and the chairpersons of various committees. He further added that it has been a regular approach to take into consideration to cover all the key indicators from the seven criteria structure of the NAAC. Principal and all the 53 staff members approved the Plans.
2. **To discuss and approve UG/ PG proposals to be sent to SPPU, Pune:** Dahale read the point aloud to the meeting. He explained the need to send UG/PG proposals of a few departments: UG – Botany, Zoology, Mathematics and Statistics in Science, Political Science in Arts and PG – Microbiology and Physics in Science, English in Arts and MBA in Commerce. Dr. Sangeeta Ahiwale, Head of the department of Microbiology shared how such proposals would be possible during COVID-19 pandemic period. She herself and all the heads of the above departments conveyed assurance to the Principal that they would send the



proposal immediately after the COVID-19 over. Principal directed heads of these departments to act accordingly. All nodded agreement.

3. **To discuss about national webinar:** Dahale read the point aloud to the meeting. He shared the topic of the webinar *Research and Plagiarism* and the date would be May 20, 2020. He conveyed all that it was Mrs. Mrunalini Shekhar, Vice-Principal and Head of the Department of English, who suggested and led the planning of this webinar. Principal took review of the preparation of the webinar, expressed gladness over it and wished its grand success to all. Dahale expressed gratitude
4. **To discuss about online TLP and other activities during COVID-19 pandemic:** Dr. Kamayani Surve, chairperson of Criterion II told all that a separate e-Learning and ICT Committee had been setup for the purpose of carrying out teaching learning process during COVID-19 pandemic period and said that this committee setup under Mr. Uddhav Ghodake's headship. Principal and Dahale expressed happiness over this planning and execution.
5. **To initiate inter-departmental faculty exchange activity:** Dahale read the point aloud to the meeting. He stressed importance of faculty exchange at college level. He further stressed exchange for communication skills and ICT literacy development particularly. Mrs. Shekhar and Miss. Priti Nevse, Head of the department of English and BBA (CA) respectively showed readiness over this point. Principal expressed gladness.
6. **Further improvement in digital library services and digital record room facility:** Dahale read the point aloud to the meeting and informed the meeting that newly joined librarian Dr. Trupti Ambre has good ideas on library services and she would build them for benefits of the students. Principal asked Dr. Ambre to begin her ideas with updating library blog. She showed agreement instantly.
7. **Any other matter with prior permission of the Chair:** The meeting ended with a vote of thanks to the Chair:

Minutes prepared by

Minutes approved by



Dr. N. J. Dahale
Member Coordinator
IQAC



Prin. Dr. P. N. Gaikwad
Chairman
IQAC



**Rayat Shikshan Sanstha's
Mahatma Phule Mahavidyalaya,
Pimpri Waghere, Pune – 411017**

**Internal Quality Assurance Cell
4th Cycle Assessment Phase (4th CAP)**

ACTION TAKEN REPORT (ATR)

2019-2020

IQAC Meeting with Teaching Faculty

(May 05, 2020)



Sr. No.	Agenda item No.	Action Taken
1	1	IQAC Action Plan and Strategic Plan for 2020-21 were approved and executed.
2	2	Proposals for UG and PG programs were prepared and kept ready for submission to Savitaribai Phule Pune University, Pune after COVID-19 Pandemic is over.
3	3	National webinar on the theme of <i>Research and Plagiarism</i> was conducted on May 20, 2020 of the zoom platform by IQAC, Library and the Department of BBA (CA). 574 participants were present for the event across the country.
4	4	A separate mechanism namely e-Learning and ICT Committee was constituted, audio-video lecture recording was conducted and these recordings were uploaded in the college YouTube channel and also have been linked in the college website.
5	6	A separate Blog was created by the library and has been made available to all (students and teachers) with proper updating mechanism.



Dr. N. J. Dahale
Member Coordinator
IQAC




Prin. Dr. P. N. Gaikwad
Chairperson
IQAC



**Rayat Shikshan Sanstha's
Mahatma Phule Mahavidyalaya,
Pimpri Waghere, Pune – 411 017
Maharashtra State**

**Internal Quality Assurance Cell
4th Cycle Assessment Phase (4th CAP)**

April 15, 2020

NOTICE

All the honourable members of the Alumni Association are informed herewith to attend the IQAC-Alumni meeting to be held at 4.00 p. m. on April 18, 2020 on the zoom meeting platform.

The agenda has enclosed with the notice.

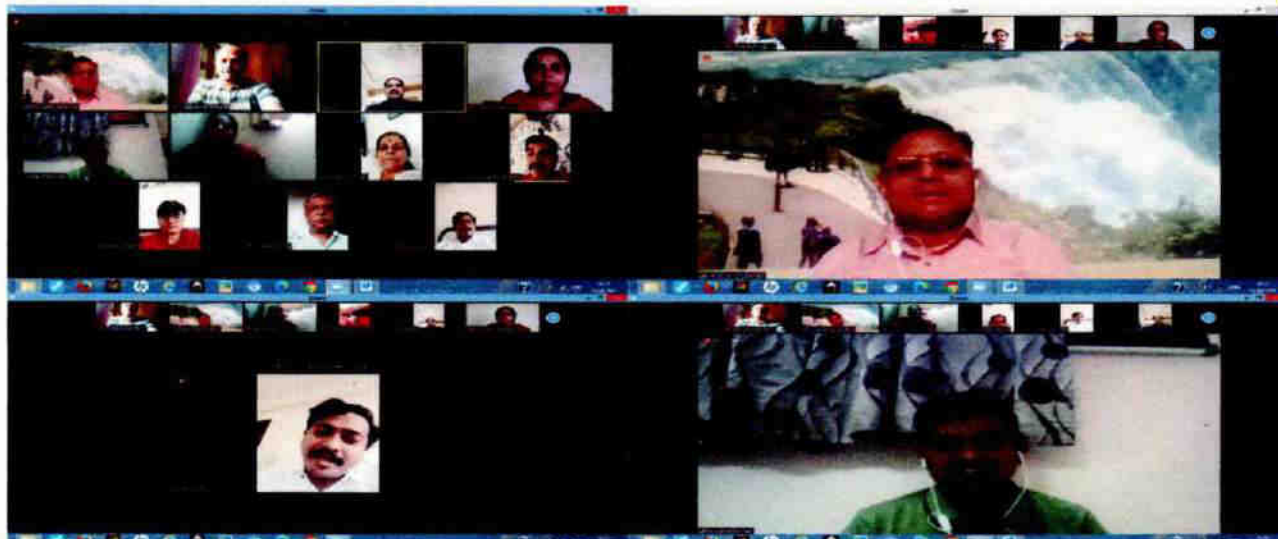
Dr. N. J. Dahale
Member Coordinator
IQAC



Prin. Dr. P. N. Gaikwad
Chairperson
IQAC

AGENDA

1. To share and seek approval to AQAR 2018-19 and AQAR 2019-20
2. To discuss about research seed money generation
3. To discuss academic activities for quality profile improvement of the college
4. Any other matter with prior



Minutes of IQAC Meeting with Teaching Faculty Members 2019-20

**Rayat Shikshan Sanstha's
Mahatma Phule Mahavidyalaya,
Pimpri Waghere, Pune – 411 017
Maharashtra State**

4th Cycle Assessment Phase (4th CAP)

The IQAC meeting of 2019-20 with Alumni Association was held at 4.00 p. m. on April 14, 2020 at zoom meeting platform.

04 members of the Alumni Association were present for the meeting. Principal welcomed all and asked Dr. Neelkanth Dahale, Coordinator, IQAC to take the meeting proceedings forward.

- 1. To share and seek approval to AQAR 2018-19 and AQAR 2019-20:** Dr. Neelkanth Dahale read the point aloud and recollect the AQAR 18-19 salient points to the meeting. He further put the AQAR 19-20 before the alumni members for discussion, sharing and approval. Mr. Vishal Masulkar, President of Alumni Association said that he had been associated with college activities even after passing out from the college. He further added that this college has been known for its innovative and relevant short term courses introduction. Principal extended thankfulness for this appreciation and asked Dr. Sanjay Mestry, faculty coordinator to Alumni Association to inform the meeting about highlights of AQAR 2019-20. Mestry shared the highlights like introduction of 7 new short term courses, research profile of faculty members, extension activities and innovative practices of the college. Mr. Masulkar pointed out that the college seems to take efforts at industry rapport development. Principal and Dahale took note of this observation and assured to improve at this point the next year. All the members present approved the AQAR 19-20. Dahale said this AQAR 19-20 will be submitted to the NAAC the next year in due course of time.



2. **To discuss about research seed money generation:** Dahale read the point aloud to the meeting. Principal appealed the alumni members to think over this point for the benefit of the students mainly. Mr. Vishal Masulkar said to think over this point. Dahale expressed thankfulness over the positive attitude of the alumni members towards the research endeavor by students and faculty.
3. **To discuss academic activities for quality profile improvement of the college:** Dahale read the point aloud to the meeting. Dahale said the same progressive approach will be carried out as it was during the previous year. He shortened the points: introduction of new relevant short term courses, ICT application in TLP, teacher quality, maximum utilization of resources available, students' employment issue and innovative and distinctive identity of the college as such. He added that the considerable activities have been conducted even during the COVID-19 pandemic situation. Adv. Satish Gorde, member in Alumni Association expressed satisfaction over this progressive picture. Dahale conveyed that the approach will be taken to emphasis this progressive approach further. All nodded affirmatively.
4. **Any other matter with prior permission of the Chair:** The meeting ended with a vote of thanks to the Chair:

Minutes prepared by

Minutes approved by



Dr. N. J. Dahale
Member Coordinator
IQAC



Prin. Dr. P. N. Gaikwad
Chairman
IQAC



**Rayat Shikshan Sanstha's
Mahatma Phule Mahavidyalaya,
Pimpri Waghere, Pune – 411017**

**Internal Quality Assurance Cell
4th Cycle Assessment Phase (4th CAP)**

ACTION TAKEN REPORT (ATR)

2019-2020

IQAC Meeting with Alumni Association

(April 18, 2020)



Sr. No.	Agenda item No.	Action Taken
1	1	Submission of AQAR 19-20 was planned to be undertaken in due course of time the next year.
2	3	07 new short term courses were introduced, The entire teaching learning process has been switched over to zoom meeting and like platforms, university and CIE examinations were conducted online through Google form, Video lecture recording under e-content development drive were created and link of the same were made available in the college website.



Dr. N. J. Dahale
Member Coordinator
IQAC




Prin. Dr. P. N. Gaikwad
Chairperson
IQAC