



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

June 04, 2020

NOTICE

All the faculty members are informed herewith to attend the 1st meeting of 2020-21 of the Cell to be held at 4.00 p. m. in the Zoom Meeting (online) mode on June 07, 2020. The link of the meeting will be sent in the staff WhatsApp group well in time.

The agenda has enclosed with the notice.


(Dr. Neelkanth Dahale)
Co-ordinator, IQAC
Mahatma Phule Mahavidyalaya
Pimpri, Pune-411 017.



Principal,
Mahatma Phule Mahavidyalaya,
Pimpri Pune-17

AGENDA

- 1.1 To confirm minutes of the previous meeting
- 1.2 To discuss Academic Calendar 2020-21 of the college
- 1.3 To discuss expectations/ recommendations made in online Student Satisfaction Survey (SSS) and probable actions required therein
- 1.4 To take review of short term courses
- 1.5 To discuss about probability of online internal and university examinations in the wake of COVID - 19 pandemic
- 1.6 To discuss about research endeavour of the faculty
- 1.7 To discuss about probable advanced tools and methods in TLP
- 1.8 To discuss about website updates
- 1.9 To discuss enrichment of laboratories
- 1.10 Any other matter with prior permission of the Chair







Minutes of 1st IQAC Meeting 2020-21

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 2020-21 of Internal Quality Assurance Cell of the college was held at 4.00 p. m. in the Zoom Meeting (online) mode on June 07, 2020.

Prin. Dr. P. N. Gaikwad greeted all the faculty members and extended friendly guidelines and tips towards all about precautions to be taken in wake of the COVID – 19 pandemic situation. Also he reminded the parent institute guidelines over this pandemic situation. He asked member coordinator 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 discuss Academic Calendar 2020-21 of the college :** Dahale conveyed all that the Academic Calendar 2020-21 has been prepared keeping in view improving quality profile of the college even during the COVID – 19 pandemic situations. Mrs. Mrunalini Shekhar, member of the IQAC and the Vice Principal of the Arts and Commerce wing reminded that the university had not then circulated any guideline about reopening HEIs and so the execution of the activities would see the difference in Calendar and the actual events considerably. All agreed and the document was approved unanimously.
- 1.3. **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 the SSS exercise was conducted in March 2020. 35.28% students responded to the questionnaire. The students appreciated the quality of teaching in general and put their expectations like: 1. increasing e-learning modules, 2. Session on meditation to be organized, 3. Curriculum revision was expected by some students, 4. Regular classrooms and washrooms cleanliness was expected, and reference books were asked to be increased on the library stack and digital mode share was expected to be increased.

- 1.4 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 32 short term courses were conducted in collaboration with Karmaveer Vidyaprabodhini, academic wing of the parental institute Rayat Shikshan Sanstha, Satara. These courses further distributed stream and level-wise (certificate, diploma and advanced diploma). 01 new course "Full Stack Developer" was introduced this year. She further added that the COVID - 19 pandemic hampered the tempo of the functioning here. All the members approved it unanimously.
- 1.5 To discuss about probability of online internal and university examinations in the wake of COVID - 19 pandemic:** Dahale put the point before the meeting and asked Mr. Babsaheb Pawal, Chairperson, Examination Committee and CEO (college), university examinations to share his planning in this regard. Pawal informed that the college had to switch over to the online mode this year and committee had prepared its calendar accordingly. It would conduct online tests through Google Form mode and was ready to respond online university examinations promptly. Principal appreciated his efforts and positive stand over the task he performed. All nodded agreement and showed readiness to perform their share.
- 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. Principal directed Dr. Sangeeta Ahiwale, Criterion III Chairperson to take note of this and direct further to the Research Promotion Committee in this regard. She responded that a few faculty members had published papers and books, however, all the faculty members had been directed to publish their research. The discussion was approved by all unanimously.
- 1.7 To discuss about probable advanced tools and methods in TLP:** Dr. Kamyani Surve informed that the entire TLP now switched over to the new track of electronic-based tools and methods like Zoom Meeting platform, Google Classroom and YouTube. She further said that a separate YouTube channel of the college had been proposed and it would be soon implemented. Principal assured her every possible help and support. Mr. Uddhav Ghodake, Assistant Professor in Economics and Chairperson of the ICT and e-Content Development Committee added that the proper documentation had been maintained of the Zoom Meeting lectures being conducted by all. All expressed agreement over the discussion.
- 1.8 To discuss about website updates:** Dahale put the point before the meeting and shared that the guideline sheet had been uploaded by the IQAC in the website on the options of software available for online TLPs and other similar ways of dealing with

the students' issues during the COVID – 19 situation. Ghodake informed that the exclusive planning had been initiated to tackle this situation and the result would be open by the end of the year. All appreciated the positive stand taken by Ghodake.

1.9 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; enrichment of laboratories and purchase of equipment takes place every year. He further added that the roofing repairing of the Science unit had also been undertaken simultaneously. All recorded their word of appreciation and consent.


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

Minutes prepared by



(Dr. Neelkanth Dahale)
Co-ordinator, IQAC
Mahatma Phule Mahavidyalaya
Pimpri, Pune-411 017.

Minutes approved by



Principal,
Mahatma Phule Mahavidyalaya,
Pimpri Pune-17



**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)

2020-2021

IQAC Meeting I

(June 07, 2020)

Sr. No.	Agenda item No.	Action Taken
1	1.2	The Academic Calendar 2020-21 was approved and executed accordingly.
2	1.3	1. e –content developed and uploaded in the college YouTube channel: https://www.youtube.com/channel/UCRnnHU4NoldcIDtAr4nWpvw 2. Department of Psychology organized an event on “Mindfulness Workshop” on January 12, 2021.
3	1.4	1. 01 new short term course “Full Stack Developer” was introduced by the department of BBA (CA).
4	1.5	Internal examinations of all the classes were conducted through Google Form mode and the students were well informed and instructed about university examinations took place at online mode exclusively in the wake of COVID - 19 pandemic. The entire process went through smoothly.
5	1.6	1. 15 international and national and other level research papers were published, 2. 12 Books and chapters in the book were published by the faculty members.
6	1.7	1. Experiential and Participative learning methods and problem solving methodologies were applied by faculty members irrespective of streams. 2. Besides, applications of electronic mode like PPTs and Online browsing were used in TLP by all the departments in the college.
7.	1.8.	IQAC uploaded its notice for staff circulating guideline about probable software resources to conduct and prepare TLP and other documents for students’ benefit. The link for the same is: https://www.mpcollegepimpri.com/pdf/iqacnotice9-4-20.pdf Besides, the other website updates were undertaken from time to time.
6	1.9	1. Enrichment of laboratories was carried out. 2. Roof repairing and ceiling renovation of 3 rd floor of Science building was undertaken.


(Dr. Neelkanth Dahale)
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Mahatma Phule Mahavidyalaya,
Pimpri Waghere, Pune – 411 017
Maharashtra State

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

July 24, 2020

NOTICE

All the members of Admission and e-Content Development Committees are informed herewith to attend the IQAC meeting to be held at 4.00 p. m. in the Zoom Meeting mode on July 30, 2020. The link will be sent to the faculty WhatsApp group well in time.

The agenda has enclosed with the notice.


(Dr. Neelkanth Dahale)
Co-ordinator, IQAC
Mahatma Phule Mahavidyalaya
Pimpri, Pune-411 017.



Principal,
Mahatma Phule Mahavidyalaya,
Pimpri Pune-17

AGENDA

- 2.1 To confirm minutes of the previous meeting
- 2.2 To discuss about the admission policy of the college
- 2.3 To take review of the Admission Sub-committees (class-wise) formation
- 2.4 To discuss about precautions measures to be taken at admission process in wake of the COVID - 19 pandemic situation
- 2.5 To take review of video recording drive and other e-content development task
- 2.6 To take review of development of YouTube channel of the college
- 2.7 To discuss about role the e-Content Development Committee has to play in TLP during COVID - 19 pandemic situation
- 2.8 To discuss about videos and other soft (online) material to be uploaded in the college website
- 2.9 Any other matter with prior permission of the Chair





**Minutes of Admission and
e-Content Development Committees-IQAC Meeting 2020-21**

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

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

The IQAC - Admission and e-Content Development Committees meeting was held at 4. 00 p. m. in the Zoom Meeting mode on July 30, 2020.

Prin. Dr. P. N. Gaikwad greeted all and took review of how all were doing during the COVID - 19 pandemic situation. He asked member coordinator 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 admission policy of the college:** Dr. Neelkanth Dahale read the point aloud to the meeting; he shared how the pandemic situation had made the entire functioning of the Cell at online mode. He expressed the need to not to lose prospective flow of new admission seeking candidates during this dire situation of Corona pandemic. He appealed Admission committee chairperson Dr. Dinkar Murkute to work on this aspect and led the admission process accordingly. Prin. Dr. P. N. Gaikwad expressed affirmation over Dahale's point and directed all the concern members present to act accordingly. All agreed and approved the point unanimously
- 2.3 **To take review of the Admission Sub-committees (class-wise) formation:** Dahale asked Murkute to convey the members present about the sub-committees formed. Murkute said that the work and policy balance had been maintained at sub-committee formation. It was going to be beneficial to improve admission rate as such. He further said that all the precautionous measures descended from the government and university had been taken in regard of the Covid-19 pandemic situation. All registered their expectation of improving rate of admission flow during this hard time unanimously and agreed the entire discussion on the point.
- 2.4 **To discuss about precautionous measures taken at admission process in wake of the COVID - 19 pandemic situations:** Murkute started to explain what the precautions had been taken in this regard; however, the principal interrupted him for

he (Murkute) had just talked and cleared the point himself at the point No. 3 earlier. Murkute thanked him.

- 2.5 To take review of video recording drive and other e-content development task:** Principal asked Mr. Udhav Ghodke, chairperson of e-Content Development Committee to submit the report orally about the work done in this regard. He reported that the video recording drive by faculty members had been initiated and taking place smoothly in the studio developed in the Sambhajinagar campus of the college. Also the faculty members were preparing their video lectures at individual level with the resources (software) of their own. He further added that a member in the e-Content Development Committee Mr. Aniket Khatri had been extending guidelines and helping hand to those faculty members who asked him for. Also he (Khatri) had informed to conduct a training workshop for these faculty members on creating video lectures and other resources. The discussion was consented by all and it was decided unanimously to increase this share further to considerable amount.
- 2.6 To take review of development of YouTube channel of the college:** Dahale put the point before the meeting and explained how this mechanism was necessary. Principal directed Ghodke to form separate committee to look after this area. Ghodke replied that the faculty members in department of Mass Communication had been assigned this task and the result would be seen soon.
- 2.7 To discuss about role the e-Content Development Committee has to play in TLP during COVID - 19 pandemic situations:** Dahale read the point aloud to meeting. Mr. Aniket Khatri further explained the committee structure and its functioning to the meeting. He said that since the Covid-19 situations had put all in 'work from home' mode, percentage of ICT application in TLP had been increased and all possible efforts were being taken to make this process rich: efforts like PPT sharing, audio/video clips through browsing google machine/ YouTube, etc. Principal expressed happiness over this initiation. All expressed appreciation.
- 2.8 To discuss about videos and other soft (online) material to be uploaded in the college website:** Dahale reported that this task would be performed with the help of the ICT and e-Content Development Committee and the department of B. B. A. (C. A.). He cleared further that this work was under process and a good result would be visible in the college website soon. All nodded agreement.
- 2.9 Any other matter with prior permission of the Chair:** The meeting ended with a vote of thanks to the Chair.

Minutes prepared by


(Dr. Neelkanth Dahale)
Co-ordinator, IQAC
Mahatma Phule Mahavidyalaya
Pimpri, Pune-411 017.

Minutes approved by


Principal,
Mahatma Phule Mahavidyalaya,
Pimpri Pune-17



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

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

ACTION TAKEN REPORT (ATR)

2020-2021

IQAC Meeting II

(July 30, 2020)

Sr. No.	Agenda item No.	Action Taken
1	2.2	Class-wise admission sub-committees were formed, online admission payment mode was successfully implemented through ETH software. Entire admission process went through smoothly.
2	2.4	College efficiently administered its own unit of Rayat COVID-19 Help Centre; Rayat employees affected by COVID-19 from units in vicinity were facilitated through this Centre. The entire college campus was kept clean and sanitized as per government guidelines.
3	2.5	1. Video recording studio was setup, faculty members recorded their lectures as per the schedule. 2. Mr. Ankit Khatri, a member of ICT and e-Content Development Committee connected e-Content Development Workshop for faculty members on 02-09-2020.
4	2.6 and 2.7	College YouTube channel is in function: https://www.youtube.com/channel/UCRnnHU4NoldcIDtAr4nWpvw
5	2.8	College website www.mpcollgepimpri.edu.in turned into '.edu.in' and is in function.


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

Date: Dec. 03, 2020

NOTICE

All the fellow faculty members are informed herewith to attend IQAC meeting to be held at 11.30 a.m. in seminar hall (F1&F2) on Dec.04, 2020. The meeting will exclusively deal with the IQAC policies' communication and implementation.


(Dr. Neelkanth Dahale)
Co-ordinator, IQAC
Mahatma Phule Mahavidyalaya
Pimpri, Pune-411 017.



Principal,
Mahatma Phule Mahavidyalaya,
Pimpri Pune-17

AGENDA

- 3.1. Discussion and approval to college level Vision-Mission statement.
- 3.2. Sharing and approval to IQAC composition
- 3.3. Discussion and approval to NEP 2020 policy devised by IQAC
- 3.4. Discussion and approval to AI (Artificial Intelligence) policy devised by IQAC
- 3.5. Discussion and approval to *16 Points Action Plan* document devised by IQAC
- 3.6. Discussion and approval to *MODUS OPERANDI* devised by IQAC
- 3.7. Discussion and approval to *20 File Structuring* devised by IQAC
- 3.8. Discussion and approval to *11 Step Indexing* devised by IQAC
- 3.9. Any other matter with prior permission of the Chair



Minutes of 1st IQAC Meeting 2020-21

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

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

The 3rd meeting of 2020-21 of Internal Quality Assurance Cell of the college was held at 11.30 a.m. in the Seminar Hall on December 04, 2020.

Prin. Dr. P. N. Gaikwad greeted all the faculty members and showed happiness over the point that the present COVID-19 pandemic situation had been released and allowed the teaching fraternity to gather in person. He further asked member coordinator Dr. Neelkanth Dahale to make his PPT presentation on the IQAC policy statements as a part of conduct of the proceedings.


3.1 to 3.8: Dr. Neelkanth Dahale thanked the principal and made his PPT presentation with the help of the projector. He started with an introduction: first, he shared the core philosophy of the NAAC that starts with its 05 core values. He said that the policy documents containing in the PPT presentation would help the entire college at its 4th Cycle assessment preparation drive in the times to come. 1. The Vision-Mission statement was in tune with the parent institute's Vision-Mission statement. Dr. Sangeeta Ahiwale, head of the department of Microbiology pointed that the college level statement needed the clear mention of students' concerns. 2. The NEP 2020 and AI policy statements were particularly important as the IQAC quality directives said Dahale. He further added that the department and criterion level endeavours taking care of these policies would lead the college on the perspective plan prepared by the IQAC in the right spirit.

3. Dahale continued with the next points about documentation styles devised by himself for departments and criteria. He said that all the three documents – *MODUS OPERANDI*, *20 File Structuring* and *11 Step Indexing* would help them all to represent before any external assessing agency truly. They all would be in confident position to prove even before the agencies like DVV mechanism of the NAAC. 4. Next, he particularly brought attention of all the members present for the meeting to the *16 Points Action Plan* that it was going to build them all their academic planning, execution and evidencing as such.

All the fellow faculty members appreciated Dahale's policy documents and assured him to execute their college works accordingly. Dahale said that he would share one Google form link with them and would welcome their suggestions therein on all the slides he shared in his presentation in the meeting. He cleared it was going to help him to finalize the IQAC policy and functioning style through their feedback in authentic way. He thanked all.

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

Minutes prepared by


(Dr. Neelkanth Dahi
Co-ordinator, IQAC
Mahatma Phule Mahavidya
Pimpri, Pune-411 017.

Minutes approved by



Principal,
Mahatma Phule Mahavidyalaya,
Pimpri Pune-17



**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)

2020-2021

IQAC Meeting III

(Dec.04, 2020)

Sr No.	Agen da item No.	Action Taken
		The meeting of the IQAC with faculty members was held at 11.30 a.m. in Seminar Hall (F1&F2) on Dec.04, 2020. The brief report of the action taken accordingly is as follows:
1	3.1	College Vision-Mission Statement approved and displayed in college website: https://mpcollegepimpri.edu.in/vision_mission.php
2	3.2	Revised IQAC composition displayed in college website: https://mpcollegepimpri.edu.in/iqaccommittee.php
3	3.3	NEP 2020 Policy devised by IQAC uploaded in college website: https://mpcollegepimpri.edu.in/zel_admin/uploads/ssrdoc/20220427100858.pdf
4	3.4	AI Policy devised by IQAC uploaded in college website: https://mpcollegepimpri.edu.in/zel_admin/uploads/ssrdoc/20220427100858.pdf
5	3.5	16 Points Action Plan document devised by IQAC uploaded in college website: https://mpcollegepimpri.edu.in/zel_admin/uploads/ssrdoc/20220427100858.pdf
6.	3.6	IQAC Documentation style: MODUS OPERANDI, 20 File Structuring and 11 Step Indexing is in function.


(Dr. Neelkanth Dahale)
 Co-ordinator, IQAC
 Mahatma Phule Mahavidyalaya
 Pimpri, Pune-411 017.



 Principal,
 Mahatma Phule Mahavidyalaya,
 Pimpri Pune-17



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

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

April 20, 2021

NOTICE

All the heads of the departments and the follow faculty members are informed herewith to attend the IQAC meeting regarding syllabus completion review to be held at 11.00 a.m. in the Zoom Meeting mode on April 29, 2021. The link will be sent to the faculty WhatsApp group well in time.

The agenda has enclosed with the notice.


(Dr. Neelkanth Dahale)
Co-ordinator, IQAC
Mahatma Phule Mahavidyalaya
Pimpri, Pune-411 017.



Principal,
Mahatma Phule Mahavidyalaya,
Pimpri Pune-17

AGENDA

- 4.1. To confirm minutes of the previous meeting
- 4.2. To discuss on syllabus completion department-wise
- 4.3. To invite case reports on new/ innovative methods in TLP
- 4.4. To invite case reports on CIE mechanism
- 4.5. To discuss on syllabus completion of short term courses
- 4.6. To discuss about students' feedback on syllabus completion
- 4.7. Any other matter with prior permission of the Chair

Rayat Shikshan Sanstha's

Mahatma Phule Mahavidyalaya, Pimpri, Pune-411017

INTERNAL QUALITY ASSURANCE CELL

(4th Cycle Assessment Phase – 4th CAP)

2020-21

Date: Dec. 04, 2020

Following members were present for the meeting held at 11.30 a.m. today.

Sr. No.	Name of the faculty	Sign.	Sr. No.	Name of the faculty	Sign.
1	Dr. Valsali Khandekar		18	Miss. Priti S. Heuse	
2	Dr. Jyoti Thorat		19	S B More	
3	Dr. Laxmika Chakrade		20	Dr. Karmayeni G. Sare	
4	Bupali G. G. G.		21	Dr. Padmani Bedekar	
5	Dr. Milind Bhaoo		22		
6	Satke S. R.		23		
7	Dr. Sarode M. T.		24		
8	Trandhi Rajkumar		25		
9	Balbhini K. Ghoshale		26		
10	Ashwini R. S.		27		
11	Dr. T. S. S.		28		
12	Dr. Karande V. R.		29		
13	Reshmika R. M.		30		
14	Dr. Dhanu Murante		31		
15	Dr. D. G. M. S.		32		
16	Nannaware S. P.		33		
17	Shaikh Esak. S.		34		

(Dr. N. J. Dahale)
Coordinator, IQAC



PRINCIPAL
MAHATMA PHULE MAHVIDYALAYA
PIMPRI, PUNE 411 017.

Principal



Minutes of 1st IQAC Meeting 2020-21

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

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

The 4th meeting of 2020-21 of Internal Quality Assurance Cell of the college was held at 11. 00 a. m. in the Zoom Meeting (online) mode on April 29, 2021.

Prin. Dr. P. N. Gaikwad greeted all the faculty members and extended friendly guidelines and tips towards all about precautions to be taken in wake of the COVID – 19 pandemic situation. Also he reminded the parent institute guidelines over this pandemic situation. He asked member coordinator Dr. Neelkanth Dahale to conduct the proceedings.

- 4.1. **To confirm minutes of the previous meeting:** The minutes of the previous meeting were confirmed unanimously.
- 4.2. **To discuss on syllabus completion department-wise:** Dr. Neelkanth Dahale read the point aloud to the meeting. He expressed that the COVID-19 situations had expelled the teaching fraternity to adjust into online mode either in this (Zoom meeting) platform or that one (Google Meet) and like. All showed affirmation and submitted their reports orally. It came surprisingly that the teachers could complete syllabus in time in much better manner than when they were in normal mode earlier. The only feeling lingered behind was that they were not happy with the online mode as it kept pupils at invisible distant place and teachers could not read students' faces. Principal nodded the discussion. The discussion ended with the observation how the university schedule regarding TLPs and examinations would exercise in the wake of COVID-19 pandemic situations.
- 4.3. **To invite case reports on new/ innovative methods in TLP:** Dr. Kamayani Surve, chairperson of the Criterion II reported that the online mode provided the teaching faculty with experimenting as well as experiencing in TLP. Almost all the members turned over to finding new tools and methods of teaching and learning. Kahoot, Padlet, Mind Map, Online Compiler, Google Class, Google forms and like. College created YouTube channel of its own and it had been in function for the entire COVID-19 period that it proved more than 50% beneficiaries from among the student community. Only those who had not had internet (android phone facility) connectivity faced dearth of this online accessibility to TLP in distant mode form.

Principal and the members present expressed happiness over this discussion and approved it unanimously.

- 4.4. To invite case reports on CIE mechanism:** Mr. Babsaheb Pawal, chairperson of Examination Committee and CEO (college/ unit level) of university examinations informed the meeting that the CIE mechanism worked smoothly even during the COVID-19 period; teachers used Google Form mode exclusively and tried to not to let students lose any of the internal examinations. Here, assessment process was mainly exercised through MCQs. About 90% students attended these examinations and for those who missed it, either assignments or orals were conducted.
- 4.5. To discuss on syllabus completion of short term courses:** Surve, chairperson of the Short Term Courses Committee, informed that the policy that was applied to the main stream programme structure was also applied to the short term courses as it was in replica matrix. 3 MoUs were signed in TLP of some of the courses and they proved useful in fullness to their relevance. This effort of Short Term Courses Committee was appreciated by all enthusiastically and approved unanimously.
- 4.6. To discuss about students' feedback on syllabus completion:** Dr. Jyoti Thorat, chairperson of Feedback Committee said that the feedback mechanism should be taken as one of the efficient mechanisms of the college and it had then taken to online mode exclusively. Feedbacks collected were analyzed and actions were taken therein as well. COVID-19 pandemic situation expelled the college to conduct only SSS feedback as it is as it has been descended from the NAAC institution. Otherwise, the college conducts students' feedback of its own on syllabus completion. College could not get sufficient time and space for this exercise this year. Students suggested in feedback that the online lectures be conducted as per the time scheduled, extra-curricular activities be conducted, and study material be provided through in the WhatsApp group created class-wise. Thorat continued that efforts were made to meet these expectations of students'. All appreciated the efforts.
- 4.7. Any other matter with prior permission of the Chair:** The meeting ended with a vote of thanks.

Minutes prepared by


(Dr. Neelkanth Duhale)
Co-ordinator, IQAC
Mahatma Phule Mahavidyalaya
Pimpri, Pune-411 017.

Minutes approved by



Principal,
Mahatma Phule Mahavidyalaya,
Pimpri Pune-17



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

ACTION TAKEN REPORT (ATR)

2020-2021

IQAC Meeting IV

(April 29, 2021)

Sr. No.	Agenda item No.	Action Taken
1	4.2.	More than 7000 online TLP sessions (Zoom meeting/ Google Meet) in all were conducted during the year.
2	4.3	Kahoot, Padlet, Mind Map, Online Compiler, Google Class, Google forms and like tools were applied by quite a few faculty members in their TLPs: https://mpcollegepimpri.edu.in/zel_admin/uploads/ssrdoc/20220427042004.pdf
3	4.4	CIE was conducted online through Google form mode in one form per course semester-wise.
4	4.5	Short term courses TLPs and examinations were conducted as it was excised for courses in various programs. 2 MoUs were signed for short term courses conducted by BBA (CA) and 1 MoU was signed by Fashion Designing short term course. All the three MoUs provided useful for the courses and have been in function efficiently.
5	4.6	Department of zoology conducted extra-curricular activities namely <u>National level Wildlife Week Activity (2nd October to 8th October 2021), Darwin's Day 12 Feb 2021 Activity and National Science Day 28th Feb.2021 Activity:</u> https://mpcollegepimpri.edu.in/zel_admin/uploads/ssrdoc/20220426102631.pdf


(Dr. Neelkanth Dahale)
 Co-ordinator, IQAC
 Mahatma Phule Mahavidyalaya
 Pimpri, Pune-411 017.



 Principal,
 Mahatma Phule Mahavidyalaya,
 Pimpri Pune-17



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

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

May 11, 2021.

NOTICE

All the fellow colleagues from teaching as well as non-teaching staff are informed herewith to attend the term-end (year-end) meeting organized by the IQAC to be held at 11.00 a.m. in the Zoom Meeting mode on May 15, 2021. The link will be sent to the faculty WhatsApp group well in time.

The agenda has enclosed with the notice.


(Dr. Neelkanth Dahale)
Co-ordinator, IQAC
Mahatma Phule Mahavidyalaya
Pimpri, Pune-411 017.



Principal,
Mahatma Phule Mahavidyalaya,
Pimpri Pune-17

AGENDA

- 5.1. To confirm minutes of the previous meeting
- 5.2. To discuss and finalize Academic Calendar 2021-22
- 5.3. To discuss about admission advertising and admission process structure for 2021-22
- 5.4. To discuss about commencement of teaching-learning sessions of 2021-22
- 5.5. To discuss about preparation of international conference planned for June 2021
- 5.6. To discuss about IQAC event (seminar/ workshop) to be organized
- 5.7. To discuss about issues in smooth functioning of software admission process and like
- 5.8. To take review of salient academic events/ activities conducted during 2020-21
- 5.9. Any other matter with prior permission of the Chair





Minutes of IQAC Meeting (Term/ Year End) 2020-21

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

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

The 5th meeting (term-end/ year-end) of the IQAC with teaching and non-teaching staff was held at 11.00 a.m. in the Zoom Meeting mode on May 15, 2021.

Prin. Dr. P N. Gaikwad greeted all the members present and asked Dr. Neelkanth Dahale, coordinator, IQAC to conduct the proceedings of the meeting.

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

5.2. To discuss and finalize Academic Calendar 2021-22: Dr. Dahale read the document aloud to the meeting; he added that the COVID-19 situations had forced us all to plan academic activities in online mode. The document was listened to by all the members present and approved unanimously. Principal directed to Mr. Aniket Khatri, chairperson of the College Website Committee to upload the Calendar in the website well in time before reopening of the following year.

5.3. To discuss about admission advertising and admission process structure for 2021-22: Dr. Dinkar Murkute, chairperson of the Admission Committee informed that the advertisement in local T. V. would benefit the college during the COVID-19 situations. Principal consented the idea and directed him to act accordingly. He (Murkute) further said that the admission sub-committees would be formed as it was formed the last year and the conduction would be administered efficiently. Miss. Priti Nevse, head of the department of BBA (CA) and a member of the IQAC added that her colleagues in the department and she herself were planning to reach the aspirant candidates at admission counter for BBA (CA) program that would reflect increase in the numbers this year. Principal appreciated the efforts. All approved the point unanimously.

5.4. To discuss about commencement of teaching-learning sessions of 2021-22: Dahale put the point before the meeting and cleared it that the COVID-19 picture was still hovering over. This very situation should guide them all in planning TLPs. He further added that the teaching fraternity should take note of this and apply the same the following year. Mr. Udhav Ghodke, chairperson of the ICT and e-Content Development Committee added that the same approach, as it was during the previous year, would be applied to reach students with maximum distant mode form. Principal and the members present expressed happiness and consent over the discussion. The point was approved unanimously.

- 5.5. To discuss about preparation of international conference in Hindi planned for June 2021:** Surve, head of the department of Hindi, informed the meeting that all the preparations had been done and the conference would be organized on the June 12, 2021. Principal and all the members appreciated her explanation and approved the point unanimously.
- 5.6. To discuss about IQAC event (seminar/ workshop) to be organized:** Dahale read the point aloud to the meeting and expressed that the event that should be useful in fighting against the COVID-19 pandemic would be planned and conducted soon. Principal appreciated the point and said the all would like to join the event as and when planned.
- 5.7. To discuss about issues in smooth functioning of software admission process and like:** Dahale read the point aloud and said that the previous year problems made them think about whether the software needed to be changed. Khatri added that the same ETH software would work smoothly with removing shortcoming faced the previous year. He added that the planning had been made to use it for providing online payment mode at admission process as well. Also he added further that the same software would be continued for use in library as before. The point was approved unanimously.
- 5.8. To take review of salient academic events/ activities conducted during 2020-21:** Principal asked Mr. Shahaji More, vice-principal to present review over the salient events conducted during the entire year 2020-21. More thanked the principal and informed the meeting about such events and activities held: 1. College annual *Shalmali* Inauguration (26-06-2021), 2. Workshop on OBS for faculty (02-09-2020) 3. Workshop on Mental Health for students and Teachers by the department of Psychology (10-10-2020 and 16-10-2020 respectively), 4. Guest Lecture on SAP Technology organized by BBA(CA) Department (23-01-2021), 5. कोरोना काळातील सकारात्मक प्रतिसाद (*Corona Kalatil Sakratmak Pratisad*) (27-04-2021), and 6. Alumni Association Meet (01-05-2021). More further informed that all these activities were conducted online. He said that department of History was planning to organize national level seminar on *Cultural and Social History of Tribal and Nomadic Tribes in Maharashtra* within a week or two. Here, Dahale added that all these activities has a good number of beneficiaries from among the students and faculty and academic community across the states. Principal and all the members present expressed contentment over this and approved the proceedings over this point.
- 5.9: Any other matter with prior permission of the Chair:** The meeting ended with a vote of thanks to the Chair.

Minutes prepared by


(Dr. Neelkanth Dahale)
Co-ordinator, IQAC
Mahatma Phule Mahavidyalaya
Pimpri, Pune-411 017.

Minutes approved by



Principal,
Mahatma Phule Mahavidyalaya,
Pimpri Pune-17



**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)

2020-2021

**IQAC Meeting V
(May 15, 2021)**

Sr. No.	Agenda item No.	Action Taken			
		The term-end meeting of the IQAC with faculty members was held at 11.00 am in the Zoom Meeting mode on May 15, 2021. The brief report of the action taken accordingly is as follows:			
1	5.2	Academic Calendar 2020-21 is uploaded in the college website: https://mpcollegepimpri.edu.in/zel_admin/uploads/ssrdoc/20220406065220.pdf			
2	5.3	1. Admission advertisement was circulated through newspaper leaflets, local TV channel and display of flex boards in the catchment area. 2. Online admission payment mode was facilitated in addition.			
3	5.4	2021-22 TLP was commenced in October 2021 in online mode during COVID-19 pandemic situations.			
4	5.5	Department of Hindi organized International Seminar on "हिंदी का वैश्विक परिदृश्य" in online mode on 12-06-2021: https://youtu.be/qRmhDjyy8ns			
5	5.6	IQAC, B. Voc. and department of Physical Education jointly organized parent institute level online lecture on <i>Fitness Priorities During Covid-19 Pandemics</i> on 05-07-2021: https://youtu.be/Vuif1aQ7pYY			
6	5.7	ETH software has been in function at admission process and other student related transactions/ operations: https://mcpune.rayatdc.com/MPC/			
7	5.8	IQAC initiated and made the following activities and events happen:			
		Sr. No.	Name of Meeting /Department	Date	No of Benefeciaries
		1.	Shalmali Inauguration	26-06-2021	70
		2.	Art of Living	01-07-2020	100
		3.	Training for Junior College Staff for online admission	18-07-2020	60
		4.	Parents-Students-Teacher Meeting	28-07-2020	100
		5.	Workshop on OBS for faculty	02-09-2020	56
		6.	Teacher Day	05-09-2020	82
		7.	आंतरराष्ट्रीय साक्षरता दिन	12-09-2020	60
		8.	Celebration of Hindi Din	14-09-2020	44
		9.	पद्मभूषण डॉ. कर्मवीर भाऊराव पाटील यांची १३३ वी जयंती	25-09-2020	424
		10.	Workshop on Mental Health for students by the department of Psychology	10-10-2020	326
		11.	NSS Inauguration	12-10-2020	195
12.	Vachan Prerana din	15-10-2020	991		

