



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

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

June 14, 2021

NOTICE

All the faculty members are informed herewith to attend the 1st meeting of 2021-22 of the Cell to be held at 11.00 a. m. in the Zoom Meeting (online) mode on June 16, 2021. The link of the meeting will be sent in the staff WhatsApp group well in time.

The agenda has enclosed with the notice.

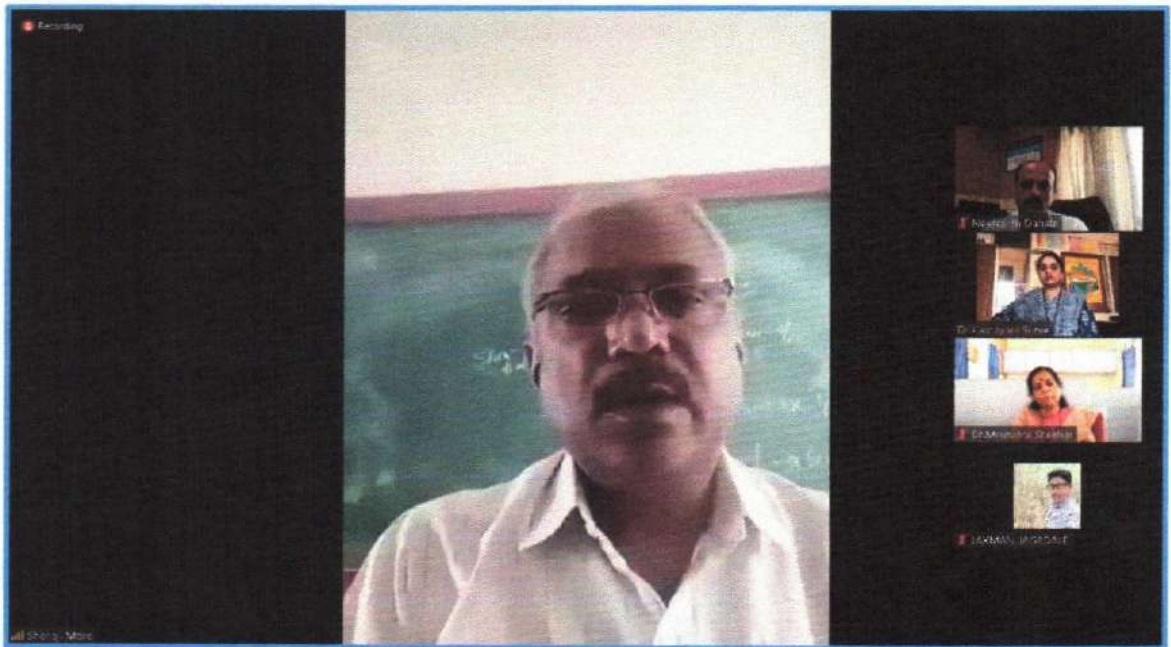
Dr. Neelkanth Dahale
Member Coordinator
IQAC



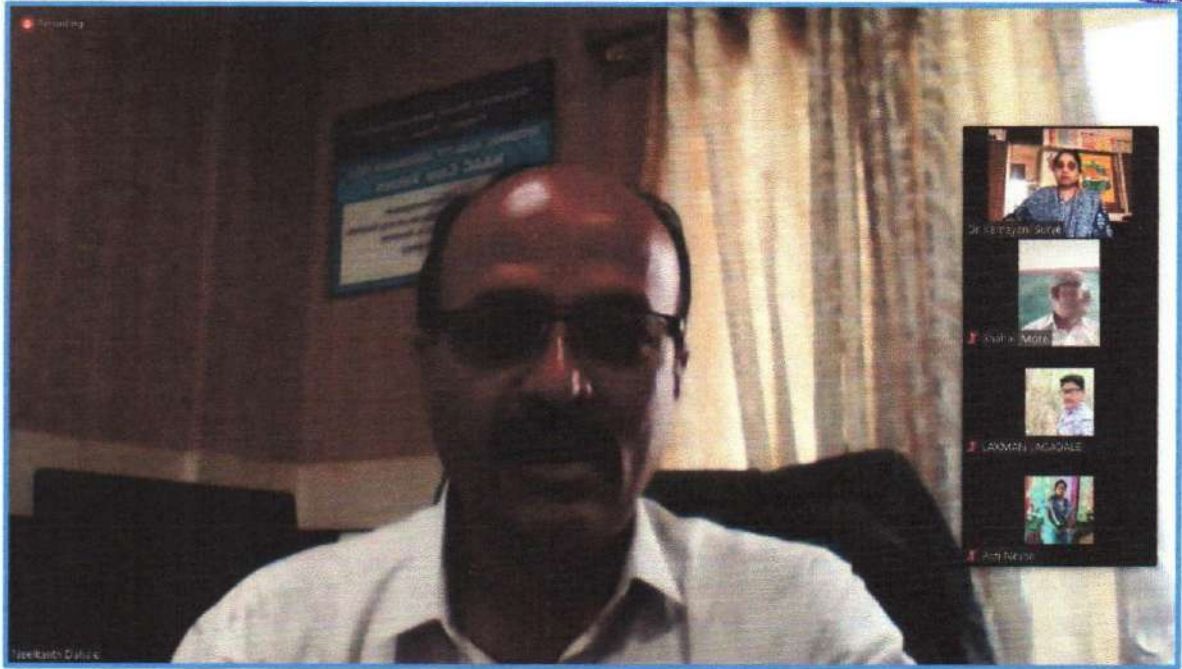
Prin. Dr. P. N. Gaikwad
Chairperson
IQAC

AGENDA

- 1.1 To confirm minutes of the previous meeting
- 1.2 To discuss Academic Calendar 2021-22 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 departmental activities to be undertaken
- 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



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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 2021-22 of Internal Quality Assurance Cell of the college was held at 11.00 a. m. in the Zoom Meeting (online) mode on June 16, 2021.

Prin. Dr. P. N. Gaikwad greeted all the faculty members and took stock of the situations over the Covid-19 pandemic things. All the faculty members shared the precautions they were taking in wake of the unpresented situation. Principal further reminded the parent institute guidelines over this pandemic situation. He asked member coordinator Dr. Neelkanth Dahale to conduct the proceedings.

Dahale thanked the principal and congratulated the fellow faculty members Dr. Kamayani Surve and Dr. Vaishali Khedkar, head and the fellow member in Dept. of Hindi respectively for the grand success of the international conference they organized on the 12th of June. Also he appealed other faculty members to follow the footsteps of this department. The proceedings began.

- 1.1 To confirm minutes of the previous meeting:** The minutes of the previous meeting were confirmed unanimously.
- 1.2 To discuss Academic Calendar 2021-22 of the college:** Dahale conveyed all that the Academic Calendar 2021-22 has been prepared keeping in view improving quality profile of the college. Dr. Dinkar Murkute, head, Dept. of History shared the point that departmental activities and faculty research profile be stressed in the Calendar document. Dahale thanked him for positive approach and assured him that the suggestion would be considered definitely. 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 July 2022 and 488 students responded to the questionnaire. The students appreciated the quality of teaching in general and put their expectations like: 1. Wanted e-learning modules to be increased, 2. Expected practical based projects, 3. Special sessions were demanded on revised curriculum, 4. Digital mode share was expected to be increased, 5. High speed internet be provided and 6. CBCS system be explained. Surve further said that the action taken will be done during the following semester only.

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- 1.4 To take review of short-term courses:** Dr. Kamayani Surve, chief co-ordinator of Short Term Courses Committee conveyed the highlights of short term courses report. Surve conveyed 37 short term courses were conducted in collaboration with Karmaveer Vidyaprabodhini, academic wing of the parental institute Rayat Shikshan Sanstha, Satara. 10 new courses were replaced in place of older ones. Care had been, said she, taken to replace the older courses by timely relevant ones. All the members agreed and 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. Aniket Khatri, Chairperson, Examination Committee and CEO (college), university examinations to share his planning in this regard. Khatri informed that the college continued the previous year formula of the online mode of examinations due to Covid-19 pandemics situations in the city. All nodded agreement as everyone knew that still the calamity of the Covid-19 was not over as such. All showed readiness to perform their share.
- 1.6 To discuss about departmental activities to be undertaken:** Dahale put the point before the meeting and brought the attention of all to the need of improvement in this area. Principal directed all the members present to take note of this and act accordingly in this regard. Departmental heads present assured him of conducting such activities. The discussion was approved unanimously.
- 1.7 To discuss about probable advanced tools and methods in TLP:** Surve informed that a separate YouTube channel of the college had been created. Principal assured her every possible help and support. Mr. Dattatraya Bidbag, head, Dept. of Mass Communication shared that the recording facility is in function and fellow faculty members were taking its benefit fully. All expressed agreement over the discussion.
- 1.8 To discuss about website updates:** Dahale put the point before the meeting and shared that the long-awaited revision of website address into 'edu.in' mode was just on the verge of completion and it would open the opportunities to avail higher level facilities soon for faculty members. He appealed all to keep updating their share in the website. All appreciated the particular efforts taken in this task by Mr. Khatri and Ms. Priti Nevse, head, Dept. of Computer applications.
- 1.9 To discuss enrichment of laboratories:** Dahale put the point before the meeting. Principal asked Dr. Pandurang Lohote, chairperson Criterion IV to share what the planning was in this regard. Dr. Lohote responded that the roofing repairing of the Science unit had been completed. 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.

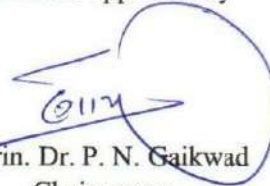
Minutes prepared by



Dr. Neelkanth Dahale
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)**

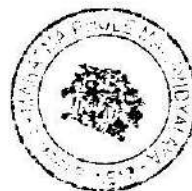
ACTION TAKEN REPORT (ATR)


2021-2022

**IQAC Meeting I
(June 16, 2021)**

Action Taken		
Sr. No.	Agenda item No.	
		The meeting of the IQAC with faculty members was held at 11.00 a. m. in the Zoom Meeting mode on June 16, 2021. The brief report of the action taken accordingly is as follows:
1	1.2	Introduction: International Conference in Hindi was organized on June 12, 2021. The Academic Calendar 2021-22 was approved and executed accordingly.
2	1.3	SSS Report analyzed and action taken and is posted in the college website.
3	1.4	Scheme of Skill-based courses executed.
4	1.5	Internal examinations conducted in online mode.
5	1.6	<ul style="list-style-type: none"> • Guest lectures organized by Dept. of Mass Communication on July 03 and August 01, 2021 and on February 15, 2021 by Dept. of Chemistry respectively, • <i>India Freedom Run</i> was organized between August 03, 2021 and October 21, 2021 by Dept. of Physical Education. • Induction programmes were organized by IQAC + Microbiology and Commerce on October 01 and December 21, 2021 respectively, • Alumni lecture series organized by Dept. of Microbiology, • <i>Inspiria Comm-Fest</i> organized between April 19 and 23, 2022 by Dept. of Commerce, • <i>Mahila Din</i> was conducted on March 08, 2022, • <i>Hindi Pakhwada</i> and <i>Marathi Bhasha Pandharwada</i> were conducted in September 2021 and January 2022 by Dept. of Hindi and Marathi respectively. • Union Budget Online Symposia was organized on February 11, 2022 by Dept. of Economics and Commerce jointly. • Wall-paper activity/ competitions and extension activities were conducted by various departments.
6	1.7	College YouTube Channel is updated regularly.
7	1.8	Laboratories were updated with chemicals, equipment and computers.


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

June 25, 2021

NOTICE

All the criteria chairpersons, heads of the departments and Examination and Research Promotion Committee members are informed herewith to attend the Zoom App meeting with IQAC to be held at 12.00 noon on June 29, 2021. The link will be sent well in advance in the college staff WhatsApp group. AGENDA of the meeting has been enclosed herewith.

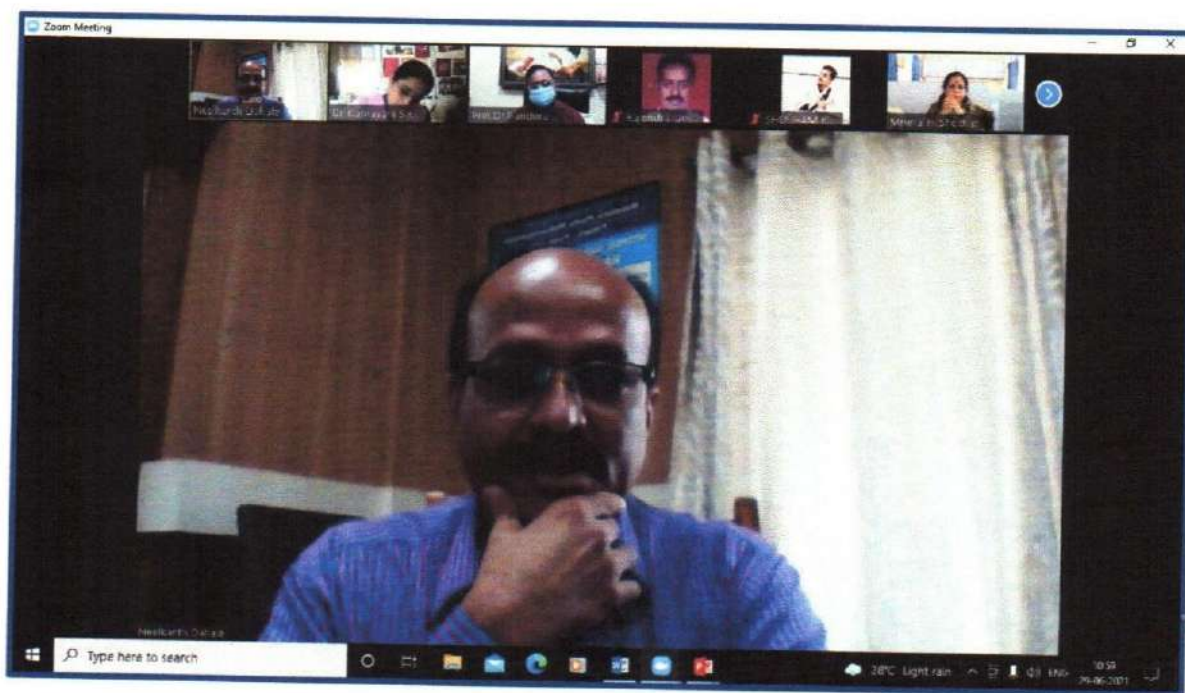
Dr. Neelkantjh Dahale
Member Coordinator
IQAC



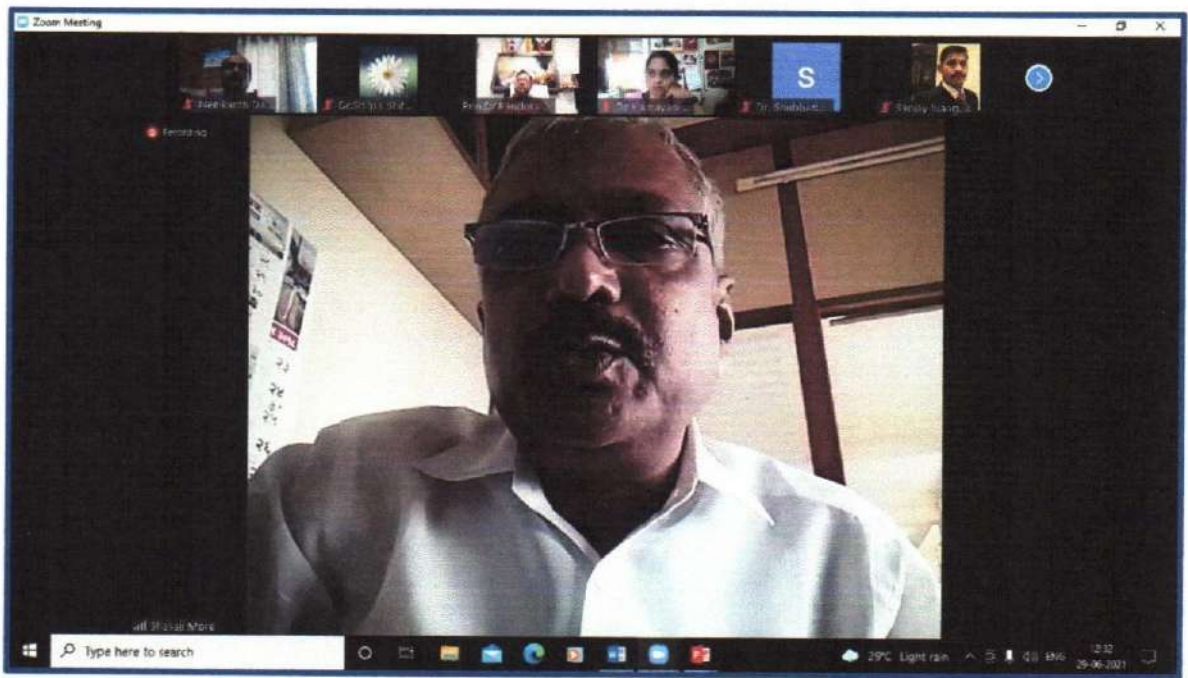
Prin. Dr. P. N. Gaikwad
Chairperson
IQAC

AGENDA

- 2.1 Online submission of AQAR - 2019-20 by auspicious hands of Hon. Prin. Dr. P. N. Gaikwad
- 2.2 IQAC Coordinator's PPT presentation/ discussion on CIE policy and its implementation
- 2.3 Discussion on UG and PG programme proposals to be sent to SPPU
- 2.4 Discussion on documentation style and its execution as devised by IQAC
- 2.5 Discussion on training programme for non-teaching staff to be organized by IQAC
- 2.6 Discussion on possibility of Research Centre establishment
- 2.7 Discussion on departmental extension activities
- 2.8 Discussion on overall feedback mechanism strengthening
- 2.9 Fixing review meeting on the completion of discussion points made above
- 2.10 Any other matter with prior permission of the Chair



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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 2nd meeting of 2021-22 of Internal Quality Assurance Cell of the college was held at 12.00 noon in the Zoom Meeting (online) mode on June 29, 2021.

Prin. Dr. P. N. Gaikwad greeted all the faculty members. He congratulated member coordinator Dr. Neelkanth Dahale and all the members present on completion of the AQAR - 2019-20 and made it ready for submission. Further he asked Dahale to conduct the meeting proceedings.

2.1. Online submission of AQAR - 2019-20 by auspicious hands of Hon. Prin. Dr. Pandurang N. Gaikwad: Dahale, coordinator of the Cell requested the Prin. Dr. Pandurang N. Gaikwad to submit the AQAR 2019-20 online through the portal. All the present members attended the moment and all greeted him. Dahale congratulated all.

2.2. IQAC Coordinator's PPT presentation/ discussion on CIE policy and its implementation: Dahale, as it has been discussed with the principal and sought his prior approval, started his presentation on the topic. He conveyed to all that the execution policy on CIE is one of the important components in the academic growth and development of the college. It has two halves in it the first half is how the mechanism functions and the second one is what reforms have been made therein. He shared the specimen reforms like change in mode of communication in examinations, introduction of sharing answer-books with the students in class. Further, he added that the enforced revisions all had to make in modes of operations in examinations during Covid-19 pandemics have now become the reforms in that system. It was therefore resolved to undertake reforms where they are possible and also to conduct the mechanism in smooth tune as usual. All agreed and the discussion was approved unanimously.

2.3. Discussion on UG and PG programme proposals to be sent to SPPU: Dahale put the point before the meeting. Mr. Shahaji More, head of the department of Chemistry and the Steering Committee member, reminded all that the previous NAAC Peer Team had recommended to introduce programmes in Microbiology, M.B.A. and English. Dahale entered the discussion and said that the department of Microbiology has, in response to the same, applied for their PG programme and the approval is awaited. Dr. Dinkar Murkute, head of the department of History said that the similar proposals from other departments needed to be made. Dahale responded that the proposal of PG in English was in the piping and would have been submitted the following year. Principal asked Dr. Mrunalini Shekhar, head of the department of English to take note of the same. The discussion ended with the planning of the UG proposals submission in Arts and Science the following semester.

2.4. Discussion on documentation style and its execution as devised by IQAC: Dahale conveyed the point to the meeting and shared that the documentation of the activities is equally important to represent the same before the internal and external assessing agencies. Further he added that the NAAC institution may revise its framework and/ or other aspects in the procedure of operations as such and all of us were supposed to keep this in mind while carrying our academic duties forward. All agreed and assured to follow the documentation frame devised by the IQAC.

2.5. Discussion on training programme for non-teaching staff to be organized by IQAC:

Principal conveyed all that the Dahale had taken initiated in this regard. Dahale informed soon a training workshop would be organized for the non-teaching staff of the college with their convenient time and date. It was resolved unanimously.

2.6. Discussion on possibility of Research Centre establishment: The point was taken for discussion and particularly the faculty members came forward to convey that the Central Instrumentation Facility unit has been in function and the student researchers and faculty members have been seeking benefit out of it. It has been set up under the DST FIST scheme of Department of Science and Technology approved and funded to the college. Principal shared that the set-up of the Research Centre on the Campus II of the college had been before the administration and the CDC, the result would come soon. All nodded in approval.

2.7. Discussion on departmental extension activities: Dahale put the point before the meeting and shared that the IQAC feels proud to share that all the departments have been in active mode as far as organizing different activities throughout the year. Here, the department of Microbiology always leads the endeavour. Dr. Sangeeta Ahiwale, head of the department of Microbiology and the chairperson of the Criterion III, appealed all to pass on the resolution to the department heads and conduct the extension as well as outreach programmes. The point was resolved unanimously.

2.8. Discussion on overall feedback mechanism strengthening: Dahale put the point before the meeting and expressed happiness over the positive approach by the Feedback Committee. Beside the feedback on curriculum, the committee collects, analyses and forwards the recommendations to the department or unit in the college. Almost all the recommendations have been complied with in time. He indicated further that all the same, the action taken mechanism needs to be attended carefully. Complying with the suggestion once will not do and hence, the constructive mechanism needed. All agreed and resolved the point.

2.9. Fixing review meeting on the completion of discussion points made above: Principal led the discussion over this point, he said that the intime action and the documentation therein is very important. He guided all that the review meetings at the IQAC level would be held in the next month. All expressed readiness and approved unanimously.

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

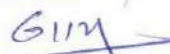
Minutes prepared by



Dr. Neelkanth 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)

2021-2022

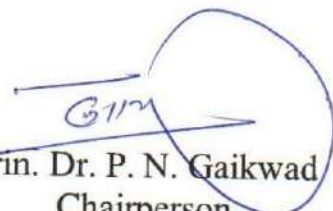
**IQAC Meeting II
(June 29, 2021)**

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Sr. No.	Agenda item No.	Action Taken
		The meeting of the IQAC with faculty members was held at 12.00 noon in the Zoom Meeting mode on June 29, 2021. The brief report of the action taken accordingly is as follows:
1	2.1	AQAR 2019-20 was submitted on June 29, 2021 through the college portal of the NAAC.
2	2.2	72 number of CIE activities were conducted with proper coordination between Examination Committee and Department heads.
3	2.3	PG programme in Microbiology was introduced in 2021-22.
4	2.4	Documentation of activities conducted during the year was maintained.
5	2.5	One training programme for non-teaching staff was organized.
6	2.6	Research facility in Central Instrumentation Facility Centre has been in function.
7	2.7	10 departmental extension activities were conducted.
8	2.8	Discussion between IQAC and Feedback Committee was held and the suggestions came up in the discussion were accepted by the latter for execution.
9	2.9	Review mechanism was thoroughly conducted by the IQAC department and committee-wise. It helped the college at its AAA process held in July/ August 2022.



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

August 20, 2021

NOTICE

All the fellow faculty members are informed herewith to attend the 3rd Zoom App meeting with IQAC to be held at 11.30 a. m. on August 26, 2021. The meeting aims at distribution of academic and administrative committees for the year 2021-22. The discussion on the task to be performed followed by the distribution of the committees by the IQAC will be done as usual. The link will be sent well in advance in the college staff WhatsApp group. AGENDA of the meeting has been enclosed herewith.

Dr. Neelkanth Dahale
Member Coordinator
IQAC



Prin. Dr. P. N. Gaikwad
Chairperson
IQAC



AGENDA


- 3.1. To confirm minutes of the previous meeting
- 3.2. To read the committee distribution aloud
- 3.3. To discuss the task to be performed committee-wise
- 3.4. Any other matter with prior permission of the Chair



Steering Committee

Sr. No	Name of the Member	Designation	Particulars of work to be done
1	Prin. Dr. Pandurang Gaikwad	Chairperson	1) To look into the total administrative work of the college, its discipline, planning execution and organization of the committee activities and solve their difficulties 2) To deal with students dress code issue
	Mr. Rajendra Deshmukh	Member	
	Mr. Shahaji More	Member	
	Dr. Mrunalini Shekhar	Member	
	Dr. Neelkanth Dahale	Member	
	Mr. Laxman Jagdale	Member	
	Mrs. Ujawala Taware	Member	



all Members Present

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Zoom Meeting

I. Q. A. C.

Sr. No	Name of the Member	Designation	Particulars of work to be done
3	Prin. Dr. Pandurang Gaikwad	Chairperson	1) Planning for next five years. 2) To plan and supervise the different curricular & Extra-curricular activities. 3) Collection of Action plans and Annual Reports of the 4) Organization of Workshops, Seminars, Conferences etc. Departments and Committees 5) To write AQAR and SSR and send them to NAAC as per given timelines.
	Mr. Sanjay Waghare Patil	Member from the Management	
	Mr. Vijayrao Chaudhari	Nominat from Employers, Industrialists/ stakeholders	
	Mr. Niran Dhansale	Nominat from Employers, Industrialists/ stakeholders	
	Dr. Mrunali Shekhare	Teacher Representative	
	Mr. Prasad Borhde	Teacher Representative	
	Dr. Kamayani Surve	Teacher Representative	
	Dr. Saagita Ahirvale	Teacher Representative	
	Ms. Anuja Abhule	Teacher Representative	
	Dr. Pareshwar Lonera	Teacher Representative	
	Dr. Dattatray Hingane	Teacher Representative	
	Dr. Indira Patil	Teacher Representative	
	Ms. Priy. Nerse	Teacher Representative	
	Mr. Vishal Masulkar	Nominat from local society, Students and Alumni	
	Adv. Satish Gurde	Nominat from local society, Students and Alumni	
	Ms. Priya Shejwal	Nominat from local society, Students and Alumni	
	Mr. Rajendra Gaikwad	Administrative officer	
Mr. Ujjwal Tawate	Administrative officer		
Dr. Nandkanti Dalatre	Member Co-ordinator		

all: Mrunali Shekhare

11:41
26-08-2021

Zoom Meeting

Publicity Committee and Literary Association

Sr. No	Name of the Member	Designation	Particulars of work to be done
7	Mr. Vidyasagar Waghare (Publicity Committee)	Chairperson	1) To arrange a photographer for photographs to be taken for different college programmes. 2) To edit and send news items of activities conducted in the college to the press for publicity and maintain the record. 3) To maintain a register of programme / activities and photographs in album
	Dr. Kamayani Surve (Literary Association)	Chairperson	
	Dr. Vaishali Khedkar	Member	
	Dr. Trupti Ambre	Member	
	Dr. Shubhangi Dangat	Member	
	Mr. Dattatray Bidbag	Member	
	Miss. Rupali Shelke	Member	

all: Mrunali Shekhare

11:46
26-08-2021

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Zoom Meeting

Recording

U.G.C. Correspondence and University Merit Promotion Committee

Sr. No	Name of the Member	Designation	Particulars of work to be done
21	Mr. Rajendra Pujari	Chairperson	1) To study U.G.C. University Education Department, Circulars & Schemes and comply with them to prepare proposals for various Projects and Schemes. 2) To see Utilization of sanctioned funds and submission of utilization to University and UGC. 3) To submit proposals for MOOCS etc. skill development courses. 4) To select promising and meritorious students from each class and make provisions for the special coaching throughout the academic year.
	Mr. Shahaji More	Member	
	Dr. Mrunalini Shekhar	Member	
	Mr. Prasad Bathe	Member	
	Dr. Sangeeta Ahiwale	Member	
	Dr. Bharati Yadav	Member	
	Ms. Anuja Abdule	Member	
	Mr. Sanjay Nangare	Member	
	Mr. Rajendra Gaikwad	Member	



ज्ञानं विद्यायां विद्युक्तम्
विश्वविद्यालय अनुदान आयोग
University Grants Commission
Quality, Progress, Achievement

all Member's class

1:55 26-08-2021


Zoom Meeting

Recording

Anti-Ragging Cell

Sr. No	Name of the Member	Designation	Particulars of work to be done
37	Prin. Dr. Pandurang Gaikwad	President	1) Anti-ragging rules to be formed as per UGC and Govt. norms. 2) Display notices on Notice Boards to prevent ragging on the campus. 3) To maintain record of actions taken to control and prevent ragging. 4) To undertaken programmes of personality development of the students 5) To take necessary measures like supervise visits in campus o like surprise visits in campus to maintain discipline. 6) To maintain the record and send the report to the university.
	Mr. Vidyasagar Waghere	Chairman	
	Mr. Babasaheb Pawal	Member	
	Dr. Pandurang Bhosale	Member	
	Dr. Sangita Ahiwale	Member	
	Ms. Anuja Abdule	Member	
	Dr. Vijaya Pokale	Member	
	Mr. Rajendra Gaikwad	Member	
	PSI, Pimpri Police Station	Member	

Ragging is a CRIME




all Member's class

1:55 26-08-2021

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Zoom Meeting

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N.C.C. Committee

Sr. No	Name of the Member	Designation	Particulars of work to be done
44	Mr. Prasad Bathe	Chairperson	1) To creat awareness about NCC among students . 2) To send the cadets for parade. 3) To maintain the record of the NCC activities
	Mr. Rajendra Pujari	Member	
	Mrs. Shital Chavan	Member	
	Mrs. Sharmila Bhambare	Member	



all Mrunalini Shekhar


1:08 PM
26-08-2021

Zoom Meeting

Secured by Zoom

API (CAS) Promotion Committee

Sr. No	Name of the Member	Designation	Particulars of work to be done
48	Dr. Neelkanth Dahale	Chairperson	1)To promote fellow faculty members for career advancements 2)To facilitate fellow faculty members for CAS benefits 3)To scrutinize API score of fellow faculty members.
	Dr. Shahaji More	Member	
	Dr. Mrunalini Shekhar	Member	
	Dr. Bharti Yadav	Member	
	Dr. Milind Bhandare	Member	
	Dr. Sangita Ahiwale	Member	
	Mr. Aniket Khatri	Member	
	Mrs. Ujawala Taware	Member	

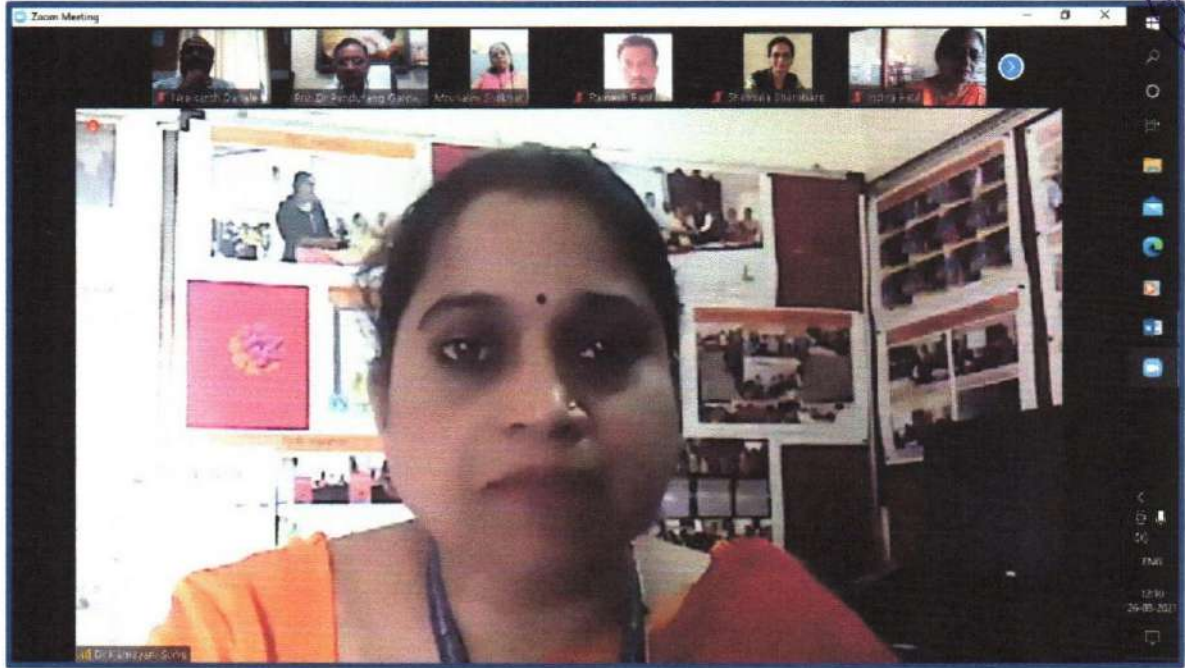


UGC
University Grants Commission

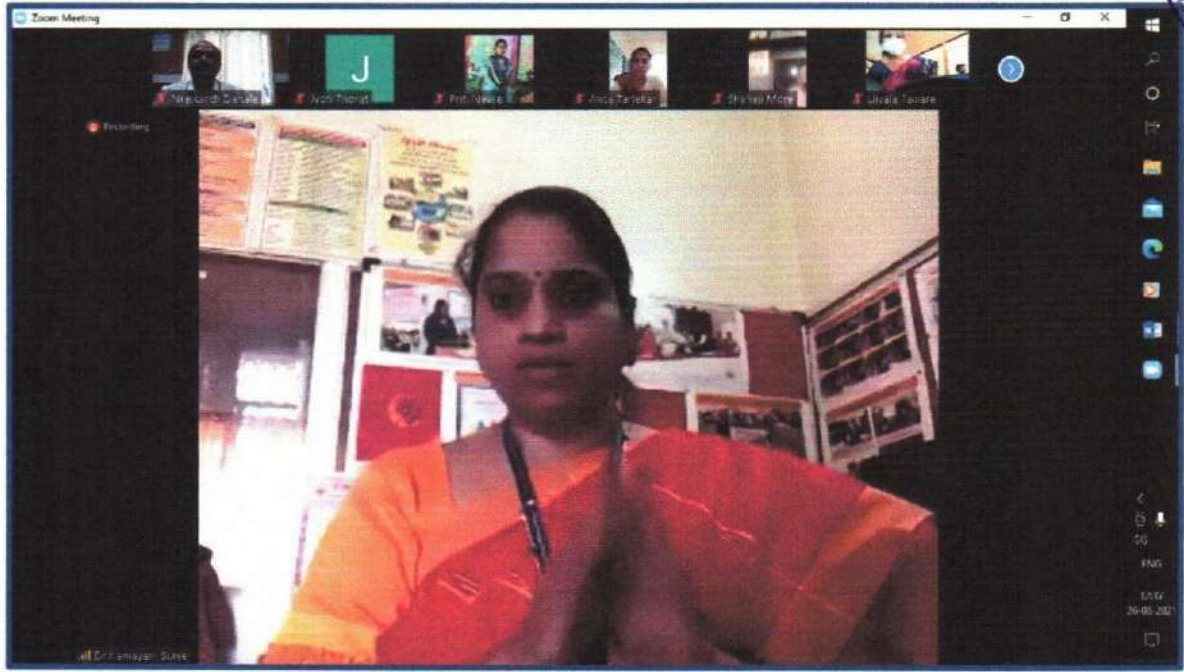
all Mrunalini Shekhar

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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 2021-22 of Internal Quality Assurance Cell of the college was held at 11.30 a.m. in the Zoom Meeting (online) mode on August 26, 2021.

Prin. Dr. P. N. Gaikwad greeted all the faculty members. He expressed happiness over the scene that the Covid-19 was being seen as fading away and the regular academic ambience should be back soon. Further he asked Dahale to conduct the meeting proceedings.

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

3.2. To read the committee distribution aloud: Dr. Neelkanth Dahale read the point aloud to the meeting and requested Mr. Shahaji More, head of the department of Chemistry to make introduction to the distribution of the committees. More sir began with making everyone aware with the fact that the fading away of the Covid-19 pandemics should rejuvenate all of the faculty members for the normal ambience we enjoy in regular times. He touched on the main tasks the leading committees perform. He handed over the charge to Dr. Mrunalini Shekhar, head of the department of English and the Vice-Principal of the Arts and Commerce wing to present the committee distribution aloud. All listened to the proceedings went and took note of their respective tasks.

3.3. To discuss the task to be performed committee-wise: Principal asked Dahale to begin the discussion over the committees to be performed. Dahale began with the IQAC, he shared that the NAAC assessment process the college is going to undergo the following year and the IQAC work should go in tune with the NAAC office guidelines and its updates from time to time. He added that the fellow faculty members' approach has always been positive and also it has always been in accordance with the parent institute guidelines. His assertive projection in the wake of the 4th cycle assessment process of the college developed confidence among all the fellow faculty members present.

Further Dahale appealed the chairpersons, nominated as per the distribution declared, to take note of the tasks given against each committee in the same document; they indicate and

PN

help to define the respective task and execute it in democratic spirit. He added that the representation to students had been given in the committees. Principal entered the discussion and said that the timely attending to the committee as such in all the committees was very much required. The same would be executed the following year instructed he. All the faculty members present took note of the points discussed and nodded affirmatively. The discussion was approved unanimously.

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

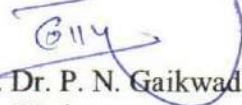
Minutes prepared by



Dr. Neelkanth Dahale
Member Coordinator
IQAC



Minutes approved by



Prim. 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)

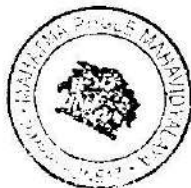
2021-2022

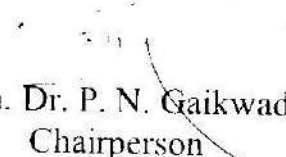
**IQAC Meeting III
(August 26, 2021)**

DAV

Sr. No.	Agenda item No.	Action Taken
1	3.2	The meeting of the IQAC with faculty members was held at 11.30 a.m. in the Zoom Meeting mode on August 26, 2021. The brief report of the action taken accordingly is as follows: Academic and administrative committees were distributed to the teaching and non-teaching staff.
2	3.3	Academic committees including IQAC provided representation to students.


 Dr. N. J. Dahale
 Member Coordinator
 IQAC




 Prin. Dr. P. N. Gaikwad
 Chairperson
 IQAC



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

February 07, 2022

NOTICE

The non-teaching staff members are informed herewith to attend the 4th meeting of 2021-22 of the IQAC to be held at 11.00 a. m. in the Principal Cabin on February 11, 2022.

The agenda has enclosed with the notice.

Dr. Neelkanth Dahale
Member Coordinator
IQAC



Prin. Dr. P. N. Gaikwad
Chairperson
IQAC

AGENDA

- 4.1 To discuss the previous NAAC Peer Team recommendations on infrastructural updates
- 4.2 To discuss the planning for infrastructural augmentation and maintenance
- 4.3 To discuss planning of administration for infrastructural augmentation
- 4.4 Any other matter with prior permission of the Chair

Sr. No.	Name of the Non-teaching Staff	Signature
1	Sau. Ratnaprabha Naik	
2	Mr. Navnath Mahadev Shevale	
3	Mr. Rajendra Narayan Aute	
4	Mr. Sanjay Kisan Patole	
5	Mr. Kiran Subhash Karwande	



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

Minutes of IQAC 5th Meeting 2021-22

The 4th meeting of 2021-22 of Internal Quality Assurance Cell with the office staff was held on February 11, 2022 at 11.00 a. m. in the Principal Cabin.

I. Members Present

- | | |
|-------------------------------|-------------------------|
| 1 Prin. Dr. P. N. Gaikwad | - Chairperson |
| 2 Sau. Ratnaprabha Naik | - Office Superintendent |
| 3 Mr. Navnath Mahadev Shevale | - Head Clerk |
| 4 Mr. Rajendra Narayan Aute | - Junior Clerk |
| 5 Mr. Sanjay Kisan Patole | - Accounts Section |
| 6 Mr. Kiran Subhash Karwande | - Accounts Section |

Members Absent

1. Nil

Prin. Dr. Pandurang N. Gaikwad welcomed all to the IQAC meeting. He asked Dr. Neelkanth Dahale, Coordinator of the Cell to conduct the proceedings.

4.1 To discuss the previous NAAC Peer Team recommendations on infrastructural updates: Dr. Neelkanth Dahale thanked the principal and shared all the recommendations made by the previous NAAC Peer Team in September 2017. He added that the recommendations concerning infrastructural augmentation were of playground, building auditorium, seminar hall and library. He expressed that the college has been in continuous attempt mode. The playground facility was availed by the sportsperson students on regular basis. As far as the seminar hall facility, it was made available on the 1st floor of the main building of the Campus I. Principal added with the point that soon the remaining recommendations would be complied with before the next round of the assessment comes. All agreed the discussion.

4.2 To discuss the planning for infrastructural augmentation and maintenance: Principal asked Mrs. Ratnaprabha Naik, Office Superintendent to share the planning for infrastructural augmentation and maintenance. She said that it is always the decision passed through the College Development Committee. This year expenditure exercised for laboratory enrichment and other physical facilities. Transparency in the exercise of accounts was proved with when the online tendering process that was underway then for

the purchase of books. It was especially conducted for the requirement of books in the department of Microbiology. The audited statement of the process would be sought once the process would complete. Principal appreciated the process and approved the discussion.

4.3 To discuss planning of administration for infrastructural augmentation: Mrs. Naik put the point before the meeting for discussion. She shared that the care had been taken to justify the requirement of physical as well as academic facilities. So far, the expenditure exercised was on the laboratory enrichment and purchase of books. The planning had been made further to attend the requirements following the working framework strictly. Further she added that no excuse is entertained in regard to the execution policy in such matters. Principal and the coordinator appreciated the office working style and approved the proceedings.

4.4. 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
Member Coordinator
IQAC



Minutes approved by



Prin. Dr. Pandurang N. Gaikwad
Chairman
IQAC



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

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


ACTION TAKEN REPORT (ATR)

2021-2022

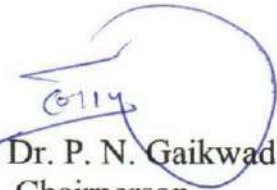
**IQAC Meeting IV
(February 11, 2022)**

DR

		Action Taken																
Sr. No.	Agenda item No.	The meeting of the IQAC was held at 11.00 a.m. in the Principal Cabin on February 11, 2022. The brief report of the action taken accordingly is as follows:																
1	4.1.	<p>Compliance sheet against NAAC 3rd Cycle recommendations:</p> <table border="1"> <thead> <tr> <th style="text-align: center;">NAAC 3rd Cycle Recommendations</th> <th style="text-align: center;">Compliance</th> </tr> </thead> <tbody> <tr> <td>1. All laboratories in the Science faculty need more space and instruments,</td> <td>Science laboratories enriched in terms of equipment and instruments.</td> </tr> <tr> <td>2. Library deserves more space and more books (both Marathi & English version),</td> <td>Library enriched in terms of books and journals.</td> </tr> <tr> <td>3. Students deserve a playground and a well-equipped gymnasium of their own,</td> <td>1. Playground facility has been initiated on Campus II, 2. Open gymnasium is in function on Campus I.</td> </tr> <tr> <td>4. Common room with necessary facilities needed for both boys and girls,</td> <td>Facilities for boys and girls were improved.</td> </tr> <tr> <td>5. College should have a proper auditorium and a seminar hall,</td> <td>1. Separate seminar-cum-recreation hall has been set up with smart board and ICT facility, 2. Seminar Hall-cum-Auditorium is in function on Campus II.</td> </tr> <tr> <td>6. Safe water devices be installed in all the floors,</td> <td>The units have been installed.</td> </tr> <tr> <td>7. Yoga training Centre could be opened.</td> <td>The Yoga Centre has been set up on Campus I.</td> </tr> </tbody> </table>	NAAC 3 rd Cycle Recommendations	Compliance	1. All laboratories in the Science faculty need more space and instruments,	Science laboratories enriched in terms of equipment and instruments.	2. Library deserves more space and more books (both Marathi & English version),	Library enriched in terms of books and journals.	3. Students deserve a playground and a well-equipped gymnasium of their own,	1. Playground facility has been initiated on Campus II, 2. Open gymnasium is in function on Campus I.	4. Common room with necessary facilities needed for both boys and girls,	Facilities for boys and girls were improved.	5. College should have a proper auditorium and a seminar hall,	1. Separate seminar-cum-recreation hall has been set up with smart board and ICT facility, 2. Seminar Hall-cum-Auditorium is in function on Campus II.	6. Safe water devices be installed in all the floors,	The units have been installed.	7. Yoga training Centre could be opened.	The Yoga Centre has been set up on Campus I.
NAAC 3 rd Cycle Recommendations	Compliance																	
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6. Safe water devices be installed in all the floors,	The units have been installed.																	
7. Yoga training Centre could be opened.	The Yoga Centre has been set up on Campus I.																	
2	4.2. & 4.3	The planning against the infrastructural augmentation and maintenance initiated during 2021-22.																


 Dr. N. J. Dahale
 Member Coordinator
 IQAC




 Prin. Dr. P. N. Gaikwad
 Chairperson
 IQAC



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

April 18, 2022

NOTICE

All the IQAC members are informed herewith to attend the 5th meeting of 2021-22 of the Cell to be held at 11.00 a. m. in the Principal Cabin on April 28, 2022.
The agenda has enclosed with the notice.



Dr. Neelkanth Dahale
Member Coordinator
IQAC



Prim. Dr. P. N. Gaikwad
Chairperson
IQAC

AGENDA

- 5.1 To confirm minutes of the previous meeting
- 5.2 To take review of the entire preparation of NAAC 4th Cycle process
- 5.3 To take review of incubation activities functioning
- 5.4 To take review of ICT infrastructural set up
- 5.5 To discuss about e-content functioning
- 5.6 To discuss about undertaking Green/ Environmental/ Energy Audit
- 5.7 To discuss about preparation drive of AAA
- 5.8 To discuss about website updates
- 5.9 Any other matter with prior permission of the Chair





Sr. No.	Name of the Member	Designation	Signature
1	1. Mr. Sanjogji Waghare Patil	Member from the Management	
2	2. Mr. Hanumant Yashwant Waghare	Nominees from Employers / Industrialists/ Stakeholders	
	3. Mr. Vijayrao Chaudhari		
3	4. Mr. Prasad Bathe	Teacher Representatives	
	5. Dr. Kamayani Surve		
	6. Dr. Sangeeta Ahiwale		
	7. Dr. Trupti Ambre		
	8. Dr. Pandurang Lohote		
	9. Dr. Dattatraya Hingane		
	10. Mr. Indira Patil		
	11. Dr. Pratima Kadam		
12. Miss. Priti Nevse			
4	13. Mr. Vishal Masulkar	Nominees from local society, Students and Alumni	
	14. Adv. Satish Gorde		
	15. Miss Pratiksha Chawak (S. Y. B.Sc.)		
5	16. Mr. Sanjay Kisan Patole	Administrative officers	



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

Minutes of IQAC 5th Meeting 2021-22

The 5th meeting of 2021-22 of Internal Quality Assurance Cell of the college was held on April 28, 2022 at 11.00 a. m. in the Principal Cabin.

I. Members Present

- | | |
|--|---|
| 1 Prin. Dr. P. N. Gaikwad | - Chairperson |
| 2 Mr. Hanumant Yashwant Waghere | - Industrialist, Alumnus,
Member from Management and Society |
| 3. Mr. Vishal Masulkar | - Member from Society |
| 4. Mr. Vijayrao Chaudhari | - Member from Industrialists |
| 5. Adv. Satish Gorde | - Member from Alumni |
| 6. Mr. Prasad Bathe | - Member from Faculty |
| 7. Dr. Kamayani Surve | - Member from Faculty |
| 8. Dr. Sangeeta Ahiwale | - Member from Faculty |
| 9. Dr. Trupti Ambre | - Member from Faculty |
| 10. Dr. Pandurang Lohote | - Member from Faculty |
| 11. Dr. Dattatray Hingane | - Member from Faculty |
| 12. Dr. Pratima Kadam | - Member from Faculty |
| 13. Ms. Priti Nevse | - Member from Faculty |
| 14. Mr. Sanjay Kisan Patole | - Member from Administrative Staff |
| 15. Miss Pratiksha Chawak (S. Y. B. Sc.) | - Student Representative |
| 16. Dr. Neelkanth Dahale | - Member Coordinator |

Members Absent

- | | |
|----------------------|------------------------------|
| 1. Mr. Nitin Dhamale | - Member from Industrialists |
| 2. Dr. Indira Patil | - Member from Faculty |

Prin. Dr. Pandurang N. Gaikwad welcomed all to the IQAC meeting. He asked Dr. Neelkanth Dahale, Coordinator of the Cell to conduct the proceedings.

- 5.1: To confirm minutes of the previous meeting of the IQAC:** The minutes of the previous meeting were confirmed unanimously.
- 5.2: To take review of the entire preparation of NAAC 4th Cycle process:** Dahale conveyed all that the NAAC 4th Cycle assessment process of the college has reached the threshold and all the elements were in proper tune with the IQAC planning; they were showing readiness towards duties to be performed. He added that the principal would form the committees and the entire task would be completed in time. The discussion was approved unanimously.
- 5.3. To take review of incubation activities functioning:** Dahale read the point aloud to the meeting and said that the committee constituted for the purpose was in function. Dr. Sangeeta Ahiwale, chairperson of the Criterion III entered the discussion; said she that discussion of the IQAC with the chairperson of the committee took place during the previous semester. As an effect, inviting ideas from the students was exercised and it was resolved to incubate the surviving ideas and sending them to the C-III Centre, Hadapsar. All expressed agreement.
- 5.4. To take review of ICT infrastructural set up:** Principal explained importance of the technological upgrades in teaching aids to all and assured setting up of advanced tools therein. Dahale, on behalf of all, thanked him and recollected the existing aids in use. He appealed Ms. Priti Nevse, head of the department of B. B. A. (C. A.) to share what the new aids or means could be added in the existing ones. Nevse said that recent advancements were necessary to be added to enrich the existing status in software and hardware. Principal assured to comply with it with prior approval of the College Development Centre (CDC). The discussion ended with approval from all.
- 5.5. To discuss about e-content functioning:** Dahale expressed that the e-content share of the college is being evident in its YouTube channel. The present year updates and upgrades in the channel was to be improved. Principal appealed all to take note of the point and forward to all fellow faculty to respond positively. The point was approved unanimously.
- 5.6. To discuss about undertaking Green/ Environmental/ Energy Audit:** The point was put before the meeting by the coordinator. It was discussed among all that all the three audits would be conducted smoothly and care would be taken to follow NAAC guidelines in this regard. All agreed and approved the point unanimously.
- 5.7. To discuss about preparation drive of AAA:** Dahale put the point before the meeting. He said further that the fading away of the Covid-19 pandemics has brought the academic ambience back to normalcy. It would then initiate quality activities again and as a part of it, the AAA process of the parent institute would take place in a month or two. All replied to act accordingly and the point was approved unanimously.

5.8. To discuss about website updates: Dahale put the point before the meeting and appealed Ms. Nevse to report the present status of the college website. She shared that the changing over to the '.edu.in' mode of the website had provided to redesign it. The work was in process and soon would be completed before the next year admission process begins. All appreciated the efforts, assured to cooperate from their end and approved the point unanimously.

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

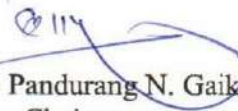
Minutes prepared by



Dr. Neelkanth Dahale
Member Coordinator
IQAC



Minutes approved by



Prin. Dr. Pandurang 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)

2021-2022

**IQAC Meeting V
(April 28, 2022)**

		Action Taken
Sr. No.	Agenda item No.	The meeting of the IQAC was held at 11.00 a.m. in the Principal Cabin on April 28, 2022. The brief report of the action taken accordingly is as follows:
1	5.2	NAAC 4 th Cycle assessment preparation drive initiated.
2	5.3	Linkage with C-III, Hadapsar, Pune was executed and activities conducted.
3	5.4	ICT facilities updated and upgraded in the wake of the NAAC assessment.
4	5.5	e-Content share increased.
5	5.6	Energy/ Green / Environmental Audits conducted.
6	5.7	Parent institutional AAA process conducted.
7	5.8	College website updated:

DN

Dr. N. J. Dahale
Member Coordinator
IQAC



Prin. Dr. P. N. Gaikwad
Chairperson
IQAC