

Deola Education Society's
Karmaveer Ramraoji Aher
Arts, Science and Commerce College Deola
Tal: Deola, Dist: Nashik

Internal Quality Assurance Cell

Proceeding of the IQAC Meeting

2014-15



Minutes of the 1st IQAC Meeting for the academic year 2014-15

Time: 10.30 a.m.

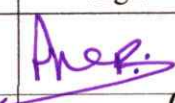
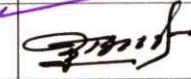
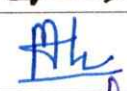
Date 21/06/2014

Venue: Seminar Hall

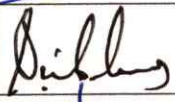
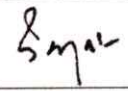
Agenda of the Meeting:

1. To discuss the minutes of last meeting
2. To discuss the admission procedure for the year 2014-15
3. To prepare the departmental result sheets
4. To prepare Academic Calendar
5. To discuss about the progress of IQAC.
6. To discuss the Quality Improvement Programme Proposal Submission and Current research and opportunities.
7. To plan the CAS-PBAS awareness activity among the faculty
8. To discuss activities of Alumni Association.
9. To discuss about new syllabi for the second year students
10. To discuss about college curricular activities for the year 2014-15
11. To discuss various issues regarding Sports and N.S.S.
12. To discuss about the progress of IQAC.
13. To discuss the Quality Improvement Programme Proposal Submission and Current research and opportunities.
14. Admission process and distribution of prospectus to class teachers.
15. To discuss on the stakeholders feedback-about revised syllabus of second year B.A./B.Com./B.Sc.
16. To discuss on analysis of feedback forms of curricular infrastructure. To take Action on analysis & suggestions from stakeholders.

Following Members of IQAC and Staff Members are present in the Meeting:

Sr.No.	Name	Designation	Sign.
1	Principal H.R.Aher	Chairperson	
2	Prof. J.R. Bhadane	Coordinator	
3	Prof. Dr. M. H. Aher	Member	
4	Prof. V. M. Joshi	Member	
5	Prof. Dr.D.K.Aher	Member	



6	Prof. Dr. S. D. Thakare	Member	
7	Prof. P. N. Thakare	Member	
8	Prof. Dr. S. N. Bhamare	Member	
9	Shri. D. T. Bhamare	Member	
10	Shri. D. Y. Waghmare	Administrative Rep.	
11	Dr. V.D.Aher	Management Rep.	
12	Shri. Vijay Balwant Aher	Stakeholder	
13	Shri.Jadhav Pravin Keda	Student Rep.	P.K. Jadhav
14	Shri. Aher Rajat Dilip	Student Rep.	

A regular meeting of IQAC and Faculty of College was called for discussion on following agendas on 21st June 2014 for the open discussion on following issues. Prof. J.R.Bhadane welcomed the members IQAC and the entire faculty.

1. To discuss the minutes of last meeting

Resolution- The minutes of last meeting were placed by Prof. J.R.Bhadane for the open discussion among the faculty and IQAC members. The minutes were confirmed and finalized unanimously.

2. To discuss the admission procedure for the year 2014-15

Resolution- Prin. H. R. Aher advised to all the faculties and class teachers that the admission process would be strictly according to the norms of Government and the University. He also told following issues for admission process for the academic year 2014-15

- Preparation and distribution of prospects
- Appointments of Class Teacher
- Distribution of college Uniforms and Identity cards for the students

And the concerned class teachers should be distributes the prospectus to the concern students. They should be collecting the fees of college uniforms along with the fees of prospects. Every faculty shall be help for the admission process.



3. To prepare the departmental result sheets

Resolution- Prin. H. R. Aher asked about the probable dates of annual results to Office staff Mr. Kishor Paramwal and also told that, each faculty should have prepared their subjects' result sheets soon after the result declared by the University.

4. To prepare Academic Calendar

Resolution – The IQAC co coordinator had told that the academic calendar for the year 2014-15 has been prepared. He told that the tentative schedule of various academic activities has been prepared. He further told that the photo copy of the calendar will be provided to all the departments.

5. To discuss about the progress of IQAC.

Resolution- IQAC Coordinator reminded about AQAR preparation work responsibility.

6. To discuss the Quality Improvement Programme Proposal Submission and Current research and opportunities.

Resolution- Prin. H. R. Aher raised the question about the progress of research, opportunities, preparation and submission of Major/Minor Research and workshop proposals, he approved subject for the open discussion. Dr. S. D. Thakare requested to the faculty to provide information about the current research activities such as applications, sanctions and submissions of minor/major research projects, Ph. D. Research, publication of research papers and books, presenting research papers at National/ International seminars/ Conferences/ workshops among for the year 2014-15. Meanwhile faculties were asked questions related to the same and he satisfactorily summarized an issue.

7. To plan the CAS-PBAS awareness activity among the faculty

Resolution- Prin. H. R. Aher asked that whether promotion of teachers under carrier Advancement Scheme during 2014-15, the issue had summarized by Dr. J. R. Bhadane. He announced the names of Dr. S. N. Bhamare and Dr. V. K. Wahule who are eligible for the CAS-PBAS for the current year.

8. To discuss activities of Alumni Association.

Resolution- Alumni Coordinator, Prof. Promod Thakre had explained the outcomes of last year Alumni meeting. After the discussion with Principal and faculty he announced that the meeting will be conducted in the first term of the academic year. Prin. H. R. Aher has considered the various academic committees, (academic committees, administration committees, Research and Extension committee).

9. To discuss about new syllabi for the second year students

Resolution- Prin. H. R. Aher suggested that all the departments may have go through the new syllabus sated up by university. The librarian explained that, as per the need of the subject teachers, students or if the text books available in the market the library will be



purchase the books.

10. To discuss about college curricular activities for the year 2014-15

Resolution- Prin. H. R. Aher asked about the following co-curricular activities and the point-wise summarization had given by, Prof. R. S. Gunjal discussed about Remedial courses, Prof M. R. Bachhav discussed about Plan of Agricultural guidance centre and Prof. S. V. Pawar (SWO) explained the role of various committees under Students development board and the academic activities to do under the committees.

11. To discuss various issues regarding Sports and N.S.S.

Resolution- Prin. H. R. Aher asked about the planning of NSS, NCC, Sports and Soft Skill Programme. As per this Prof. Dr. S. D. Thakare explained about the Inaugural function of N.S.S and throughout yearly activities. Prof. Dr. Mrs. M. H. Aher, (Soft Skill Coordinator) declared the possible dates of the programme. Prof. P.N.Thakare presented plan of action of sports activities.

12. To discuss on the stakeholders feedback-about revised syllabus of second year B.A./B.Com./B.Sc.

Resolution:- As per direction to to principal, the syllabus committee observe all activities regarding syllabus.

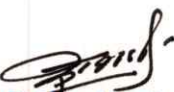
13. To discuss on analysis of feedback forms of curricular infrastructure. To take Action on analysis & suggestions from stakeholders.

Resolution:- Prin. H.R. Aher told that last year feedback committee will continue for the year 2014-15 feedback committee have plan to distributed department wise the stakeholder feedback forms during second term.

After the truthful discussion between IQAC team and Faculty, Prof. Dr. S. N. Bhamare expressed the vote of thanks. With the permission of principal, the meeting was over.

Place: Deola

Date: 27/08/2014.


(J.R. Bhadane)

IQAC
K.R.A. Arts, Sci. &
Comm. College, Deola


(H.R. Aher)

Principal
Kar. Ramraoji Aher Arts, Sci. &
Comm. College, Deola (Nashik)



Minutes of the 2nd IQAC Meeting for the academic year 2014-15

Time: 10.30 a.m.

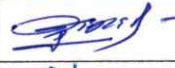
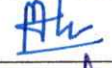
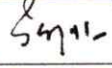
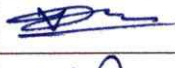
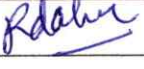
Date 27/08/2014

Venue: Seminar Hall

Agenda of the Meeting:

1. To read and confirm the minutes of the last meeting.
2. To discuss the timely bound periodic progressive performance of regular academic and IQAC related activities.
3. To arrange workshop, seminars etc. For the academic year 2014-15
4. To discuss the Research and Extension activities during the academic year
5. To discuss the progress of best practices playing by various departments
6. To ask the faculties and head of the various departments about their academic and departmental progress
7. To discuss the purchase procedures of various departments
8. Guideline to conduct Academic audit.

Following Members of IQAC and Staff Members are present in the Meeting:

Sr.No.	Name	Designation	Sign.
1	Principal H.R.Aher	Chairperson	
2	Prof. J.R. Bhadane	Coordinator	
3	Prof. Dr. M. H. Aher	Member	
4	Prof. V. M. Joshi	Member	
5	Prof. Dr.D.K.Aher	Member	
6	Prof. Dr. S. D. Thakare	Member	
7	Prof. P. N. Thakare	Member	
8	Prof. Dr. S. N. Bhamare	Member	
9	Shri. D. T. Bhamare	Member	
10	Shri. D. Y. Waghmare	Administrative Rep.	
11	Dr. V.D.Aher	Management Rep.	
12	Shri. Vijay Balwant Aher	Stakeholder	
13	Shri.Jadhav Pravin Keda	Student Rep.	P.k.Jadhav
14	Shri. Aher Rajat Dilip	Student Rep.	



Honorable Chairperson Prin. H. R. Aher welcomed the members announced the faculties to present the progress report various activities for the academic year.

1. To read and confirm the minutes of the last meeting.

Resolution- IQAC Coordinator Prof. Dr. J. R. Bhadane had welcome to all the members of IQAC and faculties. He read the briefing of last meeting which was held on June 2014. The minutes are approved by the members.

2. To discuss the timely bound periodic progressive performance of regular academic and IQAC related activities.

Resolution- Prof. Vijaykumar Joshi, Member of IQAC explained the mechanism for ensuring timely, efficient and periodic progressive performance of academic activities. It was decided by the chair that the IQAC members (Faculty) shall be conducting an internal academic activities and audits of all the Departments. Prof. Dr. Mrs. Malati Aher, Coordinator summaries the activities of Soft Skill Programme and teacher's day programme.

NSS coordinator Dr. Satish Thakare stated the regular activities of NSS. The department planted 1200 plants at Rameshwar under "Tree Plantation Programme." Prof. P. N. Thakare reported the Student Council Election. Prof. V. K. Wahule said that the "**Karmveer Bhaurao Patil Earn and Learn Scheme**" have been started for economically and backward poor students. Prof. M. R. Bachhav explained about the "**Special Guidance**" have been regularly started for SC and ST students. Prof. V. D. Suryawanshi told that "**Remedial Course**" have been started for slow learners for the difficult subjects such as English, Physics, Maths and Account.

3. To arrange workshop, seminars etc. For the academic year 2014-15

Resolution- Prof. Dr. Mrs. M. H. Aher had explained that the departments of History, Botany, and Geography have submitted the proposals to organize the state level seminars with the assistance of BCUD, Savitribai Phule Pune University Pune.

4. To discuss the Research and Extension activities during the academic year

Resolution-Dr. J. R. Bhadane explained on-going research activities. He explained that the Research Committee will be organize/supervise research related activities in the college involving and benefitting both students and faculty. He further request that every faculty shall be inform about their research progress, presentation and publication of research articles, attending seminars, conferences during the academic year.

5. To discuss the progress of best practices playing by various departments

Resolution- Prof. Dr. M. H. Aher explained about the best practices such as "Soil Is Life Conserve It" and "Jadanghadan" (True life stories) through University award winner annual college magazine.

6. To ask the faculties and head of the various departments about their academic and departmental progress

Resolution- Hon. Principal allotted the time slots to all the faculties and head of the



Departments to present their academic, Curricular, Co-curricular or extracurricular activities. He also expected to make a presentations or power-point presentations of their departmental strengths, achievements, best practices and future plans before the faculty.

7. To discuss the purchase procedures of various departments

Resolution-Prin. H. R. Aher advised to submit the hard copies of departmental, laboratory and library requirements as per the budget to **Accountant, Mr. R. S. Aher**. He also advised to Sports, NSS and NCC departments to submit their requirement budget for the same.

8. Guideline to conduct Academic audit:-

For that the following issues were raised and summarised during the meeting hour.

- A. To prepare meeting Records
- B. Teaching innovative methods

Resolution- Prof. R. R. Kotwal, Head Dept. of History, explained before the audience that the chalk and board method of teaching exists today, hence how to be provided computers or ICTs to various departments to make teaching or laboratory work more effective. He discussed, how to be added the resources during the academic year.

C. Workload Allocation-

Resolution-the point of workload allocation was raised by Prin. H. R. Aher and summarised by Prof. V. D. Suryawanshi that the committee had prepared for weekly timetable to allocate teaching workload for every faculty. One member of each Arts, Science and Commerce wing have been appointed as a timetable In-charge. He also pointed out how shall be the "Student-Teacher" ratio in theory and practical work.

D. Prof. V. D. Kakwipure raised the question regarding Evaluation work, Internal Examination, Term End examination and Paper setting activities.

Resolution-This issue was resolved by Prin. H. R. Aher. He explained that the appointment of Internal Senior Supervisor will be depend up on the coordination with Examination Department of Pune University and the appointments of Jr. Supervisor should be by exam section of the College. He further told that, each faculty will be an internal examiner of his/her allocated teaching subject.

After in-depth discussion, **Prof. R. S. Gunjal** of Physics department expressed the vote of thanks.

Place: Deola

Date:27/ 11 /2014



(J.R.Bhadane)
IQAC

K.R.A. Arts, Sci. &
Comm.College, Deola



(H.R.Aher)
Principal

Kar. Ramraoji Aher Arts, Sci. &
Comm.College, Deola (Nashik)



Minutes of the 3rd IQAC Meeting for the academic year 2014-15

Time: 10.30 a.m.

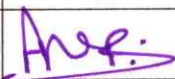
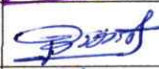
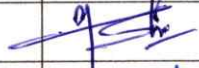
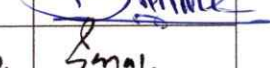
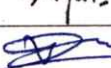
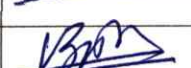
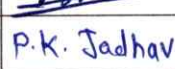
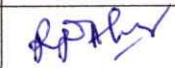
Date 27/11/2014

Venue: Seminar Hall

Agenda of the Meeting:

1. To discuss the minutes of previous meeting
2. To discuss important issues of IQAC
3. To discuss the Progress of AQAR
4. To take information and progress of State/National level seminars/workshops which being organized by various Departments
5. To take the review of publishing research articles at National/ International journals and attending seminars/workshops by the faculties
6. To submit the proposal for major/minor project
7. To report academic activities during first term
8. To discuss the issue of on-going curricular and co-curricular activities in the college
9. To discuss the activities for the month of December 2014
10. To discuss the issue of Late Karmveer Ramraoji Aher Death Anniversary
11. To deliberate the Gathering and certificate distribution function

Following Members of IQAC and Staff Members are present in the Meeting:

Sr.No.	Name	Designation	Sign.
1	Principal H.R.Aher	Chairperson	
2	Prof. J.R. Bhadane	Coordinator	
3	Prof. Dr. M. H. Aher	Member	
4	Prof. V. M. Joshi	Member	
5	Prof. Dr.D.K.Aher	Member	
6	Prof. Dr. S. D. Thakare	Member	
7	Prof. P. N. Thakare	Member	
8	Prof. Dr. S. N. Bhamare	Member	
9	Shri. D. T. Bhamare	Member	
10	Shri. D. Y. Waghmare	Administrative Rep.	
11	Dr. V.D.Aher	Management Rep.	
12	Shri. Vijay Balwant Aher	Stakeholder	
13	Shri.Jadhav Pravin Keda	Student Rep.	P.K. Jadhav
14	Shri. Aher Rajat Dilip	Student Rep.	



At the beginning of the meeting, Prof. Dr. Mrs. M. H. Aher, Member of the IQAC welcomed the Hon'ble Chairman H. R. Aher and the members present in the meeting. The following issues were discussed and summarized as per the points of the agenda.

1. To discuss the minutes of previous meeting

Resolution-Prof. Dr. S. D. Thakare, mentioned the minutes of previous meeting which was held on August 27, 2014.

2. To discuss important issues of IQAC

Resolution-The IQAC coordinator Prof. V. M. Joshi had discussed important issues of the present year plan of IQAC before the faculty.

3. To discuss the Progress of AQAR

Resolution-The IQAC committee Member Prof. V. M. Joshi had reviewed the progress regarding the preparation and submission of AQAR 2014-15 and recommended to include additional members if required so as to complete the preparation of further AQAR and submission to NAAC as early as possible.

4. To take information and progress of State/National level seminars/ workshops which being organized by various Departments

Resolution- IQAC Coordinator, Dr. J. R. Bhadane had explained that the sanctioned seminars/workshops to various departments by the UGC and BCUD, Savitribai Phule Pune University shall be conduct as per the schedule given to the University or UGC all the necessary activities as per the norms. The concerned faculties shall be prepared files of essential documents for the budget.

5. To take the review of publishing research articles at National/ International journals and attending seminars/workshops by the faculties

Resolution- Prin. H. R. Aher told that it's an important issue not only for the faculty but for the academic progress of an institute. So every faculty shall be enhanced their knowledge by attending the seminars/workshops and conferences at various institutes and universities they shall be publish or present their research articles and express their knowledge also.

6. To submit the proposal for major/minor project

Resolution- Prin. H. R. Aher had asked about Major/Minor research proposals. On this Shri. D. Y. Waghmare, Office superintend told that the notice was circulated among every faculty to submit the proposals for Major/ minor research projects for various research funding agencies.

7. To report academic activities during first term

Resolution- Prof. Dr. A. B. Pawar reported the monthly academic activities of every faculty, research, publications, participating in seminars, extensive activities etc.

8. To discuss the issue of on-going curricular and co-curricular activities in the college

Resolution- Prin. H. R. Aher had announced faculties to explain in information of curricular and co-curricular activities to the concern faculties.



Prof. Dr. S. D.Thakare explained review of activities taken during the last term the activities such as Quality improvement programme, Remedial course, Earn and Learn Scheme for economically poor students, functions of various associations, book purchased, student council elections, sports activities and about the meeting of students welfare.

Prof. Dr. S. D.Thakare also explained various activities completed in the first term such as Soft Skill Programme, Sport Coaching camp, Arranging HB counting camp, Save child Abhiyan, Staff Academy Function, Health awareness programme for girls and Nirbhaya Kannya Abhiyan etc.

9. To discuss the activities for the month of December 2014

Resolution- Prof. Dr. Satish Thakare NSS Coordinator had collected the information from various departments and explained the following issues such as-

- a. Adult and continuing Education Programme
- b. NSS Month (Plastic Ban, Road Security, Cleanliness drive etc)
- c. NCC Army Attachment Camp
- d. Health awareness programme
- e. Departmental Study Tours
- f. N.S.S. Camp at VithewadiVillage
- g. Board of extra mural studies programmes
- h. KarmaveerKesariKusti Competition by Sports Department
- i. State level Jidnyasa 2014 competition
- j. To arrange RashtriyaGrahak Din Function

10. To discuss the issue of Late Karmveer Ramraoji Aher Death Anniversary

Resolution-The Committee has also discussed on arranging the Death anniversary programme of **Late Karmveer Ramraoji Aher, a founder of College** on 01/01/2015

1. To deliberate the Gathering and certificate distribution function

Resolution-The issue of College gathering was raised by Prof. Dr. JayavantBhadane and Prin. H. R. Aher discussed with the team for the same to fix the date and invitation of Chief Guest, arranging various competitions between the students, cultural programme and distribution of certificates.

11. To discuss any relevant questions raised by the faculties

Resolution-Prin.H. R. Aher had satisfactorily summarised the answers of relevant questions asked by the faculties.

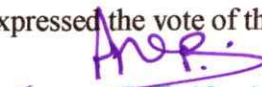
At the end of the discussions, the coordinator had expressed the vote of thanks.

Place: Deola

Date:27/ 01 /2015.


(J.R.Bhadane)

IQAC
K.R.A. Arts, Sci. &
Comm.College, Deola


(H.R.Aher)
Principal

Kar. Ramraoji Aher Arts, Sci. &
Comm.College, Deola (Nashik)



Minutes of the 4th IQAC Meeting for the academic year 2014-15

Time: 10.30 a.m.

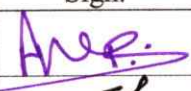
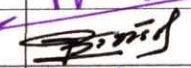
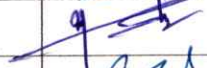
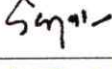
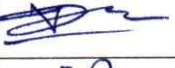
Date 27/1/2015

Venue: Seminar Hall

Agenda of the Meeting:

1. Regarding of the minutes of previous meeting and confirmation
2. To discuss the activities conducted during the month January 2015
3. To take briefings of academic/educational tours of various departments
4. To discuss about Seminars/Workshops arranged by the various departments
5. Programmes arranged or to be arrange during January and February 2015
6. To discuss the issue of internal examinations, Unit Tests and Annual Examinations
- 7.

Following Members of IQAC and Staff Members are present in the Meeting:

Sr.No.	Name	Designation	Sign.
1	Principal H.R.Aher	Chairperson	
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8	Prof. Dr. S. N. Bhamare	Member	
9	Shri. D. T. Bhamare	Member	
10	Shri. D. Y. Waghmare	Administrative Rep.	
11	Dr. V.D.Aher	Management Rep.	
12	Shri. Vijay Balwant Aher	Stakeholder	
13	Shri.Jadhav Pravin Keda	Student Rep.	P.K. Jadhav
14	Shri. Aher Rajat Dilip	Student Rep.	



Hon.Prin. H. R. Aher began the meeting by thanking members of IQAC and Faculty who are advising and providing proper guidelines for various issues related to IQAC of the college. He reminded the faculty of the guiding principles and respect for all participants, and deference to other speakers.

1. Regarding of the minutes of previous meeting and confirmation

Resolution- Prof. Dr. S. D. Thakare read the minutes and the last meeting held in November, 2014 & they were confirmed unanimously.

2. To discuss the activities conducted during the month January 2015

Resolution- Prof. Dr. Mrs. M. H. Aher explained that Late Karmaveer Annasaheb Aher Smrutidin Programme was organized on 1st January 2015. She told that on the occasion the institute had arranged Various Competitions for the students such as General knowledge competition, Drawing Competitions and Sport competitions.

3. To take briefings of academic/educational tours of various departments

Resolution-Prof. V. M. Joshi told that, various departments had arranged their educational tours, such as Commerce wing arranged Bank Market visit, Botany Zoology and Geography departments were also arranged the study tours.

4. To discuss about Seminars/Workshops arranged by the various departments

Resolution-Prof. M. H. Aher expressed History, Geography and Botany departments were arranged the state level seminars which were granted by BCUD- QIP of Savitribai Phule Pune University, Pune. She also informed about the programmes held during the annual social gathering.

5. Programmes arranged or to be arrange during January and February 2015

Resolution-Prof. Dr. A. B. Pawar told that activities to be conduct in Youth Week (Swami Vivekananda Birth Anniversary 27 Jan.), he also explained the following activities will be completed in the month of February, they are-

- a. Environment Survey Tour
- b. NirbhayKanyaAbhiyan
- c. To organize QIP Seminar/Workshop
- d. L.M.C. Meeting
- e. Marathi Bhasha Din Programme 27 Feb
- f. Univ. Exam. Mar/April 2015 Forms to be submitted
- g. Organize 1 day Sr. Citizens camp at Patne Tal: Malegaon
- h. International Women's day function will be held in March 2015
- i. PradhyapakProbodhini as a refresher lecture for the faculties in March 2015



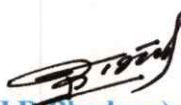
6. To discuss the issue of internal examinations, Unit Tests and Annual Examinations

Resolution- Prin. H. R. Aher told that every faculty shall have help to fill up the examination forms for the students. He explained, the examinations shall be held strictly as per the norms of University and at the given schedule. He also told that every faculty shall be complete their syllabus teaching work before the internal examinations and shall be complete their daily note dairy with undersigned by the head of the Institution.

After the fruitful discussions Prof. Dr. A. B. Pawar had expressed the vote of thanks to committee members and faculties. The meeting was over by the permission of Chairperson Prin. H. R. Aher.

Place: Deola

Date: 30/04/2015.


(J.R. Bhadane)

IQAC
K.R.A. Arts, Sci. &
Comm. College, Deola


(H.R. Aher)

Principal
Kar. Ramraoji Aher Arts, Sci. &
Comm. College, Deola (Nashik)



Minutes of the 5th IQAC Special Meeting for the academic year 2014-15

Time: 10.30 a.m.

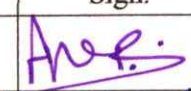
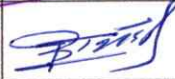
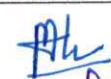
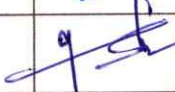
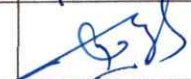
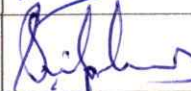
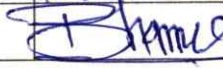
Date: 30/4/2015

Venue: Seminar Hall

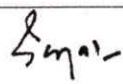
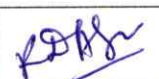
Agenda of the Meeting:

1. To discuss and confirmed the minutes of previous meeting
2. To design academic calendar for the year 2015-2016
3. To discuss the academic progress of faculties and to make Faculty Profile
4. To deliberate Internal Audit
5. To make change in Teaching and Learning using ICTs
6. To discuss about administrative activities conducted during the year 2014-15
7. To discuss about Preparation of Academic calendar, Prospectus and Planning of Admission of 2015-2016.
8. To discuss the on-going examination work
9. Assessment of Answer books and Result preparation
10. To discuss about action taken report for the academic year 2014-15
11. Regarding the collection of feedback forms from the stakeholders.

Following Members of IQAC and Staff Members are present in the Meeting:

Sr.No.	Name	Designation	Sign.
1	Principal H.R.Aher	Chairperson	
2	Prof. J.R. Bhadane	Coordinator	
3	Prof. Dr. M. H. Aher	Member	
4	Prof. V. M. Joshi	Member	
5	Prof. Dr.D.K.Aher	Member	
6	Prof. Dr. S. D. Thakare	Member	
7	Prof. P. N. Thakare	Member	
8	Prof. Dr. S. N. Bhamare	Member	
9	Shri. D. T. Bhamare	Member	



10	Shri. D. Y. Waghmare	Administrative Rep.	
11	Dr. V.D.Aher	Management Rep.	
12	Shri. Vijay Balwant Aher	Stakeholder	
13	Shri.Jadhav Pravin Keda	Student Rep.	
14	Shri. Aher Rajat Dilip	Student Rep.	

The meeting was chaired by prin. H. R. Aher. The meeting started with a brief welcome address by Prof. Dr. J. R. Bhadane, IQAC coordinator.

1. To discuss and confirmed the minutes of previous meeting

Resolution- The minutes of the last meeting Ref. Dated 27/01/2015 was discussed briefly and all the departments and concerned IQAC members of different committees were requested to the pending reports of academic year 2014- 15. Minutes of previous meeting were confirmed satisfactorily.

2. To design academic calendar for the year 2015-2016

Resolution- The question of preparing academic calendar for the next year was raised by Prin. H. R. Aher and the Prof. Dr. J. R. Bhadane answered the question that, he and the IQAC team has taken the efforts to make Academic Calendar for year 2016-17, which is to be followed by each faculty.

3. To discuss the academic progress of faculties and to make Faculty Profile

Resolution- Prin. H. R. Aher asked to IQAC team to collect information about individual and departmental academic progress. The members of the Committee discussed about Individual Profile of Faculty on the following issues-

Prof. Dr. S. D. Thakre has discussed that all the photo copy proofs have been collected from concerned faculties and departments who are attended National/ International Conferences/ seminars/ workshops during the academic year 2014-15. Further he discussed that the proofs of Research articles, proceedings, Book Publications at National and International level as well as the Research articles presented at State/National/International level workshops, Seminars and Conferences in India and Abroad are also collected from the faculties.

Prof. V. M. Joshi had given the information about the number of faculties been invited as a Guest lecturer, Resource person at State/National/International level workshops, Seminars and Conferences. he also told that he has collected an



information with proofs from the faculties regarding Teacher's contribution in Committees/Cells/Societies.

4. To deliberate Internal Audit

Resolution- Prof. V. M. Joshi discussed about Guidelines for internal administrative audit were set.

5. To make change in Teaching and Learning using ICTs

Resolution- Prof. Dr. Sunil Bhamare expressed that he had taken the survey and provided information about computer and internet facilities are provided to various departments to make teaching and learning more effective. Along with the old teaching and learning methods the faculties were using ICTs at their own departments to make the teaching better. He summarised the issue satisfactorily.

6. To discuss about administrative activities conducted during the year 2014-15

Resolution- Prin. H. R. Aher asked about administrative activities of various departments. As per this Prof. Dr. Mrs. M. H. Aher told that she had collected the information from various departments. She provided the details of following matters to the committee.

- a. Stock verification of various Departments
- b. Application of leave rules – Casual Leave, Medical Leave, and Earn Leave etc.
- c. Submission of students' Attendance records to Office
- d. Submission of Syllabus completion reports to college Office
- e. PF norms
- f. Service Book completion
- g. Procedures of Record Keeping
- h. Purchase procedures of various science departments
- i. Accounting Audit.
- j. Submission of daily diaries

7. To discuss about Preparation of Academic calendar, Prospectus and Planning of Admission of 2015-2016.

Resolution- Prin. H. R. Aher explained that the Academic calendar and prospectus will be published soon. There will be a proper plan for admission process as per the norms of Savitribai Phule Pune University.

8. To discuss the on-going examination work

Resolution- Prof. Dr. D. K. Aher has provided information about internal examinations for the 10 marks. He told that the science wing faculties have been held the exams, they have completed the work of paper checking and submitted and



uploaded the marks on portal of Savitribai Phule Pune University online. He also told the university annual and semester examinations are smoothly going on and the planning of PG examinations has been also prepared.

9. Assessment of Answer books and Result preparation.

Resolution- Prin. H. R. Aher advised that, the work of Assessment of Answer books for the class FY B.A. B.Com. B.Sc. shall be complete in the College CAP centre and Result prepared within the given time.

10. To discuss about action taken report for the academic year 2014-15

Resolution- Prin. H. R. Aher Asked about the action taken report to IQAC whether the report has prepared or not? As per this The Committee member J. R. Bhadane explained that the action taken report of the year 2014-15 have been prepared, he also read the report main achievements of the year. He informed about the Action Taken Report (ATR 2014-15) which was follows,

1. Every department had introduced best practice at subject level and implemented throughout the year. Two best practices were implemented for all the students of the college.
2. The N.C.C., N.S.S. and other departments conducted environment-awareness and value-education based activities.
3. The special issue of college magazine ‘ **Bandhilaki** ’ published an articles related on the theme of “**Jadanghadan**” (life stories of village people as per their professions)
4. The departments of History, Botany, and Geography organized state level seminars with the assistance of BCUD, SPPU.
5. The language departments had arranged literary events throughout the year such as wall paper; meet the poets, writing competitions, lectures on literature and culture.
6. The Department of Marathi had celebrated the ‘Bhasha din’, The department was organized various lectures on Marathi language and Contemporary cultural ethos, literature of Kavi kusumagraj.
7. The various forums were organized lectures, workshops, meeting on Communication skills, Youth for Nations, Consumers, Rights Self Employment, Cyber Security, Computer and Internet Literacy and Social Media.
8. The various programmes were conducted for women, girls. Such as Nirbhaya Kanya Abhiyan and Personality Development programme for Girls.
9. No Vehicle Day was observed – on Every Thursday.



10. The Samvidhan Din (The Constitution Day) was celebrated on 26/11/2015. The college had organized Rally on this occasion. Special lecture of Dr. Alim Vakil on "The preamble of Indian constitution" was also organized.
11. The Soft Skills Development programme was conducted for third year students.
12. The College had arranged knowledge – centric and social centric activities. Just as – literary events, cultural programmes in social gathering, workshop for senior citizen farmer, students from farming background.
13. Tree plantation drives.
14. Most of the teachers participated in state level seminars, quality improvement programmes.
15. Few teachers published articles, research papers.
16. The college evaluated by students.
17. The career guidance centre and competitive exam. Committee award students about skills development courses, competitive exam and career guidance.
18. The teachers were motivated about ICT on the occasions just as –
"Pradhyapak Prabodhini" a series Special lectures on specific topics was organized for faculties to enhance their knowledge different fields also. Staff Meetings were arranged time to time for informal discussion.

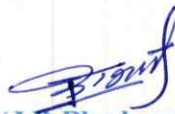
11. Regarding the collection of feedback forms from the stakeholders

Resolution: Feedback forms are collected from stakeholders, ti analysis of feedback from was done by feedback committee & for further action forwarded to IQAC.

After the successful discussion between the IQAC members and the faculty, Prof. Dr. S. D. Thakare expressed the vote of thanks. As per the permission of Prin. H. R. Aher, the meeting was over.

Place: Deola

Date: 20/ 06 /2015


(J.R. Bhadane)

IQAC
K.R.A. Arts, Sci. &
Comm College, Deola



(H.R. Aher)
Principal
Kar. Ramraoji Aher Arts, Sci. &
Comm. College, Deola (Nashik)

