Minutes of Meeting held on 10th January 2023

A meeting of the Internal Quality Assurance Cell was held on Tuesday, 10th January 2023 at 10.30 am in the Board Room of the College.

Members Present:

Dr. R. R. Kumbhar, Principal
Mr. C. B. Dodamani, Registrar
Dr. S. M. Joshi, IQAC Coordinator
Dr. S. R. Kattimani
Dr. Kailas Patil
Dr. K. D. Tiwade
Dr. S. S. Kale

Dr. G.K. Sontakke
Ms. S. A. Farakate

Mr.Satish Upwalikar
Dr. B. M. Hirdekar
Mr. N. R. Ranbhare
Mrs. R. Y. Patil

Members Absent:

1) Shri. Abhaykumar Salunkhe
2) Mr.Surendra Jain
3) Dr. K. A. Undale
4) Mr.Dhanawade

The minutes of the meeting are as follows:

Item No. I: Confirmation of the minutes of the last meeting.

The previous meeting of IQAC of Vivekananad College, Kolhapur was held on 06.10.2022 The minutes of this meeting were read by IQAC coordinator Dr. Shruti Joshi and confirmed by the members of the Cell.

Action taken report was also presented.

Sr.no.	Item	Action taken
1.	**Confirmation of the minutes of last meeting**	The minutes of the meeting held on 22.07.2022were read out and confirmed.
2	**To prepare the Institutional Development Plan (IDP)**	Instruction to the HoDs and Deans are given to provide inputs regarding the IDP. Accordingly, the IDP will be prepared .
3	**To plan activities keeping in mind NAAC guidelines**	- Student Induction Programme - Mega Job fair - MoUs - Exam reforms orientation programme - Pre-placement training Apart from these, the rest of the key

			activities like Vivekanand Mahotsav, Spandan, SAaD, Entrepreneurship training will be focused in the current term.
4	To discuss and plan implementation of **Multidisciplinary curriculum.**		Lecture on "NEP- ME&E structure" by Dr. M.M. Karanjkar on 22.09.2022 The Programme wise 2 multidisciplinary courses each for 2 credits have been identified and the curricula for the same have been prepared.
5	To identify and enlist courses to be offered in **distance mode from the academic year 2023-24.**		Departments have been identified on the basis of availability of resource persons and study material to run the course in distance mode. (need to check if permission is granted for starting distance courses)
6	To finalize MOOCs (2 credits) on self-study **mode and upload on the college LMS.**		The LMS platform has been created with the help of software experts. All the departments are instructed to prepare MOOC course of at least 2 credits each.
7	To discuss the planned exam calendar and **exam-related issues.**		• Strict adherence to internal assessment and practical examination schedules has been ensured. • Smooth conduction of Make-up examination as a part of examination reforms. • One Day Workshop on 'Sanctity and Confidentiality in Examination' on 05.12.2022 for capacity enhancement .
8	To suggest changes in the existing admission **process for the academic year**		The First year admission committee of BA was given instructions to make the changes before the commencement of the admission process in 2023-24.
9	To overview criteria wise issues in preparation **of NAAC 2024.**		- New members added to criterion committees. - Activities planned where necessary. - Incomplete data files being prepared in hard and soft copies.
10	To plan enhancement of SSS		- Organization of Induction programme for First year students of all faculties. - SSS questions have been updated.

11	To prepare a design for improvement of **Research output of the college**	- International MoU with college Chemistry, Henan University - Lecture on Innovation and incubation for staff academy by Dr. M.S. Deshmukh - 18 teachers given seed money (min. 30000/-) - Orientation lecture on "Research in Social Sciences" by Dr. Pralhad Mane. - Workshop on IPR in association with NIPAM, Govt. of India.
12	**Any other matter with the permission of the chair.**	Nil

Item No. 2: To report the activities conducted during the first semester of 2022-23.

Keeping in mind the changing nature of NAAC and guidelines of NEP-2020 , various curricula, extra-curricular and co-curricular activities were organised in the college by all departments in collaboration with IQAC. The coordinator Dr. Shruti Joshi presented these activities conducted during (1 August2022 – 17 December 2022)

Sr.	Name of Activity	Department	Date
1	Book exhibition	Library	9.8.22
2	Rakshabandhan at Baal Sankul, Kolhapur	NSS	11.8.22
3	Celebration of national librarians day	library	12.8.22
4	Swarajyasaptah awareness ralley	NSS	17.8.22
5	Guidance for defence services to cadets	NCC	18.8.22
6	Induction programme for Part I students	IQAC	23.8.22, 25.8.22
7	Inauguration of VivekVahini		19.8.22
8	Online workshop on "IPR & Patents Designs filing"	IQAC, RDPC, VIIC	13.9.22
9	BheemaMega Job Fair (in collaboration with the MahadikIndustrial Group)		28.8.22
10	Sale of old books and magazines	library	26 to 30.8.22
11	YIN samwad	In collaboration with SakalMadhyamSamuh	2.9.22
12	Ganesh Statues and Flower waste collection at Panchgangaghat	NSS	5.9.22
13	One day teacher's training workshop on "Climate Education and Green Campuses for a safer Planet"	Botany and IQAC	16.9.22
14	Exhibition of wild edible vegetables and recepies	Botany and IQAC	14.9.22
15	"BhashaaurRojgar"- a dialogue with Hindi Alumni	Hindi	14.9.22
16	National webinar on "AharatunArogyakade"(Diet to Health)	Home Science	22.9.22

17	Guest lecture on "Innovation, Incubation and Entrepreneruship"by Dr. M.S. Deshmukh	staff academy	17.9.22
18	Lecture on "Industrial Motivation Campaign" by RajwardhanChougule	Commerce dept. in collaboration with MSME	16.9.22
19	Lecture by TanujaShipurkar	Internal Complaint Committee and IQAC	19.9.22
20	Two days National Teachers' Training Programme on "Implementing NEP 2020 in Autonomous Colleges"	IQAC	23-24.9.22
21	Guest lecture during Hindi Week by Dr. M.S. Mujawar on " Vishwastar per Hindi"	Hindi	21.9.22
22	Celebration of world tourism day	BBA	27.9.22
23	Garba and Dandiya Event on Navratri	IQAC n SSSWSC	28.9.22
24	Lecture on "NEP- ME&E structure" by Dr. M.M. Karanjkar	IQAC	29.9.22
25	"Synchrome 2k22"	Biotechnology	30.9.22
26	A guest lecture on "SunilkumarLawate: SahityaaniBhoomika" by Dr. Girish More	Marathi	30.9.22
27	Inauguration Wachankatta	Literary Association	2.10.22
28	Cleanliness campaign in the campus	BBA n NSS	4.10.22
29	One week Employability Enhancement Program for Girl students	Placement Cell and IQAC	10-15.10.22
30	Free Health check-up camp for Girls and ladies staff	IQAC, VVK, NCC, KutumbKalyanKendr	11.10.22
31	Guest lecture on "Ayurved and Management of Stress" by Dr. UmeshKalelar	Staff academy	13.10.22
32	Guest lecture on "Today's Youth and Reading culture" by Dr. MahanteshHiremath	Marathi and Library	15.10.22
33	Guest lecture on"Domestic Violence and Women" by Dr. UshaPatil	Sociology	19.10.22
34	Exhibition and sale for Diwali	Botany	19.10.22
35	Employability Development Training Workshop	Placement Cell	
36	FDP MS-DEED Level 1 Workshop 'Introduction to Innovative Pedagogies for teachers of Undergraduate Science, Mathematics and Humanities'	College in ccordination with MSFDA and IISER, Pune	4,5,6 Nov.22
37	Workshop on 'Translation: a Life Enriching Art'	English	30.10.2022
38	Guest Lecture on 'Research in Social Sciences'	Phule, Shahu, Ambedkar Chair	07.11.2022
39	Poster Presentation on Electronic Technology	Electronics	10.11.2022
40	Inauguration of New B.Voc. Animation and Film-maing Computer Lab	College	11.11.2022
41	Poster Presentation on 'Marathi ShuddhlekhanaaniBhasheschiShuddhata'	Marathi	11.11.2022
42	Wallpaper Presentation on 'Global Warming'	Geography	18.11.2022
43	Slogan Writing Competition on 'Indian Constitution'	Political Science	19.11.2022
44	Wallpaper Presentation on 'Entrepreneurship Opportunities in the Service Sector'	Commerce	19.11.2022

45	Guest Lecture on 'Consumer Protection Act (Amendment), 2019	Commerce	19.11.2022
46	MoU between Henan Universtiy, China and Department of Physics	Physics	21.22.2022
47	InauguratiofVIvekiVIcharManch – Guest Lecture by Ms.MuktaDabholkar	VivekVahini and NSS	25.11.2022
48	Open Quiz with Video Bites on Constitution of India on the Constitution Day	Political Sciecne	26.11.2022
49	Inauguration of ManasRangManch and Guest Lecture on Mental Health for Students	VivekVahini and NSS	05.12.2022
50	One Day Workshop on Sanctity and COnfedentiality in Examination	Examination Cell	05.12.2022

Item No. 3 To plan the activities to be conducted in the second term of 2022-23.

According to different matrices of AQAR, the departmental heads and committee members were given directives to plan and conduct activities related to mentoring, activities for slow and advanced learners, remedial coaching and other curricular, co-curricular and extra- curricular activities. These activities are based on the Action Plan for 2022-23 which was presented in the previous meeting.

Sr. No.	Name of the Activity	Department
1	Vivekanand Mahotsav with inclusion of more digital based competitions	IQAC
2	Spandan	B.Voc. and Community College
3	SAaD – ShikshakAaplya Dari	IQAC
4	Placement Cell CSIR Training for Third Year Students	Placement Cell
5	Alumni Meet and Fund-Raising Programme	Alumni Association
6	Instalment of Projectors in Classrooms from Alumni Fund	Alumni Association
7	Abhay Chashak	Gymkhana
9	Chemical industry/ Software/ Shares Workshop	Entrepreneurship Development Cell
10	IPR Workshop	Research and Development Cell
11	Competitive Examination Guidance Course and Graduate Excellence Examination	Career Guidance Cell
12	National and International Seminar/ Conferences	Departments as per the sanction of proposals
13	Publishing Textbooks	English
14	Development and Publication of MOOCs by teachers	All Departments
15	Develop College Playground	Gymkhana
16	Seed Money – Invitation and Screening of Proposals	Research and Development Cell
17	Graduate Excellence Examination	Personality Development and Career Guidance Cell
18	A Workshop for teachers on using Smart Boards	Electronics Department

19	Community oriented extension activities	NSS and NCC
20	Academic and Administrative Audit	Through External Peer Team
21	Gender Audit, Green Audit, Energy Audit, IT Audit	University Agencies
22	Software Audit of Examination Department	
23	Digital Capacities Enhancement Workshop for Non-teaching Staff	IQAC

Item No. 4 : To discuss mandatory conduction of value added courses for all programs.

Dr. Hirdekar suggested that students and faculty be guided regarding Value Added courses. These courses can be conducted in online mode. There need not be compulsion of 3 months' duration. Some courses can be of some hours' length.

Item No. 5. To approve the formation of new research advisory committee (RAC).

Dr. Hirdekar stressed the need of outcome based approach in the conduction of the duties of RAC.

Item No. 6: To plan regarding increase in active MOU's and research activities (Research paper publications, MRP, FDP, Seminar/Conferences) at department level.

Dr. Hirdekar advised that RAC needs to fix targets regarding publications, grants, projects, tie-ups etc. during every academic year. The resource persons invited for seminars/conferences can be requested for collaborative research work.

Item No. 7 : To discuss the analysis of online feedback of exam reforms and lapses committee.

Item No. 8 : Any other matter with the permission of the chair.

1. **Appointment of new members on IQAC**

Due to the transfer of teacher member Dr. P. A. Patil and Invitee member Mr. S.V. Malgaonkar it was necessary to appoint new members on IQAC. Prin. Dr. R. R. Kumbhar declared that Dr. Arjun Kumbhar selected as the new Invitee member and Dr. A. B. Wasekar as teacher member. Appointment letters will be issued to them.

As there was no other matter to discuss, the meeting ended with the permission of the Chair.

(Dr. R. R. Kumbhar)
PRINCIPAL
Vivekanand College
Kolhapur