

**LAL BAHADUR SHASTRI COLLEGE OF ARTS, SCIENCE AND COMMERCE,
SATARA.**

INTERNAL QUALITY ASSURANCE CELL

Agenda of the fourth Meeting of IQAC Held Saturday The 27th April 2019

- **Confirmation of the previous meeting held on Friday, 9th January 2019 .**
- **Submitting AQAR for the year 2018-19 as per the new guideline laid by NAAC.**
- **Approval of -feed-back analysis and action taken report on curriculum**
- **Implementation of strategic plan for year 2019-20**
- **Strengthening the institutional incubation terminal**
- **Remote access to library through cloud server**
- **Strengthening e governance through MIS**
- **Auto switch for generator**
- **Upgrading lease line from 25 mbps to 50 mbps**



**IQAC MINUTES OF THE MEETING HELD ON SATURDAY THE 27TH APRIL
2019.**


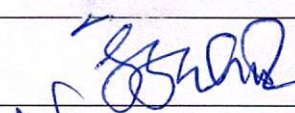
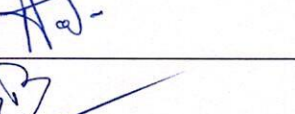
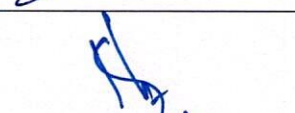

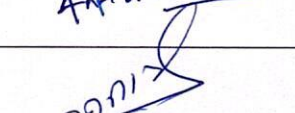
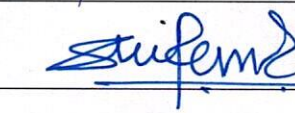
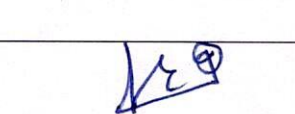
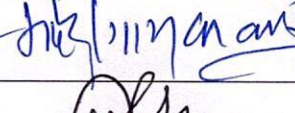
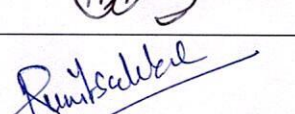

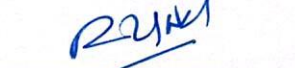

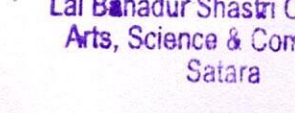

- **Agenda :** Confirmation of the previous meeting held on Friday, 9th January 2019 .
Proceeding : Mr. N. A. Kadam read out the proceedings of last meeting held on 9th January 2019 and also read the resolutions taken during the last meeting.
Dr. Mrs S M Pawar told that the draft for women study centre was ready but there is line opening at UGC website for uploading the proposal
Resolution : all members anonymously accepted the proceedings and resolutions of previous meeting.
- **Agenda :** Submitting AQAR for the year 2018-19 as per the new guideline laid by NAAC.
Proceedings : Dr. A.M. Nalwade raises the issue of submitting AQAR of year 2018-19.
Resolution : All members agreed on the decision to hand over the responsibility of filling AQAR of 2018-19 to Mr. N. A. Kadam as per the new guidelines laid by the NAAC. Mr. N. A. Kadam gave the information that college will become eligible for submitting AQAR to NAAC after completion of one year from the date of declaration of result of NAAC accreditation. So, all members agreed on the decision that AQAR will be submitted in the month of September.
- **Approval of -feed-back analysis and action taken report on curriculum**
Dr. Mrs . S M Pawar raises the issue of approval of feed- back analysis and action taken report of the curriculum. She also added that from this academic year
Resolution all members appreciates the efforts taken by Mrs S M Pawar and also made suggestions to upload the feedback form on college website.
- **Agenda :** Implementation of strategic plan for year 2019-20
Proceedings : Mr. N. A. Kadam with the permission of chairman presented the strategic plan of the college for the year 2019-20.
Resolution : with minor suggestions all members accepted the strategic plan and unanimously granted the permission for implementing the plan in year 2019-20.



- **Agenda** : Strengthening the institutional incubation terminal
Proceedings : Dr. D. R. Bhutiyani raise the issue that institutional incubation centre concept is new to multi- faculty college and it is in sprouting phase, so it is needed to strengthen .
Resolution : all members agreed on the decision to strengthen incubation centre, Mr. S. A. Mohite suggested to motivate the student to undertake various start-ups through mentor mentee scheme. All members agreed the decision.
- **Agenda** : Remote access to library through cloud server
Proceedings : Dr. A. M. Nalwade raises the issue of automation in library along with availing Remote access to library facilities to all students and teachers.
Resolution: all members agreed on the decision and responsibility of purchasing the required software is given to Mrs. N. L. Hemade
- **Agenda** : Strengthening e governance through MIS
Proceedings : Mr. N. A. Kadam raise the issue of extending E governance from admission , office administration to keep the records of students and integrated e-banking facilities .
Resolution : all members agreed on the decision and responsibility of purchasing new office software and conducting training regarding use of it is given to Mr. Sachin Kambale and Mr. G. M. Gurame
- **Agenda** : Auto switch for generator
Proceedings : Dr. A. M. Nalwade raise the issue of problems students and teachers facing during practical due to frequent power interruption and limited trained staff for operating power generators .
Resolution : al members agreed on the decision to purchase auto switch for generator and responsibility is given to Dr. A. M. Nalwade to further looked after the matter.
- **Agenda** : Upgrading lease line from 25 mbps to 50 mbps
Proceedings: Mr. N. V. Shinde raise the issue of problems faced by research students and teachers due to slow internet speed and load of all computers on single line.
Resolution : all members agreed to upgrading lease line from 25 mnps to 50mbps and responsibility is given to Dr. A. M. Nalwade.
- **Meeting ends with vote of thanks given by Dr D. R. Bhutiyani.**




Members Present For The Meeting Held On TUESDAY THE 27TH APRIL 2019.

Sr. no.	Name (designation)	Sign
1	Prof.D G Salunkhe. (In Charge Principal- Morning session)	
2	Prof. D. B. Wattamwar (In Charge Principal- Afernoon session)	
3	Prin. Suhas salunkhe (Stake holder)	
4	Mr. Avinash Kadam (Stake holder)	
5	Dr. Sandip Shrotri (Alumni)	
6	Mr. Sunil Khedekar (Indusrialist- Almuni)	
7	Dr. D. R. Bhutiyani (Teacher)	
9	Dr. A. M. Nalawade (Teacher)	
10	Prof. N. V. Shinde (Teacher)	
11	Dr. Mrs. S. M Pawar (Teacher)	
12	Mr. S. A. Mohite (Teacher)	
13	Dr. P. P. Lohar (Teacher)	
13	Dr. M. N. Gaikwad (Teacher)	
14	Shri. N. B. Patil (Administration)	
15	(Student representative) Sumit Darasingh Salunkhe	
16	Mr. N A Kadam (Coordinator)	
17	Dr. R V Shejwal (Chairman)	


Coordinator
Internal Quality Assurance Cell
 Lal Bahadur Shastri College of
 Arts, Science, Commerce
 Satara 415002 (MS)




Principal,
 Lal Bahadur Shastri College of
 Arts, Science & Commerce
 Satara

**LAL BAHADUR SHASTRI COLLEGE OF ARTS, SCIENCE AND COMMERCE,
SATARA.**

INTERNAL QUALITY ASSURANCE CELL

Agenda of the Second Meeting of IQAC Held on 9TH JANUARY 2019

- **Confirmation of the previous meeting held on Friday, 19th October 2018 .**
- **Sending proposal for women study centre**
- **Web site up gradation**
- **Strengthening mentor mentee scheme**
- **Strengthening institutional scholarship**
- **Increasing green practices (solar lamp)**



PROCEEDINGS OF MEETING HELD ON 9TH JANUARY 2019

- **Agenda:** Confirmation of the previous meeting held on Friday, 19th October 2018 .

Proceeding: Mr. N. A. Kadam read out the proceedings of last meeting held on 19th October 2018 and also read the resolutions taken during the last meeting.

He added that the previous meeting resolution regarding submission of AQAR for academic year 2017-18 that as per NAAC help desk instruction there is no need of submitting AQAR for said period

Resolution: all members anonymously accepted the proceedings and resolutions of previous meeting.

- **Agenda :** Sending proposal for women study centre

Proceedings: Dr. MRs. S. K. Mane raise the issue that as per the NAAC peer team recommendations there is necessity for starting Women Study centre in the college.

Resolution : All members agreed on the decision to send the proposal for Women Study Centre and responsibility is given to Dr. S., K. Mane and Dr. S M Pawar.

- **Agenda :** Web site up gradation

Proceedings : Mr. S. A. Mohite raise the issue of requirement of up gradation and updating of college web site in the scenario of new NAAC guidelines for the third party analysis.

Resolution : all members agreed on the point of updating college web site and responsibility is shouldered on Mr. Sachin Kamble and Mr. G. M. Gurame

- **Agenda :** Strengthening mentor mentee scheme

Proceedings: Principal Dr. R. V. Shejwal raise the issue of solving the problems of college students and counselling of students and to perform this there is the necessity of strengthening of Mentor Mentee scheme.

Resolution: all members agreed the decision of strengthening the Mentor Mentee scheme in the college . Mr. S. A. Mohite also suggested to incorporate the issue s like communicating institutional vision mission , goals statements , program out comes , different college policies and mechanism of availing Go or Ngo scholarships etc through mentor mentee scheme. All members agreed on the suggestions and responsibility is given to S. A. Mohite to redesign the scheme.



➤ **Agenda :** Strengthening institutional scholarship

Proceedings: Mr. S. A. Mohite raises the issue of importance of providing institutional scholarship and financial support to the students.

Resolution : Prin. Dr. R. V. Shejwal along with committee members like Avinash Kadam , Sunil Khedekar, and Sandeep Shrotri put forward the idea of generating resources for fund generation like appealing to alumni and other stakeholders. Until it is decided to increase the amount of student aid fund and its planed distribution and responsibility was given to Dr. B. D. Sagare

➤ **Agenda:** Increasing green practices (solar lamp)



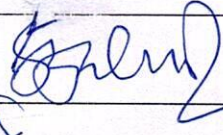
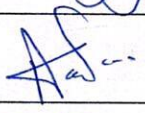



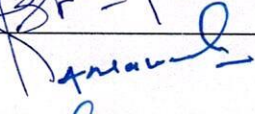
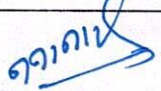
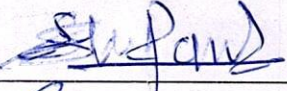
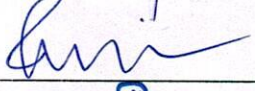

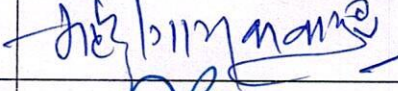
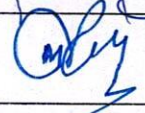
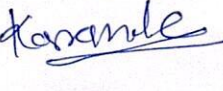


Proceedings Mr. N. V. Shinde raises the issue of increasing green practices in college area and nearby location

Resolution: all members unanimously agreed on the decision to perform tree plantation program in villages like Kushi, Nune and Pogarwadi and responsibility was given to Mr. N. V. Shinde and Mr. P. R. Jadhav

➤ **Meeting ends with vote of thanks given by Dr. D. R. Bhutiyani.**




Members Present For The Meeting Held On TUESDAY THE 10TH JULY 2018

Sr. no.	Name (designation)	Sign
1	Prof.D G Salunkhe. (In Charge Principal- Morning session)	
2	Prof. D. B. Wattamwar (In Charge Principal- Afernoon session)	
3	Prin. Suhas salunkhe (Stake holder)	
4	Mr. Avinash Kadam (Stake holder)	
5	Dr. Sandip Shrotri (Alumni)	
6	Mr. Sunil Khedekar (Indusrialist- Almuni)	
7	Dr. D. R. Bhutyani (Teacher)	
9	Dr. A. M. Nalawade (Teacher)	
10	Prof. N. V. Shinde (Teacher)	
11	Dr. Mrs. S. M Pawar (Teacher)	
12	Mr. S. A. Mohite (Teacher)	
13	Dr. P. P. Lohar (Teacher)	
13	Dr. M. N. Gaikwad (Teacher)	
14	Shri. N. B. Patil (Administration)	
15	(Student representative) Miss. Karande. P. M.	
16	Mr. N A Kadam (Coordinator)	
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Internal Quality Assurance Cell

Agenda of the Second Meeting of IQAC Held on Friday, 19th October 2018 .

- **Confirmation of meeting minutes previous meeting which was held on July 10 2018 Tuesday**
- **Submitting Annual Quality Assurance report of year 2017 and 18 resolution**
- **NAAC Grade discussion**
- **Discussion on quality initiative**
- **Designing the policy for internalization of e governance in college functioning**
- **Student council formation for academic year 2018-19**
- **Formation of KAAS interpretation centre**
- **Changes in Internal examination**



Proceedings of Meeting Minutes held on July 10 2018 Tuesday

- Confirmation of meeting minutes previous meeting which was held on July 10 2018 Tuesday

Mr. kadam N.A. read out the proceedings of previous meeting.

Dr. R V Shejwal address the issue of starting defense service guidance cell under Shahid Shpurti Kendra that University is not agreed to start the cell so the compliance is incomplete

Resolution :- All members unanimously agreed on the decisions taken in previous meetings.

- **Submitting Annual Quality Assurance report of year 2017 and 18 resolution**

Institute is under assessment and accreditation process. online portal for feeling AQAR was closed after inquiring on the same portal the reply was received from NAAC to fill AQAR after completion of 1 year from the date of result declaration but after discussing with other members it is decided to submit annual Quality Assurance report of year 2017 and 18 not as per the new guidelines but by old methodology.

Resolution :- All criteria head were asked to collect the relevant information and should provide it to IQAC coordinator for further processing

- **NAAC Grade discussion**

Principal Dr. R.V. Shejwal proudly declares result of National assessment and accreditation centre result that our college secures A grade by scoring 3.15 CGPA.

Resolution :- All the IQAC members congratulate NAAC steering committee members for this achievement. Dr Darshan Bhutiyani latter gave detail information about qualitative and quantitative evaluation of result.

- **Discussion on quality initiative**

Mr N. A. Kadam raise the issue of introducing new initiative in the institution so as to increase quality of different processes which are took place in the institute.

Resolution :- Honorable doctor Avinash Kadam promises to give all possible support to introduce quality initiative processes in the institution.



➤ **Designing the policy for internalization of e governance in college functioning**

Dr. D R Bhutiyani raise the issue regarding designing and implementing the policy statement of e goverenace . he also added that to adapt the regular educational college to changing global scenario it is important to employ the e governance I college functioning .

Resolution : all members agreed on the decision to design and implement e governance policy and responsibility is given to Dr P P Lohar

➤ **Student council formation for academic year 2018-19**

Dr. D S Jadhav raises the issue of need of formation of student council for current academic year. He also added that by forming student council college creates the platform for state students opinion regarding conduction of various activities , they also represent themselves in different college administration by actively participating in working of various comiitees.

Resolution :- all members agreed on the decision to from student council, without waiting for call from University and responsibility is shouldered on DR. D S jadhav.

➤ **Formation of KAAS interpretation centre**

Mr SM Mohite raises the issue of formation of some kind of interpretation centre to give information about world natural Heritage centre KAAS.

Resolution :- All members agreed on the decision to start KAAS interpretation centre. The responsibility was given to Mr S. A. Mohite regarding formation of the centre.

➤ **Changes in Internal examination**

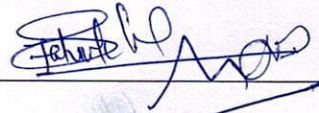
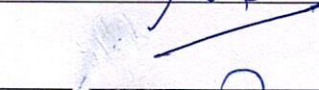
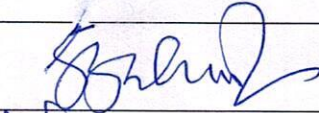
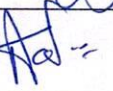
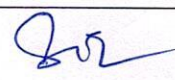
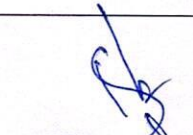

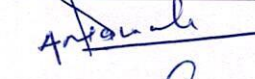
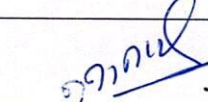
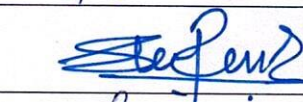


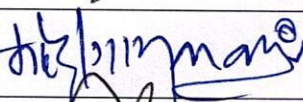

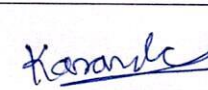
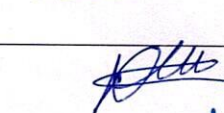
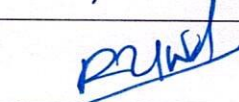
Dr. P P Lohar raise the issue regarding need of changing format of college level internal examinations.

Resolution :- All members after discussion decided to change the pattern of internal examination, apart from regular formative tests conducted by different academic department it is decided to conduct pre-semester examination based on university exam paper pattern and responsibility is shouldered on college internal examination committee.




➤ Meeting ends with vote of thanks given by Dr. A.M. Nalawade

Members Present For The Meeting Held On TUESDAY THE 10TH JULY 2018

Sr. no.	Name (designation)	Sign
1	Prof.D G Salunkhe. (In Charge Principal- Morning session)	
2	Prof. D. B. Wattamwar (In Charge Principal- Afernoon session)	
3	Prin. Suhas salunkhe (Stake holder)	
4	Mr. Avinash Kadam (Stake holder)	
5	Dr. Sandip Shrotri (Alumni)	
6	Mr. Sunil Khedekar (Indusrialist- Almuni)	
7	Dr. D. R. Bhutiyani (Teacher)	
9	Dr. A. M. Nalawade (Teacher)	
10	Prof. N. V. Shinde (Teacher)	
11	Dr. Mrs. S. M Pawar (Teacher)	
12	Mr. S. A. Mohite (Teacher)	
13	Dr. P. P. Lohar (Teacher)	
13	Dr. M. N. Gaikwad (Teacher)	
14	Shri. N. B. Patil (Administration)	
15	(Student representative) Miss Karande P.M.	
16	Mr. N A Kadam (Coordinator)	
17	Dr. R V Shejwal (Chairman)	


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Internal Quality Assurance Cell

Agenda of the First Meeting of IQAC Held on 10TH JULY 2018

- **Confirmation of the previous meeting held on Thursday , 26th April 2018**
- **Approval of institutional academic calendar of the year 2018-19**
- **Review of admission process for the academic year 2018-19**
- **Submitting AQAR for the year 2017-18 as per the new guidelines laid by NAAC**
- **Preparation for NAAC peer team visit**
- **Submitting proposal for RUSA**
- **Submitting proposals for UGC block grants and quality initiative grants**
- **Forming planning board for UGC, DST and DBT schemes**
- **To start new certificate courses in various department.**
- **Starting defence service guidance cell under Shahid Sphurti Kendra**
- **Forming separate finance committee for college administration**
- **Construction of computation centre and research instrumentation centre**
- **Resubmission of proposals for community college and B. Voc. Courses**



Meeting Minutes of Tuesday The 10th July 2018

- Confirmation of the previous meeting held on **Thursday , 26th April 2018**
Mr. Kadam N.A. read out the proceedings of previous meeting.
Resolution : All members unanimously agreed on the decisions taken in previous meetings

- **Appointment of recording secretary-**
Mr. N A Kadam requested the chairmen of IQAC to appoint recording secretary for the ongoing meeting.
Resolution : all members agreed on the decision to appoint Dr. P P Lohar as a recording secretary and the meeting to be coordinated by N A kadam.

- **Approval of institutional academic calendar of the year-**
Mr. N A kadam put forward the issue of approval of Institutional Academic Calander important for planning of the teaching learning and evaluation as well for cocurricular extracurricular activities .
Resolution : all members unanimously accepted the draft of academic calendar prepared by Dr. M S Gaikwad and appreciate the skill of incorporating all departments activity in it and approve the IAC .

- **Review of admission process for the academic year-**
Ninad Kadam raises the issue regarding taking review of admission process going on in the college. He gave the details of admission of student's class in the academic year wise.
Resolution : all members after considering comparison with previous years admission suggested all admission committee members to increase the admissions.

- **Submitting AQAR for the year 2017-18 as per the new guidelines laid by NAAC**
Principal Dr. R. V. Shejwal raises the issue of submitting AQAR for the year 2017-18.
Resolution :- Mr. N. A. Kadam added the information that there is change in standard format of AQAR and provision is made to submit AQAR online from august 2018.



➤ **Preparation for NAAC peer team visit**

Dr. R. V. Shejawal raise the issue of NAAC peer team visit.

Resolution :- Dr. D. R. Bhutyani gave the information on preparation for NAAC peer team visit. All members agreed on the decision to take rehearsal for presentation and interactions and also decided to call for mock peer team visit.

➤ **Submitting proposal for RUSA**

Mr. N. A. Kadam rise the issue of sending proposal to RUSA

Resolution :- Mr. A. M. Nalwade gave the information regarding submission of RUSA proposal, all members agreed on the decision to send the proposal and shoulder the responsibility to Dr. A. M. Nalwade.

➤ **Submitting proposals for UGC block grants and quality initiative grants**

Dr. A. M. Nalwade raises the issue of submitting different proposals under UGC block grants.

Resolution :- All members agreed on the decision to gave responsibility to Dr. A. M. Nalwade and ask him to keep eyes on opening of.links.

➤ **Forming planning board for UGC, DST and DBT schemes**

Mr. N. A. Kadam rise the issue of forming different committees for sending different proposal to different funding agenise

Resolution :- All members agreed on the decision to form different committees as follows -

UGC :- Dr. A. M. Nalwade

DST : Mr. S. A. Mohite

DBT : Mr. N. A. Kadam

ICSSR: Dr. Mrs. S. M. Pawar

➤ **To start new certificate courses in various department.**

Dr.Mrs.S.M.Pawar raise the issue that various departments for the college are villing to organize new certificate courses on demand of the students these courses will enhance the skill of the students may inculcate human values among the students or may increase their computing abilities.



Resolution :- All member are agreed in this decision and the following courses are decided to start form this year. The name of the courses and responsibility to start by course in as follows.

Income-tax, online Banking and Marketing- Commerce Dept, Management of Travel and Tourism- Geography Dept, Rural Journalism-Marathi Dept, Human Rights-History Dept, functional English-English Dept, R-software-Physics Dept, Digital marketing-Economics Dept, household chemicals-Chemistry, Mushroom Cultivation-Botany Dept, vermiculture and Vermicomposting, Sericulture and ornamental articles- Zoology Dept, Remote sensing and Digital image analysis- Geography Dept, Self-Defence, Yoga- Women Empowerment cell Dept, cast iron foundry Technology-Chemistry Dept., Industrial pollution and waste water treatment- Microbiology Dept.

➤ **Starting defence service guidance cell under Shahid Sphurti Kendra**

Mr. Avinash Kadam rise the issue of starting guidance cell for students to participate in different competitive examinations and strengthen the competitive exam cell of the college.

Resolution :- All members agreed on the decision to capsule course under Shahid Sphurti Kendra for guidance to students for defence services.

➤ **Forming separate finance committee for college administration**

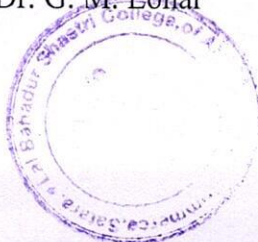
Mr. S. A. Mohite raises the issue of need of forming separate committee to look after college financial matter.

Resolution :- All members agreed to form the committee as per guideline in which there should be representation of IQAC.

➤ **Construction of computation centre and research instrumentation centre**

Dr. R. V. Shejawal gave the information regarding receiving grants from the DST under FIST scheme.

Resolution :- According to DST FIST scheme proposal all members agreed to construct Computational centre and Research instrumentation centre. Responsibility was gave to Dr. C. P. Mane and Dr. G. M. Lohar



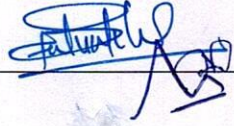
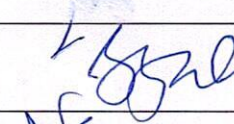
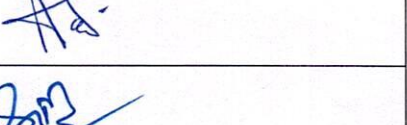
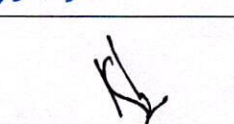

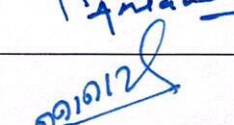
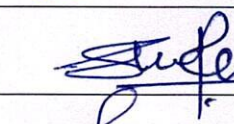

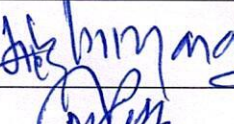
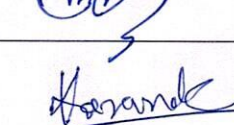
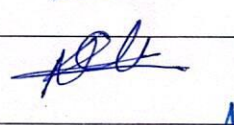


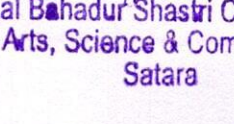

➤ **Resubmission of proposals for community college and B. Voc. Courses**

Mr. N. A. kadam gave the information regarding recent submission of proposals for extension of community college and proposal for B. Voc. Courses.

Resolution :- All members congratulate the faculties for receiving extension of community college scheme.


➤ **Meeting ends with vote of thanks by D. G. Salunkhe**

Members Present For The Meeting Held On TUESDAY THE 10TH JULY 2018

Sr. no.	Name (designation)	Sign
1	Prof.D G Salunkhe. (In Charge Principal- Morning session)	
2	Prof. D. B. Wattamwar (In Charge Principal- Afernoon session)	
3	Prin. Suhas salunkhe (Stake holder)	
4	Mr. Avinash Kadam (Stake holder)	
5	Dr. Sandip Shrotri (Alumni)	
6	Mr. Sunil Khedekar (Indusrialist- Almuni)	
7	Dr. D. R. Bhutiyani (Teacher)	
9	Dr. A. M. Nalawade (Teacher)	
10	Prof. N. V. Shinde (Teacher)	
11	Dr. Mrs. S. M Pawar (Teacher)	
12	Mr. S. A. Mohite (Teacher)	
13	Dr. P. P. Lohar (Teacher)	
13	Dr. M. N. Gaikwad (Teacher)	
14	Shri. N. B. Patil (Administration)	
15	(Student representative) Miss. Karande P.M.	
16	Mr. N A Kadam (Coordinator)	
17	Dr. R V Shejwal (Chairman)	


Coordinator
Internal Quality Assurance Cell
 Lal Bahadur Shastri College of
 Arts, Science, Commerce
 Satara 415002 (MS)




Principal,
 Lal Bahadur Shastri College of
 Arts, Science & Commerce
 Satara