



**MARATHA VIDYA PRASARAK SAMAJ NASHIK**  
**ARTS, COMMERCE & SCIENCE COLLEGE,**  
Dindori, Taluka: Dindori, District: Nashik-422 202 (MS), India

NAAC Accredited 'B' Grade College (CGPA - 2.34)



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**Internal Quality Assurance Cell (IQAC)**

**IQAC Committee Academic Year - 2018-19**

Sr. No.	Name	Designation
1.	Dr. R. N. Bhavare	Chairperson
2.	Mr. N. K. Navale	Teacher representative
3.	Smt. S. V. Thakare	Teacher representative
4.	Dr. D. N. Shinde	Teacher representative
5.	Mr. R. K. Patil	Teacher representative
6.	Mr. R. R. Chavan	Teacher representative
7.	Mr. S. B. Gangode	Teacher representative
8.	Dr. J. D. Pawar	Teacher representative
9.	Mr. S. M. Page	Teacher representative
10.	Shri. T. B. Halade	Senior administrative representative
11.	Shri. Dattatray Ramchandra Patil	Management representative
12.	Shri. Parikshit Deshmukh	Alumni representative
13.	Dr. Gauri Pingal	Community representative
14.	Shri. Prashant Deshmukh	Industrial expert
15.	Shri. Rajendra Gaungurde	External Academic expert
16.	Shri. Girish Wagh	Student representative
17.	Mr. R. R. Zoman	IQAC Coordinator

Mr. R. R. Zoman

**Co-Ordinator**

**Internal Quality Assurance Cell (IQAC)**  
**MVP Samaj's Arts, Comm. & Science College**  
**Dindori (Nashik)**



Dr. R. N. Bhavare

**Principal**

**Arts, Commerce & Science College**  
**Dindori, Tal. Dindori, Dist. Nashik**



## Minutes of the Meeting of 2018-19 held on 09 July 2018

Venue: IQAC Room

Date: 09/07/2018

Time: 11:00 to 12:30 pm

### Agenda of the Meeting:

1. To review and confirm the minutes of the last meeting
2. To discuss revised the Guidelines for Submission of Annual Quality Assurance (AQAR).
3. To discuss Academic Audit Modalities.
4. To discuss the organization of state and national level seminars and conferences for 2018-19.
5. Formation of new committees for the academic year 2018-19 and allocation of work for them.
6. To discuss the Need for equipment and chemicals for the Laboratory.
7. To discuss registration of alumni association.
8. Any other issues.

### Members Present:

Sr. No.	Name	Designation
1	Dr. R. N. Bhavare	Chairperson
2	Mr. N. K. Navale	Teacher representative
3	Smt. S. V. Thakare	Teacher representative
4	Dr. D. N. Shinde	Teacher representative
5	Mr. R. K. Patil	Teacher representative
6	Mr. R. R. Chavan	Teacher representative
7	Mr. S. B. Gangode	Teacher representative
8	Dr. J. D. Pawar	Teacher representative
9	Mr. S. M. Page	Teacher representative
10	Shri. T. B. Halade	Senior administrative representative
11	Shri. Girish Wagh	Student representative
12	Mr. R. R. Zoman	IQAC Coordinator

### Leave of Absence was granted to the following members:

1. Hon. Shri. Dattatray Ramchandra Patil, Management Representative.
2. Shri. Prashant Deshmukh, Industrial Expert.
3. Shri. Parikshit Deshmukh, Alumni representative.
4. Shri. Rajendra Gaungurde, External Academic expert.



5. Dr. Gauri Pingal, Community representative.

The meeting of IQAC began at 12:00 pm in the presence of all members of IQAC Committee, IQAC Coordinator welcomed and briefed the committee members about the agenda.

**IQAC members, after discussion made the following Agenda & Resolutions:**

**Agenda Item 1:** Review of the Earlier Meeting:

**Resolution:** The coordinator read the minutes of the earlier meeting and the minutes were reviewed and passed by the members.

**Agenda Item 2:** To discuss revised the Guidelines for Submission of Annual Quality Assurance (AQAR).

**Resolution:** NAAC has revised the Guidelines for Submission of Annual Quality Assurance Report (AQAR) in Accredited Institutions from 2018-2019. The revised guidelines will come into effect from 1st July 2018. The Co-Ordinator, IQAC presented all the points are to be covered in the new format of AQAR to the benefit of Heads of the Departments and members of Internal Quality Assurance Cell. All the members of IQAC felt that the new format is more significant than the old format.

Proposed by: Mr. R. R. Zoman

Seconded by: Mr. N. K. Navale

**Agenda Item 3:** To discuss Academic Audit Modalities.

**Resolution:** The monitoring and evaluation of the institutional processes require a carefully structured system of internal and external review. Because of the above, the NAAC recommended to undertake a continuous Academic and Administrative Audits (AAA).

**Academic Audit:** Academic audit can be understood as a scientific and systematic method of reviewing the quality of the academic process in the institution. It is related to the quality assurance and enhancing the quality of academic activities in the Institution.

Coordinator, IQAC has presented the objectives of our institution to all the members.

The objectives of an Academic Audit are:

1. To understand the existing system and assess the strengths and weaknesses of the departments and to suggest the methods for improvement and for overcoming the weaknesses.



2. To identify the existing academic and administrative mechanisms and to identify the opportunities for academic and administrative reforms etc.,
3. To enhance the academic integrity, transparency, accountability, and participation of stakeholders among the activities of the department
4. To evaluate the optimum utilization of resources. Internal Audit modalities are presented to all the members of IQAC is enclosed.

Proposed by: Mr. R. R. Zoman

Seconded by: Dr. D. N. Shinde

**Agenda Item 4:** To discuss the organization of state and national level seminars and conferences for 2018-19.

**Resolution:** It was decided to send the proposal of seminars from the English department for the national Level, Physical Education and Sports Department, and Library for State Level Seminar.

Proposed by: Dr. R. N. Bhavare (Principal)

Seconded by: Dr. D. N. Shinde

**Agenda Item 5:** Formation of new committees for the academic year 2018-19 and allocation of work for them.

**Resolution:** Academic committees were formed for the year 2018-19 and work was distributed among them.

Proposed by: Dr. R. N. Bhavare (Principal)

Seconded by: Mr. R. R. Zoman

**Agenda Item 6:** To discuss the Need for equipment and chemicals for the Laboratory.

**Resolution:** Principal Dr. R. N. Bhavare asked all Head of Departments of Science to give written applications to the Need for equipment and chemicals for the Laboratory.

Proposed by: Dr. R. N. Bhavare (Principal)

Seconded by: Mr. N. K. Navale

**Agenda Item 7:** To discuss registration of alumni association.

**Resolution:** All the members agreed to register the Alumni association of college as soon as possible. The responsibility of registration was entrusted to Mr. S. B. Gangode.

Proposed by: Mr. R. R. Zoman.



Seconded by: Dr. J. D. Pawar

**Agenda Item 8:** Any other issues.

**Resolution:** As there was no other matter to discuss.

The meeting concluded with the vote of thanks by the IQAC coordinator Mr. R. R. Zoman



## Minutes of the Meeting of 2018-19 held on 24 October 2018

Venue: IQAC Room

Date: 24/10/2018

Time: 11:00 to 12:30 pm

### Agenda of the Meeting:

1. To review and confirm the minutes of the last meeting
2. Welcoming the new principal Dr. Vedashree Thigale and informing them about the work done by IQAC in the college till date.
3. To discuss Annual Quality Assurance (AQAR) 2017-18.
4. Any other issues.

### Members Present:

Sr. No.	Name	Designation
1	Dr. Vedashree V. Thigale	Chairperson
2	Mr. N. K. Navale	Teacher representative
3	Smt. S. V. Thakare	Teacher representative
4	Dr. D. N. Shinde	Teacher representative
5	Mr. R. K. Patil	Teacher representative
6	Mr. R. R. Chavan	Teacher representative
7	Mr. S. B. Gangode	Teacher representative
8	Dr. J. D. Pawar	Teacher representative
9	Mr. S. M. Page	Teacher representative
10	Shri. T. B. Halade	Senior administrative representative
11	Shri. Girish Wagh	Student representative
12	Mr. R. R. Zoman	IQAC Coordinator

### Leave of Absence was granted to the following members:

1. Hon. Shri. Dattatray Ramchandra Patil, Management Representative.
2. Shri. Prashant Deshmukh, Industrial Expert.
3. Shri. Parikshit Deshmukh, Alumni representative.
4. Shri. Rajendra Gaungurde, External Academic expert.
5. Dr. Gauri Pingal, Community representative.

The meeting of IQAC began at 11:00 pm in the presence of all members of IQAC Committee, IQAC Coordinator welcomed and briefed the committee members about the agenda.



**IQAC members, after discussion made the following Agenda & Resolutions:**

**Agenda Item 1:** Review of the Earlier Meeting:

**Resolution:** The coordinator read the minutes of the earlier meeting and the minutes were reviewed and passed by the members.

**Agenda Item 2:** Welcoming the new principal Dr. Vedashree Thigale and informing them about the work done by IQAC in the college till date.

**Resolution:** The new principal, Dr. Vedashree Thigale was welcomed by Mr. R. R. Zoman, Co-Ordinator, IQAC, and briefed on the work done by IQAC till date.

Proposed by Mr. R. R. Zoman

Seconded by: Dr. J. D. Pawar

**Agenda Item 3:** To discuss Annual Quality Assurance (AQAR) 2017-18.

**Resolution:** Mr. R. R. Zoman presented AQAR in front of IQAC. AQAR was discussed and the AQAR was finalized with the amendments suggested by the members.

Proposed by: Mr. R. R. Zoman

Seconded by: Mr. S. M. Page.

**Agenda Item 4:** Any other issues.

As there was no other matter to discuss.

The meeting concluded with the vote of thanks by the IQAC coordinator Mr. R. R. Zoman.



## Minutes of the Meeting of 2018-19 held on 26 December 2018

Venue: IQAC Room

Date: 26/12/2018

Time: 11:00 to 12:30 pm

### Agenda of the Meeting:

1. To review and confirm the minutes of the last meeting.
2. To discuss AAA, energy audit, environment audit, college campus beautification.
3. NAAC committees and allocation of work for them.
4. Review of Feedback analysis.
5. ICT classrooms, Department wise ICT lecture time table.
6. Any other issues.

### Members Present:

Sr. No.	Name	Designation
1	Dr. Vedashree V. Thigale	Chairperson
2	Mr. N. K. Navale	Teacher representative
3	Dr. B. P. Pagar	Teacher representative
4	Dr. D. N. Shinde	Teacher representative
5	Mr. R. K. Patil	Teacher representative
6	Mr. R. R. Chavan	Teacher representative
7	Mr. S. B. Gangode	Teacher representative
8	Dr. J. D. Pawar	Teacher representative
9	Mr. S. M. Page	Teacher representative
10	Shri. T. B. Halade	Senior administrative representative
11	Shri. Girish Wagh	Student representative
12	Mr. R. R. Zoman	IQAC Coordinator

### Leave of Absence was granted to the following members:

1. Hon. Shri. Dattatray Ramchandra Patil, Management Representative
2. Shri. Prashant Deshmukh, Industrial Expert
3. Shri. Parikshit Deshmukh, Alumni representative
4. Shri. Rajendra Gaungurde, External Academic expert
5. Dr. Gauri Pingal, Community representative

The meeting of IQAC began at 11:00 pm in the presence of all members of IQAC Committee, IQAC Coordinator welcomed and briefed the committee members about the agenda.



**IQAC members, after discussion made the following Agenda & Resolutions:**

**Agenda Item 1: Review of the Earlier Meeting:**

**Resolution:** The coordinator read the minutes of the earlier meeting and the minutes were reviewed and passed by the members.

**Agenda Item 2: To discuss AAA, energy audit, environment audit, college campus beautification.**

**Resolution:** According to the new NAAC guidelines, AAA, energy audit, environment audit, Gender audit, and college campus beautification is required to be done in the college. In this regard, detailed discussions were held in IQAC and various committees were formed for this purpose.

Proposed by: Mr. R. R. Zoman

Seconded by: Dr. D. N. Shinde

**Agenda Item 3: NAAC committees and allocation of work for them.**

**Resolution:** 34 Committees were formed for the preparation of NAAC and the work was assigned to them.

Proposed by: Mr. R. R. Zoman

Seconded by: Dr. D. N. Shinde

**Agenda Item 4: Review of Feedback analysis**

**Resolution:** The IQAC collected the analysis of the Feedback forms submitted by each department and the committee suggested some majors improve the performance of faculties and academic activities.

Proposed by: Mr. R. R. Zoman

Seconded by: Mr. N. K. Navale

**Agenda Item 5: ICT classrooms, Department wise ICT lecture time table.**

**Resolution:** The principal instructed all the Head of Departments to prepare the schedule of ICT lectures and accordingly the professors of all the departments suggested taking one lecture per week using ICT tools.

Proposed by: Dr. Vedashree V. Thigale (Principal)

Seconded by: Mr. R. R. Zoman



**Agenda Item 6:** Any other issues.

As there was no other matter to discuss.

The meeting concluded with the vote of thanks by the IQAC coordinator Mr. R. R. Zoman.



## Minutes of the Meeting of 2018-19 held on 18<sup>th</sup> February 2019

Venue: IQAC Room

Date: 18/02/2019

Time: 11:30 to 12:30 pm

### Agenda of the Meeting:

1. To review and confirm the minutes of the last meeting.
2. To review NAAC committees and allocation of work for them.
3. To review AAA, energy audit, environment audit report.
4. To discuss online AQAR-2018-19 submission related issues.
5. Organization of Parent and Alumni association meeting.
6. Congratulation on the successful organization of the two days Disaster Management workshop and three days Nirbhay Kanya Workshops.
7. Any other issues.

### Members Present:

Sr. No.	Name	Designation
1	Dr. Vedashree V. Thigale	Chairperson
2	Mr. N. K. Navale	Teacher representative
3	Dr. B. P. Pagar	Teacher representative
4	Dr. D. N. Shinde	Teacher representative
5	Mr. R. K. Patil	Teacher representative
6	Mr. R. R. Chavan	Teacher representative
7	Mr. S. B. Gangode	Teacher representative
8	Dr. J. D. Pawar	Teacher representative
9	Mr. S. M. Page	Teacher representative
10	Shri. T. B. Halade	Senior administrative representative
11	Shri. Girish Wagh	Student representative
12	Mr. R. R. Zoman	IQAC Coordinator

### Leave of Absence was granted to the following members:

1. Hon. Shri. Dattatray Ramchandra Patil, Management Representative.
2. Shri. Prashant Deshmukh, Industrial Expert.
3. Shri. Parikshit Deshmukh, Alumni representative.
4. Shri. Rajendra Gaungurde, External Academic expert.
5. Dr. Gauri Pingal, Community representative.



The meeting of IQAC began at 11:30 am in the presence of all members of IQAC Committee, IQAC Coordinator welcomed and briefed the committee members about the agenda.

**IQAC members, after discussion made the following Agenda & Resolutions:**

**Agenda Item 1: Review of the Earlier Meeting:**

**Resolution:** The coordinator read the minutes of the earlier meeting and the minutes were reviewed and passed by the members.

**Agenda Item 2: To review NAAC committees and the allocation of work for them.**

**Resolution:** The committees formed for NAAC were reviewed and the difficulties they faced were discussed in detail in the IQAC committee.

Proposed by: Mr. R. R. Zoman

Seconded by: Dr. J. D. Pawar

**Agenda Item 3: To review AAA, energy audit, environment audit report.**

**Resolution:** The difficulties faced by AAA, energy audit, environment audit committee were discussed in detail and accordingly Hon. The principal Dr. Vedashree Thigale guided all the committee members.

Proposed by: Dr. Vedashree V. Thigale (Principal)

Seconded by: Mr. R. R. Zoman

**Agenda Item 4: To discuss online AQAR-2018-19 submission related issues.**

**Resolution:** Mr. R. R. Zoman informed IQAC about the difficulties encountered in AQAR-2018-19 online submission and decided to discuss such difficulties with the Dr. V. B. Gaikwad, principal, K.T.H.M college and IQAC coordinator K.T.H.M. as per the instructions of the principal Dr. Vedashree V. Thigale.

Proposed by: Mr. R. R. Zoman

Seconded by: Mr. S. M. Page



**Agenda Item 5:** Organization of Parent and Alumni association meeting.

**Resolution:** There was a detailed discussion in the IQAC meeting regarding the organization of a parent and Alumni association meeting and their feedback.

Proposed by: Mr. R. R. Zoman

Seconded by: Mr. N. K. Navale

**Agenda Item 6:** Congratulation on the successful organization of the two days Disaster Management workshop and three days Nirbhay Kanya Workshops.

**Resolution:** The chairman and all members of IQAC congratulated all the coordinators and organizing committee members for the successful organization of the two days Disaster Management workshop and three days Nirbhay Kanya Workshops in College.

Proposed by: Mr. R. R. Zoman

Seconded by: Mr. N. K. Navale

**Agenda Item 7:** Any other issues.

As there was no other matter to discuss.

The meeting concluded with the vote of thanks by the IQAC coordinator Mr. R. R. Zoman.



### Action Taken Report (ATR) based on 2018-19 IQAC Meetings

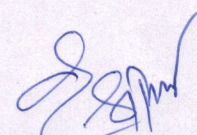
Sr. No.	Decision taken in the Meeting	Action Taken
1	To discuss revised the Guidelines for Submission of Annual Quality Assurance Report (AQAR)	Successfully organized a discussion meeting on revised the Guidelines for Submission of Annual Quality Assurance Report with College Staff.
2	To discuss Academic Audit Modalities	An action plan was prepared after a detailed discussion and an internal AAA committee was formed.
3	To discuss the organization of state and national level seminars and conferences for 2018-19	Proposals were prepared and sent to the Savitribai Phule Pune University, Pune for approval.
4	Formation of new committees for the academic year 2018-19 and allocation of work for them	Academic committees for the year 2018-19 were formed and assigned responsibilities.
5	To discuss the Need for equipment and chemicals for the Laboratory.	New equipment and chemicals for the Laboratory were purchased.
6	To discuss registration of alumni association.	The alumni association registered successfully.
7	To discuss the Annual Quality Assurance Report (AQAR) 2017-18.	Annual Quality Assurance Report (AQAR) 2017-18 was finalized after a detailed discussion on it.
8	To discuss AAA, energy audit, environment audit, college campus beautification.	Procedures for AAA, energy audit, environment audit, college campus beautification were decided and committees were formed accordingly.
9	NAAC committees and allocation of work for them	New committees were formed for the work of NAAC and they were assigned responsibilities accordingly.
10	Review of Feedback analysis.	Student Feedback was discussed in detail and instructions were given to the department heads accordingly
11	ICT classrooms, Department wise ICT lecture time table.	All the teachers took the lecture as per the given schedule and using all kinds of ICT tools.



Mr. R. R. Zoman  
IQAC Co-ordinator  
**Co-Ordinator**

Internal Quality Assurance Cell (IQAC)  
MVP's Arts, Comm. & Science College  
Dindori (Nashik)





Dr. Vedashree V. Thigale  
**Principal**

Arts, Commerce & Science College  
Dindori, Tal. Dindori, Dist. Nashik