

Rayat Shikshan Sanstha's  
Prof. Dr. N. D. Patil Mahavidyalaya, Malkapur-Perid



INTERNAL QUALITY ASSURANCE CELL

FORMATION OF THE IQAC: 2021-22

Academic Year 2021-22

Meeting NO.1

Attendance

Date: 21/10/2021

Sr. No.	Committee Member	Designation	Sign.
1.	Prin. Dr. Helkar S.D.	Principal, Chairman	
2.	Dr. Panade S.V.	Coordinator	
3.	Shri Vijaydada Bhingarde	Society Representative	
4.	Shri. M.B. Shaikh	Industry Representative	
5.	Shri Subodh Bhingarde	Employer	
6.	Shri. Bharatesh Kalantre	Stakeholder Representative	
7.	Mr. Mane S.G.	Teacher Representative	
8.	Mr. Chile S.S.	Teacher Representative	
9.	Mr. Pore S. B.	Teacher Representative	
10.	Dr. Adnaik N.S.	Teacher Representative	
11.	Dr. Barale S.I.	Teacher Representative	
12.	Dr. Bhoge D.B.	Teacher Representative	
13.	Mr. Chavan S.N.	Teacher Representative	
14.	Mr. Kumbhar P.D.	Teacher Representative	
15.	Ms. Shinde L.U.	Teacher Representative	
16.	Shri. Tadawlekar S.M.	Staff Representative	
17.	Ms. Mrunmayee Bendake	Student Representative	
18.	Ms. Kamble P.B.	Alumnus	

Coordinator  
IQ.A.C.  
Prof. Dr. N. D. Patil Mahavidyalaya,  
Malkapur, Dist. Kolhapur

PRINCIPAL  
Prof. Dr. N. D. Patil Mahavidyalaya,  
Malkapur, Dist. Kolhapur.



## Minutes of the Meeting

21-10-2021

A detailed discussion on the following items on the agenda :-

1. Confirmation of the minutes of previous meeting -  
Dr. S.V. Panade read out the minutes of the previous meeting held on 13-02-2020. The minutes were confirmed by the cell.

2. IQAC's plan of action for the academic year 2021-22 :-

IQAC prepared a plan of Action for the current academic year which was presented to the members of the cell. The plan was sanctioned unanimously.

Proposed by Dr. S.V. Panade

3. Seconded by Dr. N.S. Adnaik

3. Approval of academic calendar :-

Dr. S.V. Panade presented academic Calendar to the cell. It was unanimously sanctioned by all members of the cell.

Proposed by Dr. Basale S.J.

Seconded by Mr. Pore S.B.

4. Review of Students' admission for academic year 2021-22 :-

Poin. Dr. Sunil Helkar took review of student admissions of the first year of graduation. He provided the data of admitted students up to 18<sup>th</sup> October 2022. As the admitted student strength of B.Sc.-I is lower than the total intake capacity, it was resolved that B.Sc.-I students' admissions be increased,  
Proposed by Poin. Dr. Sunil Helkar

Seconded by Mr. P.D. Kumbhar

5. Review of NAAC preparation :-

Prin. Dr. S.D. Helkar informed the cell that the college has been making preparation of facing NAAC peer team visit to be scheduled on 16<sup>th</sup> and 17<sup>th</sup> November 2021.

6. IQAC presentation for NAAC Peer Team visit :-

IQAC Coordinator Dr. S.V. Parade made his PPT presentation before the members of the cell. All members gave their valuable suggestions about the presentation.

7. Feedback of the academic year 2020-21 :-

Ms. L.V. Shinde made a presentation on feedback system. She explained feedback analysis report to the cell members. It was appreciated by the members. It was resolved that feedback of the year 2020-21 & its analysis report be sent to Shivaji University, Kolhapur for perusal.

8. Review of ICT facilities in the college :-

Dr. N.S. Adnaik informed the cell about the existing ICT facilities available in the college. He showed comparative growth of ICT infrastructure between 2012-13 and 2020-21.

It was resolved that the IQAC rigorous use of ICT facilities be made for Teaching, Learning and evaluation.

Proposed by Dr. N.S. Adnaik  
Seconded by Ms. L.V. Shinde

As there was no any other issue to be discussed, the meeting was concluded with vote of thanks.

  
**Coordinator**  
**I.Q.A.C.**

Prof. Dr. N. D. Patil Mahavidyalaya,  
Malkapur, Dist. Kolhapur

  
**PRINCIPAL**

Prof. Dr. N. D. Patil Mahavidyalaya,  
Malkapur, Dist. Kolhapur.

### Action Taken Report

Resolution Made	Action Taken
1. Plan of Action of Academic year 2021-22 was sanctioned	The plan was implemented throughout the year.
2. Academic Calendar was approved by the cell.	Academic Calendar was implemented throughout the year.
3. Admissions of B.Sc-I be increased and efforts be taken by all science teachers.	All science teachers took efforts to increase the strength of the students. The faculty conducted a meeting for that.
4. Review of NAAC preparation was taken.	The college faced NAAC peer team visit on 16th and 17th Nov. 2021 and obtained B <sup>++</sup> grade at CGPA 2.80.

Resolution made	Action taken
5. IQAC presentation, was made by the IQAC Coordinator Dr. S. V. Parade.	The suggestion made by the cell members were incorporated in the IQAC presentation and Final presentation was made on 16 <sup>th</sup> and 17 <sup>th</sup> Nov. 2021
6. Feedback Analysis Report <del>and</del> be kept on institution's website and be sent to Shivaji University, Kolhapur.	Feedback Analysis Report was kept on Institutional website
7. Use of ICT facilities be increased	Teachers made use of ICT facilities during the entire year.

  
Coordinator  
IQAC.

Prof. Dr. N. D. Patil Mahavidyalaya,  
Malkapur, Dist. Kolhapur

  
PRINCIPAL

Prof. Dr. N. D. Patil Mahavidyalaya,  
Malkapur, Dist. Kolhapur.

Internal Quality Assurance  
2021-22

No.

Cell



The Second Meeting

The second meeting of Internal Quality Assurance cell was held on 15<sup>th</sup> December 2021 at 12-30 pm in Principal's cabin. @

✓ Agenda of the Meeting :-

- ① Confirmation of the minutes of the previous meeting
- ② Discussion on NAAC Recommendations
- ③ Rough draft of Annual Quality Assurance Report (A.Q.A.R.) for the previous academic year to be submitted to NAAC.
- ④ Institutional Student Satisfaction Survey (S.S.S.) for the academic year 2020-21
- ⑤ Organization of guest lectures of placement cell and career opportunities
- ⑥ Krawideep Annual Magazine and its preparation
- ⑦ Any other issue with prior permission of the chair

✓ List of members who were present for the meeting :-

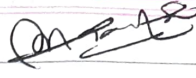



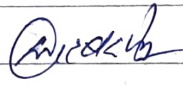






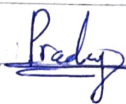
1. Prin. Dr. S.D. Helkar

2. Dr. S.V. Pawade

3. Shri. Vijaydada Bhingarde

4. Shri. M.B. Shaikh

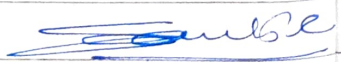
5. Shri. Subodh Bhingarde

6. Shri. Bhargatesh Kalantoe 
7. Mr. S. G. Mane
8. Mr. S. S. Chite 
9. Mr. S. B. Pore 
10. Dr. N. S. Adnalk 
11. Dr. S. J. Barale 
12. Dr. D. B. Bhoge 
13. Mr. S. N. Charan 
14. Mr. P. D. Kumbhar 
15. Ms. L. U. Shinde 
16. Mr. S. M. Tadawatkar 
17. Ms. Mounmayee Bendke 
18. Ms. P. B. Kamble 

  
**Coordinator**  
**I.Q.A.C.**

Prof. Dr. N. D. Patil Mahavidyalaya,  
Malkapur, Dist. Kolhapur



  
**PRINCIPAL**  
Prof. Dr. N. D. Patil Mahavidyalaya,  
Malkapur, Dist. Kolhapur.



## Minutes of the Meeting

15-12-2021

✓ A detailed discussion was held on the following items on the agenda :-

① Confirmation of the minutes of the previous meeting :-

Dr. S.V. Panade read out minutes of the previous meeting held on 21-10-2021. The minutes were confirmed by the cell.

Proposed by Dr. S.V. Panade

Seconded by Dr. N.S. Adnalk

② Discussion on NAAC recommendations made by Peer Team during their visit on 16<sup>th</sup> and 17<sup>th</sup> November 2021. :-

Dr. S.V. Panade informed the members of the cell regarding detailed result of NAAC process. He also put forth the recommendations made by NAAC peer team in their detailed report of assessment. All recommendation were thoroughly discussed. It was resolved that a detailed plan regarding fulfilment of NAAC recommendations be made. The responsibility was given to Dr. S.V. Panade.

Proposed by Dr. S.V. Panade

Seconded by Dr. D.B. Bhoge

③ Rough Draft of A.Q.A.R (Annual Quality Assurance Report) for the Academic year 2020-21 :-

As the IAAC has prepared a rough draft of A-Q-A-R for the academic year 2020-21, the draft was tabled in front of the cell. The draft was accepted by suggesting the some minor changes. It was resolved that the



A.O.A.R be sent to NAAC, Bangalore before 31<sup>st</sup> December 2021. It was also suggested that the A.O.A.R be kept on the Institutional website.

Proposed by Dr. S.V. Panade

Seconded by Prin. Dr. S.D. Helkar

④ Institutional Student Satisfaction Survey (S.S.S.) :-

Ms. L.U. Shinde tabled the analysis report of institutional student satisfaction survey (S.S.S.).

It was discussed thoroughly and accepted by the cell. The cell suggested to keep it on website.

Proposed by Ms. L.U. Shinde

seconded by Mr. S.N. Chavan

⑤ Organization of guest lectures on Career opportunities :-

Placement officer Dr. S.B. Pose proposed that guest lectures on career opportunities for students be organized in the next month. It was resolved that a guest lecture be organized by the placement cell. The proposal was accepted.

Proposed by Dr. S.B. Pose

seconded by Mr. S.S. Chale


⑥ Review of Krantideep Annual Magazine :-

Dr. S.J. Basale proposed that preparation of Krantideep Annual Magazine be initiated from the month of January so that it would be finalized by the month of March. He also suggested that the students be encouraged to write quality articles in the magazine.

Proposed by Dr. S. I. Barale  
 Seconded by Mr. P. D. Kumbhar

As there was no any other issue the meeting was concluded with vote of thanks.

  
**Coordinator**  
**I.Q.A.C.**  
 Prof. Dr. N. D. Patil Mahavidyalaya,  
 Malkapur, Dist. Kolhapur

  
**PRINCIPAL**  
 Prof. Dr. N. D. Patil Mahavidyalaya,  
 Malkapur, Dist. Kolhapur.

### Action Taken Report

Resolutions made	Action Taken
1. Minutes of the previous meetings were read out	Minutes of the previous meeting were confirmed.
2. A Detailed plan of action for fulfilment of NAAC recommendations be made	A detailed plan of action for fulfilment of NAAC recommendations was made by I.Q.A.C.
3. A.Q.A.R. be sent to NAAC before 3 <sup>rd</sup> Dec. 2021	AQAR of 2020-21 was sent to NAAC Bangalore on 28 <sup>th</sup> Dec. 2021
4. Institutional Student Satisfaction Survey (S.S.S) be kept on Institutional website.	Institutional Student Satisfaction Survey (S.S.S) was kept on institutional website
5. A guest lecture on career	One Day Workshop on

Resolutions made	Action Taken
opportunities be organized	'Career Opportunities in Media' was organized on 23-04-2022
6. Review of Ksantideep - Students be encouraged to write quality articles and other writings in Ksantideep	Dr. S.K. Khot, Chief Editor of the annual magazine compiled all writings and sent it for printing.

  
**Coordinator**  
**I.Q.A.C.**  
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**PRINCIPAL**  
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Internal Quality Assl  
2021-22

No.	
Cell	




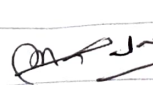
The Third Meeting







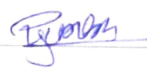



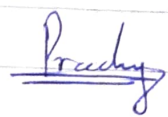
The third meeting of Internal Quality Assurance Cell was held on 31<sup>st</sup> March 2022 at 11:00 am in IQAC office.

✓ Agenda of the Meeting -

- ① Confirmation of the minutes of the previous meeting
- ② Review of the work of the different Committees
- ③ Review of work done by various departments
- ④ Academic Audit to be carried out by Shivaji University, Kolhapur
- ⑤ Organization of guest lectures under MoUs and linkages
- ⑥ Organization of Mini Marathon
- ⑦ Organization of Farmers' Gathering
- ⑧ Feedback of all stakeholders
- ⑨ Any other issue with prior permission of the Chair

✓ List of Members who were present for the meeting :-

1. Prin. Dr. S. D. Helkar 
2. Dr. S. V. Panade 
3. Shri. Vijaydada Bhingarde 
4. Shri. M. B. Shaikh
5. Shri. Subodh Bhingarde
6. Shri. Bharatesh Kalantore 

- 7. Mr. S. G. Mane
- 8. Mr. S. S. Chale 
- 9. Mr. S. B. Pose 
- 10. Dr. N. S. Adnaik 
- 11. Dr. S. I. Barale 
- 12. Dr. D. B. Bhoge 
- 13. Mr. S. N. Chavan 
- 14. Mr. P. D. Kumbhar 
- 15. Ms. L. V. Shinde 
- 16. Mr. S. M. Tadarvalekar 
- 17. Ms. Mrunmayee Bundke 
- 18. Ms. P. B. Kamble 

  
**Coordinator**  
I.Q.A.C.

Prof. Dr. N. D. Patil Mahavidyalaya,  
Malkapur, Dist. Kolhapur

  
**PRINCIPAL**

Prof. Dr. N. D. Patil Mahavidyalaya,  
Malkapur, Dist. Kolhapur

## Minutes of the Meeting 31<sup>st</sup> March 2022

✓ A detailed discussion was held on the following items of the agenda.

### ① Confirmation of the minutes of the previous meeting :-

Dr. S.V. Panade, IQAC Coordinator read out the minutes of the previous meeting held on 15<sup>th</sup> December 2021. The minutes were confirmed.  
Proposed by Dr. S.V. Panade  
Seconded by Ms. L.U. Shinde

### ② Review of the work done by different committees :-

Mr. S.B. Pore made a short presentation of the review of the work done by different Committees. He explained various activities conducted by major and statutory committees so far. He also proposed some activities to be conducted in the coming months. It was resolved that all activities necessary as per NAAC norms be conducted and completed within next two months.

Proposed by Mr. S.B. Pore  
Seconded by Dr. S.N. Chavan

### ③ Review of work done by departments :-

It was resolved that the validation and verification of departmental documentation be carried out as per the NAAC norms. Its responsibility was given to I.Q.A.C. It was also resolved that the process of verification and validation be completed until May 2022.

④ Academic Audit to be Carried out by Shivaji University :-

Dr. S.V. Panade informed the members of the cell that IQAC has been busy in completing online data feeding in the University portal regarding Academic Audit to be carried out by the end of April 2022. He assured the cell that the process would be completed in time.

Proposed by Dr. S.V. Panade  
Seconded by Dr. B.B. Bhoge.

⑤ Organization of guest lectures under MoUs :-

In order to keep MoUs and linkage functional, it was resolved that collaborative activities be carried out. It was also resolved that all departments be notified to conduct these activities.

Proposed by Ms. L.U. Shinde  
Seconded by Shri. Subodh Bhingarde

⑥ Organization of Mini Marathon :-

In the current academic year, it was resolved that halted mini marathon be resumed. It was suggested that Mini Marathon for both boys and girls be organized in the month of April 2022. And cash prizes be sponsored by teaching and non-teaching faculty. Proposal was sanctioned.

Proposed by Mr. S.S. Chite  
Seconded by Dr. S.V. Panade

### ⑦ Organization of Farmers' Gathering

It was resolved that Farmers' Gathering be organized by department of Geography and the theme of the gathering should be 'Production of Sweet Potato'. Proposal was sanctioned.

Proposed by Dr. N.S. Adnaik

Seconded by Mr. S.S. Chite

### ⑧ Collection of feedback of all Stakeholders:-

It was resolved that feedback on curriculum design, infrastructure and teaching be collected and analyzed. And be kept on the institutional website. Proposal was sanctioned.

Proposed by Ms. L.U. Shinde

Seconded by Ms. P.B. Kamble

As there was no any other issue, the meeting was concluded with vote of thanks.



**Coordinator**  
**I.Q.A.C.**

Prof. Dr. N. D. Patil Mahavidyalaya,  
Malkapur, Dist. Kolhapur



**PRINCIPAL**

Prof. Dr. N. D. Patil Mahavidyalaya,  
Malkapur, Dist. Kolhapur.



## Action Taken Report

Resolutions made	Action Taken
1. Minutes of the previous meetings were read out	Minutes of the previous meeting were confirmed.
2. All activities necessary as per NAAC manual be conducted by various committees within next two months.	A systematic plan was made for various activities and executed accordingly.
3. Departmental documentation be verified by I.G.A.C.	Departmental audit was conducted from 24 <sup>th</sup> May to 2 <sup>nd</sup> June 2022. It scrutinized all documents.
4. Academic Audit (A.A.) by Shivaji University, Kolhapur be completed by the end of April 2022.	Academic Audit was carried out by a two member committee formed by Shivaji University, Kolhapur on 30 <sup>th</sup> April 2022.
5. All departments be notified to conduct an activity under MoU to keep it functional.	All departmental Heads were notified to conduct MoU activities during scrutiny of the departments.
6. Organization of Mini Marathon be made.	Mini Marathon for Boys and girls was organized by GYMkhana on 22 <sup>nd</sup> April 2022.
→ Farmers' Gathering be	Farmers' Gathering on the

	Action Taken
organized.	theme of 'Modern Technology of Increasing Sweet Potato
8. feedback on all aspects of curriculum and teachers by all stakeholders be collected, analyzed and action taken Reports be kept on website	feedback on all aspects and from all stakeholders was collected, analyzed and action taken Report was prepared and kept on institutional website.

  
**Coordinator**  
**I.Q.A.C.**

Prof. Dr. N. D. Patil Mahavidyalaya,  
 Malkapur, Dist. Kolhapur



**PRINCIPAL**  
 Prof. Dr. N. D. Patil Mahavidyalaya,  
 Malkapur, Dist. Kolhapur.

Internal Quality Assurance  
2021-22



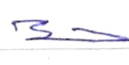
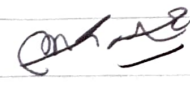
The Fourth Meeting

The fourth meeting of Internal Quality Assurance Cell was held on 27<sup>th</sup> April 2022 at 11:00 am in IQAC office.

✓ Agenda of the meeting :-

1. Confirmation of the minutes of the previous meeting.
2. Organization of seminars / conferences by all three faculties
3. Annual Prize distribution Ceremony
4. Gender Equity Week Celebration
5. Organization of Online Workshop on Revised NAAC Framework.
6. Any other issue with prior permission of the Chair

✓ List of members who were present for the meeting :-

1. Prin. Dr. S. D. Helkar 
2. Dr. S. V. Panade 
3. Shri. Vijaydada Bhingarde 
4. Shri. M. B. Shaikh
5. Shri. Subodh Bhingarde
6. Shri. Bharatesh Kalantre 
7. Mr. S. G. Mane

8. Mr. Pore S.B. - ~~SEP~~
9. Dr. Adnauk N.S. ~~AD~~
10. Dr. Barale S.J. BARALE
11. Dr. Bhoge D.B. BH
12. Mr. Chavvan S.N. ~~CHAVVAN~~
13. Mr. Kumbhar P.D. KUMBHAR
14. Ms. Shinde L.U. SHINDE
15. Mr. Chile S.S. CHILE
16. Mr. S.M. Tadawalekar TADAWALEKAR
17. Ms. Arunmayee Bendake BENDAKE
18. Ms. P.B. Kamble - KAMBLE

~~COORDINATOR~~  
**Coordinator**  
**I.Q.A.C.**

Prof. Dr. N. D. Patil Mahavidyalaya,  
 Malkapur, Dist. Kolhapur

~~PRINCIPAL~~  
**PRINCIPAL**

Prof. Dr. N. D. Patil Mahavidyalaya,  
 Malkapur, Dist. Kolhapur.

## Minutes of the Meeting 27<sup>th</sup> April 2022

✓ A detailed discussion was held on the following items on the agenda :-

1. Confirmation of the minutes of the previous meeting :-

Dr. S.V. Panade, IQAC Coordinator read out the minutes of the previous meeting held on 31<sup>st</sup> March 2022. The minutes were confirmed by the cell.

Proposed by Dr. S.V. Panade

Seconded by Mr. S.S. Chite

2. Organization of Seminars/Conferences by all three faculties :-

Principal Dr. Sunil Helkar proposed that Arts, Commerce and Science faculties should organize one seminar/conference each. The following organizing committees for Seminars were proposed by the principal.

① Arts Faculty :-

Mr. Mahadev Sontakke - Organizing Secretary

Dr. Supriya Khole - Coordinator

Prin. Dr. Sunil Helkar - Convener

② Commerce Faculty -

Dr. S.S. Chite - Coordinator

Dr. D.B. Bhoge - Organizing Secretary

Prin. Dr. Sunil Helkar - Convener

Dr. S.P. Bansode - Co-ordinator

③ Science Faculty -

Dr. S.B. Pote - Convener

Prin. Dr. Sunil Helkar - Chairman

Mr. P.D. Kumbhar - Coordinator

It was suggested that all three seminar be organized in the month of May 2022.

3. Annual Prize Distribution Ceremony -

Dr. N.S. Adnaik proposed that annual prize distribution ceremony be held in the first/second week of May 2022. His proposal was sanctioned

Proposed by Dr. N.S. Adnaik

Seconded by Dr. D.B. Bhoge

4. Gender Equity Week Celebration:-

Ms. L.V. Shinde informed the cell that Gender Equity week will be celebrated in the month of May 2022. It is one of the best practices of the college. Proposal was sanctioned.

Proposed by - Ms. L.V. Shinde

Seconded by - Ms. P.B. Kamble.

5. Organization of Online workshop on 'Revised NAAC Framework' -

Dr. S.V. Panade proposed that as NAAC has made many changes in New NAAC methodology, it is essential that a workshop be organized on the same. His proposal was sanctioned

Proposed by Dr. S.V. Panade

Seconded by Mr. P.D. Kumbhar.

As there was no any other issue to be discussed, the meeting was concluded with vote of thanks.

  
Coordinator  
I.Q.A.C.

Prof. Dr. N. D. Patil Mahavidyalaya,  
Malkapur, Dist. Kolhapur

  
PRINCIPAL

Prof. Dr. N. D. Patil Mahavidyalaya,  
Malkapur, Dist. Kolhapur.

Action Taken Report  
27<sup>th</sup> April 2022

Page No.

Date: / /

Resolutions made	Action Taken
1. Minutes of the previous meetings were read	Minutes were confirmed.
2. All three seminars/conferences be organized in May 2022	✓ Department of History organized One Day National Seminar on 'Relevance of Work and Thoughts of Rajarshi Shahu Maharaj' on 20 <sup>th</sup> May 2022 ✓ Dept. of Commerce and Economics organized National conference on 'Role of Cooperatives in Strengthening Rural Economy in India' on 27-05-2022 ✓ Dept. of Chemistry organized National Seminar on 'Advances in chemical and Material Sciences' on 28 <sup>th</sup> May 2022
3. Annual prize distribution ceremony be organized in May 2022	It was organized on 6 <sup>th</sup> June 2022.
4. Gender Equity week be celebrated in May 2022	It was organized from 23-05-2022 to 28-05-2022
5. An online workshop on 'Revised NAAC framework' be organized	It was organized on