



## **Maratha Vidya Prasarak Samaj's**

**K.R.T. Arts, B.H. Commerce and A.M. Science (K.T.H.M.) College, Nashik**

### **Minutes of the Meeting**

**Venue:** IQAC Room, Annex-2 Biotech Building

**Date:** 30/07/2022

**Time:** 11:00 - 01:00

#### **Agenda of the Meeting:**

1. To review and confirm the minutes of the last meeting
2. Overview of all criterion for the academic year 2020-21
3. To review admission process and time table of UG and PG
4. To prepare academic calendar for the year and update teacher diary
5. Planning of academic and research activities of the college and departments
6. To organize the Ph.D. course work for newly admitted research students
7. Planning of academic and administrative audit, Green Audit, Gender Audit, Energy Audit for the year 2020-21
8. Proposal for introduction of skill oriented courses
9. To start new sanctioned programmes
10. Scholarships from Govt. and Non Govt. agencies
11. Introduction of new Ph.D. Programme
12. Promoting departments to organize and submit the proposals for Faculty Development Programs, Students Development Program, Refresher/Orientation programmes, Teacher enrichment programmes, conference/ seminar/ workshop
13. Submit proposal for major and minor research projects
14. Organize Institutional Innovation Cell Activities
15. To organize Career advancement Scheme at district level
16. To organize various program and arrange various social activities through NSS, NCC, BSD
17. Students satisfaction Survey and Feedback analysis from students, Parents, Teachers, Alumni and Employers
18. Any other relevant issues made by the IQAC

### Members Present:

1. Hon. Smt. Neelimatai Pawar	:	Management Representative
2. Dr. V. B. Gaikwad	:	Chairperson
3. Prof. R. S. Mali	:	External Expert
4. Mrs. Pradnya Chandodkar	:	Alumni representative
5. Dr. Masum Deshmukh	:	Industrial Expert
6. Mr. Vaibhav Puranik	:	Society Representative
7. Miss Yojan Vaidya	:	Student Representative
8. Miss Akshada Ahire	:	Student Representative
9. Prof. N. D. Gaikwad	:	Coordinator
10. Dr. B. L. Gadakh	:	Teacher Representative
11. Dr. M. N. Shelar	:	Teacher Representative
12. Dr. P. M. Nalawade	:	Teacher Representative
13. Dr. S. A. Gurule	:	Teacher Representative
14. Dr. D. S. Khandbahale	:	Teacher Representative
15. Dr. C. P. Shirore	:	Teacher Representative
16. Dr. G. J. Mogal	:	Teacher Representative
17. Dr. S. A. Pagar	:	Teacher Representative
18. Shri. V. T. Gadakh	:	Administrative Officer

IQAC Coordinator welcomed and briefed the committee members about the agenda of the IQAC meeting.

Dr. V. B. Gaikwad, Principal, in his opening remarks pointed out the importance of conducting regular meetings and detailed planning to understand our strength and weakness. he also congratulated IQAC on the efforts and initiatives taken up last year.

IQAC members, after exchange of ideas and thoughts made the following resolutions

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

The coordinator read the minutes of earlier meeting and the minutes were reviewed and Corrections or additions were suggested. The minutes were confirmed with some suggestions.

**Agenda Item 2: Overview of all criterion for the academic year 2020-21**

Each Criterion Head presented a detailed overview of their respective criterion for the academic year 2020-21. The presentations covered achievements, challenges, and future plans.

Head, of Criterion I - Curricular Aspects, briefed about the activities of last year with a presentation. The last year's achievements included, updation of ERP software, structured feedback analysis on curriculum, monitoring of add-on courses offered etc. The action plan for the current year, implementing value-added courses in all departments, Collaboration, Consultancy and MoU. The discussion which followed, concluded that the add-on courses offered by the college will be decided by the IQAC in consultation with the curriculum team which look into matters like syllabus revision- courses with focus on employability and entrepreneurship, integration of cross cutting values and professional ethics into the curriculum and monitoring of field projects and internships conducted.

Head, of Criterion II-Teaching, Learning and Evaluation spoke about the achievement of last year i.e. the initiation of The Teaching Learning Centre, and various programmes including FDP and Student Development Programs conducted under it. As part of the action plan, they have designed an online course for the newly appointed faculty, on digital platforms of the college and basic ICT Tools, Spoken Tutorial Program in collaboration with IIT Mumbai for both students and teachers and Discipline specific FDPs. The team is currently working on a

The Head of criterion III - Research, Innovations and Extension, briefed about the activities of last year which included Research centres, Registered research students, Research Scholarship, projects and consultancies, Research methodology workshop, IPR workshop, Innovation Cell activities. The main focus of the year include improving the research projects, Quality research, research scholarship, creating updated research facility. The feedback from the other criteria heads was that there should be motivating measures, like incentives, from the college for the teachers in departments for publishing papers and filling of patents.



Head of criteria IV - Infrastructure and Learning Resources conveyed the main focus points of the team, i.e. improving the physical facilities, Library enhancement, completion of database, Improving IT infrastructure, Campus Facilities and Improving the Internet connectivity of the college (Wi-Fi Campus).

Head of Criterion V - Student Support and Progression, presented the previous year's achievements in a PPT. He presented the data of Government and institutional scholarships received last year, placement activities and progression to higher studies. Last year's achievements, also included capability enhancement activities, career development programmes, grievance redressal mechanism under UGC guidelines and alumni contribution. She also discussed on the action plan on each question in the criteria, like helpdesk for students regarding scholarships, one department-one students challenge to enhance scholarships and free ships, creation of email id for online submission of grievances, targeted training programmes addressing career aspirations etc.

The newly appointed head of criterion VI- Governance, Leadership and Management, spoke about the achievements of last year. He spoke about the College initiatives on activities included e-governance, sessions on stress management for the faculty, two cooperative societies, Group medical Policy, Donation of one day payment into the development fund of the institute, organised CAS promotion camp for the teachers at district level, Sports and Gym facility made available for the teaching and nonteaching staff.

Head of criterion VII- Institutional Values and Best Practices presented the action plan through a power point presentation. He spoke about the team's initiatives like to draft an Annual gender sensitization action plan as well as a well-documented guideline for waste management. Introduction of energy efficient equipment in the campus, implementation of water recycling methods and green campus initiatives were the other points in the action plan.

**Agenda Item 3:** To review admission process and time table of UG and PG

**Resolution:** Overview the current admission process. The existing time table for UG and PG courses was reviewed for any necessary adjustments. Proposed changes and improvements were discussed and recorded.

Proposed by: Principal Dr. V. B. Gaikwad    Seconded by: Dr. N. D. Gaikwad

**Agenda Item 4:** To prepare academic calendar for the year and update teacher diary

**Resolution:** Plans for creating the academic calendar for the upcoming year were discussed.

The academic calendar should be revised by IQAC and circulated to the departments and the record of academic and administrative activities is automated through internal system developed using Google API Scripts (GAS) including daily records of teaching activities.

Proposed by : Prof. R. S. Mali

Seconded by : Principal Dr. V. B. Gaikwad

**Agenda Item 5:** Planning of academic activities of the college and departments

**Resolution:** Strategies for planning academic activities at the college and departmental levels were discussed. Specific initiatives for the year were outlined - planning of academic activities distribution of work load, Prepare teaching plan and time table, curriculum delivery, academic monitoring, continuous internal evaluation time table, conduction of co-curricular and extracurricular activities.

Proposed by: Dr. V. B. Gaikwad

Seconded by: Dr. P. M. Nalawade

**Agenda Item 6:** To organize the Ph.D. course work for newly admitted research students

**Resolution:** Plans for conducting Ph.D. course work for newly admitted research students were discussed. Responsibilities and timelines were assigned.

Proposed by : Dr. N. D. Gaikwad

Seconded by : Dr. D. S. Khandbahale

**Agenda Item 7:** Planning of academic and administrative audit, Green Audit, Gender Audit, Energy Audit

**Resolution:** Detailed plans for academic and administrative audits, as well as audits related to sustainability and gender, were discussed. Timelines and responsibilities were allocated.

Proposed by : Prof. R. S. Mali

Seconded by : Dr. S. A. Pagar

**Agenda Item 8:** Proposal for introduction of skill-oriented courses

**Resolution:** The introduction of skill oriented programmes as per the need of local community, the college should submit the proposal to University to initiate skill oriented new programmes as well as extension of the current program.

Discussion centred on the relevance and feasibility of the proposed courses.

Proposed by : Dr. Masum Deshmukh

Seconded by : Dr. V. B. Gaikwad

**Agenda Item 9 :** To start new sanctioned program

**Resolution:** Plans for starting new P.G. Vocational Program in Printing Technology that have received sanction were discussed. Consideration was given to resource allocation and faculty requirements.

Proposed by : Dr. N. D. Gaikwad

Seconded by : Mr. Vaibhav Puranik

**Agenda Item 10:** Scholarships from Govt. and Non Govt. Scholarship

**Resolution:** IQAC provided an update on available scholarships from government and non-government agencies. Strategies for promoting scholarship opportunities to students were discussed.

Proposed by: Miss Yojana Vaidya

Seconded by: Dr. G. J. Mogal

**Agenda Item 11:** Introduction of new Ph.D. Programme

**Resolution:** In order to increase the research activity on the campus IQAC presented a proposal for the introduction of a new Ph.D. program in History and Political Science. Discussion focused on the program structure, faculty expertise, and resource requirements.

Proposed by : Prof. R. S. Mali

Seconded by : Dr. V. B. Gaikwad

**Agenda Item 12:** Promoting departments to organize and submit the proposals for Faculty Development Programs, Students Development Program, Refresher/Orientation programmes, Teacher enrichment programmes, conference/ seminar/ workshop

**Resolution:** Departments were encouraged to organize conferences, workshops, seminars, and other academic activities. Strategies for faculty development, refresher courses, and outreach were discussed.

Proposed by : Hon. Smt. Nilimatai Pawar

Seconded by : Dr. N. D. Gaikwad



**Agenda Item 13:** Submit proposal for major and minor research projects

**Resolution:** IQAC outlined the process for submitting proposals for major and minor research projects. Timelines and documentation requirements were discussed.

Proposed by : Dr. D. S. Khandbahale

Seconded by : Dr. S. A. Pagar

**Agenda Item 14:** Organize Institutional Innovation Cell Activities

**Resolution:** Plans for organizing activities through the Institutional Innovation Cell were discussed. Innovative initiatives to enhance institutional practices were considered.

Proposed by : Prof. R. S. Mali

Seconded by : Dr. D. S. Khandbahale

**Agenda Item 15:** To organize Career advancement Scheme at district level

**Resolution:** IQAC As per UGC and state Govt. norms proposed organisation of CAS promotion camp at district level Discussion focused on involvement, logistics, and potential benefits.

Proposed by : Dr. B. L. Gadakh

Seconded by : Dr. M. N. Shelar

**Agenda Item 16:** To organize various program and arrange various social activities through NSS, NCC, BSD

**Resolution:** Plans for various social activities through NSS, NCC, and BSD were discussed. Coordination and collaboration strategies were outlined.

Proposed by: Dr. P. M. Nalawade

Seconded by: Dr. D. S. Khandbahale

**Agenda Item 17:** Students Satisfaction Survey and Feedback analysis from students, Parents, Teachers, Alumni and Employers

**Resolution:** IQAC presented plans for conducting a satisfaction survey. Discussion included the analysis of feedback from students, parents, teachers, alumni, and employers and action taken report was submitted to authorised body and also made available on college website.

Proposed by: Miss Akshada Ahire

Seconded by: Dr. N. D. Gaikwad

**Agenda Item 18:** Any Other relevant issues made by IQAC

The IQAC coordinator suggested all the members to collect information from the departments for the preparation of AQAR 2021-22.

**Action Items and Follow-up:**

- Summarized a list of action items resulting from the meeting.
- Designated responsible parties for each action item.
- Set deadlines for the completion of action items.


**Closing Remarks:**

The meeting concluded with a reaffirmation of the institution's commitment to continuous improvement, innovation, and academic excellence. The collaborative efforts of IQAC members were acknowledged, and anticipation for the positive impact of the discussed initiatives was expressed.


**Next Meeting:**

Discussed tentative date and agenda for the next meeting.

IQAC Coordinator thanked all attendees for their participation and contributions. Encouraged ongoing communication and collaboration.



**Dr. N. D. Gaikwad**  
IQAC coordinator



**Dr. V. B. Gaikwad**  
Principal





## **Maratha Vidya Prasarak Samaj's**

**K.R.T. Arts, B.H. Commerce and A.M. Science (K.T.H.M.) College, Nashik**

### **Minutes of the Meeting**

**Venue:** IQAC : Meeting Hall, Main Building

**Date:** 26/11/2022

**Time:** 11:00 - 1:00

#### **Agenda of the Meeting:**

1. To review and confirm the minutes of the last meeting
2. To promote departments to apply and organise International, National, State Level conference, workshop and Seminar
3. Inception of newly sanctioned M.Voc. Program and providing the basic infrastructure to them.
4. Initiation to get the scholarships from Government and Non-government organisations
5. Activities planned under the UGC PARAMARSH Scheme
6. Activities planned under the Institutional Innovation council (IIC)
7. Design Placement and training activities
8. Organise the training program on the data collection of AQAR
9. To prepare the AQAR for the year 2022-23
10. To Plan and organise the CAS promotion camp for Nashik district
11. To register for participation in NIRF Ranking 2023
12. Review of extension activities like NSS, NCC, BSD etc
13. Organization of Central Assessment Program for Nashik District
14. Students satisfaction Survey and Feedback analysis from students, Parents, Teachers, Alumni and Employers
15. Any other relevant issues made by the IQAC members

**Members Present:**

1. Hon. Adv. Nitin B. Thakare	:	Management Representative
2. Dr. V. B. Gaikwad	:	Chairperson
3. Prof. R. S. Mali	:	External Expert
4. Mrs. Pradnya Chandodkar	:	Alumni representative
5. Dr. Masum Deshmukh	:	Industrial Expert
6. Mr. Vaibhav Puranik	:	Society Representative
7. Miss Yojan Vaidya	:	Student Representative
8. Miss Akshada Ahire	:	Student Representative
9. Prof. N. D. Gaikwad	:	Coordinator
10. Dr. B. L. Gadakh	:	Teacher Representative
11. Dr. M. N. Shelar	:	Teacher Representative
12. Dr. P. M. Nalawade	:	Teacher Representative
13. Dr. S. A. Gurule	:	Teacher Representative
14. Dr. D. S. Khandbahale	:	Teacher Representative
15. Dr. C. P. Shirore	:	Teacher Representative
16. Dr. G. J. Mogal	:	Teacher Representative
17. Dr. S. A. Pagar	:	Teacher Representative
18. Shri. V. T. Gadakh	:	Administrative Officer

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

Nil

IQAC Coordinator welcomed and briefed the committee members about the agenda.

**Agenda Item 1: Review and Confirmation of Previous Meeting Minutes**

The IQAC coordinator read the minutes of earlier meeting and The minutes of the last meeting were reviewed. The minutes were confirmed and approved.

**Agenda Item 2: To promote departments to apply and organise International, National, State Level conference, workshop and Seminar**

**Resolution:** Discussed strategies to encourage departments to apply for and organize conferences at various levels. The college should submit proposals for Faculty Development Programme (FDP), Refresher/Orientation programmes, Teacher enrichment programmes and

Head of the departments should submit proposals for International, National, State level and University level conferences, workshops and seminars under quality improvement program.

Proposed by : Dr. M. N. Shelar

Seconded by : Dr. S. A. Gurule

**Agenda Item 3: Inception of newly sanctioned M.Voc. Programs and providing basic Infrastructure to them.**

**Resolution:** Updates on the commencement of the newly sanctioned M.Voc. Program. Discussed plans and actions for providing basic infrastructure to support the program. The IQAC reviewed the functioning of newly started courses and advised to take essential steps for increasing the number of collaborations and MOUs and invite industrial partners as a visiting lecturer.

As per suggestion of the Principal, IQAC decided to change the schedule of the academic programmes for the optimal use of existing resources for the Printing Technology and Interior Design.

Proposed by : Dr. V. B. Gaikwad

Seconded by : Dr. N. D. Gaikwad

**Agenda Item 4: Initiation to get the scholarships from Government and Non-Govt. organizations**

**Resolution:** Discussed the process and steps to initiate efforts for securing scholarships. Students are inform to fill up the freeship and scholarship form on the portal and also suggest HOD of the departments to contact non-government organizations for the scholarships and freeships.

Proposed by: Principal Dr. V. B. Gaikwad

Seconded by: Dr. G. J. Mogal

**Agenda Item 5: Activities planned under the UGC PARAMARSH Scheme**

**Resolution:** Presented and discussed the planned activities under the UGC PARAMARSH Scheme. Many colleges have recently completed their accreditation period and are seeking guidance on the next steps for NAAC accreditation. IQAC is currently in the process of preparing a Memorandum of Understanding (MOU) to formalize and strengthen collaboration between our institutions.

Proposed by: Dr. V. B. Gaikwad

Seconded by: Dr. P.M. Nalawade



#### **Agenda Item 6: Activities planned under the Institutional innovation Council (IIC)**

**Resolution:** Provided updates on the activities planned and underway within the Institutional Innovation Council. Under the Institutional Innovation Council IQAC suggested to organize Orientation session on National Education Policy, Intellectual Property Rights, Innovation, Entrepreneurship, Research methodology, Ideation Competition, National Science day Program etc.

Proposed by: Principal Dr. V. B. Gaikwad

Seconded by: Dr. D.S. Khandbahale

#### **Agenda Item 7: Design Placement and Training activities**

**Resolution:** Discussed strategies for designing effective placement and training programs. The placement activities should be strengthened by organising more placement sessions with the help of alumni. Seminars and interactive sessions should be arranged for soft skill development and career guidance should be provided through professional agencies.

Proposed by : Dr. N. D. Gaikwad

Seconded by : Dr. G. J. Mogal

#### **Agenda Item 8: Organize Training Program on Data Collection for AQAR**

**Resolution:** Outlined plans for organizing a training program focused on data collection for the Annual Quality Assurance Report (AQAR). The IQAC is planning to organise workshop on the changes in new AQAR format by the NAAC so that all the faculty members know the changes and accordingly prepare the data.

Proposed by : Dr. N. D. Gaikwad

Seconded by :

#### **Agenda Item 9: Preparation of AQAR for the year 2022-23**

**Resolution:** Discussed steps and responsibilities for preparing the Annual Quality Assurance Report for the year 2022-23. The IQAC coordinator suggested all the members to collect information from the departments for the preparation of AQAR 2022-23. After thorough discussion it was suggested to collect information and prepare AQAR as early as possible and present and finalise it in next IQAC meeting

Proposed by: Dr. V. B. Gaikwad

Seconded by: Dr. N. D. Gaikwad

### **Agenda Item 10: Planning and Organization of CAS Promotion Camp for Nashik**

#### **District**

**Resolution:** Discussed plans for organizing a promotion camp in Nashik district. The IQAC has prepared plan to organise CAS promotion camp for Nashik district in the month of December.

Proposed by: Dr. N. D. Gaikwad

Seconded by: Dr. B. L. Gadakh

### **Agenda Item 11: To register for participation in NIRF Ranking 2023**

**Resolution:** Discussed the process and deadlines for registering the institution for participation in the National Institutional Ranking Framework (NIRF) 2023. The portal for NIRF registration has been opened. There needs to be a few changes in the college description updated in the profile. The change in the number of courses as well as the teachers acting as research scholars have all been recorded. The final draft is to be uploaded on the site.

Proposed by: Dr. N. D. Gaikwad

Seconded by: Dr. B. L. Gadakh

### **Agenda Item 12: Review of extension activities like NSS, NCC, BSD etc.**

**Resolution:** Evaluation and assessment of the outcomes and impact of extension activities such as NSS, NCC, BSD, highlighting community engagement. IQAC suggested to conduct theme based activities.

Proposed by : Dr. V. B. Gaikwad

Seconded by : Dr. D. S. Khandbahale

### **Agenda Item 13: Organization of Central Assessment Program for Nashik District**

**Resolution:** Plans for organizing the Central Assessment Program for Nashik District were discussed. Responsibilities were assigned for smooth execution.

Proposed by : Dr. V. B. Gaikwad

Seconded by : Dr. N. D. Gaikwad

**Agenda Item 14:** Students satisfaction Survey and Feedback analysis from students, Parents, Teachers, Alumni and Employers

**Resolution:** Feedback was collected online at the end of each semester. Analysis of the feedback was done and the analysis of feedback reports of the department was presented in the meeting of IQAC and outcomes were discussed.

Proposed by: Dr. V. B. Gaikwad

Seconded by: Dr. N. D. Gaikwad

**Agenda Item 15: Any other relevant issues made by the IQAC members**

Discussed miscellaneous issues raised by IQAC members and identified appropriate follow-up actions.

**Next Steps:**

Assigned responsibilities for specific tasks and action items arising from the discussions.  
Agreed on deadlines and timelines for the implementation of various initiatives.

**Closing Remarks:**

The meeting concluded with a reaffirmation of the institution's commitment to continuous improvement, innovation, and academic excellence. The collaborative efforts of IQAC members were acknowledged, and anticipation for the positive impact of the discussed initiatives was expressed.

**Next Meeting:**

Probable Date: First week of February 2023

The IQAC coordinator concluded the meeting by expressing gratitude to all the members for their active participation, valuable guidance, and support.



**Dr. N. D. Gaikwad**  
IQAC coordinator



**Dr. V. B. Gaikwad**  
Principal





## Maratha Vidya Prasarak Samaj's

**K.R.T. Arts, B.H. Commerce and A.M. Science (K.T.H.M.) College, Nashik**

### Minutes of the Meeting

**Venue:** IQAC : Meeting Hall, Main Building

**Date:** 11/02/2023

**Time:** 11:00 - 1:00

#### Agenda of the Meeting:

1. Review and confirm the minutes of the last meeting
2. Review of the syllabus for UG and PG
3. Overview of Annual Quality Assurance Report (AQAR) Contents and Approval PG
4. Participation in Project Competition and Other Competitions
5. Promotion of Departments to Apply and Conduct Syllabus Revision Workshops in alignment with the National Education Policy (NEP)
6. Review of Action Plan for e-Learning Activities
7. Activities Planned under the IIC (Institutional Innovation Council)
8. Celebration of Science Day Program
9. Review of the Gymkhana activities
10. Review of MOUs and Collaboration
11. Review of research centre and their outcomes
12. Update the college website
13. Design of Training and Placement Activities
14. Any other relevant issues made by the IQAC members

#### Members Present:

- |                               |   |                           |
|-------------------------------|---|---------------------------|
| 1. Hon. Adv. Nitin B. Thakare | : | Management Representative |
| 2. Dr. V. B. Gaikwad          | : | Chairperson               |
| 3. Prof. R. S. Mali           | : | External Expert           |
| 4. Mrs. Pradnya Chandodkar    | : | Alumni representative     |
| 5. Dr. Masum Deshmukh         | : | Industrial Expert         |
| 6. Mr. Vaibhav Puranik        | : | Society Representative    |
| 7. Miss Yojan Vaidya          | : | Student Representative    |

8. Miss Akshada Ahire	:	Student Representative
9. Prof. N. D. Gaikwad	:	Coordinator
10. Dr. B. L. Gadakh	:	Teacher Representative
11. Dr. M. N. Shelar	:	Teacher Representative
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16. Dr. G. J. Mogal	:	Teacher Representative
17. Dr. S. A. Pagar	:	Teacher Representative
18. Shri. V. T. Gadakh	:	Administrative Officer

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

Nil

IQAC Coordinator welcomed and briefed the committee members about the agenda.

**Agenda Item 1: Review and confirm the minutes of the last meeting**

The minutes of the meeting held on 26 November 2022 provide a comprehensive record of the discussions and decisions made by the IQAC members. The meeting commenced with the standard agenda item of reviewing and confirming the minutes of the last meeting, ensuring accuracy and completeness.

**Agenda Item 2: Review of the syllabus of UG and PG classes**

**Resolution** Detailed discussions on the strategic planning of both theoretical and practical examinations for undergraduate and postgraduate courses. Review of teaching-learning process was taken by vice principal. All staff members are instructed to complete their syllabi and Practical's before 30th April.

Proposed by: Dr. V. B. Gaikwad

Seconded by: Dr. B. L. Gadakh

**Agenda Item 3: Overview of Annual Quality Assurance Report (AQAR) Contents and Approval**

**Resolution:** overview of the current AQAR, highlighting key sections, achievements, challenges, and data related to quality assurance. Discussion and assessment of the Key

Performance Indicators outlined in the AQAR, ensuring accuracy and relevance. Deliberation on the achievements and challenges outlined in the report, providing insights into the institution's performance over the reporting period. Collaborative discussions on areas identified for improvement and enhancement based on the findings and analysis presented in the AQAR.

Proposed by : Hon. Adv. Nitin B. Thakare

Seconded by : Dr. N. D. Gaikwad

#### **Agenda Item 4: Participation in Project Competition and Other Competitions**

**Resolution:** Discussed the importance of participating in Research Project competitions and other academic contests to showcase the institution's research and innovation prowess. Agreed to encourage and support faculty and students in actively engaging with competitions and enhancing the institution's visibility.

Proposed by : Prof. R. S. Mali

Seconded by : Dr. D. S. Khandbahale

#### **Agenda Item 5: Promotion of Departments to Apply and Conduct Syllabus Revision Workshops in alignment with the National Education Policy (NEP)**

**Resolution:** Discussed key recommendations from the NEP related to syllabus design and content, emphasizing the need for interdisciplinary approaches, flexibility, and learner-centric frameworks. Discussed strategies for promoting and facilitating departmental workshops aimed at revising and updating syllabi to incorporate NEP principles.

Proposed by : Dr. Masum Deshmukh

Seconded by : Dr. V. B. Gaikwad

#### **Agenda Item 6: Review of Action Plan for e-Learning Activities**

**Resolution:** Discussed the e-learning action plan, evaluating ongoing initiatives and proposing enhancements and ensure the effective implementation of e-learning strategies.

Proposed by : Mr. Vaibhav Puranik

Seconded by : Dr. S. A. Gurule

#### **Agenda Item 7: Activities Planned under the IIC (Institutional Innovation Council)**

**Resolution:** Presented and discussed planned activities under the Institutional Innovation Council. Decided on measures to foster innovation, entrepreneurship, and creative thinking within the institution.



Proposed by : Mrs. Pradnya Chandodkar

Seconded by : Dr. M. N. Shelar

#### **Agenda Item 8: Celebration of Science Day Program**

**Resolution:** Discussed plans for celebrating Science Day, acknowledging the importance of scientific temper and research. Assigned responsibilities for organizing events and activities to commemorate Science Day.

Proposed by : Prof. R. S. Mali

Seconded by : Miss Yojan Vaidya

#### **Agenda 9: Review of the Gymkhana activities**

**Resolution:** IQAC overview of the activities organized during the previous period, covering sports, cultural events, and recreational initiatives. IQAC members discuss the level of participation and engagement of students in various Gymkhana activities. Discussion on any challenges faced by the Gymkhana Department in organizing and executing activities, including logistics, resources, and coordination and potential improvements or enhancements to the existing activities, as well as suggestions for introducing new initiatives.

Proposed by: Dr. G. J. Mogal

Seconded by: Dr. N. D. Gaikwad

#### **Agenda 10: Review of MOUs and Collaboration**

**Resolution:** overview of existing MOUs and collaboration agreements, highlighting key details such as partners, objectives, and duration. Discussion on the effectiveness of current collaborations, evaluating the achievement of mutual goals and benefits for all parties involved. Discussed the need for renewing or amending existing MOUs, considering evolving institutional needs and partner expectations

Proposed by: Hon. Adv. Nitin B. Thakare

Seconded by: Dr. Masum Deshmukh

#### **Agenda Item 11: Review of research centre and their outcomes**

**Resolution:** Comprehensive review of the research centers within the institution, focusing on their outputs and achievements. IQAC provided an overview of respective centers, outlining the focus areas, ongoing projects and collaborative efforts. Discussed and evaluated the quantity and quality of research output, including publications, patents, and other scholarly

contributions. Reviewed the allocation and utilization of funds and resources for research activities, ensuring efficiency and accountability. Members appreciate the valuable contributions of the research centers, a commitment to continuous improvement, and an acknowledgment of the crucial role of research in the institution's growth.

Proposed by: Prof. R. S. Mali

Seconded by: Dr. P. M. Nalawade

#### **Agenda Item 12: Update the college website**

**Resolution:** Plans and strategies discussed for updating and maintaining the college website to reflect current information and achievements.

Proposed by : Dr. N. D. Gaikwad

Seconded by : Dr. M. N. Shelar

#### **Agenda Item 13: Design of Training and Placement Activities**

**Resolution:** Reviewed the design of training and placement activities to ensure alignment with industry needs. Discussed strategies for enhancing student employability and fostering successful placements. Detailed Analysis and evaluation of ongoing and planned activities related to training and placement for students was done. Further it was resolved to set out new target for training and campus placement activities

Proposed by : Hon. Adv. Nitin B. Thakare

Seconded by : Dr. M. N. Shelar

#### **Agenda Item 14: Any other relevant issues made by the IQAC members**

Discussed miscellaneous issues raised by IQAC members and identified appropriate follow-up actions.

#### **Next Steps:**

Assigned responsibilities for specific tasks and action items arising from the discussions.

Agreed on deadlines and timelines for the implementation of various initiatives.

#### **Closing Remarks:**

The meeting concluded with a reaffirmation of the institution's commitment to continuous improvement, innovation, and academic excellence. The collaborative efforts of IQAC

members were acknowledged, and anticipation for the positive impact of the discussed initiatives was expressed.

**Next Meeting:**

Probable Date : First week of May 2023

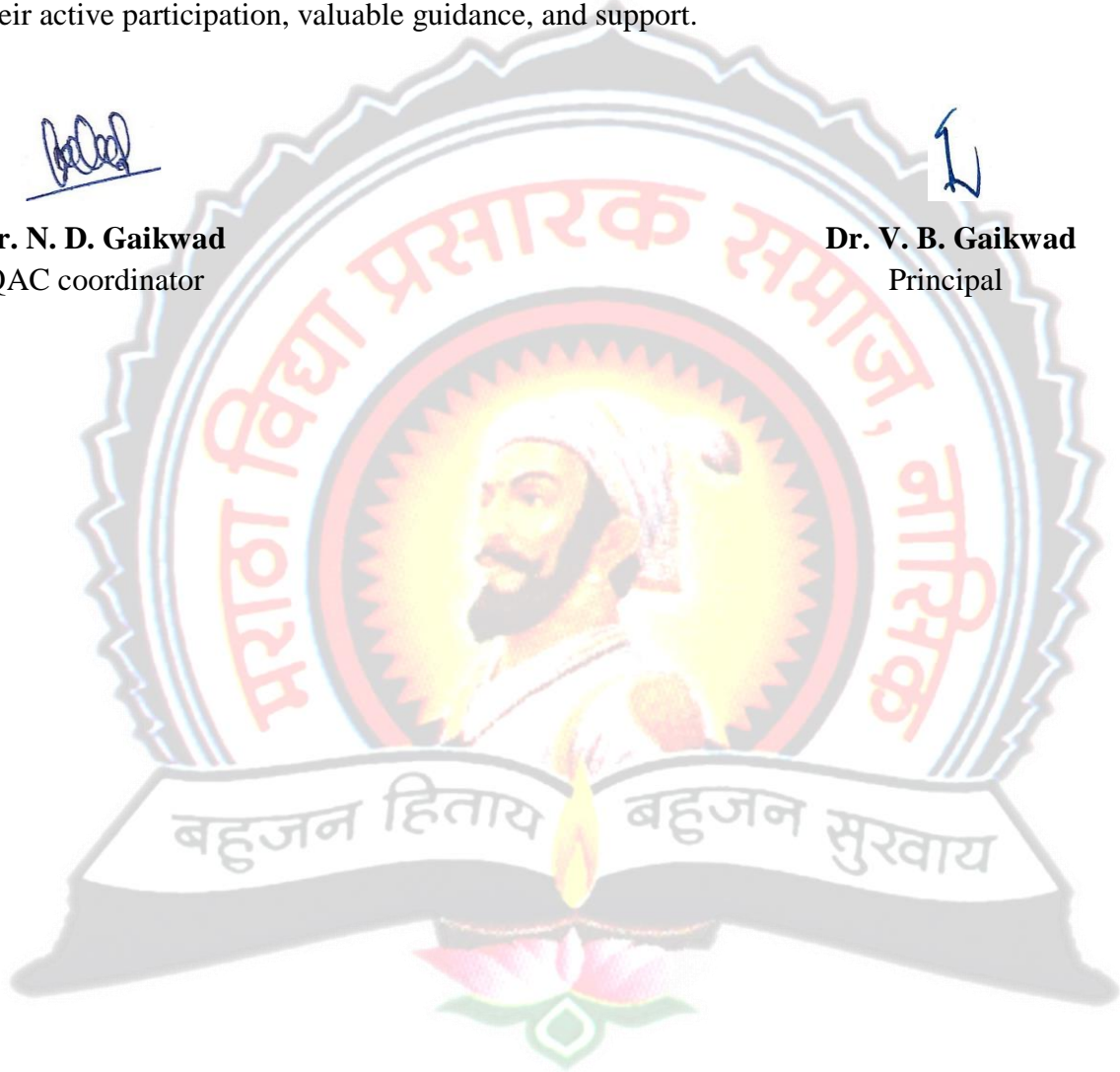
The IQAC coordinator concluded the meeting by expressing gratitude to all the members for their active participation, valuable guidance, and support.



**Dr. N. D. Gaikwad**  
IQAC coordinator



**Dr. V. B. Gaikwad**  
Principal







## **Maratha Vidya Prasarak Samaj's**

**K.R.T. Arts, B.H. Commerce and A.M. Science (K.T.H.M.) College, Nashik**

### **Minutes of the Meeting**

**Venue:** Meeting Hall, Main Building

**Date:** 02/05/2023

**Time:** 11:30 - 01:30

#### **Agenda of the Meeting:**

1. Welcoming new members due to retirement and transfers
2. To review and confirm the minutes of the last meeting
3. Review of ATR and planning for AQAR 2022-23
4. Planning to conduct various audits for the year 2022-23
5. Proposal for starting the new courses in the academic year 2023-24
6. Strengthening the library services
7. To Collect the activity report of all departments for the year 2022-23
8. Organization of Central Assessment Program for Nashik District
9. Extension of the campus for B.Voc. and M.Voc. courses
10. Review of MOUs and collaboration
11. Review of Placement Activities
12. Grievance Redressal Cell, Health and Counselling centre
13. To prepare college annual report 2022-23
14. Upgradation and Maintenance of basic infrastructure
15. Students satisfaction Survey and Feedback analysis from students, Parents, Teachers, Alumni, and Employers
16. Any other issues

#### **Members Present:**

- |    |                            |                           |
|----|----------------------------|---------------------------|
| 1. | Dr. R. D. Darekar          | Chairperson               |
| 2. | Hon. Adv. Nitin B. Thakare | Management Representative |
| 3. | Prof. R.S. Mali            | External Expert           |
| 4. | Mrs. Pradnya Chandodkar    | Alumni Representative     |
| 5. | Dr. Masum Deshmukh         | Industrial Expert         |

6.	Mr. Vaibhav Puranik	Society Representative
7.	Miss. Yojana Vaidya	Student Representative
8.	Miss. Akshada Ahire	Student Representative
9.	Dr. N. D. Gaikwad	Coordinator
10.	Dr. P. M. Nalawade	Teacher Representative
11.	Dr. R. B. Andhale	Teacher Representative
12.	Dr. S. V. Tile	Teacher Representative
13.	Dr. D. S. Khandbahale	Teacher Representative
14.	Dr. A. P. Bhagat	Teacher Representative
15.	Dr. K. H. Rakibe	Teacher Representative
16.	Dr. V. B. Boraste	Teacher Representative
17.	Dr. S.R. Pagar	Teacher Representative
18.	Shri. V. T. Gadakh	Administrative officer

**Leave of Absence was granted to the following members:** Nil

IQAC Coordinator welcomed and briefed the committee members about the agenda.

**Agenda Item 1: Welcoming new members due to retirement and transfers**

The IQAC Coordinator extended a warm welcome to the new members and expressed gratitude to retired member for their valuable contributions to the IQAC. To facilitate a smooth transition, an orientation session was conducted for the new members. This included an overview of the IQAC's objectives, ongoing projects, and key responsibilities. Existing members shared their experiences, and an information was distributed to aid the newcomers in familiarizing themselves with the functioning of the IQAC

**Agenda Item 2: To review and confirm the minutes of the last meeting**

The meeting commenced with the review of the minutes from the previous meeting. Participants were given the opportunity to raise any concerns or corrections related to the minutes. After thorough scrutiny, it was confirmed that the minutes accurately reflected the discussions and decisions of the last meeting. The confirmation of the minutes was proposed by Hon. Adv. Nitin B. Thakare and seconded by Dr. R. D. Darekar.

### **Agenda Item 3: Review of ATR and planning for AQAR 2022-23**

**Resolution:** Action Taken Report (ATR) was presented and reviewed. Discussion on planning for Annual Quality Assurance Report (AQAR) for the academic year 2021-22. After thorough discussion it was suggested to collect information and prepare AQAR as early as possible and present and finalise it in next IQAC meeting

Proposed by: Dr. R. D. Darekar

Seconded by: Dr. N. D. Gaikwad

### **Agenda Item 4: Planning to conduct various audits for the year 2022-23**

**Resolution:** Various audits, including academic and administrative audit, Environment and Green Audit, Gender Audit, Energy Audit were discussed. The schedule and responsibilities for conducting audits were assigned.

Proposed by : Prof. R. S. Mali

Seconded by : Dr. R. D. Darekar

### **Agenda Item 5: Proposal for starting the new courses in the academic year 2023-24**

**Resolution:** As per suggestion in the meeting of CDC a detailed overview of the proposal, emphasizing the need for introducing new courses to meet the evolving demands of the industry and to enhance the overall academic offerings of the institution. To start the new program, the IQAC decided to send proposal to UGC, State Govt. and University. Also IQAC suggested HOD to suggest the program as per the need of students.

Proposed by: Dr. Masum Deshmukh

Seconded by: Dr. R. B. Andhale

### **Agenda Item 6: Strengthening the library services**

**Resolution:** Measures to strengthen the library and ensure proper maintenance of infrastructure were discussed. Budget allocations and responsibilities for implementation were outlined. Members discussed the current status of the library, including its resources, infrastructure, and services. The members also discussed the strengths and weaknesses of the existing library setup. The integration of technology into library services was discussed. A timeline for the implementation of various strengthening measures was discussed and agreed upon. Key milestones and deadlines were established for tracking progress.

Proposed by: Mrs. Pradnya Chandodkar

Seconded by: Dr. A. P. Bhagat



**Agenda Item 7: To Collect the activity report of all departments for the year 2022-23**

**Resolution:** All departments were instructed to submit their activity reports for the year 2022-23. The reports will be compiled and discussed in the next meeting. Deadline for submission and required format were communicated.

Proposed by: Dr. N. D. Gaikwad

Seconded by: Dr. P. M. Nalawade

**Agenda Item 8: Organization of Central Assessment Program for Nashik District**

**Resolution:** The IQAC coordinator discussed the plan for organizing the Central Assessment Program for Nashik district. A sub-committee will be formed to oversee the coordination and implementation of the program. Responsibilities were assigned for smooth execution.

Proposed by: Dr. V. B. Boraste

Seconded by: Dr. R.D. Darekar

**Agenda Item 9: Extension of the campus for B.Voc. and M.Voc. courses**

**Resolution:** The committee approved the proposal for the extension of the campus to accommodate B.Voc. and M.Voc courses. The construction plan and timeline will be discussed in subsequent meetings.

Proposed by: Dr. R. D. Darekar

Seconded by: Hon. Adv. Nitin B. Thakare

**Agenda Item 10: Review of MOUs and collaboration**

**Resolution:** The MOUs and collaborations with various organizations were reviewed. The members emphasized the need to strengthen existing partnerships and explore new opportunities.

Proposed by: Prof. R. S. Mali

Seconded by: Dr. D. S. Khandbahale

**Agenda Item 11: Review of Placement Activities**

**Resolution:** The placement activities were reviewed, Current placement activities and outcomes were discussed and it was noted that improving placement number need attention. The Placement Cell will provide a detailed report in the next meeting.

Proposed by: Hon. Adv. Nitin B. Thakare

Seconded by: Dr. R. D. Darekar

**Agenda Item 12: Grievance Redressal Cell, Health and Counselling centre**

**Resolution:** The Grievance Redressal Cell and Health Counselling Centre will be strengthened, and additional resources will be allocated to enhance their effectiveness.

Proposed by: Miss Akshada Ahire

Seconded by: Mr. Vaibhav Puranik

**Agenda Item 13: To prepare college annual report 2022-23**

**Resolution:** The need for compiling and preparing the college annual report was emphasized. Departments were instructed to provide necessary information for inclusion.

Proposed by: Dr. N. D. Gaikwad

Seconded by: Dr. R. D. Darekar

**Agenda Item 14: Upgradation and Maintenance of basic infrastructure**

**Resolution:** The members reiterated the importance of continuous upgradation and maintenance of basic infrastructure. The maintenance schedule will be reviewed, and necessary actions will be taken. The members discussed plans for upgrading basic infrastructure. A budget estimate will be prepared, and a proposal will be presented in the next meeting for approval.

Proposed by: Dr. R. D. Darekar

Seconded by: Hon. Adv. Nitin B. Thakare

**Agenda Item 15: Students satisfaction Survey and Feedback analysis from students, Parents, Teachers, Alumni, and Employers**

**Resolution:** The committee decided to conduct a comprehensive satisfaction survey and feedback analysis involving students, parents, teachers, alumni, and employers. The survey format will be finalized and distributed accordingly. The analysis of feedback reports of the department will be presented in the meeting of IQAC and outcomes will be discussed.

Proposed by: Dr. N. B. Gaikwad

Seconded by: Prof. R. S. Mali

#### **Agenda Item 16: Any other issues**

- ✓ Concerns related to employee welfare and well-being were discussed. Suggestions for improvements in work environment, benefits, or support services were considered.
- ✓ The need for a dedicated space for a research center was raised. Attendees discussed the requirements, including facilities, equipment, and the overall infrastructure necessary to support a research-oriented environment.
- ✓ Strengthening the Alumni Association and its potential impact on the institution
- ✓ Importance of Corporate Social Responsibility (CSR) and the objective of generating funds to support relevant initiatives.

#### **Next Steps:**

Assigned responsibilities for specific tasks and action items arising from the discussions.  
Agreed on deadlines and timelines for the implementation of various initiatives.

#### **Closing Remarks:**

The meeting concluded with a reaffirmation of the institution's commitment to continuous improvement, innovation, and academic excellence. The collaborative efforts of IQAC members were acknowledged, and anticipation for the positive impact of the discussed initiatives was expressed.

#### **Next Meeting:**

Probable Date : First week of July 2023

The IQAC coordinator concluded the meeting by expressing gratitude to all the members for their active participation, valuable guidance, and support.

  
**Dr. N. D. Gaikwad**  
IQAC coordinator

  
**Dr. R. D. Darekar**  
Principal