

Dombivli Shikshan Prasarak Mandal's
K. V. Pendharkar College of Arts, Science & Commerce (Autonomous)
Dombivli-(E)

IQAC

26th Feb. 2024

Notice & Agenda of the Meeting

A meeting of Internal Quality Assurance Cell members is arranged on **Tuesday i.e., 5th March 2024 at 1.00 p.m.** All the members are requested to attend the same.

Venue: Online on Zoom Platform

Agenda of the Meeting:

- 2.1 To read and confirm the minutes of the last meeting.
- 2.2 Action taken report for the last meeting.
- 2.3 To finalize the Academic calendar for the year 2024-25.
- 2.4 To Plan the Activity Audit for the Year 2023-24.
- 2.5 To Plan Internal Academic Audit for the year 2023-2024
- 2.6 To discuss institutional Best practice
- 2.7 Any other relevant and important issue.



Dr. Suman Satyarum
IQAC Coordinator



Prof. (Dr.) K. R. Jagdeo
I/C Principal

I/C Principal
SPM's K.V. Pendharkar College
Dombivli

**EXPLANATORY NOTES TO THE AGENDA FOR THE MEETING OF INTERNAL QUALITY
ASSURANCE CELL TO BE HELD ON Saturday, 2nd March 2024.**

Agenda Item 2.1 & 2.2: IQAC Coordinator will read out the minutes of the meeting conducted on 23rd January 2024 to seek the confirmation for the same from all the members and brief about the action taken on the resolutions passed in the last meeting.

Agenda Item 2.3: Tentative Academic calendar for the academic year 2024-25 has been prepared by mentioning number of teaching days and holidays month wise along with date of reopening of college in every term and dates for commencement of examination and important academic events. IQAC members are needed to go through it and suggest any modification in it, if required.

Agenda Item 2.4:

The Institution has formed several committees to arrange various students centric curricular and co-curricular and extra-curricular activities throughout the year for holistic development of the students. To ensure the effective functioning of all the committees yearly review is necessary. Activity audit can help in understanding performance all the committees and accordingly right steps can be taken to improve the performance, wherever required. IQAC members need to nominate the person to execute the said exercise and the appropriate day for the same.

Agenda Item 2.5:

To ensure the effective functioning of all the departments yearly review is necessary. Internal academic audit can help in understanding performance all the departments in academic & co-curricular activities and accordingly right steps can be taken to improve the performance, wherever required. IQAC members need to nominate the person to execute the said exercise and the appropriate day for the same.

Agenda Item 2.6: In Criteria-7, Institutional best practices need to specified as conducted by the institution. So, as we now are aware of all the activities conducted by the departments & committees all are requested to suggest best practice of this academic year.

Agenda Item 2.7: Any IQAC members with the permission of Chairperson of IQAC can bring out any other relevant and important point for the discussion.



Dr. Suman Satyaram
IQAC Coordinator



Prof. (Dr.) K. R. Jagdeo
I/C Principal

I/C Principal
GSPM's K.V. Pendharkar College
Dombivli

Dombivli Shikshan Prasarak Mandal's

K.V. Pendharkar College of Arts, Science & Commerce (Autonomous), Dombivli East

Compliance report of IQAC Meeting held on 5th March, 2024

Sr. No.	Resolution	Action Taken Compliance
1.	It was resolved to have a meeting with heads and coordinators to discuss and prepare a proposal for implementing relevant and possible recommendations given by external peer team during academic audit.	A meeting with Heads and coordinators to review the action taken/planned in connection with the recommendations given by external peer team revealed that out of three recommendations action has been taken on two and action has been planned for one recommendation.
2.	It was resolved to conduct & implement National conference on 10 th February, 2023, with paper publication after reviewing papers by scrutiny committee.	National Conference was successfully conducted on 10/02/2024. The total no. of participants was 141 with 49 presentations and 47 publication.
3.	It was resolved to inform respective Subject Incharge teachers and heads for improvement of UG and PG students results.	Incharge teachers of various subject are informed to conduct remedial /revision lectures for slow learners in specific subjects.
4.	It was resolved to continue with new proposal of courses B.Sc. Life Science, Post Graduate Diploma in Nutrition and Dietetics.	Both the courses were further proposed to Board of studies and Academic Council for further recommendations.



Dr. Suman Satyaram

IQAC Co-ordinator



Ms. Shital Dhobale

Deputy IQAC Co-ordinator



Dombivli Shikshan Prasarak Mandal's

K.V. Pendharkar College of Arts, Science & Commerce (Autonomous), Dombivli East

Minutes of the IQAC Meeting held on 5th March, 2024

Date of meeting: 5th March, 2024

Time: 1.00 p.m.

Online platform: Zoom

Agenda of the Meeting:

1. To read and confirm the minutes of the last meeting.
2. Action taken report for the last meeting.
3. To finalize the Academic Calendar for the year 2024- 2025.
4. To plan the Activity Audit for the year 2023-2024.
5. To plan Internal Academic audit for the year 2023- 2024.
6. To discuss Institutional Best Practices.
7. Any other relevant and important issue

The following members were present for the meeting

From Management	Shri. P.R. Desai Honorable Chairman, Dombivli Shikshan Prasarak Mandal
Chairperson	I/C Principal Prof. Dr. K.R. Jagdeo
Educational Expert	Mr. K.P. Phalak
Teacher Representatives	Dr. Ashwini Bagkar (Vice Principal) Ms. Tejashree Gawde Mr. Premkumar Nair Dr. Seema Agashe Ms. Rupali Patil Ms. Sandeeptha Rathindran Dr. Nisha Velayudhan
Nominee from Local Society	Mr. Rahul Deherkar
Student Representative	Mr. Anjay Sharma (T.Y B. A)
Alumni Representative	Mr. Lalit Samant Co-ordinator & Research officer (Molecular Genetics Research Lab. B.J Wadia Hospital
Administrative Staff Member	Ms.Niyati Dudhe
Coordinator	Dr. Suman Satyaram
Deputy Coordinator	Ms. Sheetal Dhobale

Leave of absence was granted to following member:

1. Mr. Anand Acharya, Director Acharya Group of Companies
2. Mr. Dinesh A. Patil



Opening: The meeting was chaired by Prof. (Dr.) K.R. Jagdeo, I/C Principal of the College. Vice Principal and IQAC Coordinator, Dr. Suman Satyarum welcomed all the members of IQAC.

The items on the agenda taken up for discussion were as under:

1. & 2. To read and confirm the minutes and Action taken of the last meeting.

Dr. Suman Satyarum, IQAC Coordinator read out the minutes of the meeting held on 23rd January 2024 and sought confirmation for the same from all the members. It was confirmed by all the members unanimously.

3. To finalize the Academic Calendar for the year 2024- 2025.

IQAC Coordinator put forth the proposed Academic Calendar for the academic year 2024- 2025.

Mr. Kishore Phalak gave consent for the Academic Calendar 2024 - 2025 and it was seconded by Mr. Premkumar Nair.

4. To plan the Activity Audit for the year 2023-2024.

Dr. Suman Satyarum, IQAC Coordinator informed the tentative dates i.e. 23rd April and 24th April, 2024 planned for conduction of Activity Audit for the year 2023-2024.

5. To plan Internal Academic audit for the year 2023- 2024.

Dr. Suman Satyarum, IQAC Coordinator informed the tentative dates i.e. 25th April to 27th April, 2024 planned for conduction of Internal Academic Audit for the year 2023-2024.

Dr. Ashwini Bagkar approved the dates for conduction of Activity Audit and Internal Academic audit for the year 2023- 2024.


6. To discuss Institutional Best Practices.

Dr. Suman Satyarum mentioned about the Institutions' Best Practices for the year 2023-2024 as implementing MKCL course for students of First Year Degree college across all the streams. Madam further requested members of IQAC committee to give their suggestions regarding Best Practices that could be implemented in the college from the next academic year 2024-25.

Dr. Seema Agashe suggested to have multidisciplinary approach in conduction of various activities of the department.

7. Any other relevant and important issue

Besides above points no other point was discussed and the meeting was concluded at 2.30pm with a formal vote of thanks proposed by Ms. Shital Dhobale.


Dr. Suman Satyarum

IQAC Co-ordinator




Ms. Shital Dhobale

Deputy IQAC Co-ordinator

**Dombivli Shikshan Prasarak Mandal's
K. V. Pendharkar College of Arts, Science & Commerce (Autonomous)
Dombivli-(E)**

IQAC

10th January 2024


Notice & Agenda of the Meeting

A meeting of Internal Quality Assurance Cell is arranged on **Tuesday i.e., 23rd January 2024 at 12.30 PM**. All the members are requested to attend the same.

Venue: Ground floor Conference room

Agenda of the Meeting:

- 1.1 To read and confirm the minutes of the last meeting.
- 1.2 Action taken report for the last meeting.
- 1.3 To review the External Academic Audit Report of 2022-2023.
- 1.4 To approve the plan for the execution of National Conference.
- 1.5 Result analysis of UG and PG students winter session examinations.
- 1.6 New proposed courses.
- 1.7 To review the activities conducted by department in the academic year 2023-24 till date, and to plan any other activities if required.
- 1.8 Any other relevant and important issue.


Dr. Suman Satyaram
IQAC Coordinator




Prof. (Br.) K.R. Jagdeo
I/C PRINCIPAL
I/C Principal
DSPM's K.V. Pendharkar College
Dombivli

Dombivli Shikshan Prasarak Mandal's

**K.V. Pendharkar College of Arts, Science and Commerce (Autonomous),
Dombivli (E)**

Revised Composition of Internal Quality Assurance Cell (IQAC) for the Academic Year 2023-2024	
Chairperson	I/C Principal Prof. Dr. K.R. Jagdeo
Educational Expert	Mr. K.P. Phalak
Member from the Management	Mr. Anand Acharya Director, Acharya Group of Companies
Teacher Representatives	Dr. Ashwini Bagkar (Vice- Principal) Ms. Tejashree Gawde Mr. B.T Shirsath Dr. Seema Agashe Ms. Rupali Patil Ms. Sandeeptha Rathindran Dr. Nisha Velayudhan
Nominee from Local Society	Mr. Rahul Deherkar
Student Representative	Mr. Anjay Sharma (T.Y B. A)
Alumni Representative	Mr. Lalit Samant Co-ordinator & Research officer (Molecular Genetics Research Lab. B.J Wadia Hospital)
Representative from Industry	Mr. Dinesh A. Patil (Karunand Hydropneumatic Control Pvt. Ltd.)
Administrative Staff Member	Ms. Niyati Dudhe
Coordinator	Dr. Suman Satyarum
Deputy Coordinator	Ms. Sheetal Dhobale




Prof. (Dr.) K.R. Jagdeo
I/C PRINCIPAL

I/C Principal
DSPM's K.V. Pendharkar College
Dombivli

**EXPLANATORY NOTES TO THE AGENDA FOR THE MEETING OF INTERNAL QUALITY ASSURANCE CELL
TO BE HELD ON Tuesday, 23th January 2024.**

Agenda Item 1.1& 1.2: IQAC Coordinator will read out the minutes of the meeting conducted on 29th March 2023, to seek the confirmation for the same from all the members and brief about the action taken on the resolutions passed in the last meeting.

Agenda Item 1.3:

To review the performance of the College in the year 2022-2023, which was a second year of implementation autonomy, as per UGC guidelines IQAC had formed an external peer team of eminent academicians. The team formed visited the College on 9th December 2023 and evaluated the performance of all the departments to understand the overall performance of the college during 2022-23 and based on the evaluation prepared an external academic audit report. IQAC members are expected to go through the report and plan the suitable steps to implement the recommendations given by the team through its report.

Agenda Item 1.4: National conference is scheduled on 10th Feb,2024. The main objective is to promote multidisciplinary research aptitude among students & faculties. A team of members are working as organizing committee under leadership of Convenor Dr. Ashwini Bagkar. We are expecting a participation for research paper presentation and publication at nation level. IQAC members can give their inputs for executions of the conference.

Agenda Item 1.5:

Teaching learning and evaluation is the core aspect in the functioning of any higher educational institution. For this academic year results of UG – Sem I, III, and V, PG – Sem I are declared. Dr. Seema Agashe Controller of BOEE will give the review of result. Based on that IQAC members are requested to give their suggestion for further enhancement of quality education.


Agenda Item 1.6: New proposed Course /Subjects under New Education policy 2020, for next academic year 2024-2025 will be discussed.

Agenda Item 1.7: List of Departmental Co-curricular and Extra-curricular activities conducted will be shown to the members for further recommendation. Based on this review further activities can be planned as per need.

Agenda Item 1.8: Any IQAC members with the permission of Chairperson of IQAC can bring out any other relevant and important point for the discussion.


Dr. Suman Satyaram
IQAC Co-ordinator




Dr. K.R. Jagdeo
I/C PRINCIPAL
I/C Principal
DSPM's K.V. PONDHARKAR College
Dombivli

Dombivli Shikshan Prasarak Mandal's
K. V. Pendharkar College of Arts, Science & Commerce (Autonomous)
Dombivli-(E)

IQAC

Compliance Report

To implement the resolutions made in the IQAC meeting, which was held
on 29th March, 2023 following efforts were taken.

Sr. No.	Resolution	Action Taken/Compliance
1.	Academic Calendar for the year 2023-2024 to be forwarded to the Academic council for approval after incorporating necessary changes suggested by the members.	Academic Calendar for the year 2023-2024 was presented in Academic council meeting after incorporating necessary changes suggested by the members.
2.	It was resolved that activity audit for the year 2022-23 to be conducted in before the end of second term of 2022-23.	Activity audit of NSS, NCC, WDC, Gymkhana, Cultural committee was conducted for the year 2022-23 in the last week of April, 2023.
3.	IQAC will inform the concerned departments to identify the subject having maximum failure and plan suitable measures for improvement of results in respective subjects.	Heads of concerned departments were instructed to arrange departmental meetings to identify the subject having maximum failure and plan suitable measures for improvement of results in respective subjects. Accordingly, departments conducted the meetings and shared the minutes of the same with the IQAC.



Mr. B. T. Shirsath

Vice-Principal & IQAC Coordinator

**Dombivli Shikshan Prasarak Mandal's K.V. Pendharkar College of Arts, Science &
Commerce (Autonomous), Dombivli East**

Minutes of the IQAC Meeting held on 23rd January, 2024

Date of meeting: 23rd January, 2024

Venue: Ground floor Conference room

Time: 12.30 p.m.

Agenda of the Meeting:

1. To read and confirm the minutes of the last meeting.
2. Action taken report for the last meeting.
3. To review the External Academic Audit Report of 2022-2023.
4. To approve the plan for the execution of National Conference.
5. Result analysis of UG and PG students winter session examinations.
6. New proposed courses.
7. To review the activities conducted by department in the academic year 2023-24 till date, and to plan any other activities if required.
8. Any other relevant and important issue

The following members were present for the meeting

From Management	Shri. P.R. Desai Honorable Chairman, Dombivli Shikshan Prasarak Mandal Mr. Anand Acharya Director Acharya Group of Companies
Chairperson	I/C Principal Prof. Dr. K.R. Jagdeo
Educational Expert	Mr. K.P. Phalak
Teacher Representatives	Dr. Ashwini Bagkar (Vice Principal) Ms. Tejashree Gawde Mr. B.T Shirsath Dr. Seema Agashe Ms. Rupali Patil Ms. Sandeeptha Rathindran Dr. Nisha Velayudhan
Nominee from Local Society	Mr. Rahul Deherkar
Student Representative	Mr. Anjay Sharma (T.Y B. A)
Alumni Representative	Mr. Lalit Samant Co-ordinator & Research officer (Molecular Genetics Research Lab. B.J Wadia Hospital
Administrative Staff Member	Ms.Niyati Dudhe
Coordinator	Dr. Suman Satyaram
Deputy Coordinator	Ms. Sheetal Dhobale

Leave of absence was granted to following member:

1. Mr. Dinesh A. Patil

Opening: The meeting was chaired by Prof. (Dr.) K.R. Jagdeo, I/C Principal of the College. Vice Principal and IQAC Coordinator, Dr. Suman Satyarum welcomed all the members of IQAC.

The items on the agenda taken up for discussion were as under:

1. & 2. **To read and confirm the minutes and Action taken report of the last meeting.**
IQAC Coordinator read out the minutes and Action taken report of the meeting held on 29th March, 2023 and seek confirmation for the same from all the members.
It was confirmed by all the members unanimously.
3. **To review the External Academic Audit Report of 2022-2023.**
IQAC Coordinator briefed about the External Audit 2022-23 conducted on 9th December, 2023 and read out the report given by the peer committee. Recommendations on improvement in research and value-added courses were mentioned.

It was resolved to have a meeting with heads and coordinators to discuss & motivate them for increasing research publication and implementation of value-added courses.

Proposed by: Dr. Suman Satyarum

Seconded by: Mr. B.T Shirsath

4. **To approve the plan for the execution of National Conference.**
Dr. Ashwini Bagkar, the Convenor of National Conference which is to be held on 10th February, 2024 briefed about the objectives of the Conference, details of the session, registration and number of research papers received for the same.
Query was raised by Mr. Anand Acharya regarding the procedure of scrutiny of research papers to be published in the journal.
Query was resolved with explanation that theme wise research paper Scrutiny committee has been appointed.

Proposed by: Dr. Ashwini Bagkar

Seconded by: Shri. Anand Acharya

5. **Result analysis of UG and PG students winter session examinations.**
Dr. Seema Agashe, the Controller of Examinations gave a report on the passing percentage of each classes of UG and PG programmes.
Mr. Anand Acharya raised questions on subject and course wise result and emphasized on student performance course wise to be reported.

The subject and course wise result was discussed with management. It was resolved to have a meeting with heads and coordinators to discuss strategies for improvement in subjects having lower results.

Proposed by: Dr. Seema Agashe

Seconded by: Mr. K. P. Phalak

6. New proposed courses.

IQAC Coordinator briefed about the new proposed courses B.Sc. Life Sciences, Post Graduate Diploma in Nutrition and Dietetics and its significance which is to be implemented in the academic year 2024-25.

Dr. Nisha Velayudhan supported the introduction of B.Sc Life Sciences.

Mr. Lalit Samant suggested the introduction of subjects like Bioinformatics, Microbial Chemistry in the syllabus.

Mr. K.P. Phalak suggested to include basic science subjects such as Mathematics and Statistics.

It was resolved to continue with proposal of courses B.Sc. Life Sciences, Post Graduate Diploma in Nutrition and Dietetics. Further it will be put forth to BoS and Academic Council for further recommendations.

Proposed by: Dr. Suman Satyarum

Seconded by: Shri. Anand Acharya

7. To review the activities conducted by department in the academic year 2023-24 till date, and to plan any other activities if required.

Dr. Suman Satyarum presented the activities conducted by various departments and committees in till 17th Jan. 2024 of the academic year 2023-24.

All members have reviewed the activities conducted by various departments & committees, Mr. Anand suggested certain departments to organize more activities and include only relevant data in the excel sheet. Sir also questioned regarding the Placement Cell of our college. Mr. Balu Shirsath replied about the association of the college with TNS India Foundation for training programmes. College is having Career & placement cell is running under the guidance of Ms. Priyanka Ambre.

8. Any other relevant and important issue

Besides all the listed points the AQAR (Annual Quality Assurance Report) of 2022-23 was reviewed by all the Criteria Incharge of IQAC.

It was resolved that AQAR of 2022-23 can be submitted to the NAAC latest by 29th February 2023, after incorporating the changes suggested.

The meeting was concluded at 2.30 pm with a formal vote of thanks proposed by Ms. Shital Dhobale.

Minutes prepared by: MS. Sandceptha Rathindran



Dr. Suman Satyarum
IQAC Coordinator

Dombivli Shikshan Prasarak Mandal's
K. V. Pendharkar College of Arts, Science & Commerce (Autonomous)
Dombivli-(E)
IQAC

Compliance Report

To implement the resolutions made in the IQAC meeting, which was held
on 23rd January, 2023 following efforts were taken.

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3.	It was resolved to inform respective Subject Incharge teachers and heads for improvement of UG and PG students results.	Incharge teachers of various subject are informed to conduct remedial /revision lectures for slow learners in specific subjects.
4.	It was resolved to continue with new proposal of courses B.Sc. Life Science, Post Graduate Diploma in Nutrition and Dietetics.	Both the courses were further proposed to Board of studies and Academic Council for further recommendations.

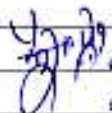





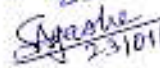



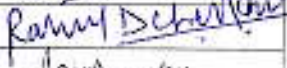

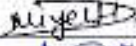


Dr. Suman Satyarum 26/02/24

Vice- Principal & IQAC Coordinator

Dombivli Shikshan Prasarak Mandal's

**K.V. Pendharkar College of Arts, Science and Commerce (Autonomous),
Dombivli (E)**

Date: 23/01/2024

Attendance for First IQAC Meeting		Signature
Chairperson	I/C Principal Prof. Dr. K.R. Jagdeo	 23/01/2024
Educational Expert	Mr. K.P. Phalak	
Member from the Management	Mr. Anand Acharya Director, Acharya Group of Companies	 23/01/2024
Teacher Representatives	Dr. Ashwini Bagkar (Vice- Principal) Ms. Tejashree Gawde Mr. B.T Shirsath Dr. Secma Agashe Ms. Rupali Patil Ms. Sandeeptha Rathindran Dr. Nisha Velayudhan	 23/11/2024  23/01/24  23/01/24  23/01/24  23/1/24  23/01/2024  23/01/2024
Nominee from Local Society	Mr. Rahul Deherkar	 Rahul Deherkar
Student Representative	Mr. Anjay Sharma (T.Y B. A)	 Anjay Sharma
Alumni Representative	Mr. Lalit Samant Co-ordinator & Research officer (Molecular Genetics Research Lab. B.J Wadia Hospital)	<u>LALLIT</u>
Representative from Industry	Mr. Dinesh A. Patil (Karunand Hydropneumatic Control Pvt. Ltd.)	-
Administrative Staff Member	Ms. Niyati Dudhe	 23/01/2024
Coordinator	Dr. Suman Satyaram	
Deputy Coordinator	Ms. Sheetal Dhobale	