

Dombivli Shikshan Prasarak Mandal's
K.V. Pendharkar College of Arts, Science and Commerce

Date: 6th June, 2019

NOTICE

IQAC

A meeting of Internal Quality Assurance Cell members is arranged on Monday i.e. 10th June, 2019 at 11.00 a.m. in the IQAC office of the College. All the members are requested to attend the same.

Agenda of the meeting:

- 1) To review and confirm the minutes of the last meeting.
- 2) Institutionalization of Practices & Policies.
- 3) Assessing learning levels of the Students.
- 4) Restructuring Mentor-Mentee Programme
- 5) Empowering the IQAC Members
- 6) Induction programmes for the first year Students of aided section.
- 7) Any other relevant issue.

Sd/-

IQAC

Coordinator

B.T.Shirsath

Sd/-

PRINCIPAL

Dr. A. K. Ranade

Dombivli Shikshan Prasarak Mandal's

K.V. Pendharkar College, Dombivli (E)

Minutes of the IQAC meeting held on 10th June, 2019

Venue: IQAC Office

Time: 11.00 a.m.

Agenda of the meeting:

- 1) To review and confirm the minutes of the last meeting.
- 2) Institutionalization of Practices & Policies
- 3) Assessing learning levels of the Students.
- 4) Restructuring Mentor-Mentee Programme
- 5) Empowering the IQAC Members
- 6) Induction programmes for the first year students of Aided Section.
- 7) Any other relevant issue

Members Present:

Sr. No.	Name of the Member	Designation
1.	Principal Dr. A. K. Ranade	Chairperson
2.	C.A. Mr. Ravindra Bambardekar	Expert on Quality Management (Alumini Representative)
3.	Sr. Vice-Principal Mr. K.P. Phalak	Teacher Representative
4.	Vice-Principal Mr. B.T. Shirsath	Coordinator (Member Secretary)
5.	Vice-Principal Dr. S.S.Mahajan	Teacher Representative
6.	Vice-Principal Mrs. Sneha Vaidya	Teacher Representative
7.	Dr B.T. Mukherjee	Teacher Representative
8.	Mr. G. B. Sangle	Teacher Representative
9.	Mr. D. T. Pagare	Teacher Representative

10.	Dr. K.R. Jagdeo	Teacher Representative
11.	Ms. Shruti .U. Desai	Sr. Administrative Officer
12.	Mr.Vinay Petkar	Expert from industry
13.	Mr. Siddesh Katkar (T.Y.B.Com)	Student Representative-

Leave of Absence was granted to the following member:

- 1) Ms. Neha Narkar- Nominee from local society
- 2) Dr. Prashant Rao – Representative of Management

The Meeting was chaired by the Principal Dr. Mrs. A.K. Ranade.

At the Outset of the meeting IQAC Coordinator Mr. B.T. Shirsath welcomed the Chairperson of the meeting, Principal Dr. Mrs. A.K.Ranade and all the members of Internal Quality Assurance Cell of the College, then Coordinator briefed all the present members about the agenda of the meeting.

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

Agenda Item 1: To review and confirm the minutes of the last meeting

The IQAC coordinator read minutes of earlier meetings and the minutes were reviewed and approved by the members.

Agenda Item 2: Institutionalization of practices & policies.

Resolution: For Institutionalization of practices and policies a comprehensive set of guidelines through a manual must be given to all the departments of the institution.

Proposed by: Mr. B.T. Shirsath

Seconded by: Mr. K.P.Phalak

Agenda Item 3: Mechanism to check learning levels of the Students

Resolution: Along with the H.S.C percentage, Study habit inventory test to be conducted to assess the learning levels of the students at the F.Y. Level.

Proposed by: Dr. B.T.Mukherjee

Seconded by: Principal Dr. A.K.Ranade

Agenda Item 4: Restructuring Mentor-Mentee Programme

Resolution: A manual containing complete guidelines in respect of number & nature of mentoring sessions to be engaged to be prepared and provided to all the departments of the institution.

Proposed by: Dr. S.S.Mahajan

Seconded by: Mr. B.T.Shirsath

Agenda Item 5: Empowering the IQAC Members

Resolution: Data management being one of the important functions of IQAC a session on the same topic to be arranged for all the members IQAC.

Proposed by: Mr. CA Ravindra Bambardekar

Seconded by: Mr. B.T.Shirsath

Agenda Item 6: Induction programmes for first year students of aided section.

Resolution: For smooth academic journey, first year students of aided section are to be briefed about their academic programmes, through induction.

Proposed by: Principal Dr. A.K.Ranade

Seconded by: Mr. G.B. Sangale

Besides above points no other relevant issues were discussed.

The vote of thanks was proposed by the coordinator.

Sd/-

IQAC

Coordinator

B.T.Shirsath

Sd/-

PRINCIPAL

Dr. A. K. Ranade

Compliance Report

In order to implement the resolutions made in the IQAC meeting, which was held on 10th June, 2019, following efforts were taken.

Sr.No.	Resolution	Action Taken/Compliance
1.	For Institutionalization of practices and policies a comprehensive set of guidelines through a manual must be given to all the departments of the institution	A manual containing comprehensive guidelines was prepared, discussed and distributed to all HODs/Coordinators for institutionalization.
2.	Along with the H.S.C percentage, Study habit inventory test to be conducted to assess the learning levels of the students at the F.Y. Level.	Learning levels of F.Y. Students of all the programs were assessed by considering their HSC percentages and marks scored in study habit inventory test
3.	A manual containing complete guidelines in respect of number & nature of mentoring sessions to be engaged to be prepared and provided to all the departments of the institution.	A manual containing complete guidelines in respect of number & nature of mentoring sessions to be engaged was prepared and provided to all the departments of the institution for effective implementation of Mentor-Mentee programme.
4.	Data management being one of the important functions of IQAC a session on the same topic to be arranged for all the members IQAC.	A session on 'Data Management from NAAC Perspective' was organized by the IQAC on 18 th September, 2019. Ms Sandhya Thakkar from SIA College oriented IQAC members on Data Management.
5.	For smooth academic journey, first year students of aided section are to be briefed about their academic programmes, through induction.	Induction Programmes for all the first year students of aided programs were arranged successfully in the month of July, immediately after the commencement of their regular classes.

Sd/-

IQAC

Coordinator

B.T.Shirsath

Sd/-

PRINCIPAL

Dr. A.K.Ranade

Dombivli Shikshan Prasarak Mandal's
K.V. Pendharkar College of Arts, Science and Commerce

Date: 26th August, 2019

NOTICE

IQAC

A meeting of Internal Quality Assurance Cell members is arranged on Thursday i.e. 29th August, 2019 at 11.30 a.m. in the IQAC office of the College. All the members are requested to attend the same.

Agenda of the meeting:

- 1) To review and confirm the minutes of the last meeting.
- 2) Preparation & finalization of proposal for Autonomous Status.
- 3) Awareness regarding Intellectual Property Rights among the students.
- 4) Continuation of Collaboration with Technoserve.
- 5) Promotion of Research culture among the students..
- 6) Any other relevant issue.

Sd/-

IQAC

Coordinator

B.T.Shirsath

Sd/-

I/C PRINCIPAL

Dr. S.S.Mahajan

Dombivli Shikshan Prasarak Mandal's

K.V. Pendharkar College, Dombivli (E)

Minutes of the IQAC meeting held on 29th August, 2019

Venue: IQAC Office

Time: 11.30 a.m.

Agenda of the meeting:

- 1) To review and confirm the minutes of the last meeting.
- 2) Preparation & finalization of proposal for Autonomous Status.
- 3) Awareness regarding Intellectual Property Rights among the students.
- 4) Continuation of Collaboration with Technoserve.
- 5) Promotion of Research culture among the students..
- 6) Any other relevant issue.

Members Present:

Sr. No.	Name of the Member	Designation
14.	I/C Principal Dr. S.S.Mahajan	Chairperson
15.	Dr. Prashant Rao	Representative from the Management
16.	C.A. Mr. Ravindra Bambardekar	Expert on Quality Management (Alumini Representative)
17.	Sr. Vice-Principal Mr. K.P. Phalak	Teacher Representative
18.	Vice-Principal Mr. B.T. Shirsath	Coordinator (Member Secretary)
19.	Vice-Principal Mrs. Sneha Vaidya	Teacher Representative
20.	Dr B.T. Mukherjee	Teacher Representative
21.	Mr. S .J. Abhyankar	Teacher Representative
22.	Mr. G. B. Sangle	Teacher Representative
23.	Mr. D. T. Pagare	Teacher Representative

24.	Dr. K.R. Jagdeo	Teacher Representative
25.	Dr. Abhijit Sahasrabudhe	Teacher Representative
26.	Ms. Shruti .U. Desai	Sr. Administrative Officer
27.	Mr. Siddesh Katkar (T.Y.B.Com)	Student Representative-

Leave of Absence was granted to the following member:

- 3) Ms. Neha Narkar- Nominee from local society
- 4) Mr. Vinay Petkar- Expert from industry

The Meeting was chaired by the I/C Principal Dr. S.S.Mahajan

At the Outset of the meeting IQAC Coordinator Mr. B.T.Shirsath welcomed the Chairperson of the meeting, I/C Principal Dr. S.S.Mahajan and all the members of Internal Quality Assurance Cell of the College, then Coordinator briefed all the present members about the agenda of the meeting.

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

Agenda Item 1: To review and confirm the minutes of the last meeting

The IQAC coordinator read minutes of earlier meetings and the minutes were reviewed and approved by the members.

Agenda Item 2: Preparation & finalization of proposal for Autonomous Status.

Resolution: A Committee to be constituted in consultation of management to prepare a proposal for Autonomous Status.

Proposed by: Mr. B.T. Shirsath

Seconded by: Mr. K.P.Phalak

Agenda Item 3: Awareness regarding Intellectual Property Rights among the students

Resolution: An IPR Cell to be constituted under the leadership of Dr. K.R. Jagdeo and workshop on IPR to be arranged for the students under the cell.

Proposed by: Dr. B.T.Mukherjee

Seconded by: I/C Principal Dr. S.S.Mahajan

Agenda Item 4: Continuation of Collaboration with Technoserve

Resolution: Collaboration with Technoserve to be continued with new Pre-Placement training Programme 'Campus to Corporate careers'.

Proposed by: I/C Principal Dr. S.S.Mahajan

Seconded by: Mr. B.T.Shirsath

Agenda Item 5: Promotion of Research culture among the students.

Resolution: Research culture to be promoted among the students by encouraging and preparing the students to participate in Avishkar Research Convention.

Proposed by: Mr. CA Ravindra Bambardekar

Seconded by: Mr. B.T.Shirsath

Besides above points no other relevant issues were discussed.

The vote of thanks was proposed by the coordinator.

Sd/-
IQAC
Coordinator
B.T.Shirsath

Sd/-
I/C PRINCIPAL
Dr. S.S.Mahajan

Compliance Report

In order to implement the resolutions made in the IQAC meeting, which was held on 29th August, 2019, following efforts were taken.

Sr.No.	Resolution	Action Taken/Compliance
1.	A Committee to be constituted in consultation of management to prepare a proposal for Autonomous Status.	A Committee constituted in consultation with management prepared & Submitted a proposal for Autonomous Status in the month of October.
2.	An IPR Cell to be constituted under the leadership of Dr. K.R. Jagdeo and workshop on IPR to be arranged for the students under the cell.	An IPR Cell was constituted under the leadership of Dr. K.R. Jagdeo and workshop on IPR was arranged for the students under the cell on 14 th September, 2019.
3.	Collaboration with Technoserve to be continued for new Pre-Placement training Programme 'Campus to Corporate careers'	Collaboration with Technoserve continued by signing an MoU for new Pre-Placement training Programme 'Campus to Corporate careers'.
4.	Research culture to be promoted among the students by encouraging and preparing the students to participate in Avishkar Research Convention .	22 UG students through 07 groups participated in Avishkar Research Convention , of which a group of Bio-tech students got shortlisted for university round.

Sd/-

IQAC

Coordinator

B.T.Shirsath

Sd/-

I/C PRINCIPAL

Dr. S.S.Mahajan

Dombivli Shikshan Prasarak Mandal's
K.V. Pendharkar College of Arts, Science and Commerce

Date: 18th February, 2020

NOTICE

IQAC

A meeting of Internal Quality Assurance Cell members is arranged on Saturday i.e. 22nd February, 2020 at 11.00 a.m. in the IQAC office of the College. All the members are requested to attend the same.

Agenda of the meeting:

- 1) To review and confirm the minutes of the last meeting.
- 2) Students' Satisfaction survey & Feedback.
- 3) Alumni & Employers' feedback on curriculum.
- 4) Perspective Plan of IQAC Post Autonomy.
- 5) Finalization and submission of AQAR.
- 5) Any other relevant issue.

Sd/-

IQAC

Coordinator

B.T.Shirsath

Sd/-

I/C PRINCIPAL

Dr. S.S.Mahajan

Dombivli Shikshan Prasarak Mandal's

K.V. Pendharkar College, Dombivli (E)

Minutes of the IQAC meeting held on 22nd February, 2020

Venue: IQAC Office

Time: 11.00 a.m.

Agenda of the meeting:

- 1) To review and confirm the minutes of the last meeting.
- 2) Students' Satisfaction survey & Feedback.
- 3) Alumni & Employers' feedback on curriculum.
- 3) Perspective Plan of IQAC Post Autonomy.
- 4) Finalization and submission of AQAR.
- 5) Any other relevant issue.

Members Present:

Sr. No.	Name of the Member	Designation
28.	I/C Principal Dr. S.S.Mahajan	Chairperson
29.	Dr .Prashant Rao	Representative from the Management
30.	Sr. Vice-Principal Mr. K.P. Phalak	Teacher Representative
31.	Vice-Principal Mr. B.T. Shirsath	Coordinator (Member Secretary)
32.	Vice-Principal Mrs. Sneha Vaidya	Teacher Representative
33.	Dr B.T. Mukherjee	Teacher Representative
34.	Mr. S .J. Abhyankar	Teacher Representative
35.	Mr. G. B. Sangle	Teacher Representative
36.	Mr. D. T. Pagare	Teacher Representative

37.	Dr. K.R. Jagdeo	Teacher Representative
38.	Dr. Abhijit Sahasrabudhe	Teacher Representative
39.	Ms. Neha Narkar	Nominee from Local society
40.	Ms. Shruti .U. Desai	Sr. Administrative Officer
41.	Mr. Siddesh Katkar (T.Y.B.Com)	Student Representative

Leave of Absence was granted to the following member:

- 5) CA Mr. Ravindra Bambardekar-Expert on Quality Management & Alumni Representative
- 6) Mr. Vinay Petkar- Expert from industry

The Meeting was chaired by the I/C Principal Dr. S.S.Mahajan

At the Outset of the meeting IQAC Coordinator Mr. B.T.Shirsath welcomed the Chairperson of the meeting, I/C Principal Dr. S.S.Mahajan and all the members of Internal Quality Assurance Cell of the College, then Coordinator briefed all the present members about the agenda of the meeting.

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

Agenda Item 1: To review and confirm the minutes of the last meeting

The IQAC coordinator read minutes of earlier meetings and the minutes were reviewed and approved by the members.

Agenda Item 2: Students' Satisfaction survey &Feedback.

Resolution: Students' satisfaction survey & their feedback on curriculum and teachers to be obtained digitally through mobile application between 26th to 28th February, 2020.

Proposed by: Mr. B.T. Shirsath

Seconded by: Mr. K.P.Phalak

Agenda Item 3: Alumni & Employers' feedback on curriculum

Resolution: Alumni & Employers' feedback on curriculum to be obtained on the curriculum of all academic programs through Heads/Co-ordinator of the departments.

Proposed by: Dr. B.T.Mukherjee

Seconded by: I/C Principal Dr. S.S.Mahajan

Agenda Item 4: Perspective Plan of IQAC Post Autonomy

Resolution: Perspective plan of IQAC post autonomy to be prepared on the basis of SWOC analysis.

Proposed by: I/C Principal Dr. S.S.Mahajan

Seconded by: Mr. B.T.Shirsath

Agenda Item 5: Finalization and submission of AQAR.

Resolution: AQAR for the year 2018-19 was approved by all the members of IQAC and decided to upload on the NAAC portal in the first week of March, 2020.

Proposed by: Mr. G.B.Sangle

Seconded by: Mr. D.T.Pagare

Besides above points no other relevant issues were discussed.

The vote of thanks was proposed by the coordinator.

Sd/-

IQAC

Coordinator

B.T.Shirsath

Sd/-

I/C PRINCIPAL

Dr. S.S.Mahajan

Compliance Report

In order to implement the resolutions made in the IQAC meeting, which was held on 22nd February, 2020, following efforts were taken.

Sr.No.	Resolution	Action Taken/Compliance
1.	Students' satisfaction survey & their feedback on curriculum & teachers to be obtained digitally through mobile application between 26 th to 28 th February, 2020.	Students' satisfaction survey & their feedback on curriculum & teachers were obtained between 26 th to 28 th February, 2020, digitally through mobile application.
2.	Alumni & Employers' feedback on curriculum to be obtained on the curriculum of all academic programs through Heads/Co-ordinator of the departments.	Alumni & Employers' feedback on curriculum were obtained on the curriculum of all academic programs through Heads/Co-ordinator of the departments.
3.	Perspective plan of IQAC post autonomy to be prepared on the basis of SWOC analysis.	Perspective plan of IQAC post autonomy was prepared on the basis of SWOC analysis. .
4.	AQAR for the year 2018-19 was approved by all the members of IQAC and decided to upload on the NAAC portal in the first week of March, 2020.	AQAR for the year 2018-19 approved by all the members of IQAC, uploaded on the NAAC portal on 12 th March, 2020.

Sd/-

IQAC

Coordinator

B.T.Shirsath

Sd/-

I/C PRINCIPAL

Dr. S.S.Mahajan