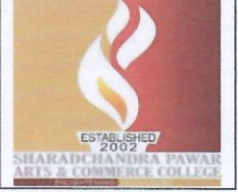




Shri Gajanan Maharaj Shikshan Prasarak Mandal's
Sharadchandra Pawar Arts and Commerce College
Alandi Devachi, (Dudulgaon), Pune-412105
(Affiliated to Savitribai Phule Pune University, Recognised by Govt. of Maharashtra)



IQAC MINUTES OF MEETING

Ref:SPACC/IQAC/2021-22/1

Date: 14/08/2021

Dear Sir/Madam,


This is to inform you that the first Meeting of the Internal Quality Assurance Cell (IQAC) of Sharadchandra Pawar Arts and Commerce College, Dudulgaon, Pune. is scheduled to be held on 17/08/2021 at 11.00 am in the boardroom.

Agenda of the Meeting:

- 1) To confirm and finalize the formation of IQAC in the college.
- 2) To formulate the objectives and discuss need, importance and functions of IQAC of the college.
- 3) To discuss the nature, procedure and new guidelines published by NAAC for affiliated colleges.
- 4) To allocate NAAC criterion to faculty members for record keeping and documentation purpose.
- 5) To conduct Green Audit, Energy Audit and Environment Audit.
- 6) To encourage MOU/collaborations for academic excellence
- 7) To organize Faculty Development Program (FDP) and State Level Seminar
- 8) To discuss any other matter with permission of chairperson
- 9) To propose vote of thanks

You are therefore requested to kindly make it convenient to attend the meeting.




Dr. Hansraj Thorat
Principal
PRINCIPAL
Sharadchandra Pawar Arts & Commerce College
Dudulgaon (Alandi), Pune



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MINUTES OF MEETING OF 1st IQAC MEETING HELD ON 17-08-2021 (TUESDAY)
AT 11.00AM

The first meeting of the Internal Quality Assurance Cell (IQAC) of Sharadchandra Pawar Arts and Commerce College, Dudulgaon, Pune was held on 17/08/2021 at 11.00 am in the boardroom.

Following members were present for the meeting

- 1) Dr. Hansraj Thorat
- 2) Mr. Mayur Murlidhar Dhamale
- 3) Dr. Chhaya Joshi
- 4) Mrs. Prerana Patil
- 5) Mr. Dilip Bari
- 6) Mr. Sanjiv Kamble
- 7) Prof. Dipali Sonawane
- 8) Mr. Manik Kasab
- 9) Mr. Vishvanath Vyavahare
- 10) Mr. Pravin Bhave
- 11) Mrs. Varsha Tajane
- 12) Mr. Sanjay Vitkare
- 13) Ms. Dnyaneshwar Varute

The following member was absent with the permission of chair.

- 1) Mr. Shrihari Tapkir



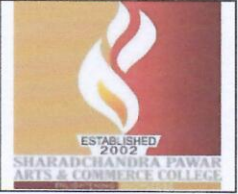
H. Thorat

PRINCIPAL

Sharadchandra Pawar Arts & Commerce College
Dudulgaon (Alandi), Pune



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Subject No.1: To confirm and finalise the formation of IQAC in the college.

The meeting was started with the speech of principal and welcome of present members. He explained the need, importance and role of Internal Quality Assurance Cell (IQAC) .He proposed the formation of IQAC with 13 members. The composition of IQAC is given below.

Sr.No.	Designation	Number	Name of Member
1	Chairperson- Head of the college	1	Dr. Hansraj Thorat Principal
2	Administrative Officers	2	1) Mr. Pravin Bhawe 2) Mrs. Varsha Tajane
3	Teacher Representatives	5	1) Prof. Prerana Patil 2) Prof. Dilip Bari 3) Prof. Sanjiv Kamble 4) Prof. Dipali Sonawane 5) Prof. Manik Kasab 6) Prof. Vishvanath Vyavahare
4	Management Representative	1	Hon. Mr. Mayur Murlidhar Dhamale Director, SPACC
5	Alumni Representative	1	Mr. Shrihari Tapkir
6	Employee/Industrialist Representative	1	Mr. Sanjay Vitkare
7	Employee/Industrialist Representative	1	Ms. Dnyaneshwar Varute
8	IQAC Coordinator	1	Dr. Chhaya Joshi Assistant Professor
	Total Members	14	

Resolution: It was resolved that IQAC at Sharadchandra Pawar Arts and Commerce College to be formed with 14 members.



H. Thorat
PRINCIPAL
Sharadchandra Pawar Arts & Commerce College
Dudulgaon (Alandi), Pune



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Subject No.2: To formulate the objectives and discuss need, importance and functions of IQAC of the college

The establishment of the IQAC is the first step of quality enhancement initiatives. The cell through its activities will inculcate the quality culture in the college. Principal Dr. Hansraj Thorat highlighted the purpose behind formation of IQAC. He proposed that Dr. Chhaya Joshi shall act as IQAC coordinator. Further he shared vision, mission, objectives, functions and quality policy of IQAC with all the members. All members contributed ideas and gave suggestions for conduct various activities under IQAC for bringing improvement in academic and administrative procedures of the college.

Resolution: It was resolved that objectives and functions of IQAC were approved and finalized.

Subject No.3: To discuss the nature, procedure and new guidelines published by NAAC for affiliated colleges

Principal Dr. Hansraj Thorat discussed about new DTE circular regarding Mandatory NAAC accreditation process for all HEIs. He also discussed guidelines, process of accreditation, criterion for accreditation, sub criterion, weightage, qualitative metrics and quantitative metrics and fee structure regarding NAAC with all members of IQAC.

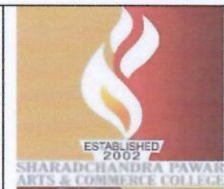
Resolution: It was resolved that the college will apply for accreditation during A.Y.2022-23. All members agreed for the same.



Hansraj Thorat
PRINCIPAL



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Subject No.4: To allocate NAAC criterion to faculty members for record keeping and documentation purpose

Looking at the vast scope of the criterion, the documentation and record keeping of all chapters were distributed among all faculty members. Dr. Chhaya Joshi–Coordinator IQAC discussed the strategy of record keeping. The distribution of work is given below.

Criteria No.	Criteria Name	Name of Faculty	Marks
1	Criterion I - Curricular Aspects	Prof. Dr.Raju Shiraskar	100
2	Criterion II - Teaching-Learning and Evaluation	Prof. Sanjiv Kamble	350
3	Criterion III - Research, Consultancy and Extension	Prof. Parmeshwar Bhatashe	120
4	Criterion IV - Infrastructure and Learning Resources	Prof. Kailas Astarkar	100
5	Criterion V - Student Support and Progression	Prof. Prerana Patil	130
6	Criterion VI - Governance, Leadership and Management	Dr. Chhaya Joshi	100
7	Criterion VII - Innovations and Best Practices	Prof. Dilip Bari	100
Overall Total Marks			1000

Resolution: It was resolved that all faculty members will do the record keeping as per allocated NAAC criteria.

Subject No.5: To conduct Green Audit, Energy Audit and Environment Audit.

To create awareness among the students about cleanliness, green and healthy atmosphere, zero plastic use and save the electricity Mr. Dilip Bari presented the proposal of green audit, energy audit and environment audit in front of the committee members.

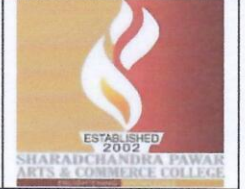
Resolution: Committee members discussed and approved the proposals of all the audits.



H. B. Joshi
PRINCIPAL



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Subject No.6 : To Encourage MoU/collaborations for academic excellence

To foster Entrepreneurship spirit among students and to achieve academic excellence and for inculcating the sense of social responsibility among students. Dr. Chhaya Joshi proposed to have more MOUs with NGO, Corporates and government organizations.

Resolution: It was resolved that MOUs to be signed with academic colleges and industries.

Subject No 7: To organise Faculty Development programme and state level seminar

To update the knowledge of faculty it was proposed to organize Faculty development program on Innovative teaching approaches. It was also proposed to organize state level seminar under Quality Improvement Program (QIP) of Savitribai Phule Pune University.

Resolution: It was decided to organize state level seminar in the month of March 2022. All members agreed to organize FDP and state level seminar.

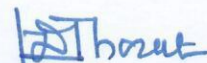
Subject No.8: To discuss any other matter with permission of principal

No points were raised

Subject No.9: To propose vote of thanks


Dr. Chhaya Joshi proposed vote of thanks to all members present for the meeting.


Dr. Chhaya Joshi
Coordinator-IQAC


Dr. Hansraj Thorat
Chairman-IQAC

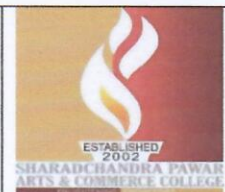
N.B. Minutes of Meeting of 1st IQAC are conveyed to all committee members and also displayed on college website.




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Action Taken Report of 1st IQAC Meeting Held on 17/08/2021

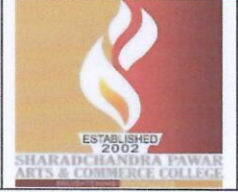
Subject No.	Subject Name	Action Taken
1	To confirm and finalize the formation of IQAC in the college.	IQAC was formed in the college and composition was displayed on the college website. Prof. Dr. Chhaya Joshi was appointed as a IQAC coordinator
2	To formulate the objectives and share purpose of formation of IQAC will all members of IQAC	Vision, mission, objectives of IQAC are conveyed to all stakeholders and also displayed on college website.
3	To discuss the nature, procedure and new guidelines published by NAAC for affiliated colleges	The college registered for NAAC and IQA submitted on 31 st March 2022.
4	To allocate NAAC criterion to faculty members for record keeping and documentation purpose	Faculty members were allocated the NAAC Criteria for record keeping and documentation purpose
5	To conduct Green Audit, Energy Audit and Environment Audit.	Green Audit, Energy Audit and Environment Audit conducted and certificate received from Engress Services.
6	To Encourage MoU/collaborations for academic excellence	MoUs were signed with Educational College and Industries. Gramonnti Mandal's Arts, Commerce & Science Narayangaon, Taluka, Junnar, Dist, Pune CGIT Pune Sysinsight Solution.Ple Magic bus India Foundation Genius Fitness Academy Alandi, Pune Chawadi Training and Consultancy Pvt. Ltd.Ahmednagar Vipra Skill



Principal
PRINCIPAL



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7	To organize Faculty Development Program and State Level Seminar	<ul style="list-style-type: none">FDP was organized on the topic "How to Improve API" on 17/09/2021National level Webinar was organized on Improve Your English on 27th April 2022.
8	To discuss any other matter with permission of chairperson	There was no matter to discuss
9	To propose vote of thanks	IQAC Coordinator proposed vote of thanks

Dr. Chhaya Joshi
Coordinator-IQAC

Dr. Hansraj Thorat
Chairman-IQAC


PRINCIPAL



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Attendance for the IQAC meeting held on 17/08/2021

Sr. No.	Name of Member	Signature
1	Dr. Hansraj Thorat	
2	Mr. Mayur Murlidhar Dhamale	
3	Dr. Chhaya Joshi	
4	Mrs. Prerana Patil	
5	Mr. Dilip Bari	
6	Mr. Sanjiv Kamble	
7	Prof. Dipali Sonawane	
8	Mr. Manik Kasab	
9	Mr. Vishvanath Vyavahare	
10	Mr. Pravin Bhawe	
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12	Mr. Shrihari Tapkir	
13	Mr. Sanjay Vitkare	
14	Ms. Dnyaneshwar Varute	



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