

Night College of Arts & Commerce

INTERNAL QUALITY ASSURANCE CELL



Date – 01/07/2017

All members of IQAC are requested to remain present for the meeting on 08/07/2017 at 4 pm in Night College of Arts and Commerce, Kolhapur

Members of IQAC

Sr.No.	Name of the Member		Signature
1	Prin. Dr.S.B.Patil	Chairman	
2	Mrs.Rajanitai Magdum	Management Representative	
3	Shri.Prasad K.Kamat	Stakeholder, Council of Education	
4	Adv. V . N. Patil	Stakeholder, Council of Education	
5	Prof.Dr. S.J.Farakate	Faculty	
6	Prof. Mrs. A A Gawade	Faculty	
7	Prof. Dr. A K Shinde	Faculty	
8	Shri.Ajit Patil	Office Supritendent	
9	Shri Asif Waghwale	Junior Clerk	
10	Paresh Naikawadi	Alumni representative	
11	Miss puja Bhosale	Student representative	
12	Prof. Abhijeet Kamble	Co-ordinator	

Night College of Arts & Commerce

INTERNAL QUALITY ASSURANCE CELL



Academic Year 2017-18

The Agenda for 1st Meeting of IQAC

The following agenda-topics shall be discussed in the 1st Meeting of IQAC that has been scheduled to be held on 08-07-2017 at 04.00pm in the NAAC room.

AGENDA :-

1.	To confirm the minutes of the last meeting.
2	Organizing lecture under lead college activities
3.	To start short term courses.
4.	Preparing academic calendar , committees, teaching plans etc.
5.	To arrange activities for social extension and gender equity activity
6	Mentor scheme and Slow and advance learners student list
7	To organize study tours
8	To arrange activities for research awareness among students
9	Any other topic with the permission of Chair.

Night College of Arts & Commerce

INTERNAL QUALITY ASSURANCE CELL



PROCEEDINGS OF THE MEETING OF THE IQAC COMMITTEE MEETING HELD ON
08.07.2017 AT 4.00 P.M.

A Meeting of the Internal Quality Assurance Cell Committee was held on 08.07.2017 at 4.00 p.m. under the Chairmanship of Prin. Dr.S .B.Patil. The following members were present :

Sr.No.	Name of the Member		Signature
1	Prin. Dr.S.B.Patil	Chairman	
2	Mrs.Rajanitai Magdum	Management Representative	MRS. R.V. Magdum
3	Shri.Prasad K.Kamat	Stakeholder, Council of Education	
4	Adv. V . N. Patil	Stakeholder, Council of Education	
5	Prof.Dr. S.J.Farakate	Faculty	
6	Prof. Mrs. A A Gawade	Faculty	
7	Prof. Dr. A K Shinde	Faculty	
8	Shri.Ajit Patil	Office Supritendent	
9	Shri Asif Waghware	Junior Clerk	
10	Paresh Naikawadi	Alumni representative	
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12	Prof. Abhijeet Kamble	Co-ordinator	

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The agenda topics were taken up for the deliberations with the permission of the Chair.

- Topic No. 1 : To confirm the minutes of the last meeting.**
Resolution : Resolved to confirm the minutes of the last meeting.
Proposed by : Prof. A.A.Gawade
Secunder : Shri Asif Waghwale
The resolution is passed unanimously
- Topic No.2 : Organizing lecture under lead college activities**
Resolution : For above purpose it is resolved that to arrange lectures under lead college activities by involving the students and teachers from various colleges coming under lead college cluster.
The resolution is passed unanimously
Proposed by : Prof. A.A.Kamble
Secunder : Prof.Dr. S.J.Farakate
- Topic No.3 : To start short term courses.**
Resolution : It is resolved that to start short term courses to develop recent knowledge and to provide job opportunity.
Proposed by: Mrs.Rajanitai Magdum
Secunder : Dr. A K Shinde
The resolution is passed unanimously
- Topic No.4 : Preparing academic calendar, committees, teaching plans etc.**
Resolution : It is resolved that to prepare various committees regarding admission, examination etc. It is also decided that teachers should prepare teaching plans for each subject. IQAC coordinator will prepare academic calendar with the help of all heads of department
Proposed by: Adv. V N Patil
Secunder : Prof.Dr. S.J.Farakate
The resolution is passed unanimously

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Topic No. 5
Resolution

To arrange activities for social extension and gender equity activity

It is resolved that Women cell and NSS will organize the activities for social extension and gender activity. Seminars and lectures should be arranged for the gender equality awareness among students.

Proposed by : Prof. A.A.Kamble

Seconder : Shri Paresh Naikawadi

The resolution is passed unanimously

Topic No. 6
Resolution

Mentor scheme and Slow and advance learners student list

It is resolved that every teacher should prepare result analysis. And also prepare the list of slow and advance learners from the result analysis. IQAC coordinator will prepare the list of students under mentor scheme.

Proposed by : Shri Ajit Patl

Seconder : Miss Puja Bhosale

The resolution is passed unanimously

Topic No. 7
Resolution

To organize study tours

It is resolved that study tours will arrange by every departments. Head of the department should submit the proposals to the principal regarding study tours.

Proposed by : Prof. A.A.Gawade

Seconder : Dr A K Shinde

The resolution is passed unanimously

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Topic No. 8

Resolution

To arrange activities for research awareness among students

It is resolved that teachers should arrange activities for research awareness among students. It includes seminars on research, preparation of project reports etc.

Proposed by : Prof. A.A.Kamble

Seconder : Prof S J Farakte

The resolution is passed unanimously

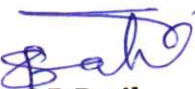
Topic No. 9

Resolution

Any other issues with the permission of the chair


There is no any issue under discussion, So meeting is concluded.

Meeting concluded with thanks to Chair .


Prin. Dr. S.B.Patil
(Chairman, IQAC)

PRINCIPAL
NIGHT COLLEGE OF ARTS & COMMERCE,
KOLHAPUR.




Prof. Abhijeet Kamble
(IQAC - Co-ordinator)
IQAC Co-ordinator
Night College of Arts & Commerce,
Kolhapur

Night College of Arts & Commerce

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Action Taken Report

Date of Meeting - 08/07/2017

Sr. No.	Agenda item	Action Taken
1	Organizing lecture under lead college activities	All the department head prepared the proposal of lead college activity and submitted it to the lead college coordinator. Geography department organized lead college seminar on 21 September 2017.
2	To start Short term courses	Short term course on Modi lipi course by Marathi department is sanctioned. It will start in the in the month of January.
3	Preparing Academic calendar, teaching plans etc	All the teachers prepared their future annual activities and submitted to IQAC Coordinator for preparation of academic calendar. Teaching plans prepared by all the faculty members and submitted to principal.
4	To arrange activities for social extension and gender equity activity	Sociology department distribute the fruites and essentials to blind children in Dyan Prabhodhini snstha on 7 august 2017. NSS students actively participated in social extension activities like statue cleaning , street cleaning, waste collection etc. Seminar on women skill development is organized.
5	Mentor scheme and Slow and advance learners student list	Mentor scheme is explained by principal to every teacher. IQAC Coordinator distribute the students among teachers for this mentor scheme. From previous year's results list of slow and advance learners student list is prepared by all the teachers.
6	To organize study tours	Psychology department organized the study tour at Raj polly house, herle. English department organized study tour at Ratnagiri. History department visited Town hall museum.

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7	To arrange activities for research awareness among students	English department organizes lecture on research methodology. Prin. Dr. S Y Hongekar delivers the lecture to the students. Environment department gives the valuable guidance to the students for preparing project reports.
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Prof. Abhijeet Kamble

(IQAC - Co-ordinator)

IQAC Co-ordinator
Night College of Arts & Commerce,
Kolhapur



Prin. Dr. S B Patil

(Chairman, IQAC)

PRINCIPAL
NIGHT COLLEGE OF ARTS & COMMERCE,
KOLHAPUR.

Night College of Arts & Commerce

INTERNAL QUALITY ASSURANCE CELL



Date – 10/04/2018

All members of IQAC are requested to remain present for the meeting on 20/4/2018 at 4 pm in Night College of Arts and Commerce, Kolhapur

Members of IQAC

Sr.No.	Name of the Member		Signature
1	Prin. Dr.S.B.Patil	Chairman	
2	Mrs.Rajanitai Magdum	Management Representative	Mrs. R.V. Magdum
3	Shri.Prasad K.Kamat	Stakeholder, Council of Education	
4	Adv. V . N. Patil	Stakeholder, Council of Education	
5	Prof.Dr. S.J.Farakate	Faculty	
6	Prof. Mrs. A A Gawade	Faculty	
7	Prof. Dr. A K Shinde	Faculty	
8	Shri.Ajit Patil	Office Supritendent	
9	Shri Asif Waghware	Junior Clerk	
10	Paresh Naikawadi	Alumni representative	
11	Miss puja Bhosale	Student representative	
12	Prof. Abhijeet Kamble	Co-ordinator	

Night College of Arts & Commerce

INTERNAL QUALITY ASSURANCE CELL



Academic Year 2017-18

The Agenda for Meeting of IQAC

The following agenda-topics shall be discussed in the Meeting of IQAC that has been scheduled to be held on 20-04-2018 at 05.00 pm in the office of the Council of Education, Kolhapur.

AGENDA :-

1. To confirm the minutes of the last meeting.
2. To review the achievements of the institution for the academic year 2017-18
3. To review various activities of the departments.
4. To consider the Preparation of AQAR for the academic year 2017-18
5. To consider the admission process for the academic year 2018-19
6. To consider the Plan for next year.
7. Any other item with the permission of Chair

Night College of Arts & Commerce

INTERNAL QUALITY ASSURANCE CELL



PROCEEDINGS OF THE MEETING OF THE IQAC COMMITTEE MEETING HELD ON
20.04.2018 AT 4.00 P.M.

A Meeting of the Internal Quality Assurance Cell Committee was held on 20.04.2018 at 5.00 p.m. under the Chairmanship of Prin. Dr.S .B.Patil. The following members were present :

Sr.No.	Name of the Member		Signature
1	Prin. Dr.S.B.Patil	Chairman	
2	Mrs.Rajanitai Magdum	Management Representative	MRS. R.V. Magdum.
3	Shri.Prasad K.Kamat	Stakeholder, Council of Education	
4	Adv. V . N. Patil	Stakeholder, Council of Education	
5	Prof.Dr. S.J.Farakate	Faculty	
6	Prof. Mrs. A A Gawade	Faculty	
7	Prof. Dr. A K Shinde	Faculty	
8	Shri.Ajit Patil	Office Supritendent	
9	Shri Asif Waghware	Junior Clerk	
10	Paresh Naikawadi	Alumni representative	PNaikawade
11	Miss puja Bhosale	Student representative	
12	Prof. Abhijeet Kamble	Co-ordinator	

Night College of Arts & Commerce

INTERNAL QUALITY ASSURANCE CELL



The agenda topics were taken up for the deliberations with the permission of the Chair.

Topic No. 1 : To confirm the minutes of the last meeting.

Resolution : Resolved to confirm the minutes of the last meeting.

Proposed by : Prof. A.A.Gawade

Secunder : Prof Abhijeet Kamble

Topic No. 2 : To review the achievements of the institution for the academic year 2017-18 .

Resolution : Resolved to take the review of the achievements of the institution as per the action plan and keep it the same in near future. In basketball and cricket our college won inter-zonal championship.

Proposed by: Sou. Rajanatai Magdum

Secunder : Prof.Dr. S. J. Farakte

Topic No. 3 : To review various activities of the departments.

Resolution : For the above propose, it is resolved that :-

To hold the meeting with faculty to take the review of the programmes undertaken by various departments in the academic year.

Proposed by: Prof.Dr. S. J. Farakte

Secunder : Shri Asif Waghwale

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Topic No.4 : To consider the Preparation of AQAR for the academic year 2017-18

Resolution To prepare the AQAR i.e. Annual Quality Assurance Report - It is resolved that to take meeting with all faculty members and non-teaching staffs in this regard and to get prepared the AQAR.

Proposed by : Dr. S. B. Patil
Seconder : Dr. A. K. Shinde

Topic No. 5 To consider the admission process for the academic year 2018-19

Resolution It is resolved to give advertisement of Admission process in newspapers to aware the people that they can learn while earn.

Proposed by : Shri Ajit Patil
Seconder : Prof Mrs A A Gawade

Topic No. 6 Plan for next year.

Resolution It is resolved to make the plan for next year i.e.

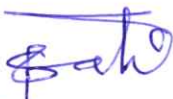
- To maintain the sports performance.
- To take State or National level seminar.
- To start short term courses

Proposed by: Prof.A .K. Shinde
Seconder: : Shri Ajit Patil.


Topic No. 7 Any other issues with the permission of the chair.

Resolution There is no any issue under discussion, So meeting is concluded.
Meeting concluded with thanks to Chair.




Prin. Dr. S B Patil
(Chairman, IQAC)

PRINCIPAL
NIGHT COLLEGE OF ARTS & COMMERCE,
KOLHAPUR.


Prof. Abhijeet Kamble
(IQAC - Co-ordinator)

IQAC Co-ordinator
Night College of Arts & Commerce,
Kolhapur

Night College of Arts & Commerce


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Action Taken Report


Date of Meeting - 20/04/2018

Sr. No.	Agenda item	Action Taken
1	To review various activities of the departments	Every head of the department prepared the annual report of the activities taken and submitted to the principal.
2	To consider the Preparation of AQAR for the academic year 2017-18	List of All the activities and programmes conducted during year is prepared with the help of concerned departments and committees. IQAC coordinator starts the process of filing AQAR.
3	To consider the admission process for the academic year 2018-19	Necessary arrangements should be made for admission. Admission committee is formed.


Prof. Abhijeet Kamble
(IQAC - Co-ordinator)

IQAC Co-ordinator
Night College of Arts & Commerce,
Kolhapur




Prin. Dr. S B Patil
(Chairman, IQAC)

PRINCIPAL
NIGHT COLLEGE OF ARTS & COMMERCE,
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