



## IQAC Core Committee Meetings

Friday, 05/06/2020 at 1.00 p.m.

The meeting of IQAC committee members is being held on Friday, 05/06/2020 at 1.00 p.m. in the IQAC office.

### Agenda of meeting:

- 1) Confirmation of the minutes of the previous meeting
- 2) Preparation of AQAR of 2019-20
- 3) Starting of new courses (B. Voc.- Agricultural Business Management, M. Voc.- Food Processing, Mass Communication
- 4) Foreign Language Courses
- 5) To get membership of Google Suite, Zoom etc.
- 6) To organize International/ National Level Online Seminars/ Workshops
- 7) Celebration of Yoga Day
- 8) Preparation of Softcopy of Academic Diary for next academic year 2020-21.
- 9) To decide the format for Self-Appraisal Form.
- 10) Preparation of Handbook for mentorship
- 11) Planning of Activities for next academic year 2020-21.
- 12) Planning of Activities under Paramarsh Scheme
- 13) Planning of Academic Calendar
- 14) Any other points for discussion with the permission of coordinator.

**IQAC COORDINATOR**

**Coordinator**

Internal Quality Assurance Cell  
Tuljaram Chaturchand College of  
Arts, Science and Commerce,  
Baramati (Pune)-413102

**PRINCIPAL**

**Principal**

Tuljaram Chaturchand College  
Baramati

Anekant Education Society's  
**Tuljaram Chaturchand College**  
of Arts, Science & Commerce, Baramati

**Internal Quality Assurance Cell [IQAC]  
Committee 2020-21**

	Name	Designation	Signature
1)	Prin. Dr. Chandrashekhar V. Murumkar	Chairman	
2)	Dr. Yogini R. Mulay	Coordinator	
3)	Mr. Milind R. Shah (Wagholikar)	Management Representative	
4)	Mr. Vikas S. Shah (Lengrekar)	Management Representative	
5)	Mr. Karan Shah (Wagholikar)	Industrialist	
6)	Mr. Prashant Raut	Industrialist	
7)	Dr. Ashok B. Tambe	Community Representative	
8)	Mr. Dilip R. Shinde	Community Representative	
9)	Mr. Abhinandan B. Shah	Administrative Officer	
10)	Dr. Avinash S. Jagtap	Member	
11)	Dr. Ajit B. Telave	Member	
12)	Dr. Sachin N. Gadekar	Member	
13)	Dr. Jagdish D. Deshpande	Member	
14)	Dr. Ashok Kalange	Member	
15)	Dr. Bhagwan S. Mali	Member	
16)	Dr. Chandrakant Kamble	Member	
17)	Mr. Upendra Chaudhari	Member	
18)	Smt. Payal Agam	Student Representative	

  
IQAC COORDINATOR

**Coordinator**  
Internal Quality Assurance Cell  
Tuljaram Chaturchand College of  
Arts, Science and Commerce,  
Baramati (Pune)-413102

  
PRINCIPAL

**Principal**  
Tuljaram Chaturchand College  
Baramati

## Minutes of meeting:

1. Confirmation of the minutes of the previous meeting.

**Resolution:** Read and Confirmed by Dr. Ramchandra Sapkal and all the members approved the same.

2. **Preparation of AQAR of 2018-19**

**Dr. Y. R. Mulay briefed about AQAR Preparation.**

**Resolution:** Dr. Y. R. Mulay delivered information regarding online AQAR for the year 2018-19. Due to COVID-19 the date is extended to 30<sup>th</sup> Oct. 2020 accordingly instructions were given to all criteria coordinators to fillup the AQAR as early as possible.

3. Starting of new courses (B. Voc.- Agricultural Business Management, M. Voc.- Food Processing, Mass Communication.

Hon. Mr. Milind Shaha Waghlikar informed about the starting of new courses.

**Resolution:** Dr. Ajit Telave given Information regarding preparation of syllabus for new course to the members.

4. Foreign Language Courses

Dr. Ashok Kalange narrated starting of foreign language courses.

**Resolution:** The launch of foreign language programs was discussed.

5. To get membership of Google Suite, Zoom etc

Prof. U.D. Choudhari suggested to get membership of Google Suite, Zoom etc

**Resolution:** Prof. U.D. Choudhari addressed the modern-day needs of communication, collaboration, and productivity in both remote and traditional work environments getting membership of zoom and google meet.

6. To organize International/ National Level Online Seminars/ Workshops

Dr. Avinash Jagtap Delivered information about organization of International/ National Level Online Seminars/ Workshops by various departments.

**Resolution:** To coordinate and host International and National Level Online Seminars and Workshops as briefed by Dr. Avinash Jagtap across relevant departments.

Celebration of Yoga Day

7. Dr. Chandrakant Kamble put the idea regarding Celebration of Yoga Day.

**Resolution:** Dr. Chandrakant Kamble's recommended to host a celebration on Yoga Day into action.

8. Preparation of Softcopy of Academic Diary for next academic year 2020-21.

Dr. Y. R. Mulay put the idea regarding preparation of softcopy of academic diary.

Preparation of Softcopy of Academic Diary for next academic year 2020-21.

**Resolution:** Dr. Y. R. Mulay's proposed implementation of digital version of the academic diary for the upcoming academic year 2020-21.

9. To decide the format for self-Appraisal Form.

Dr. Y. R. Mulay put the idea that institute must have performance Appraisal system.

**Resolution:** Formulate a structured format for the self-appraisal form within the institute.

10. Preparation of Handbook for mentorship

Dr. Sushil Deshmukh proposed that the establishment of a mentorship handbook was necessary.

**Resolution:** Creation of a book for mentorship within the organization was discussed

11. Planning of Activities for next academic year 2020-21.

Dr.A.S.Jagtap delivered information about planning of activities for upcoming year.

**Resolution:**Dr. A.S. Jagtap advised to create a solid schedule of events for the upcoming academic year 2020–2021.

#### 12. Planning of Activities under Paramarsh Scheme

Dr.Ajit Telave narrated utilization of fund under Paramarsh Scheme by planning different activities.

**Resolution:**Dr. Ajit Telave's advice and allocate monies under the Paramarsh Scheme strategically to design various initiatives that would maximize resource usage while fostering institutional development.

#### 13. Planning of Academic Calendar

Dr.Y.R.Mulay delivered information about Academic Calendar

**Resolution:**Under Dr. Y.R. Mulay's guidance, devise a comprehensive academic calendar in order to plan and coordinate the learning activities for the upcoming period.

#### 14. Any other points for discussion with the permission of coordinator.

Dr.Ajit Telave suggested to use RUSA developed software for collection of data.

**Resolution:**With the coordinator's approval, integrate Dr. Ajit Telave's proposal to implement RUSA-developed software for efficient data collection.

The meeting ended with thanks to the chair.



**IQAC COORDINATOR**

**Coordinator**  
Internal Quality Assurance Cell  
Tuljaram Chaturchand College of  
Arts, Science and Commerce,  
Baramati (Pune)-413102



**PRINCIPAL**

**Principal**  
Tuljaram Chaturchand College  
Baramati

**Action Taken Report:**

1. Confirmed minutes of the previous meeting as read and approved by Dr. Ramchandra Sapkal and all members.
2. Dr. Y.R. Mulay briefed about the online AQAR for 2018-19, extending the deadline to October 30, 2020, with instructions to criteria coordinators for prompt completion.
3. Dr. Ajit Telave informed members about the preparation of syllabi for new courses.
4. Dr. Shashank Mane discussed the launch of foreign language programs.
5. Prof. U.D. Choudhari's suggestion for membership of Google Suite, Zoom, etc., was implemented to enhance communication and productivity.
6. Dr. Avinash Jagtap's plan for International/National Level Online Seminars/Workshops was adopted, to be organized across departments.
7. Dr. Chandrakant Kamble's recommendation for celebrating Yoga Day was acknowledged and actioned.
8. Dr. Y.R. Mulay's proposal for a digital version of the academic diary for 2020-21 was approved for implementation.
9. A structured format for the self-appraisal form was formulated, as suggested by Dr. Y.R. Mulay.
10. The proposal for a mentorship handbook was acknowledged, and creation commenced.
11. Dr. A.S. Jagtap's advice on planning activities for the next academic year 2020-2021 was taken into account, and a solid schedule was created.
12. Dr. Ajit Telave's guidance on utilizing funds under the Paramarsh Scheme for various activities was followed to maximize resource utilization and foster institutional development.
13. Dr. Y.R. Mulay's guidance on planning the academic calendar was implemented to coordinate learning activities effectively.
14. Dr. Ajit Telave's suggestion to use RUSA-developed software for data collection was approved and integrated into the system.

  
**IQAC COORDINATOR**

**Coordinator**  
Internal Quality Assurance Cell  
Tuljaram Chaturchand College of  
Arts, Science and Commerce,  
Baramati (Pune)-413102

  
**PRINCIPAL**

**Principal**  
Tuljaram Chaturchand College  
Baramati