

IQAC CORE COMMITTEE MEETING

The meeting of IQAC committee members is being held on **Saturday, 05/08/2023 at 04.00 p.m.** in the Seminar Hall.

Agenda of meeting

- 1) Confirmation of the minutes of the previous meeting.
- 2) Metric wise formation of SOP
- 3) Website upgradation
- 4) Plan of academic year 2023-24
- 5) Submission of proposal under PM USHA scheme.
- 6) Criteria wise collection of data for academic year 2022-23
- 7) Planning of Internal Academic Audit
- 8) Implementation of NEP 2020
- 9) Introduction of SWAYAM – MOOC courses
- 10) To establish Academic industrial linkages
- 11) Formation of student redressal committee as per UGC guidelines
- 12) Hand Book / HR Policies
- 13) Any other point for discussion with the permission of coordinator.

All members are requested to attend the meeting.



Prof. Dr. Yogini Mulay
Coordinator

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

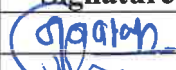









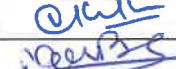







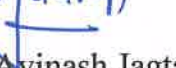
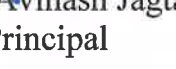


Prof. Dr. Avinash Jagtap
Principal

Principal
Tuljaram Chaturchand College
Baramati

Anekant Education Society's
TuljaramChaturchand College
of Arts, Science & Commerce, Baramati

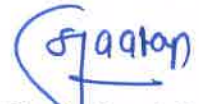
**Internal Quality Assurance Cell [IQAC]
Committee 2023-24**

	Name	Designation	Signature
1)	Prin. Dr. Avinash Jagtap	Chairman	
2)	Prof. Dr. Yogini Mulay	Coordinator	
3)	Prof. Dr. Sachin Gadekar	Joint Coordinator	
4)	Dr. Arun Magar	Asst. Coordinator	
5)	Mr. Milind Shah (Wagholikar)	Management Representative	
6)	Mr. Vikas Shah (Lengrekar)	Management Representative	
7)	Mr. Karan Shah (Wagholikar)	Industrialist	
8)	Mr. PrashantRaut	Industrialist	
9)	Dr. Ashok Tambe	Community Representative	
10)	Mr. Dilip Shinde	Community Representative	
11)	Mr. AbhinandanShah	Administrative Officer	
12)	Prof. Dr. Vikas Kakade	Member	
13)	Prof. Dr. Bhagwan Mali	Member	
14)	Mr. Sadashiv Puranik	Member	
15)	Dr. Sushil Deshmukh	Member	
16)	Dr. Vaishali Patil	Member	
17)	Dr. Sachin Kulkarni	Member	
18)	Dr. Yogesh Indulkar	Member	
19)	Dr. Upendra Choudhari	Member	
20)	Ms. Metkari Apeksha	Student Representative	



Prof. Dr. Yogini Mulay
Coordinator

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



Prof. Dr. Avinash Jagtap
Principal

Principal
Tuljaram Chaturchand College
Baramati

Minutes of the meeting

The meeting of the college IQAC committee was held on Thursday, 05th August, 2023 at 04.00 p.m. in the seminar hall. The issues discussed in the meeting and passed resolutions were as follows:

Dr. Arun Magar, Assistant Coordinator, IQAC welcomed the members of the committee and introduced the agenda of the meeting. The discussions and resolutions made in the meeting are as follows:

- 1) Confirmation of the minutes of the previous meeting.

Dr. Yogini Mulay, Coordinator, IQAC read the minutes of previous meeting held on 27th April 2023.

Resolution: Minutes were confirmed.

- 2) **Metric wise formation of SOP**

Dr. Yogini Mulay guided for preparation of **Metric wise SOP**

Resolution: It was decided to distribute 85 metrics among the faculty members and the responsibility for preparation of metric wise SOP was should respective faculty members.

- 3) **Website upgradation**

Dr. Upendra Choudhari suggested need to upgrade Website.

Resolution: It was decided to constitute a committee for website upgradation.

- 4) **Plan of academic year 2023-24:**

It was discussed to collect the data for the AQAR 2022-2023 upto 12th October 2023 and submit the AQAR upto 6th November 2023. Data collection for SSR should be completed by second week of December 2023.

Resolution: It was resolved to follow the academic plan of 2023-2024.

- 5) **Submission of Proposal under PM USHA scheme**

Prin. Dr. Avinash Jagtap informed to submit proposal under PM USHA.

Resolution: Prin. Dr. Avinash Jagtap decided to go for submission of proposal under PM USHA Scheme.

- 6) **Criteria wise collection of data for academic year 2022-23**

Prof. Dr. Yogini Mulay decided that the committee members have formulated SOP for proper organization of soft copies of all relevant documents.

Resolution: It was approved to organize a workshop on collection and organization of data.

7) Planning of Internal Academic Audit

Hon. Mr. Milind Shah Waghlikar briefed about Internal Academic Audit

Resolution: It was decided to conduct Internal Academic Audit after collection of data for academic year 2022-2023.

8) Implementation of NEP 2020

Prin. Dr. Avinash Jagtap guided for Implementation of NEP 2020

Resolution: It was decided to implement NEP-2020 as per the guidelines provided by the UGC, State Government, SPPU, Pune.

9) Introduction of SWAYAM-MOOC courses

Prof. Dr. Yogini Mulay narrated introduction of SWAYAM-MOOC courses

Resolution: It was approved to offer the MOOC courses of SWAYAM for selected programs.

10) To establish Academic industrial linkages

Dr. Arun Magar has guided on Academic Industrial Linkages as per the guidelines provided by the G. R. of Government of Maharashtra and R. D. Kulkarni's report on NEP-2020.

Resolution: Considered

11) Formation of Student Redressal Committee as per UGC guidelines.

Dr Arun Magar has given information on guidelines of UGC on Student Redressal Committee.

Resolution: Noted

12) Hand Book / HR Policies

Prin. Dr. Avinash Jagtap introduced concept of preparation of various Handbooks in order to have a comprehensive data and information on respective subject.

Resolution: It was decided to prepare all the handbooks by end of December 2023.

13) Any other Points:

- Prof. Vikas Kakade suggested that we should start preparing on early basis for time consuming components of NAAC e.g. Classroom renewal, College Infrastructure, Flex etc. Also, he said there should be some guidelines regarding grants for conducting Workshops.
- Dr. Sushil Deshmukh gave one suggestion that, we should make compulsory to each department that if they want to conduct any Workshop/Training Program, the concerned

department must obtain IQAC approval; otherwise, the college will not sanction the bill.

So that the data will be collected from time to time at IQAC.

The meeting was ended with the vote of thanks proposed by Dr. Sushil Deshmukh.



Prof. Dr. Yogini Mulay
Coordinator

Coordinator

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



Prof. Dr. Avinash Jagtap
Principal

Principal

Tuljaram Chaturchand College
Baramati

Action Taken Report:

- 1) The minutes of the previous meeting were confirmed and documented for reference and record-keeping.
- 2) SOPs were developed and organized based on specific metrics to streamline processes and ensure consistency in operations across different functions and departments.
- 3) Plans for website upgrading were initiated to enhance user experience, functionality, and content relevance. Necessary changes and improvements were identified and implemented to align with institutional objectives.
- 4) A comprehensive plan for the academic year 2023-24 was formulated, outlining key activities, events, and milestones. Academic and administrative schedules were prepared to ensure smooth functioning throughout the year.
- 5) A proposal was prepared and submitted under the PM USHA scheme.
- 6) Data collection for the academic year 2022-23 was conducted systematically, focusing on specific criteria outlined for evaluation and reporting purposes.
- 7) Decision made to conduct Internal Academic Audit after data collection for the academic year 2022-2023.
- 8) Measures were taken to implement the provisions of the National Education Policy (NEP) 2020.
- 9) SWAYAM – MOOC courses were introduced to provide students with access to quality online education resources.

10) Efforts were made to establish and strengthen linkages between the academia and industry sectors. Collaboration agreements, internships, and industry projects were initiated to enhance students' exposure to real-world applications and industry requirements.

11) A student redressal committee was formed in accordance with UGC guidelines to address grievances and concerns raised by students.

12) A handbook containing HR policies and guidelines was prepared to provide clarity and guidance to faculty and staff regarding various administrative and HR-related matters.

13) Initiatives started to prepare early for time-consuming NAAC components and establish guidelines for workshop grants. Compulsory IQAC approval for departmental workshops suggested by Dr. Sushil Deshmukh.



Prof. Dr. Yogini Mulay
Coordinator

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



Prof. Dr. Avinash Jagtap
Principal

Principal
Tuljaram Chaturchand College
Baramati