

Thursday, 03/09/2020 at 3.00 p.m. (Online)

The online meeting of IQAC committee members is being held on Thursday, 03/09/2020 at 3.00 p.m.

Agenda of meeting:

- 1) Confirmation of the minutes of the previous meeting
- 2) Review of AQAR of 2018-19
- 3) Implementation of RUSA software
- 4) Implementation of Digital Diary
- 5) Finalization & distribution of Mentor-Mentee Handbook.
- 6) Organization of workshop on "Course Outcome, Programme Outcome and its mapping"
- 7) 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
TuljaramChaturchand 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	


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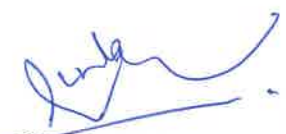
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Minutes of meeting

- 1) **Confirmation of the minutes of the previous meeting**
Dr.A.S.Jagtap Sir read the minutes of previous meeting
Resolution: Confirm the minutes of the previous meeting as read by Dr. A.S. Jagtap.
- 2) **Review of AQAR of 2018-19**
Dr.Y.R. Mulay took the review of AQAR Preparation.
Resolution: Review or AQAR or 2018-19 was taken. With reference to that findings were as follows and status or each criterion was noted.
- 3) **Implementation of RUSA software**
Dr.Y.R.Mulay briefed about the advantages of collection of data through RUSA Software.
Resolution: Appreciate Dr. Y.R. Mulay's suggestion to use RUSA software to collect data more efficiently.
- 4) **Implementation of Digital Diary**
Hon. Mr. Milind Shah Waghlikar put the idea of use of digital diary in spite of traditional method of recording day to day activities of faculty members.
Resolution: The proposal was adopted to use digital diaries, thus modernizing and streamlining the faculty's daily activity recording procedures.
- 5) **Finalization & distribution of Mentor-Mentee Handbook**
Dr.Avinash Jagtap took initiative and chalked out the strategy for distribution of mentor mentee handbook among the faculty members
Resolution: It was decided unanimously to implement Dr. Avinash Jagtap's strategy to finalize and distribute the Mentor-Mentee Handbook among faculty members, enhancing mentoring processes within the institution.
- 6) **Organization of workshop on "Course Outcome, Programme Outcome and its mapping"**
Dr.Y.R.Mulay talked about the need of workshop to enrich the faculty members with reference to Course Outcome, Programme Outcome and its mapping
Resolution: Under Dr. Y.R. Mulay's guidance, proceed with organizing a workshop aimed at enriching faculty members' understanding of Course Outcome, Programme Outcome, and their mapping, thereby fostering continuous academic enhancement.
- 7) **Any other points for discussion with the permission of coordinator**
Dr. Sachin Gadekar's requested the coordinator to strengthen the committee of academic calendar, in order to include comprehensive list of activities in the academic calendar.
Resolution: With the coordinator's approval, enhance the academic calendar committee as per the request to ensure the inclusion of a comprehensive list of activities.

The meeting ended with thanks to the chair.


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Action Taken Report:

1. The minutes of the previous meeting were reviewed and confirmed by all participants.
2. The AQAR of 2018-19 was thoroughly reviewed, analysing the institution's performance, achievements, and areas for improvement. Action plans were devised based on the review findings to address identified shortcomings.
3. The implementation of the RUSA (Rashtriya Uchchatar Shiksha Abhiyan) software was initiated to streamline administrative processes, manage student data, and facilitate compliance with regulatory requirements.
4. The implementation of a Digital Diary system was undertaken to provide students and faculty with a convenient platform for academic scheduling, communication, and task management. Training sessions were conducted to familiarize users with the new system.
5. The Mentor-Mentee Handbook was finalized, detailing guidelines, expectations, and responsibilities for mentors and mentees. Copies of the handbook were distributed to all faculty and students involved in the mentorship program.
6. A workshop on "Course Outcome, Programme Outcome, and its mapping" was organized, aiming to enhance faculty understanding and proficiency in aligning course objectives with program goals. Strategies for effective mapping were discussed, and faculty were encouraged to implement them in their teaching practices.
7. Dr. Sachin Gadekar's requested that the academic calendar committee be reinforced to make sure that all activities are included.



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