

The meeting of IQAC committee members is being held on Friday, 03/01/2020 at 4.00p.m. in the IQAC office.

**Agenda of meeting:**

- 1) Confirmation of the minutes of the previous meeting
- 2) Planning and Implementation of IQAC Seminar
- 3) Preparation and Implementation of AQAR 2018-19
- 4) Responsibility and distribution of criteria-wise questions to all faculty regarding next NAAC cycle.
- 5) Draft and signing of MoU with National level autonomous colleges.
- 6) Review of IQAC festival – 2019-20
- 7) Any other points for discuss with the permission of coordinator. All the members are requested to attend the meeting.

**IQAC Co-ordinator**

**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]**  
Core Committee 2019-20

	Name	Designation	Signature
1)	Prin. Dr. Chandrashekhar Murumkar	- Chairman	
2)	Dr. Avinash Jagtap	- Coordinator	
3)	Dr. Milind Gajbhiye	- Asst. Coordinator	
4)	Dr. Ramchandra Sapkal	- Asst. Coordinator	
5)	Mr. Milind Shah (Wagholikar)	- Management Representative	
6)	Mr. Vikas Shah (Lengrekar)	- Management Representative	
7)	Mr. Karan Shah (Wagholikar)	- Industrialist	
8)	Mr. Prashant Raut	- Industrialist	
9)	Dr. Ashok B. Tambe	Community Representative	
10)	Mr. Dilip R. Shinde	Community Representative	
11)	Mr. Abhinandan Shah	- Administrative officer	
12)	Dr. Jagdish Deshpande	- Member	
13)	Dr. Mrs. Yogini Muley	- Member	
14)	Dr. Bhagawan Mali	- Member	
15)	Dr. Ashok Kalange	- Member	
16)	Dr. Sachin Gadekar	-Member	
17)	Dr. Sushil Deshmukh	-Member	
18)	Dr. Arun Magar	-Member	
19)	Mr. Upendra Choudhari	- Member	
20)	Smt. Abhipsha Dash	- Student Representative	

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**Minutes of the meeting:**

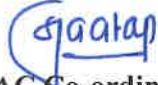
**IQAC meeting was held on 3rd January, 2020 at 4 p.m. in the IQAC department.**

1. Introduction and welcome by Dr. A.S. Jagtap (IQAC Chairman)  
Dr. MH Gajbhiye read the minutes of previous meeting.  
**Resolution:**Read and Confirmed by Dr. M.H.Gajbhiye and all the members approved the same.
2. **Planning of IQAC Seminar:**  
Dr. A.S. Jagtap briefed about planning of IQAC seminar.  
**Resolution:**Discussion was done concerning IQAC seminar to be organized on 14<sup>th</sup> and 15<sup>th</sup> February 2020. Dr. A.S. Jagtap delivered the information regarding this state level seminar, funds allocation, speakers invited etc. The brochure of this state level seminar was finalized and put in front of the members for the approval.
3. **Preparation and Implementation of AQAR 2018-19**  
Dr. A.S. Jagtap narrated preparation and implementation of AQAR.  
**Resolution:**Dr. A.S. Jagtap delivered information regarding online filling of AQAR for the year 2017-18 and 2018-19 and accordingly the instructions were given to the concerned criteria heads.
4. **Responsibility and distribution of criteria wise questions to all faculty regarding next NAAC cycle:**  
Dr. A.S.Jagtap informed that there should be responsibility and distribution of criteria wise questions to all faculty regarding next NAAC cycle  
**Resolution:**Distribution of responsibilities and questions among teachers in relation to NAAC questionnaire: According to old pattern there were 125 questions and now there are only 107 questions as per new guidelines. These questions should be answered considering the NAAC assessment period i.e., 2018-2019 to 2022-2019. Dr A.S. Jagtap decided that a meeting of the concerned teachers be conducted to pass on the information in relation to questionnaire and writing of answers.
5. **Drafting and signing of MOU with National level autonomous colleges:**  
Dr. A.S.Jagtap discussed about drafting and signing of MOU with National level autonomous colleges  
**Resolution:**Dr. A.S. Jagtap resolved that MOUs be signed with other institutes and colleges through IQAC for the future collaborations and progress. The selected colleges shall be from out of state of Maharashtra. Accordingly, a committee be constituted and dealt with the concerned affairs.
6. **Review of IQAC festival – 2019:**  
A review of IQAC festival was taken by Dr. B. S. Mali.  
**Resolution:**Dr.B. S.Mali, resolved that total 14 activities be conducted for the students during the festival. He suggested that there be only 10 selective activities and students and be given prizes and the preparation should start one month prior to the festival.
7. **Any other points for discussion with the permission of coordinator:**  
Dr. Yogini Mulay suggested to conduct Gender Sensitization programme by each department of the college and it be counted as one of the Best Practices of the college. This was in relation to Criteria 7.  
Awareness regarding Geo-Tagged photos were also discussed. As it is necessary to upload photographs of various activities of the college on NAAC portal with Geotag, the staff shall be made aware regarding the same.

Mr. U.D. Choudhari suggested regarding updating of college website. He said that uploading and removal of data from website should be done regularly and it should be done by concerned staff.

Mr. Deshmukh questioned regarding 'code of conduct' document of the college and Dr.A.S. Jagtap informed that the document was ready to upload and shall be done very soon.

The meeting ended with thanks to the chair.



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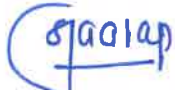


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**Action Taken Report:**

- 1) The minutes of the previous meeting were reviewed and confirmed by all members present.
- 2) A detailed plan for the IQAC Seminar was developed, including topics, speakers, and logistics. The seminar was successfully conducted with positive feedback from attendees.
- 3) The AQAR for 2018-19 was prepared meticulously, incorporating data and analysis from various departments. It was then submitted online as per NAAC guidelines.
- 4) Criteria-wise questions for the next NAAC cycle were distributed among faculty members, and responsibilities were assigned for thorough preparation and documentation.
- 5) A draft MoU was prepared, reviewed, and finalized with input from all stakeholders. Subsequently, it was signed by the concerned authorities, facilitating collaboration between institutions.
- 6) The IQAC festival held in 2019 was reviewed comprehensively, analysing its successes and areas for improvement. Feedback from participants was collected to inform future events.
- 7) Gender Sensitization programs implemented, Geo-Tagged photo awareness raised, and college website regularly updated by assigned staff.



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