



Navmaharashtra Shikshan Mandal Shevgaon's



**Late Abasaheb Kakade Arts College Bodhegaon**

**Internal Quality Assurance Cell**

**NOTICE**

**Date: 27/08/2020**

All the IQAC members are hereby informed that the IQAC's 1<sup>st</sup> meeting for the academic year 2020-21 is scheduled to be held on 30/08/2020 at 2.00 p.m. in the IQAC office. The brief agenda of the meeting is as follows. Therefore all are requested to kindly make it convenient to attend the meeting.

  
**Co-ordinator**  
**IQAC**

Late Abasaheb Kakade Arts College  
Bodhegaon, Tal. Shevgaon, Dist. Ahmednagar



  
**Principal**

Late Abasaheb Kakade Arts College  
Bodhegaon, Tal. Shevgaon, Dist. A' Nagar

**Agenda of the Meeting**

1. Approval of the previous meeting held on 06/01/2020.
2. Conducting teaching-learning activities in online mode.
3. Planning of continuous internal evaluation in online mode.
4. Preparation of COs, PSOs, and POs of the revised syllabus of SYB.A and B.sc
5. Extension of the perspective plan 2013-2020.
6. To appoint teachers as mentors to students
7. Preparation of the academic calendar.
8. Preparation of teaching plan
9. Any other matter



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**Late Abasaheb Kakade Arts College Bodhegaon**

## **Internal Quality Assurance Cell**

### **Proceeding of the Meeting**

Introduction: IQAC meeting was held on 30/08/2020 at 3.00 p.m. in the IQAC office.

At the outset Mr. S.P. Adhav, Coordinator (IQAC) welcomed the chairperson Dr. M.K. Fasale and all respected members of the cell.

Dr. M.K. Fasale, the chairperson, in his introductory remarks appreciated the efforts being made by the members of IQAC and the decisions taken in the last meeting held on 06/01/2020 and the activities during the year.

The steps taken by the institute towards quality assurance are mentioned below.

#### **Agenda 1: Approval of the previous meeting minutes held on 06/01/2020**

The minutes of the previous meeting were read out by the Mr. S.P. Adhav, Coordinator (IQAC). As decided in the previous meeting, all agenda items were discussed and the action taken plan was presented.

**Decision:** IQAC discussed and approved the minutes of the meeting and the action taken report held on 06/01/2020.

#### **Agenda 2: Conducting teaching-learning activities in online mode.**

Dr. M.K. Fasale, the chairperson IQAC, presented the troublesome situation due the excessive spread of Covid 19. He mentioned Central

Government, UGC and State government guidelines regarding the arrangement of teaching-learning activities in online mode.

IQAC Coordinator discussed several online platforms and suggested that anyone platforms can be used for conducting online classes smoothly.

**Decision:** IQAC unanimously decided that the faculty members will use Google Meet for online lectures. It was also resolved to log in to G-Suit account on Google Drive of all faculty members so that students can access the study material shared by teachers. Further it was also resolved to share the study material on what's app groups made for students' convenience. Faculty members will make use of You Tube Channels to deliver lectures.

Proposed by: Mr. S.P. Adhav

Seconded by Dr. B.G. Rashinkar

**Agenda 3: Planning of continuous internal evaluation in online mode.**

Dr. M.K. Fasale mentioned that the IQAC has resolved that the teaching-learning process will be online, so the internal evaluation should also be in online mode due to the spread of Covid-19. Mr. Bharat Chavan discussed the online platforms to be undertaken for continuous internal evaluation in online mode such as Google Forms, Test Moz, etc.

**Decision:** The IQAC unanimously resolved that the faculty members should arrange internal evaluation for students in online mode. It was further decided to conduct online examinations will be conducted and teachers will be given guidance for the smooth functioning of examination. Teachers will prepare MCQs question papers on Google Forms or Test Moz. It was also resolved that the teachers will share links of Google Forms or Test Moz on what's app and receive question papers for evaluation.

Proposed by: Dr. B.G. Rashinkar

Seconded by Mr. I.C Shaikh

**Agenda 4: Preparation of COs, PSOs, and POs of the revised syllabus of SYB.A and B.sc**

With the view to bring transparency in the teaching-learning process and outcomes to be achieved at the end of academic year, preparation of COs, PSOs, and POs of the revised syllabus of SYB.A and B.sc is very necessary. Dr. M.K. Fasale suggested that all faculty members will prepare outcomes accordingly.

**Decision:** Mr. S.P. Adhav discussed the need of preparing COs, PSOs, and POs of the revised syllabus of SYB.A and B.sc to bring transparency in the teaching-learning process and outcomes to be achieved at the end of academic year 2020-21. It was unanimously resolved to prepare and submit to IQAC.

Proposed by: Mr. S.P. Adhav

Seconded by Mr. Bharat Chavan

**Agenda 5: Extension of the perspective plan 2013-2020.**

The institute had prepared the perspective plan ranging from 2013-2020 and worked according to plan. Most of the activities proposed in the plan are completed during the said period. But at the end of the academic year 2019-2020 the government initiated the lockdown due to the Covid 19 pandemic and some activities remained incomplete. The institute could not conduct several activities in physical mode. So the IQAC of the institute is planning to extend upto the next academic year.

**Decision:** After thorough discussion on the situation of the pandemic, IQAC resolved to extend the perspective plan upto the end of next academic year. And it was also further resolved to prepare new perspective plan for next five years immediately after the pandemic is over.

Proposed by: Dr. M.K. Fasale

Seconded by Mr. Shivajirao Lande

**Agenda 6: To appoint teachers as mentors to students**

The college teachers provide guidance to students both individually and publicly. Yet there are many such students who expect special

guidance from concerned teachers. Therefore it is very necessary to mentors to students.

**Decision:** In order to mentor students, it is unanimously decided to appoint college teachers as mentors to students.

**Agenda 7: Preparation of the academic calendar.**

**Decision:** It was unanimously decided to prepare the academic calendar for the smooth functioning in the academic year 2020-21.

Proposed by: Mr. S.P.Adhav

**Agenda 8: Preparation of teaching plan**

**Decision:** It was unanimously decided to prepare the teaching plan for the smooth teaching –learning process in the academic year 2019-20.

Proposed by: Dr. M. K. Fasale

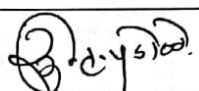
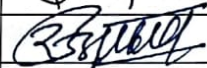
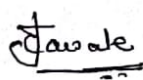
Seconded by: Mr. B.N. Chavan

**Agenda 9: Any other Matter**

The committee members discussed some other issues like continuous upgradation of existing facilities, cleanliness, students' hygiene, etc.

At the end of the meeting, Dr. B.G. Rashinkar proposed vote of thanks and the meeting was concluded with the permission of the chairman.

**Following Members were present for the meeting**

| Sr. No | Name                              | Designation                    | Signature                                                                             |
|--------|-----------------------------------|--------------------------------|---------------------------------------------------------------------------------------|
| 01     | Dr. M.K. Fasale                   | Principal                      |    |
| 02     | Mr. Shivajirao Lande              | Management Representative      |    |
| 03     | Dr. B. G. Rashinkar               | Teacher Representative         |    |
| 04     | Mr. B.N Chavan.                   | Teacher Representative         |    |
| 05     | Mr. S.H. Padole                   | Teacher Representative         |    |
| 06     | Mr. S.P. Adhav                    | Coordinator IQAC               |    |
| 07     | Mr. I.C. Shaikh                   | Office Representative          |    |
| 08     | Mr. Subhash Kudhekar              | Community Representative       |   |
| 09     | Adv. Sachin Jawale                | Industry Representative        |  |
| 10     | Mr. Kiran Tahkik                  | Alumni Representative(Boys)    |                                                                                       |
| 11     | Mrs. Ayodhya Garad                | Alumni Representative(Girls)   |                                                                                       |
| 12     | Miss. Dhesale Rajeshwari Shivnath | Student Representative (Girls) |  |
| 13.    | Mr. Kanifnath Potbhare            | Student Representative (Boys)  |                                                                                       |



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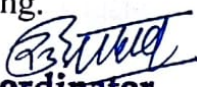
**Late Abasaheb Kakade Arts College Bodhegaon**

**Internal Quality Assurance Cell**

**NOTICE**

Date: 01/04/2021

All the IQAC members are hereby informed that the IQAC's 1<sup>st</sup> meeting for the academic year 2020-21 is scheduled to be held on 05/04/2021 at 1.00 p.m. in the IQAC office. The brief agenda of the meeting is as follows. Therefore all are requested to kindly make it convenient to attend the meeting.

  
**Co-ordinator**  
**IQAC**

Late Abasaheb Kakade Arts College  
Bodhegaon, Tal. Shevgaon, Dist. A' Nagar

Agenda of the Meeting



  
**Principal**

Late Abasaheb Kakade Arts College  
Bodhegaon, Tal. Shevgaon, Dist. A' Nagar

1. Review of the previous meeting minutes held on 30/08/2020
2. Annual Quality Assurance Report of the academic year 2019-20.
3. Review of outcome based education
4. To tackle various social problems through extension activities
5. Regarding teaching-learning process.
6. To collect API-PBAS forms for the academic year 2020-21
7. To collect and analyze feedback from different stakeholders.
8. To conduct student satisfaction survey.
9. Any other matter.



Navmaharashtra Shikshan Mandal Shevgaon's



**Late Abasaheb Kakade Arts College Bodhegaon**

## **Internal Quality Assurance Cell**

### **Proceeding of the Meeting**

Introduction: IQAC meeting was held on 05/04/2021 at 3.00 p.m. in the IQAC office.

At the outset Mr. S.P. Adhav, Coordinator (IQAC) welcomed the chairperson Dr. M.K. Fasale and all respected members of the cell.

Dr. M.K. Fasale, the chairperson, in his introductory remarks appreciated the efforts being made by the members of IQAC and the decisions taken in the last meeting held on 30/08/2020 and the activities during the year.

The steps taken by the institute towards quality assurance are mentioned below.

#### **Agenda 1: Approval of the previous meeting minutes held on 30/08/2020**

The minutes of the previous meeting were read out by the Mr. S.P. Adhav, Coordinator (IQAC). As decided in the previous meeting, all agenda items were discussed and the action taken plan was presented.

**Decision:** IQAC discussed and approved the minutes of the meeting and the action taken report held on 30/08/2020.

#### **Agenda 2: Annual Quality Assurance Report of the academic year 2019-20.**

Dr. M.K. Fasale, the chairperson IQAC, informed the members that the preparation of Annual Quality Assurance Report of the

academic year 2019-20 of the college is in progress and same to be submitted to National Accreditation Council (NAAC), Bangalore. The information required for AQAR is to be submitted to IQAC from different stakeholders in both soft copy and hard copy. IQAC Coordinator took the review of the activities conducted during the academic year 2019-20 and required data for filling the AQAR.

**Decision:** The IQAC members discussed the AQAR guidelines. The IQAC Coordinator explained the work done till date on AQAR. The IQAC Committee decided to upload online AQAR on NAAC portal before the deadline.

Proposed by: Mr. S.P. Adhav

Seconded by Dr. M.K. Fasale

**Agenda 3: Review of outcome based education**

With the view to bring transferency in the teaching-learning process, the IQAC proposed to review the outcomes, which were set at the outset of the academic year.

**Decision:** Mr. Shivajirao Lande, the management representative of the IQAC suggested to reviewing the outcomes, which were set at the outset of the academic year. It was resolved to work accordingly.

Proposed by: Mr. Shivajirao Lande

Seconded by: Dr. M.K.Fasale

**Agenda 4: To tackle various social problems through extension activities**

The institutes organize activities, which address several social issues. At present Covid-19 and its impact on society has become a major social problem.

**Decision:** The IQAC decided to address the social problem through different activities and it was resolved to work accordingly.

Proposed by: Mr. Bharat Chavan

Seconded by: Dr. B. G. Rashinkar

**Agenda 5: Regarding teaching-learning process.**

Dr. M.K. Fasale, the chairperson IQAC, presented the troublesome situation due the excessive spread of Covid 19. He mentioned Central Government, UGC and State government guidelines regarding the arrangement of teaching-learning activities in online mode.

IQAC Coordinator discussed several online platforms and suggested that anyone platforms can be used for conducting online classes smoothly.

**Decision:** IQAC unanimously decided that the faculty members will use Google Meet for online lectures. It was also resolved to log in to G-Suit account on Google Drive of all faculty members so that students can access the study material shared by teachers. Further it was also resolved to share the study material on what's app groups made for students' convenience. Faculty members will make use of You Tube Channels to deliver lectures.

Proposed by: Mr. Shivajirao Lande

Seconded by: Dr. M.K.Fasale

**Agenda 6: To collect API-PBAS forms for the academic year 2020-21**

**Decision:** It was decided to collect API-PBAS forms from all grantable faculty members.

Proposed by: Mr. S.P. Adhav

Seconded by: Dr. B. G. Rashinkar

**Agenda 7: To collect and analyze feedback from different stakeholders.**

**Decision:** It was unanimously decided to collect feedback form from different stakeholders.

Proposed by: Mr. Shivajirao Lande

Seconded by: Mr. Sachin Jawale

**Agenda 8: To conduct student satisfaction survey.**

**Decision:** It was unanimously decided to conduct student satisfaction survey.

Proposed by: Mr. Kanifnath Potbhare

Seconded by: Mr. Rajeshwari Dhesale

**Agenda 9: Any other matter**

**Decision:** Besides above discussed issues, discussion on effective documentation for AQAR took place. Moreover, it was further decided to create maximum study material and make it accessible to students via different online platforms. The members of IQAC discussed problems of students who are unable to attend online lectures because they either do not possess android phones or those who possess are having network problem due to rural areas. The Chairman suggested providing study material to students in either hard copies or soft copies. It was resolved to work accordingly.

At the end of the meeting, Mr. I.C. Shaikh proposed vote of thanks and the meeting was concluded with the permission of the chairman.