



"Education for Knowledge, Science and Culture."

- Shikshanmaharshi Dr. Bapuji Salunkhe

Shri Swami Vivekanand Shikshan Sanstha's

**VIVEKANAND COLLEGE (Autonomous) ,
KOLHAPUR**



Estd. June 1964

2130 E, Tarabai Park, Tal. Karveer, Dist. Kolhapur 416 003

UGC Recognition Under 2 F & 12(B) UGC Act 1956

Affiliated to Shivaji University, Kolhapur (M.S.)

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Internal Quality Assurance Cell (IQAC)

Notice of Meeting

All the members of Internal Quality Assurance Cell (IQAC) are hereby informed that a meeting of the IQAC shall be held on Saturday, 30th June, 2018 at 11.00 am in the Meeting Hall.

Please make it convenient to attend the meeting.

Agenda

1. Confirmation of the minutes of the previous meeting.
2. To chalk out the Action Plan during the academic year 2018-19.
3. To discuss about uniform for faculty members.
4. To identify departments for conducting national/international seminars and conferences.
5. To discuss about the issues of discipline of the college.
6. To distribute the work related to NAAC among the members of Steering Committee.
7. Any other matter with the permission of the Chair.

Place: Kolhapur

Date: 22/06/2018

(Dr. S. M. Joshi)

**Coordinator - IQAC
Vivekanand College,
Kolhapur**

(Dr. S. Y. Hongekar)

**PRINCIPAL
Vivekanand College
Kolhapur**

Internal Quality Assurance Cell (IQAC)

Minutes of the Meeting

A meeting of all the members of the Internal Quality Assurance Cell (IQAC) was held on Saturday, 30 June, 2018 at 11.00 am in the Board Room. The meeting was chaired by Prin. Dr. S.Y. Hongekar.

Members Present:

- 1) Dr. S. Y. Hongekar, Chairperson
- 2) Dr. S. M. Joshi, IQAC Coordinator
- 3) Mr. C.B. Dodamani, Registrar
- 4) Dr. B.M. Hirdekar, Member of society
- 5) Mr. Prakash Medshinge, Member from industry
- 6) Mr. N. R. Ranbhare, Member of alumni
- 7) Dr. K. P. Shinde
- 8) Mr. S.S. Kale
- 9) Mr. S.G. Kulkarni
- 10) Ms. S. A. Farakate
- 11) Ms. Madhura Kulkarni, student representative
- 12) Mr. Praktan Trivedi, student representative

Members Absent:

- 1) Prin. Abhaykumar Salunkhe, Chairman
- 2) Dr. R. K. Kamat
- 3) Dr. D.B. Patil

The minutes of the meeting were as follows:

1. Confirmation of the Minutes of the previous meeting:

The minutes of the last meeting held on 31 March, 2018 were read and confirmed. The members in charge of items decided in the last meeting reported the progress made on each item.

- Dr. P. A. Patil presented the outline of **the workshop on soft skills** to be organized by English department. Dr. Hirdekar recommended to incorporate the feedback of HRs of companies while deciding the content of the workshop.
- After the discussion, the name '**Vivek Mahotsav**' was finalized for the intercollegiate mega-event to be organized by the college on the lines of events of some major autonomous colleges in the country.
- It was decided to organize a **workshop and competition on 'How to prepare a project report' in August under Entrepreneurship Development Programme**. Dr. Hirdekar suggested to select and sell the dynamic project proposals to willing entrepreneurs for start-up business.

Proposed by: Mr. S.S. Kale

Seconded by: Dr. S. Y. Hongekar

- It was resolved to hold '**Instrument Awareness Programme**' for **Third Year students** in July.

Proposed by: Mr. S. G. Kulkarni

Seconded by: Dr. K. P. Shinde

- It was decided to invite Mr. S.S. Patil and government officers as trainers and expert on Wormy-wash.

2. Action Plan 2018-19:

- i) It was resolved to organize **two health check-up camps during the year.**
- ii) Mr Medshinge suggested that students can be adopted by the college for higher education. Prin. Dr. Hongekar told that such steps have been taken by the college earlier and the responsibility of documentation of such efforts of the college was given to Dr. Satish Gaikwad.
- iii) It was resolved to organize **a music concert of passed-out students of Cultural Department CoC on 22nd October 2018, death anniversary of Sansthamata Sushiladevi Salunkhe** as a part of Shikshanmaharshi Dr. Bapuji Salunkhe Birth Centenary Celebrations.
Proposed by: Dr. S. Y. Hongekar Seconded by: Mr. N. R. Ranbhare
- iv) It was decided to conduct **an orientation programme for teachers on preparing mooc material.**
Proposed by: Dr. S. M. Joshi Seconded by: Dr. P. A. Patil
- v) It was decided to organize **a Monsoon excursion trip of senior college teachers** to boost the harmony among them.
Proposed by: Dr. S. Y. Hongekar Seconded by: Dr. S. M. Joshi
- vi) It was decided that **a plastic awareness campaign** will be planned and carried out by our students in Kolhapur city.
Proposed by: Mr. Praktan Trivedi Seconded by: Dr. S. M. Joshi
- vii) It was resolved that **students coming from rural areas will be encouraged to conduct classes in their native schools.** Dr. Hirdekar suggested the title 'Shala Sabalikaran' for this scheme for their personal development and upliftment of schools. The responsibility was given to Dr. P. A. Patil
Proposed by: Dr. S. Y. Hongekar Seconded by: Dr. P. A. Patil
- viii) It was resolved to design and implement **a one-month spoken English course for non-teaching staff.**
Proposed by: Mr. C.B. Dodamani Seconded by: Dr. S. M. Joshi
- ix) Prin. Dr. S. Y. Hongekar reported ~~to~~ to the committee that a **lecture in every week on value education** is included in the timetable. Dr. Hirdekar seconded the suggestion of Dr. S. M. Joshi about developing **a curriculum of Value Education.**
- x) It was decided to conduct **a three day Personality Development Camp** with a minimal fee and external experts and make it a special feature of the college.
Proposed by: Dr. B. M. Hirdekar Seconded by: Dr. S. Y. Hongekar


3. College Discipline:

- i) Prin. Dr. S. Y. Hongekar put ~~to~~ before the committee that the uniform of white shirt and dark pant for male teachers and that of pink saree or dress for female teachers was finalized and was made compulsory for two days in a week.
- ii) Mr. C. B. Dodmani put forward the wish of non-teaching staff (Class IV) for the change in the colour of their uniform. Considering the suggestion, it was decided to select the colour after discussion with the concerned staff.
- iii) Prin. Dr. S. Y. Hongekar informed the committee the software enabling teachers to take attendance on their mobile phones was purchased by the college.
- iv) Dr. Hirdekar proposed to have vehicle record of the campus as that will help to minimize the possible trouble of external elements. If possible passes can be issued to vehicle owners.

4. Any other matter with the permission of the chair:

- i) Ms. Madhura Kulkarni proposed that a workshop on YouTube Channel Making can be conducted.
- ii) Dr. Joshi underlined the need of Hygiene Awareness Campaign for girl students including a lecture of personal hygiene awareness for girls.

The meeting ended with Vote of Thanks proposed by Dr. P. A. Patil.


(Dr. S. Y. Hongekar)
PRINCIPAL
Jivekanand College
Kolhapur