

"Education for Knowledge, Science and Culture."  
- Shikshanmaharshi Dr. Bapuji Salunkhe

Shri Swami Vivekanand Shikshan Sanstha's

# VIVEKANAND COLLEGE , KOLHAPUR (Autonomous)

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 Friday, 28<sup>th</sup> June, 2019 at 10:00 am in the Board Room of the college.

Please make it convenient to attend the meeting.

### Agenda

1. Confirmation of the minutes of the previous meeting.
2. To finalize the Action Plan for the Academic Year 2019-20.
3. To approve the criteria and guidelines of Dr. Bapuji Salunkhe Merit Scholarship.
4. To approve the drafts of Research Promotion Policy and Consultancy Policy.
5. To chalk out faculty development programmes.
6. To discuss and finalize policy regarding CoCs.
7. Any other matter with the permission of the Chair.

Place: Kolhapur

Date: 21/06/2019

  
(Dr. Kailas S. Patil)

**Coordinator - IQAC**  
**Vivekanand College,**  
**Kolhapur**

  
(Dr. S.Y. Hongekar)  
**PRINCIPAL**  
**Vivekanand College**  
**Kolhapur.**

## **Internal Quality Assurance Cell (IQAC)**

### **Minutes of the Meeting**

**Held on 28<sup>th</sup> June 2019**

A meeting of all the members of the Internal Quality Assurance Cell (IQAC) was held on Friday, 28<sup>th</sup> June 2019 at 10.00 a.m. in the Board Room. The meeting was chaired by Prin. Dr. S.Y. Hongekar.

#### **Members Present:**

- 1) Prin. Abhaykumar Salunkhe, Chairman
- 2) Dr. S. Y. Hongekar, Chairperson
- 3) Mr. Surendra Jain, Member from industry
- 4) Mr. N. R. Ranbhare, Member of alumni
- 5) Dr. Kailas S. Patil, IQAC Coordinator
- 6) Mr. C.B. Dodamani, Registrar
- 7) Mr. Anil Pawar, OS
- 8) Dr. S. M. Joshi
- 9) Dr. K. P. Shinde
- 10) Dr. S. R. Kattimani
- 11) Dr. S. S. Kale
- 12) Dr. K. A. Undale
- 13) Ms. S. A. Farakate
- 14) Dr. V. B. Waghmare
- 15) Dr. K. D. Tiwade
- 16) Dr. P. A. Patil
- 17) Mr. S. V. Malgaonkar
- 18) Mr. S. S. Kale
- 19) Mr. S. S. Vathare
- 20) Mr. Aniruddha Ingale, Student representative

#### **Members Absent:**

Dr. B.M. Hirdekar, Member of society

The minutes of the meeting are as follows:

#### **Felicitation and welcome:**

Prin. Dr. S. Y. Hongekar felicitated Mr. Surendra Jain, ITI Director, SMAC for his outstanding achievements in foundry industry. The Principal welcomed new members to the IQAC.

#### **1. Confirmation of the minutes of the previous meeting:**

<b>Sr. No.</b>	<b>Item</b>	<b>Action Taken</b>
1.	Minutes of the last meeting held on 20 <sup>th</sup> April, 2019.	Read and confirmed the minutes.
2	Review of the activities suggested by	Read and confirmed

	the IQAC in the second semester.	
3	To discuss Action Plan for the academic year 2019-20.	<p>The responsibility of IPR workshops given to Dr. S. S. Kale.</p> <p>The on-screen examination shall be conducted for BCA programme on trial basis.</p> <p>HoDs of PG programmes have been conveyed to look for the prospects of incorporating MOOCs in curriculum.</p> <p>Departments have been given the directive to prepare two educational videos each in this academic year. The process has started.</p> <p>It is decided to form a linkage with Zilla Parishad Shikshan Vibhag for English language training of corporation schools.</p> <p>The workshop on pre-marital counseling shall be conducted in the February 2020 in collaboration with Manspandan.</p> <p>The responsibility of placement training was given to placement cell.</p>
4	To discuss and finalize the scheme of Dr. Bapuji Salunkhe Merit Scholarship.	The criteria and guidelines of the scholarship have been finalized.
5	To discuss and finalize the research promotion policy of the institution.	The Research Promotion Policy of the institute is drafted by incorporating the points discussed in the meeting of 20 <sup>th</sup> April, 2019.
6	To discuss and finalize a policy on Consultancy.	The Consultancy Policy of the institute is drafted by incorporating the points discussed in the meeting of 20 <sup>th</sup> April, 2019.
7	Any other matter with the permission of the Chair.	Student participation in the college activities shall be enhanced through Student Development Cell. A new student representative Mr. Aniruddha Ingale, B.Sc. III is appointed to IQAC.

## 2. To finalize the Action Plan for the Academic Year 2019-20.

- It was decided to check the possibility of starting training programmes for students in collaboration with District Industries Center (DIC), Kolhapur. The responsibility for mediation was taken by Mr. Surenrdra Jain.  
Proposed by : Dr. Kailas S. Patil                      Seconded by : Mr. Surenrdra Jain.
- It was decided to increase the number of national and international MoUs. The Principal reported that the process for an MoU of the Physics department with Shanghai University, China is in the process. It was decided to identify the departments and areas of collaboration for the possible MoUs.  
Proposed by: Dr. S. M. Joshi                      Seconded by: Prin. Dr. S. Y. Hongekar

- It was resolved to create a YouTube Channel of Vivekanand College, Kolhapur (Autonomous) and keep it functional. It was decided to appoint a committee of teachers for the scrutiny and uploading of educational videos.  
Proposed by: Ms. S. A. Farakate      Seconded by: Dr. S. R. Kattimani
- It was decided to organize two workshops in collaboration with Manspandan, Kolhapur: 1. A workshop on pre-marital counseling for both girls and boys, 2. A workshop titled 'For my Mother' for the mothers of students regarding the physical-psychological changes in their fifties.  
Proposed by: Mr. N. R. Ranbhare      Seconded by: Dr. K. D. Tiwade
- It was resolved to continue the activity of 'Shikshak Apalya Dari' in this academic year.  
Proposed by: Prin. Dr. S. Y. Hongekar      Seconded by: Mr. Surendra Jain
- It was decided to give Vivekanand Best Teacher Award to the best performing faculty member of the college. It was resolved to appoint a panel and evolve criteria and guidelines for the award.  
Proposed by: Dr. P. A. Patil      Seconded by: Mr. S. V. Malgaonkar
- It was decided to encourage students to contribute research articles to Vivek Research Journal.  
Proposed by: Dr. K. A. Undale      Seconded by: Dr. S. M. Joshi

### **3. To approve the criteria and guidelines of Dr. Bapuji Salunkhe Merit Scholarship.**

The prepared guidelines were presented before the committee and it was decided to finalize those after taking review of university guidelines regarding student scholarships.

Proposed by: Mr. S. V. Malgaonkar      Seconded by: Prin. Dr. S. Y. Hongekar

### **4. To approve the drafts of Research Promotion Policy and Consultancy Policy.**

The rough drafts of the said policies were put before the committee for consideration. After thorough discussion, it was decided to incorporate the new suggestions given by members and finalize the policies.

Proposed by: Dr. S. S. Kale      Seconded by: Dr. K. P. Shinde

### **5. To chalk out faculty development programmes.**

Dr. S. M. Joshi underlined the need of conducting a stream of faculty development programmes for enhancing capabilities of teachers. It was decided to organize NAAC criterion wise activities. The following programmes were identified:

- a) Framing and Executing Learning Outcomes
- b) Cyber security
- c) Research methodology
- d) Citations and research indices

- e) Drafting patents (IPR)
- f) E-governance (for non-teaching staff)

The proposals for these programmes were unanimously accepted.

**6. To discuss and finalize policy regarding CoCs.**

It was decided to run twenty selected courses through the centrally collected fees and the funding for the COCs will be granted on the basis of student strength.

Proposed by: Prin. Dr. S. Y. Hongekar      Seconded by: Mr. Surendra Jain

**7. Any other matter with the permission of the Chair.**

- It was decided to create a selfie point in the front area of main building as an innovative way of spreading popularity of the college.

Proposed by: Mr. Aniruddha Ingale      Seconded by: Dr. V. B. Waghmare

- It was resolved to post career opportunities in each subject along with programme specific outcomes (PSOs) on the notice board of the concerned department.

Proposed by: Mr. Aniruddha Ingale      Seconded by: Dr. V. B. Waghmare

- It was decided to organize open interview of Mr. Surendra Jain, an industrialist, as part of pre-placement activity.

Proposed by: Dr. Kailas S. Patil      Seconded by: Dr. Mr. S. S. Kale

As there was no other matter to discuss, the meeting ended with the vote of thanks presented by Ms. S. A. Farakate.

  
(Dr. S. Y. Hongekar)  
**PRINCIPAL**  
Vivekanand College  
Kolhapur.