

## **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, 03 November, 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) Mr. Anil Pawar, OS
- 5) Dr. B.M. Hirdekar, Member of society
- 6) Dr. R. K. Kamat, External expert
- 7) Mr. N. R. Ranbhare, Member of alumni
- 8) Dr. K. P. Shinde
- 9) Mr. S.S. Kale
- 10) Mr. S.G. Kulkarni
- 11) Ms. S. A. Farakate
- 12) Ms. Madhura Kulkarni, student representative
- 13) Mr. Praktan Trivedi, student representative

#### **Members Absent:**

- 1) Prin. Abhaykumar Salunkhe, Chairman
- 2) Mr. Surendra Jain
- 3) Mr. Prakash Medshinge
- 4) Dr. D.B. Patil
- 5) Mr. Praktan Trivedi

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 30 June, 2018 were read and confirmed. The members in charge of the items decided in the last meeting reported the progress made on each item.

- Mr. S. S Kale informed that the workshop on 'How to prepare a project report' was held by the department of Commerce on 06 September 2018.
- Prin. Dr. S. Y. Hongekar reported that Value Education Course was conducted every Sunday and was offered to students for the fees of Rs. 200 each. Dr. Hirdekar suggested that this course can be developed on professional basis for civil society and students of other institutions.
- The responsibility of conducting Personality Development Course was given to three teachers and it was decided to seek guidance of Dr. B. M. Hirdekar in designing the course and it was decided to invite him as a resource person.
- Dr. Hirdekar appreciated the implementation of uniforms for students.

- Dr. S. M. Joshi reported that a four day workshop on "E-content development and MOOC was carried out for teachers on the dates 11/08/2018, 25/08/2018, 01/09/2018, 08/09/2018 and was delivered by Dr. Uttam Jadhav of Sanjay Ghodawat Institute.
- Prin. Dr. S. Y. Hongekar reported that the Monsoon excursion trip of teachers was taken to Baba Waterfall in Konkan on 29 July, 2019.
- Dr. S. M. Joshi informed the members of the IQAC that a Spoken English Course for no-teaching staff was started from 20/08/2019 and was being engaged every week day at 5:00 pm.
- Dr. Hirdekar appreciated the work accomplished.

**2. Submission of AQAR 2017-18:**

Dr. S. M. Joshi informed the IQAC members that the AQAR for the academic year 2017-18 was submitted on 29 September 2018.

**3. To review the activities and achievements of this semester:**

The activities and achievements of Semester I were enlisted by Prin. Dr. S. Y. Hongekar. Dr. Kamat suggested that all the activities be mapped on the lines of SSR (QIF) and proper record be strictly maintained and all documents uploaded on the website; benchmarking of activities should be done in terms of how many students benefit from those activities (Minimum 75 percent students should benefit from any big activity).

Dr. S. M. Joshi suggested that we should opt out of Logic and replace it with Value Education. Dr. Kamat insisted that Value Education be made a mandatory course, preferably in online form.

**4. To plan Vivek Mahotsav:**

It was decided the Vivek Mahotsav (reworded as Vivekanand Mahotsav) would be organised in the month of February and the responsibility of planning was given to Dr. S. M. Joshi. It was decided that the event would take form of a talent exhibition; E-content writing, patent writing, research ideas, photography, short-film making were identified as some of the themes for the competitions.

**5. Activities to be conducted in the second semester:**

- a. It was decided to constitute a Board of Interdisciplinary Studies for designing the syllabi of value-added courses.

Proposed by: Dr. B. M. Hirdekar

Seconded by: Dr. S. Y. Hongekar

- b. It was resolved a one day workshop on outcome based learning should be organized for the faculty.

Proposed by: Dr. B. M. Hirdekar

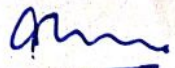
Seconded by: Dr. S. M. Joshi

- c. Dr. R. K. Kamat suggested that the outcomes of learning be measured through spreadsheets.
- d. It was decided to establish an Innovation Facilitation Center (IFC) under NRDC with collaboration and support of SUK, under guidance of Dr. Kamat. It was decided to name it as "Vivek Incubation Center", a recognized incubation center.  
Proposed by: Dr. R. K. Kamat                      Seconded by: Dr. S. Y. Hongekar

**6. Any other matter with the permission of the chair.**

1. **Hygiene Regulation:** Dr. S. M. Joshi informed the members that junk food was strictly banned in the college canteen in conformance of the UGC GR on the matter. Dr. Hirdekar suggested to report the step taken to the UGC.
2. **Feedback:** Dr. Kamat suggested to make sure that feedback on curriculum be taken from all stakeholders                      students, teachers, parents, alumni, recruiters.
3. **Exam reforms:** Dr. Hirdekar proposed to consider constituting an Exam Review Committee with external experts that will supervise quality of question papers, assessment etc. as an examination reform.
4. **Curriculum:** Dr. Kamat insisted that good amount of publicity be given to performing arts courses in order to widen their reach.
5. After considering the need of improving the ICT facilities in teaching learning process, it was resolved to develop two smart classrooms during the academic year 2019-20.
6. As a step towards eco-friendly campus, the members resolved unanimously to implant solar panels as a source of non-conventional energy to fulfill the needs of college.
7. Taking a note of the importance given by NAAC, Bengaluru to research and tie ups with the Industry, Dr. S. Y. Hongekar suggested to conduct workshops/seminars on IPR and Industry-Academia innovative practices and the members seconded him.

As there was no other matter to discuss, the meeting ended with the vote of thanks presented by Mr. S. G. Kulkarni.

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