



Maharana Pratapsinh Shikshan Sanstha Mumbai
Anandibai Raorane Arts, Commerce and Science College, Vaibhavwadi

Notice

Internal Quality Assurance Cell (IQAC)

Date: - 20/06/2023

The meeting of the IQAC will be held on Friday, dated 23/06/2023 at 11.30 am in the IQAC room to discuss the following issues.

All the members of IQAC are requested to attend the same in time.

1. To read and confirm the minutes of last meeting
2. To prepare academic calendar for academic year 2023-24 as per university schedule
3. Annual tentative budget for academic year 2023-24
4. Implementation of NEP – 2020 for PG Courses
5. To AQAR for academic year 2021-22
6. Different types of Audits
7. To sign the MoU with different institutions, universities, industries and research centres
8. Any other with the permission of chairman

Sr. No.	Name of member	Role in Committee	Sign
1	Dr. C. S. Kakade	Chairman	
2	Dr. D. M. Sirsat	Co-ordinator	
3	Mr. Shailendra Raorane	Member, Management Representative	
4	Mr. Prabhanand Raorane	Member, Industrialists Representative	
5	Mr. Sajjan Raorane	Member, Local Society Representative	
6	Mr. Sanjay Raorane	Member, Administrative Office	
7	Mr. S. B. Patil	Member,	



		Teacher Representative	
8	Dr. S. C. Rade	Member, Teacher Representative	
9	Mr. R. B. Patil	Member, Teacher Representative	
10	Dr. Ms. D. S. Korgaonkar	Member, Teacher Representative	
11	Mr. P. M. Dhere	Member, Teacher Representative	
12	Dr. V. B. Gopula	Member, Teacher Representative	
13	Mr. V. V. Shinde	Member, Teacher Representative	
14	Mr. K. M. Waghmare	Librarian	
15	Mr. A. W. Jaitapkar	Member, Non-Teaching Staff Representative	
16	Mr. Sudhir Nakashe	Member, Alumni Representative	
17	Ku. Pradnya Jaysing Patil	Member, Students Representative	

IQAC COORDINATOR
Anandibai Raorane Arts, Comm. &
Science College, Vaibhavwadi

Principal
Anandibai Raorane Arts, Commerce & Science
College, Vaibhavwadi.

Maharana Pratapsinh Shikshan Santha Mumbai
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Vaibhavwadi**



Internal Quality Assurance Cell

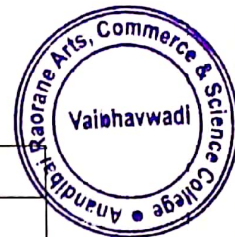
Date: 20/06/2023

Minutes of the Meeting

The first meeting of IQAC for the academic year 2023-24 was held on Friday, 23rd June, 2023 at 11.30 am in the IQAC room under the chairmanship of Hon. Principal Dr. C. S Kakade.

The following members present in the said meeting.

Sr. No.	Name of member	Role in Committee	Sign
1	Dr. C. S. Kakade	Chairman	
2	Dr. D. M. Sirsat	Co-ordinator	
3	Mr. Shailendra Raorane	Member, Management Representative	
4	Mr. Prabhanand Raorane	Member, Industrialists Representative	
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11	Mr. P. M. Dhere	Member,	



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17	Ku. Pradnya Jaysing Patil	Member, Students Representative	

The meeting started with the welcome of Chairman Hon. Prin. Dr. C. S. Kakade and all the Hon. Members of IQAC by Coordinator Dr. D. M. Sirsat

Business: -

➤ **Motion: - 1 Confirmation of minutes of previous meeting**

Description: - IQAC coordinator Dr. D. M. Sirsat presented minutes and action taken report of previous meeting held on Saturday, 29th April, 2023.

Discussion: - All the Hon. members discussed on the minutes and action taken report of the previous meeting and confirmed with the permission of Chairman Hon. Prin. Dr. C. S. Kakade.

Vote: - All in favor

Resolved: - Motion carried

➤ **Motion: - 2 Academic Calendar 2023-24**

Description: - IQAC coordinator Dr. D. M. Sirsat presented Academic Calendar of institution according to the resolution number five of the fourth meeting held on Saturday, 29th April, 2023.

Discussion: - All the Hon. members discussed on the Academic Calendar of the college in detail. In that discussion, it was decided to prepare the academic calendar of the college for the academic year 2023-24. While preparing the academic calendar of 2023-24, the planning of various departments and committees of the college should be



accepted and also it was decided each department should organize atleast one conference/ seminar/ workshop in the academic year 2023-24. At that time Hon. Principal said that, the final prepared academic calendar of college for academic year 2023-24 should be uploaded on the college website with the signature of Hon. Principal. IQAC coordinator accepted all the suggestions.

Vote: - All in favor

Resolved: - Motion carried

➤ **Motion: - 3 Annual tentative budget for academic year 2023-24**

Description: - IQAC coordinator Dr. D. M. Sirsat presented annual budget of IQAC Rs. 110000/- (One Lack Ten Thousand Rupees Only) for academic and other quality initiative activities as per the suggestions of Hon. Prin. Dr. C. S. Kakade and Office Superintendent Hon. Shri. Sanjay Raorane.

Discussion: - All the Hon. Members discussed on the annual tentative budget of IQAC for academic and other quality initiative activities such as organization of workshops/ seminars/ conferences/ symposiums etc., projector in IQAC room, Laptop SSD, stationary, MoU's, different types of quality audits in detail. In the discussion, all the Hon. Members suggested regarding smoothly conduction of this quality initiative activities. IQAC coordinator accepted all the suggestions.

Vote: - All in favor

Resolved: - Motion carried

➤ **Motion: - 4 Implementation of NEP-2020 for PG Courses**

Description: - IQAC coordinator Dr. D. M. Sirsat presented NEP-2020 implementation criteria as per the guidelines of Government of Maharashtra and University of Mumbai.

Discussion: - All the Hon. Members discussed on the NEP-2020 implementation criteria as per the guidelines of Government of Maharashtra and University of Mumbai. At that time Hon. Prin. Dr. C. S. Kakade suggested that, kindly organize the workshop for students on Understanding and Implementation of NEP-2020 for PG courses IQAC coordinator accepted all the suggestions.

Vote: - All in favor

Resolved: - Motion carried

➤ **Motion: - 5 AQAR preparation for academic year 2022-23**

Description: - IQAC coordinator Dr. D. M. Sirsat presented the AQAR format as per the NAAC guidelines.



Discussion: - All the Hon. Members discussed on the AQAR guidelines. At that time Hon. Management Members and Hon. Principal gave instructions to complete the AQAR of the academic year 2022-23 of the college on time i.e. to complete and submit it before last date. While preparing the said AQAR Hon. Principal Dr. C. S. Kakade said to hold a review meeting every month and one Professor was appointed as in-charge for each criteria for preparing AQAR.

In-charge of criterion are as follows

1. Criteria – I Curricular Aspects (Mr. P. M. Dhere)
2. Criteria – II Teaching-Learning and Evaluation (Mr. S. B. Patil)
3. Criteria – III Research, Innovation and Extension (Dr. V. B. Gopula)
4. Criteria – IV Infrastructure and Learning Recourses (Dr. S. C. Rade)
5. Criteria – V Students Support and Progression (Dr. Ms. D. S. Korgaonkar)
6. Criteria – VI Governance, Leadership and Management (Mr. R. B. Patil)
7. Criteria – VII Institutional Values and Best Practices (Mr. V. V. Shinde)

All the criterion chairman accepted all the suggestions.

Vote: - All in favor

Resolved: - Motion carried

➤ **Motion: - 6 Different Types of Audits**

i) Academic and Administrative Audit (AAA)

Purpose: - To evaluate the academic and administrative processes, identify strengths, and pinpoint areas for improvement of the overall institution.

Scope: - Includes curriculum delivery, teaching quality, examination processes, and administrative efficiency.

ii) Environmental Audit

Purpose: - To assess the institution's environmental impact and identify ways to reduce its carbon footprint.

Scope: - Includes energy consumption, waste management, water usage, and pollution control.

iii) Green Audit

Purpose: To evaluate the institution's green initiatives and eco-friendly practices.

Scope: Includes landscaping, use of renewable energy, green buildings, and biodiversity on campus.

It was decided to complete audits within time

Vote: - All in favor



Resolved: - Motion carried

- **Motion: - 7 To sign the MoU with different institutions, universities, industries and research centres**

Description: - IQAC coordinator Dr. D. M. Sirsat raised the issue of MoU with various Institutes, Universities, Industries and NGO's, and Research Centers.

Discussion: - All the Hon. Members discussed this issue. It was decided the college is expected to have MoU's with other educational institutions, universities, industries, NGO's at national and international level as per the recent NAAC Peer Team recommendations. In this discussion IQAC coordinator Dr. D. M. Sirsat presented the current status of MoU with other bodies. It was decided to sign the MoU with industries which is beneficial for students.

Vote: - All in favor

Resolved: - Motion carried

- **Motion: - 8 Any Other**

i) Review on Admission

Description: - Hon. Shailendra Raorane (Member, Management Representative) & Hon. Principal Dr. C. S. Kakade raised the issue of admission

Discussion: - All the Hon. Members discussed on admission issue. At this time, Mr. P. M. Dhere and Mr. R. B. Patil said that, it is necessary to contact the 12th passed students and guide them for admission in the first year. Also all the members pointed that after opening of admission link by University of Mumbai definitely students gets admitted.

Vote: - All in favor

Resolved: - Motion carried

ii) Organization of workshop on RUSA proposal

Description: - Hon. Shailendra Raorane (Member, Management Representative) raised the issue of RUSA proposal

Discussion: - All the Hon. Members discussed on issue of RUSA proposal. At that time Hon. Prin. Dr. C. S. Kakade suggested to organize the one day workshop on "How to prepare RUSA Proposal. IQAC coordinator accepted all the suggestions.

Vote: - All in favor

Resolved: - Motion carried

iii) To increase the count of BOS and Senate member in University

Description: - IQAC Coordinator Dr. D. M. Sirsat presented the current status of the BOS and Senate member in University.



Discussion: - All the Hon. Members discussed on that issue i.e. importance of BOS and Senate members in University for administration and decision making. At that time Hon. Principal Dr. C. S. Kakade suggested to increase the count of BOS and Senate member in University of Mumbai as well as in various autonomous college.

Vote: - All in favor

Resolved: - Motion carried

iv) Induction Program

Description: - Hon. Principal Dr. C. S. Kakade raised the issue of conducting Induction Program.

Discussion: - All the Hon. members discussed on this issue and it was decided to organize the Induction Program for newly enrolled students in the month of September, 2023.

Vote: - All in favor

Resolved: - Motion carried

v) Student Representative in IQAC

Description: - IQAC coordinator Dr. D. M. Sirsat raised issue of student's representative in IQAC.

Discussion: - All the Hon. members discussed on this issue and with majority Ku. Pradnya Jaysing Patil nominated as a student's representative in IQAC.

Vote: - All in favor

Resolved: - Motion carried

vii) Vote of thanks - As there were no other topics before the meeting, the coordinator Dr. D. M. Sirsat thanked everyone and the meeting was closed with the permission of the Chairman.

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