

## \* Minutes of Meeting No. 1.

Dr. S. P. Patil, IGAC Coordinator welcomed all the IGAC members and gave brief introduction about the developments of IGAC.

\* Subject:- 1] Preparation of a Perspective Plan of the academic year 2018-19.

\* Resolution:- It was resolved to prepare the academic calendar that consists perspective plan of the college for the academic year 2018-19.

Dr. B. S. Patil proposed the need based perspective plan for quality enhancement.

Mr. Satish Kadurkar seconded the proposal.

\* Subject:- 2] To discuss regarding the compliance of recommendations suggested by NAAC Peer Team pertaining to teaching and learning process.

\* Resolution:- 1] Shri. Rajkumar Pol proposed about the measures to be taken for quality enhancement in teaching-learning process. He proposed to initiate smart class teaching with the help of audio and visual aids. It was seconded by Principal Dr. Vijaya R. Chavam.

2] Mr. D. G. Jagtap proposed about the use of LCD and initiation of courses such as MOOCs.

This proposal was seconded by Shri. Mahesh Nilaje

\* Subject: 3] To discuss on the enhancement of physical facilities such as the Purified Water System, Installation of CCTV and Intercom system.

\* Resolution:

1] Principal Dr. Vijaya R. Chavam proposed about

the making provision of purified drinking water system in the college. Shri Rajkumar Pol seconded the proposal for installing the purified water system in the college.

2] It was resolved to install C.C.T.V. system in the campus to monitor the activities and provide security to every section in the campus. It was proposed by Ms. Nikita Sutar. The above decision was seconded by Dr. Vijaya R. Chavam.

3] It was resolved to set up Intercom System to facilitate and interconnect every section for the effective management. It was proposed by Mr. Mahesh Nilaje. It was seconded by Dr. S. P. Patil.

\* Subject: - 4] To discuss about the proposals of new courses and programmes to be sent to University.

\* Resolution:

It was resolved to prepare and send a proposal of B.Com - Part-1 to Shivaji University to meet the demands of students. It was proposed by Dr. R. H. Karande. The above decision was seconded by Mr. Mahesh Nilaje.

\* Subject: 5] To discuss on getting Academic and Administrative Audit (AAA) assessment from external expert.

\* 'Resolution' -

1] It was resolved to prepare records of college pertaining to the requirements of Academic and Administrative Audit (AAA) criterion. Dr. S. P. Patil was appointed as AAA coordinator. Principal Dr. Vijaya R. Chavam decided to invite Dr. N. S. Dharmadhikari as External Expert to assess AAA. It was proposed by Principal Dr. Vijaya R. Chavam and it was

seconded by Dr. B.S. Patil

2] It was resolved to organize Dr. N.S. Pharmedhikar's Expert Lecture about the NAAC new methodology and the significance of AAA. It was proposed by Mr. Satish Kadulkar and was seconded by Mr. D.G. Jagtap

\* Subject: - 5] To discuss on the distribution of seed money and giving incentives to faculty as well as students to promote research culture

\* Resolution: -

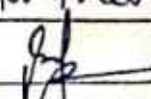
① It was decided to provide seed money to promote research culture among faculty and students. In this context, faculty and students were motivated to submit their research proposals for the Research Cell. It was resolved to submit and present the research proposal. It was proposed by Satish Kadulkar and was seconded by Shri. Rajkumar Pol

② It was resolved to provide cash Rs. 5000/- to faculty working as C.H.B for their best research projects. The institute is also going to provide Rs. 1000/- to the faculty as incentives for their research paper publication in the journals in highly impact factor and U.G.C. approved top journals in their respective subjects. It was proposed by Shri. Rajkumar Pol and it was seconded by Dr. B.S. Patil

\* Subject: - 7] To discuss about initiation of Value-Added Courses by every department of the college

\* Resolution: - It was resolved to initiate at least one Value-added short term course from every department. It was proposed by Principal Dr. Vijaya R. Chavhan and seconded by Mr. Satish Kadulkar

Mr. D.G. Jagtap proposed vote of thanks for their active participation.

  
Principal

Shri. Vijaysinha Yadav Arts & Science College,  
Peth Vadgaon, Dist. Kolhapur.

## \* Meeting No. 2.

### f. Notice

IQAC members are hereby informed that they should remain present for the IQAC second meeting scheduled on Thursday 20/09/2018.

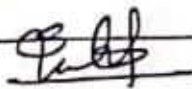
All are requested to attend the meeting at IQAC room without fail.

Venue:- IQAC Room

Time:- 11:30 a.m. to 1.00 p.m.

### \* Agenda

1. To take review of activities carried out by every department.
2. To discuss on the submission of AQAR of the academic year 2017-18 to NAAC
3. To discuss about the formation of Registered Alumni Association as per the guidelines given by NAAC.
4. To take review of implementation of decisions taken in the first meeting of IQAC



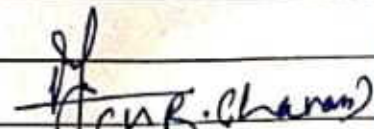
Dr. S. P. Patil

**IQAC, Coordinator**

**IQAC**

**Coordinator**

Shri Vijaysinha Yadav Arts & Science College Peth Vadgaon



Dr. R. Charan  
**Principal**

Shri. Vijaysinha Yadav Arts & Science College  
-Peth Vadgaon, Dist. Kolhapur.

## \* Meeting No. 2

The meeting of IQAC was held on Thursday 20/09/18 at IQAC room between 11:30 am. to 1:00 p.m. The following members were present for the meeting:

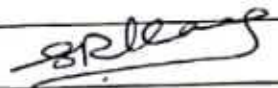
1. Dr. Vijaya R. Chavam

2. Shri. Rajkumar Pol

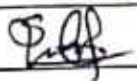
3. Dr. B.S. Patil



4. Shri. Satish Kadukar



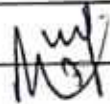
5. Dr. Suresh P. Patil



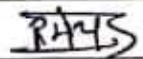
6. Dr. C.B. Mame



7. Mr. D.G. Jagtap



8. Dr. R.H. Karamde



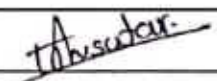
9. Shri. Mahesh Nilaje



10. Shri. Swasthikammul Mali



11. Miss. Nikita Sutar



  
Principal

Shri. Vijaysinha Yadav Arts & Science College  
Peth Vadgaon, Dist. Kolhapur.

## \* Minutes of Meeting No.-2

In the beginning of IQAC meeting Dr. S. P. Patil welcomed all the IQAC members. Principal Dr. Vijaya R. Chavan, chairperson of IQAC gave brief introduction about the topics to be discussed in the meeting.

During the second meeting following resolutions were unanimously passed and sanctioned:

### \* 1] Subject: - 1]

1] To take review of activities carried out by every department.

### \* Resolution: -

It was resolved to update academic calendar which includes the activities of department. It was decided to consolidate the NAA data pertaining to the performance of every department in the last year. It was proposed by Dr. Suresh Patil. The above decision was seconded by Mr. D.G. Jagtap.

\* Subject: - 2] To discuss on the submission of AQAR of the academic year 2017-18 to NAAC.

### \* Resolution: -

It was resolved to online submit the College AQAR upto on or before 31<sup>st</sup> December, 2018 to NAAC, Bangalore in an old methodology. It was decided to submit in the old format.

Principal Dr. Vijaya R. Chavan proposed about it. It was well-supported and seconded by Shri. Rajkumar Pol.

\* Subject: - 3] To discuss about the formation of Registered Alumni Association as per the guidelines given by NAAC.

### \* Resolution: -

It was resolved to register the 'Vijay Alumni Association' in this year. During the Alumni meeting, it was decided to select the volunteers working in different sections and on different positions to take initiative in formation of registration of alumni association. Dr. M-A. Patil has been given this task as coordinator to form it within this academic year. The above resolution was proposed by Principal Dr. Vijaya R. Chavan and it was seconded by Ms. Nikita Sudar.


\* Subject:- 4] To take review of implementations taken on previous decisions taken in the first meeting of (NAAC), IAAC.

\* Resolution:

1] As per the first meeting resolutions, the college set up C.C.T.V. system to monitor and manage all the activities. It was resolved to install the C.C.T.V. system at important places such as office, Principal's Cabin, Library, the porch, the playground etc. It was proposed by Shri. Rajkumar Pol. It was seconded by Mr. Suresh Kadulkar.

2] During the year, the water purifying system in the campus was initiated. Principal Dr. Vijay Chavan proposed that it should be carried further. It was seconded by Dr. B.S. Patil.

At the end of the meeting, Mr. M-B. Nilaje proposed vote of thanks.

  
Principal

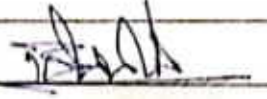
Meeting No. 3

IQAC meeting was held on Tuesday 01/01/2019 in the IQAC Room. The following members were present:

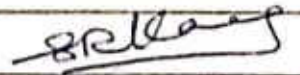
1. Dr. Vijaya R. Chavam

2. Shri. Rajkumar Pol

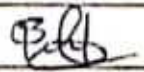
3. Dr. B.S. Patil



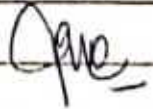
4. Shri. Satish Kadurkar



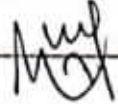
5. Dr. Suresh P. Patil



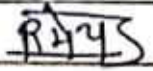
6. Dr. C.B. Mame



7. Mr. D.G. Jagtap



8. Dr. R.H. Karande



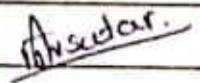
9. Shri. Mahesh Nilaje




10. Shri. Swasthkarndat Mali



11. Miss. Nikita Sutar





Principal

Shri. Vijaysinha Yadav Arts & Science College  
Peth-Vadgaon, Dist. Kolhapur.



## \* Minutes of Meeting No. 3

Dr. S.P. Patil, IGAC Coordinator welcomed all the IGAC members and briefly introduced them about the resolutions to be taken on the issues mentioned in the agenda.

\* Subject: 1] To discuss about organizing one day workshop on 'New Methodology of NAAC'. Principal

\* Resolution: 1] Prin. Dr. Vijaya R. Chavhan informed about the changing pattern of NAAC regarding the accreditation and assessment from the academic year 2019-2020. In order to create awareness among all the stakeholders, it was decided to organize one day workshop on 'New Methodology of NAAC'. Principal Dr. Vijaya R. Chavhan proposed about organizing an expert lecture of Dr. N.S. Dharmadhikari, NAAC Assessor. It was seconded by Honible Shri. Rajkumar Pol.

2] It was decided to invite the delegates from the cluster college who are working as IGAC coordinator or Criterion-head to participate in this programme. It was proposed by Shri. Sahish Kadurkar and seconded by Dr. R.H. Karamde.

\* Subject: 2] To organize discuss about organizing one-day workshop for non-teaching staff on "Smart Office".

\* Resolution:-

In order to face the new challenges in the higher education, the non-teaching staff should be made competent with proper training and orientation. Therefore, It was decided to organize one-day workshop for non-teaching staff on 'Smart Office' to adopt new skills and technologies in the administration of office. Mr. M.B. Nilaje, the Office Superintendent, proposed about organizing such type of training

to non-teaching staff to excel in their official work. It was seconded by Shri. Satish Kadukar, who underlined the significance of such programmes.

\* Subject:- 3] To discuss on an enhancement of institution level scholarships for outstanding students.

\* Resolution:

1] It was resolved to increase the institution level scholarships for outstanding students, selected from the field such as sports, University Merit, Research, Cultural, Physically Disabled or Below Poverty etc. It was proposed by Mr. Satish Kadukar and it was seconded by Mr. M. B. Nilaje.

2] It was resolved to form a separate committee that includes Principal as Chairman, two faculties working as staff secretary, Physical Director, Chairman of Cultural Committee and Research Committee and official clerk. The committee will select the students for scholarship. The above resolution was proposed by Principal Dr. Vijaya R. Chavan and it was seconded by Dr. B. S. Patil

3] It was resolved to raise the necessary funds from external donors who are willing to donate for the development of institution. It was proposed by Mr. Satish Kadukar and it was seconded by Dr. C. B. Mane.

\* Subject: 4] To discuss on an enhancement of IT facilities

\* Resolution: It was decided to provide computers to every departments of the college to enhance ICT based teaching-learning process. It was proposed by Dr. C. B. Mane. The above resolution was seconded by Mr. M. B. Nilaje.

\* Subject: 5] Developing institutional Email-id for college website and research citations

\* Resolution:-

1] It was resolved to develop institutional website with new features in collaboration with an expert in making website. Mr. S. S. Patil, coordinator, College Website Committee was handed over the responsibility of formulating the functional website with institutional updates. It was proposed by Dr. C. B. Mane. Shri. Satish Kadulkar seconded the resolution.

2] It was decided to install new software of website for displaying the various activities and programmes conducted during the year. It was proposed by Principal Dr. Vijaya R. Chavan and Dr. B. S. Patil seconded it.

\* Subject: 6] Registration of 'Vijay Alumni Association'

\* Resolution:-

It was resolved to register 'Vijay Alumni Association' as per the guidelines laid down by NAAC. It was decided that Dr. M. A. Patil, coordinator should formulate it as per the rules and regulations in this academic year.

\* Subject:- 7] Making provisions of Resting Rooms for girl students

\* Resolution:

Pertaining to the needs of girl students, it was resolved to make provision of resting room for the girls in the forthcoming years to accomplish their needs. The proposal was proposed by Ms. Nikita Sutar, student representative. It was seconded by Hon'ble Principal Dr. Vijaya R. Chavan.

\* Subject:- 8] Focus on the Best Practices

\* Resolution:-

It was resolved to initiate unique best practices in the college. Hon'ble Principal Dr. Vijaya R. Chavan emphasized the need of initiating the project of green environment. Dr. V. N. Sahadev, Criterium-Head, was suggested to appeal the students to donate either plant or pot to college to run this best practice. It was proposed by Hon'ble Principal and it was seconded by Ms. Nikita Sutar.

At the end of IGAC meeting, Dr. C. B. Mane, assistant coordinator, proposed vote of thanks.

  
Principal

Shri. Vijaysinha Yadev Arts & Science College  
Peth Vadgaon, Dist. Kolhapur.

## Minutes of IQAC Meeting No. 4

1] To read and confirm the minutes of previous IQAC meeting:

Dr. S.P.Patil, Coordinator read the minutes of previous meeting. Principal Dr. Vijaya R. Chavan confirmed those minutes.

2] To implement suggestions and recommendations given by the A.A.A. [2018-19] Expert Committee.

It was resolved to implement suggestions and recommendations given by the A.A.A. [2018-19] Expert Committee such as development of the Incubation, Innovation and Counseling Centre, and increase in the MoU activities.

Proposed by Dr. S.P.Patil and seconded by Dr. B.S.Patil.

3] To discuss on reforms in the Internal Evaluation System.

It was decided to introduce reforms in the Internal Evaluation System such as Pre-semester for B.A. and B.Sc.-I&II, and conducting online tests with the help of Department of Computer Science.

Proposed by Dr. C.B.Mane and seconded by Mr. M.B.Nilaje.

4] To discuss on the reforms in the annual budget.

It was decided to make provision of Rs. 25000/- [Twenty Five Thousand] in the annual budget such as allocation for running IQAC activities.

Proposed by Mr. D.G.Jagtap and seconded by Dr. R.H.Karande.

5] To make provision of incentives for research in the Marathi language, culture, and heritage.

In order to make provision of incentives for research in the Marathi language, culture, and heritage of the relevant area, it was resolved that Incubation and Innovation Centre and Research Cell will take initiative to provide seed money for group project activities.

Proposed by Dr. B.S.Patil and Seconded by Principal Dr. Vijaya R.Chavan.

6] To discuss about establishing the Girls Welfare Committee.

It was resolved that there should be separate the Girls Welfare Committee to monitor the welfare schemes and programmes especially for female students.

Proposed by Principal Dr. Vijaya R.Chavan and Seconded by Ms. Nikita Sutar.

7] To discuss about introducing a course for developing communication skills for students' placement.

It was decided to organize workshops on "Personality Development" and Interview Techniques" for developing communication skills for students' placement.

Proposed by Principal Dr. Vijaya R.Chavan and Seconded by Ms. Nikita Sutar.

8] To discuss on an enhancement of the Central Library facilities.

It was decided to enhance the Central Library facilities with installing the exhausting fan and consistent and uninterrupted Internet facility to all departments.

Proposed by Dr. C.B.Mane and Seconded by Mr. M.B.Nilaje.

Dr. C.B.Mane proposed vote of thanks and Principal Dr. Vijaya R. Chavan concluded the meeting.



Dr. S.P.Patil

Coordinator, IQAC

**IQAC**

**Coordinator**

**Shri Vijaysinha Yadav Arts &  
Science College Peth Vadgaon**



Dr. Vijaya R.Chavan

**Principal**

**Shri. Vijaysinha Yadav Arts & Science College  
Peth Vadgaon, Dist. Kolhapur.**

Place: Peth vadgaon

Date: 30/04/2019

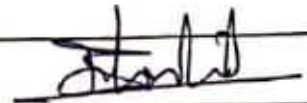
## Meeting No. 4

IQAC meeting was held on Tuesday 30/04/2019 in the IQAC room. The following members of IQAC were present for the meeting:

1. Dr. Vijaya R. Chavam

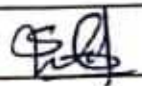
2. Shri. Rajkumar Pol

3. Dr. B. S. Patil




4. Shri. Satish Kadurkar

5. Dr. Suresh P. Patil



6. Dr. C. B. Mame



7. Mr. D. G. Jagtap



8. Dr. R. H. Karamde




9. Shri. M. B. Nilaje

10. Smt. Swastikamut Mali

11. Ms. Nikita Sutar

12. Dr. D. J. Bhandare



## **Internal Quality Assurance Cell [IQAC]**

**2018-19**

The IQAC (Internal Quality Assurance Cell) has been established in the year 2008 to monitor and upgrade the overall quality of the institution. It works to enhance the research culture and academic excellence of faculty, staff and the students of the college. It is framed under the visionary and dynamic Chairpersonship of Hon'ble Principal Dr. Vijaya R. Chavan in this academic year.

In the academic year 2018-19, the cell has formed various academic and administrative committees for implementation of different programs and activities throughout the year. The following are the Members of the IQAC:

1. Principal Dr. Vijaya R.Chavan : Chairperson
2. Dr. S.P.Patil : Coordinator
3. Dr. C.B Mane : Assistant Coordinator
4. Hon'ble Shri Rajkumar Pol : Management Representative
5. Shri. Satish Kadukar : External Expert
6. Dr. B.S.Patil : Community Representative
7. Mr. D.G.Jagtap: Faculty
8. Dr. R.H.Karande: Faculty
9. Shri. M.B.Nilaje : Administrative Staff
10. Shri. Swastikamrut Mali : Alumni Representative
11. Ms. Nikita Sutar: Student Representative

The following are the significant contributions of the IQAC:

1. First meeting of the IQAC [Friday 29/06/2018]:



- a) Preparation of the academic calendar
- b) Installation of Purified water system, C. C. TV, and Intercom System in the college campus.
- c) Submission of B.Com-I proposal to Shivaji University, Kolhapur.
- d) Formation of A.A.A.[Academic and Administrative Audit] Committee and documentation.
- e) Declaration of seed money and incentives with cash Rs. 5000/- to the Research Proposals of Faculty and students.
- f) Initiation of Value-added courses by each department.

2. The Second meeting of the IQAC [Thursday 20/09/2018]:

- a) Submission of the AQAR [2017-18] on 31<sup>ST</sup> December,2018 to NAAC, Bangalore.
- b) Formation of the registered 'Vijay Alumni Association'.

3. Third meeting of the IQAC [Tuesday 01/01/2019]:

- a) Organized one day workshop on Expert Lecture of Dr. N.S. Dharmadhikari, NAAC, Assessor, on "NAAC Related (New Framework) Quality Culture Development" on Friday 01/02/2019.
- b) Assessment of A.A.A. by Dr. N.S. Dharmadhikari, NAAC, Assessor.

4. Fourth meeting of IQAC [Tuesday 30/04/2019]:

- 1] To implement suggestions and recommendations given by the A.A.A. [2018-19] Expert Committee such as development of the Incubation, Innovation and Counseling Centre, and increase in the MoU activities.
- 2] Introducing reforms in the Internal Evaluation System such as Pre-semester for B.A. and B.Sc.-I&II, conducting online tests
- 3] Reforms in the annual budget such as allocation of Rs. 25000/-[Twenty Five Thousand] for running IQAC activities.
- 4] In order to make provision of incentives for research in the Marathi language, culture, and heritage of the relevant area, Incubation and Innovation Centre and Research Cell will take initiative to provide seed money for group project activities.

- 6] Establishing the Girls Welfare Committee to monitor the welfare schemes and programmes especially for female students.
- 7] Organizing workshops on "Personality Development" and Interview Techniques" for developing communication skills for students' placement.
- 8] Enhancement of the Central Library facilities with installing the exhausting fan and consistent and uninterrupted Internet facility.

I am sincerely grateful to Hon'ble Gulabraoji Pol, Chairman of the Institution for his constant support for the quality up gradation and timely help and co-operation of Sou. Vidyatai Pol, Principal Dr. Vijaya R.Chavan , the IQAC members, the seven criterion heads, the stakeholders and the staff we were able to successively implement the activities. I am thankful to them.



Dr. S. P. Patil

Coordinator

**IQAC**

Coordinator

**Shri Vijaysinha Yadav Arts &  
Science College Peth Vadgaon**

