



Maratha Vidya Prasarak Samaj's
Karmveer Shantarambapu Kondaji Wavare
Arts, Science & Commerce College,
CIDCO, Nashik



Internal Quality Assurance Cell (IQAC)

Minutes of the Meeting (Year: 2018-2019)

- **Date of the Meeting:** 21st June, 2018
- **Venue of the Meeting:** IQAC Office
- **Time of Meeting:** 11:00 am - 01:00 pm

Agenda of the Meeting:

1. To review and confirm the minutes of the last meeting
2. To prepare action plan and major focus areas of IQAC for academic year 2018-19
3. Allotment of NAAC sub Criteria in charge for preparation of AQAR of academic year 2017-18
4. To approved the academic calendar (2018-2019) of the college prepared by the College Academic Calendar Committee
5. To review and discuss admission policy of the college for various courses
6. To explore and discuss opportunities of MoUs with National level institutions
7. Any other relevant issues made by the college

▪ Members Present:

Details	Name	Sign
Chairperson	Dr. D. B. Shinde	
Teachers to represent all level	Dr. K. H. Rakibe (NAAC Co-ordinator)	
	Dr. N.P. Nikam (Member)	
	Mr.R.D. Zankar (Member)	
	Dr. M.S. Girase (Member)	
	Dr. K. M. Khalkar (Member)	
	CA Dr. T.G. Deore (Member)	
	Ms. M. N. Sawant (Member)	
Management Representative	Hon. Shri. Nanasaheb Mahale, (Director, MVP Samaj, Nashik)	



Details	Name	Sign
Few Senior administrative officers	Dr. A. K. Shinde (Vice-Principal)	
	Prof. S.T. Ghule (Chief Examination Officer)	
	Ms. Y.S. Phapale (Librarian)	
	Mr. S. B. Tambe (O.S.)	
One nominee each from Local society, Students and Alumni	Smt. Ashwini Borasate (Social Worker)	
	Shri. Sanjay Bhamare (Alumni)	
	Shri. Ganesh Fadol (Student)	
Nominee from Industrialists	Mr. Uday Rakibe	
Coordinator of the IQAC	Dr. D. N. Pawar	

Leave of Absence was granted to the following members:

1. Dr. R.A. Patil, Member

IQAC Coordinator welcomed and briefed the committee members about the agenda.

IQAC members, after exchange of ideas and thoughts made the following resolutions:

Agenda Item 1: Review of the Earlier Meeting

Resolution: The coordinator read the minutes of earlier meeting and the minutes were reviewed and passed by the members.

Agenda Item 2: To prepare action plan and major focus areas of IQAC for academic year 2018-19

Resolution:

- Discussion was made on submission of proposals of new courses to the University. It was decided to start T.Y.B.Sc. Mathematics, Research centre in Marathi and Commerce from next academic year. A detail proposal of same was forwarded through parent institute to the University.
- Principal suggested giving attention on proper documentation of supporting services and information collected from the various departments for AQAR.
- Vice principal suggested for appointment of clerical assistant to the IQAC office is required. The principal decided and inform to committee regarding appointment of clerical assistant to IQAC office
- It was advice to follow up completion of the NAAC recommendations in prescribed time line.



- It was also decided that a lecture series and various activities with department level academic calendar should be followed by all departments.
- The principal announced various committees and supporting services in charge of academic year 2018-2019 for systematic functioning and achievements.
- Proposed by: Principal Dr. D. B. Shinde, Seconded by: Dr. D. N. Pawar

Agenda Item 3: Allotment of Sub Coordinator of NAAC sub Criteria for final preparation of AQAR of academic year 2017-18

Resolution:

- Allotment of criterion in-charge was informed to the IQAC committee.
The composition of the criterion in-charge is as follows
Criteria I: Dr. N.P. Nikam
Criteria II: Mr. R.D. Zankar
Criteria III: Dr. M.S. Girase
Criteria IV: Dr. K. M. Khalkar
Criteria V: CA Dr. T.G. Deore
Criteria VI: Dr. R.A. Patil
Criteria VII: Ms. M. N. Sawant
- For preparation of the AQAR 2017-2018 of the college, respective criterion in-charge was informed to collect information /data and documents about their criteria from various departments and faculty members. The deadline for compilation of data was fixed by the Principal.
- Proposed by: Dr. D. B. Shinde, Seconded by: Dr. K. H. Rakibe

Agenda Item 4: To approve the academic calendar (2018-2019) of the college prepared by the College academic calendar committee

Resolution:

The academic calendar committee of the college has prepared academic calendar for the year 2018-19. The IQAC committee discussed over the content and academic plan of the year 2018.19 and with some suggestion given by members the academic calendar of the year has been finalized.

Proposed by: Dr. A. K. Shinde, Seconded by: Mr. S. B. Tambe



Agenda Item 5: To review and discuss admission policy of the college for various courses

Resolution:

The decision taken on to apply merit based online admission system with parent institution. The earlier admission policy was discussed and reviewed for information to all members. Fees installments facility also introduced by the principal. Class wise and faculty wise admission committee were formed for students help and proper admission procedure.

Proposed by: Mr.R.D. Zankar, Seconded by: Dr. D. B. Shinde

Agenda Item 6: To explore and discuss opportunities of MoUs with National level institutions.

Resolution:

Discussions were made on what are the possibilities of expanding the MoUs with other national level institutions? Dr. M.S. Girase introduced about the college has opportunities to sign MoUs with 07 national level institutions.

Proposed by: Dr. M.S. Girase, Seconded by: Smt. Ashwini Borasate

Agenda Item 7: Any other relevant issues made by the college

It was decided to conduct next meeting of the IQAC before submission of final AQAR 2017-2018.

The vote of thanks was proposed by the coordinator.

(Dr. D. N. Pawar)

IQAC Co-ordinator
Co-ordinator
IQAC

K.S.K.W Arts, Science and Commerce College
CIDCO, Nashik-422008

(Dr. D. B. Shinde)

Principal
PRINCIPAL

K.S.K.W. Arts, Sci. & Com. College,
CIDCO, Nashik-8.



Maratha Vidya Prasarak Samaj's
Karmveer Shantarambapu Kondaji Wavare
Arts, Science & Commerce College,
CIDCO, Nashik



Internal Quality Assurance Cell (IQAC)

Minutes of the Meeting (Year: 2018-2019)

- **Date of the Meeting:** 17th September, 2018
- **Venue of the Meeting:** IQAC Office
- **Time of Meeting:** 11:00 am - 01:00 pm

Agenda of the Meeting:

1. To review and confirm the minutes of the last meeting
2. To read out and discuss the AQAR of year 2017-18 for final submission to the NAAC.
3. To prepare planning for criteria wise discussion on revised NAAC guidelines
4. Any other relevant issues made by the IQAC members

Members were Present:

Details	Name	Sign
Chairperson	Dr. D. B. Shinde	
Teachers to represent all level	Dr. K. H. Rakibe (NAAC Co-ordinator) Dr. N.P. Nikam (Member) Mr.R.D. Zankar (Member) Dr. M.S. Girase (Member) Dr. K. M. Khalkar (Member) CA Dr. T.G. Deore (Member) Dr.R.A. Patil (Member) Ms. M. N. Sawant (Member)	
Management Representative	Hon. Shri. Nanasaheb Mahale, (Director, MVP Samaj, Nashik)	
Few Senior administrative officers	Dr. A. K. Shinde (Vice-Principal) Prof. S.T. Ghule (Chief Examination Officer)	



Details	Name	Sign
	Ms. Y.S. Phapale (Librarian) Mr. S. B. Tambe (O.S.)	
One nominee each from Local society, Students and Alumni	Smt. Ashwini Borasate (Social Worker) Shri. Sanjay Bhamare (Alumni) Shri. Ganesh Fadol (Student)	
One nominee each from Employers/Industrialists/Stake holders	Mr. Uday Rakibe	
Coordinator of the IQAC	Dr. D. N. Pawar	

Leave of Absence was granted to the following members:

1. Mr. Somnath Ghule., Member

IQAC Coordinator welcomed and briefed the committee members about the agenda.

IQAC members, after exchange of ideas and thoughts made the following resolutions:

Agenda Item 1: To review and confirm the minutes of the last meeting.

Resolution:

- The coordinator read out minutes of earlier meeting and the minutes were reviewed and passed by the members.

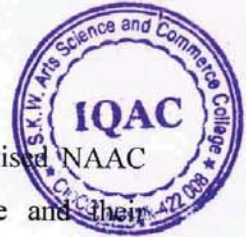
Agenda Item 2: To read out and discuss the AQAR year 2017-18 for final submission to the NAAC

Resolution:

- Criteria wise questions and answers as per format given by the NAAC was read out by the IQAC with criterion in charge to prepared the final draft of AQAR 2017-2018.
- Proposed by: Dr. D. N. Pawar, Seconded by: Dr. K. H. Rakibe

Agenda Item 3: To prepare planning for criteria wise discussion on revised NAAC guidelines

Resolution:



- IQAC coordinator proposed a plan for discussion on revised NAAC guidelines of all sub criteria's with criteria in charge and their committee members.
- Principal advised that, preparation of AQAR of 2018-2019 of the college need to follow revised guidelines properly and focus should be given on verification of documents.
- Proposed by: Dr. D. N. Pawar, Seconded by: CA Dr. T.G. Deore

Agenda Item 4: Any other relevant issues made by the IQAC members

The vote of thanks was proposed by the coordinator

(Dr. D. N. Pawar)
IQAC Co-ordinator
Co-ordinator
IQAC

K.S.K.W Arts, Science and Commerce College
CIDCO, Nashik-422008

(Dr. D. B. Shinde)
Principal
PRINCIPAL

K.S.K.W. Arts, Sci. & Com. College,
CIDCO, Nashik-8.



Maratha Vidya Prasarak Samaj's
Karmveer Shantarambapu Kondaji Wavare
Arts, Science & Commerce College,
CIDCO, Nashik



Internal Quality Assurance Cell (IQAC)

Minutes of the Meeting (Year: 2018-2019)


- **Date of the Meeting:** 07th December, 2018
- **Venue of the Meeting:** IQAC Office
- **Time of Meeting:** 11:00 am - 01:00 pm


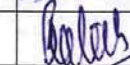

Agenda of the Meeting:

1. To review and confirm the minutes of the last meeting
2. To plan timetable for organization of State and National Seminars
3. To prepare schedule of Annual Social Gathering & Annual Prize Distribution ceremony
4. To discuss on final submission of AISHE data of the college
5. To Any other relevant issues made by the IQAC members

Members were Present:

Details	Name	Sign
Chairperson	Dr. D.B. Shinde (Principal)	
Teachers to represent all level	Dr. K.H. Rakibe (NAAC Co-ordinator)	
	Dr. N.P. Nikam (Member)	
	Mr.R.D. Zankar (Member)	
	Dr. M.S. Girase (Member)	
	Dr. K.M. Khalkar (Member)	
	CA Dr. T.G. Deore (Member)	
	Dr.R.A. Patil (Member)	
	Dr. M.S. Patil (Member)	
Management Representative	Hon. Shri. Nanasaheb Mahale, (Director, MVP Samaj, Nashik)	
Few Senior administrative officers	Dr. A. K. Shinde (Vice-Principal)	
	Prof. S.T. Ghule (CEO)	
	Ms. Y.S. Phapale (Librarian)	
	Mr. S. B. Tambe (O.S.)	



Details	Name	Sign
One nominee each from Local society, Students and Alumni	Smt. Ashwini Borasate (Social Worker)	
	Shri. Sanjay Bhamare (Alumni)	
	Shri. Ganesh Fadol (Student)	
Industrialists Nominee	Mr. Uday Rakibe	
Coordinator of the IQAC	Dr. D. N. Pawar	

Leave of Absence was granted to the following members:

1. Mr. Uday Rakibe, Industrial Expert
2. Ms. Y.S. Phapale (Librarian)

IQAC Coordinator welcomed and briefed the committee members about the agenda. IQAC members, after exchange of ideas and thoughts made the following resolutions:

Agenda Item 1: To review and confirm the minutes of the last meeting

Resolution:

The coordinator read the minutes of earlier meeting and the minutes were reviewed and passed by the members.

Agenda Item 2: To plan timetable for organization of State and National Seminars

Resolution:

- It was decided to organized one state level and one national level seminar under QIP of S. P. Pune University.
- Dates of seminar were finalized and inform to the IQAC committee. The date of organization of State level seminar was 4/1/2019 and National level seminar was 28/12/2018.
- The college has also decided to jointly organize National seminar with SPPU on Sahitik Mahatma Phule on 05/02/2019.
- The decision also taken on publication of research papers with special issues of journal.
- Proposed by: Dr. D. B. Shinde Seconded by: Dr. D. N. Pawar



Agenda Item 3: To prepare schedule of Annual Social Gathering & Annual Prize Distribution ceremony

Resolution:

- The College decided to organize various activities under Annual Social Gathering of the college.
- Principal were inform to the committee about dates and schedule of various co-curricular and extracurricular activities.
- This year Principal suggested that, the theme based cultural programme on 'Patriotism' should be organized.
- As a social responsibility of college it was decided to collect Grain from students, staff and Local Management Committee. It was also decided collected grain handover to Gharkul Pariwar NGO working for disable and handicap students.
- Principal inform to the committee final annual prize distribution ceremony will held on 19/01/2019.
- Proposed by: Dr. D. B. Shinde Seconded by: Dr. M.S. Girase


Agenda Item 4: To discuss on final submission of AISHE data of the college

Resolution:

- AISHE Nodal Officer of the college was informing to the committee members that, the information related to AISHE of the college were ready to submit online. The committee also discusses about database and recommended to AISHE Nodal Officer to submit online in prescribed format.
- Proposed by: Dr. D. N. Pawar, Seconded by: Dr. K.M. Khalkar

Agenda Item 5: Any other relevant issues made by the IQAC members

- Placement officer of the college Mr. R. D. Zankar inform to the IQAC committee members about college organizing 40 days skill based 'certificate programme in Banking, finance and Insurance' in collaboration with Bajaj finance Pune. Proposed by: Mr. R. D. Zankar, Seconded by: Dr. N.P. Nikam
- The vote of thanks was proposed by the coordinator


(Dr. D. N. Pawar)
Co-ordinator
IQAC

K.S.K.W Arts, Science and Commerce College
CIDCO, Nashik-422008


(Dr. D. B. Shinde)
PRINCIPAL
K.S.K.W Arts, Sci. & Com. College.



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Arts, Science & Commerce College,
CIDCO, Nashik



Internal Quality Assurance Cell (IQAC)

Minutes of the Meeting (Year: 2018-2019)

▪ **Date of the Meeting:** Tuesday, 05th March, 2019

▪ **Venue of the Meeting:** Seminar Hall

▪ **Time of Meeting:** 11:00 am - 01:00 pm

Agenda of the Meeting:

1. To review and confirm the minutes of the last meeting
2. Meeting of Head of Departments and criteria coordinators for discussion and reading of question wise NAAC criteria
3. Any other relevant issues made by the IQAC members

Members were present:

Name of the Member	Sign
Dr. J.D. Sonkhaskar (Principal), Chairperson of IQAC	
Dr. A. K. Shinde (Vice-Principal)	
Dr. D. N. Pawar, Coordinator IQAC	
Dr. N.P. Nikam (Member)	
Mr. R.D. Zankar (Member)	
Dr. M.S. Girase (Member)	
Dr. D. M. Kokate (Member)	
CA Dr. T.G. Deore (Member)	
Dr. R.A. Patil (Member)	
Dr. M.S. Patil (Member)	
Ms. Y.S. Phapale (Librarian)	
Mr. S. B. Tambe (O.S.)	



IQAC Coordinator welcomed and briefed the criteria in charge and Head of the departments of the college.

IQAC members, after exchange of ideas and thoughts made the following resolutions:

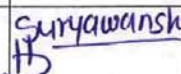
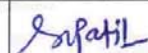

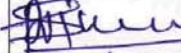
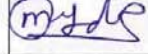

Agenda Item 1: To review and confirm the minutes of the last meeting

- The coordinator read the minutes of earlier meeting and the minutes were reviewed and passed by the members.

Agenda Item 2: Meeting of Head of Departments and criteria coordinators for discussion and reading of question wise NAAC criteria.

Resolution:

- The meetings of Head of department and NAAC criteria coordinators call by the Principal and it was organized in the Seminar hall.
- A presentation was made by Principal Dr. J.D. Sonkhaskar about NAAC Criteria information and data collection as well as documentation.
- The discussions were held on criteria's questions and the format of new guidelines of NAAC.
- All NAAC criteria in-charge of the college was asked to go through the new guidelines and provide their inputs to IQAC, accordingly.
- **Following Head of the departments of the college were present:**

Sr. No.	Name of the Department	Name of the Head	Sign.
1.	Department of Anthropology	Ms. Harshalata D. Suryawanshi	
2.	Department of Economics	Dr. Sadhana V. Patil	
3.	Department of English	Ms. Dipali S. Suryawanshi	
4.	Department of Geography	Mr. Sitaram R. Nikam	
5.	Department of Hindi	Mr. Manoj W. Wayandane	
6.	Department of History	Mr. Rajendra R. Sonawane	
7.	Department of Marathi	Dr. Shankar K. Borhade	

7



Sr. No.	Name of the Department	Name of the Head	Sign.
8.	Department of Political Science	Mr. Mahendra N. Pawar	<i>[Signature]</i>
9.	Department of Psychology	Dr. Shubhangi R. Gosavi	<i>[Signature]</i>
10.	Department of Sociology	Ms. H. D. Suryawanshi	<i>[Signature]</i>
11.	Department of Commerce	Dr. Anna K. Shinde	<i>[Signature]</i>
12.	Department of Botany	Dr. Dilip F. Nikumbh	<i>[Signature]</i>
13.	Department of Chemistry	Dr. Sopan K. Kushare	<i>[Signature]</i>
14.	Department of Computer Science	Ms. Manisha S. Sawant	<i>[Signature]</i>
15.	Department of Mathematics	Mr. Somnath T. Ghule	<i>[Signature]</i>
16.	Department of Microbiology	Dr. Manisha S. Girase	<i>[Signature]</i>
17.	Department of Physics	Dr. Pratibha G. Loke	<i>[Signature]</i>
18.	Department of Zoology	Mr. Jayant T. Pagar	<i>[Signature]</i>
19.	B.Voc. courses	Dr. Manisha S. Girase (Coordinator)	<i>[Signature]</i>
20.	Department of Library	Ms. Yogita S. Phapale	<i>[Signature]</i>
21.	Department of Physical Education	Dr. Minakshi H. Gawali	<i>[Signature]</i>

Agenda Item 3: Any other relevant issues made by the IQAC members

Resolution: The IQAC coordinator read both old and new format of AQAR at a glance and suggestion were sought to revise the format of data collection for the preparation of AQAR of academic year 2018-2019.

The meeting was over with a vote of thanks proposed by the IQAC coordinator to the chair.

[Signature]
(Dr. D. N. Pawar)

IQAC Co-ordinator
Co-ordinator
IQAC

K.S.K.W Arts, Science and Commerce College
CIDCO, Nashik-422008

[Signature]
(Dr. J.D. Sonkhaskar)

Principal
PRINCIPAL
K.S.K.W. Arts, Sci. & Com. College.
CIDCO, Nashik-8.



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Internal Quality Assurance Cell (IQAC)

Minutes of the Meeting (Year: 2018-2019)



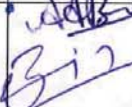
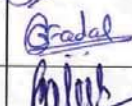

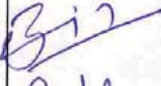
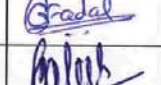
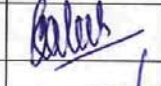

- **Date of the Meeting:** 03rd April, 2019
- **Venue of the Meeting:** IQAC Office
- **Time of Meeting:** 11:00 am - 01:00 pm

Agenda of the Meeting:

1. To review and confirm the minutes of the last meeting
2. To conduct Academic and Administrative Audit (AAA) of the college
3. To review annual reports and documentation of various supporting activities of the College
4. To review and discuss about publication of College Annual Magazine
5. To collect information and data of sub criterion of NAAC from the departments for preparation of AQAR of academic year 2018-19
6. To form college level committees for conducting Green Audit, Energy Audit and Gender Audit
7. Any other relevant issues made by the IQAC members

Details	Name	Sign
Chairperson	Dr. J.D. Sonkhaskar (Principal)	
Teachers to represent all level	Ms. D.S. Suryawanshi (NAAC Co-ordinator)	
	Dr. N.P. Nikam (Member)	
	Mr. R.D. Zankar (Member)	
	Dr. M.S. Girase (Member)	
	Mr. D.M. Kokate (Member)	
	CA Dr. T.G. Deore (Member)	
	Dr.R.A. Patil (Member)	
	Dr. M.S. Patil (Member)	
Management Representative	Hon. Shri. Nanasaheb Mahale, (Director, MVP Samaj, Nashik)	



Details	Name	Sign
Few Senior administrative officers	Dr. A. K. Shinde (Vice-Principal) Prof. S.T. Ghule (Chief Examination Officer) Ms. Y.S. Phapale (Librarian) Mr. S. B. Tambe (O.S.)	   
One nominee each from Local society, Students and Alumni	Smt. Ashwini Borasate (Social Worker) Shri. Sanjay Bhamare (Alumni) Shri. Ganesh Fadol (Student)	  
Industrial nominee	Mr. Uday Rakibe	
Coordinator of the IQAC	Dr. D. N. Pawar	

Leave of Absence was granted to the following members:

1. Shri. Sanjay Bhamare (Alumni)
2. Shri. Ganesh Fadol (Student)

IQAC Coordinator welcomed and briefed the committee members about the agenda.

IQAC members, after exchange of ideas and thoughts made the following resolutions:

Agenda Item 1: To review and confirm the minutes of the last meeting

- The coordinator read the minutes of earlier meeting and the minutes were reviewed and passed by the members.

Agenda Item 2: To conduct Academic and Administrative Audit

Resolution:

- The discussion was made on to conduct the Academic and Administrative Audit (AAA) of the college for academic year 2018-2019.
- College level committee of AAA was formed by the Principal. The member of the committee are given below
 - Dr. J. D. Sonkhaskar, Chairperson
 - Dr. D. N. Pawar, Coordinator
 - Dr. Neena Nikam, Member
 - Dr. Rahul Patil, Member
 - Dr. Trupti Deore, Member
- Proposed by: Dr. J. D. Sonkhaskar, Seconded by: Dr. A.K. Shinde



Agenda Item 3: To review annual reports and documentation of various supporting activities of the College

Resolution:

- The NAAC Coordinator notify about various college level supporting activities and committees reports received to the IQAC office with prescribed documentation
- Proposed by: Ms. D.S. Suryawanshi, Seconded by: Dr. N.P. Nikam

Agenda Item 4: To review and discuss about publication of College Annual Magazine "Ekta"

Resolution:

- The in charge of College Annual Magazine Committee 'EKTA' reviewed and inform to the IQAC committee about Magazine details, special issue theme, reports received from various departments and different committee reports of the college.
- Proposed by: Dr. R.A. Patil, Seconded by: Ms. Y.S. Phapale

Agenda Item 5: To collect department wise information and data of sub criterion of NAAC for preparation of AQAR of academic year 2018-19

Resolution:

- The committee agreed about collection of information & data of sub criterion of NAAC for the preparation of AQAR 2018-2019 within prescribed format.
- Proposed by: Dr. D. N. Pawar, Seconded by: CA Dr. T.G. Deore

Agenda Item 6: To form college level committees for conducting Green Audit, Energy Audit and Gender Audit

Resolution:

- It was decided that, the college should conduct Green Audit, Energy Audit and Gender Audit for academic year 2018-2019.
- The Principal inform to IQAC committee about college was form college level committees of Green Audit, Energy Audit and Gender Audit for academic year 2018-2019.



- In-charge of committees members are given below

Green Audit committee
Dr. D.F. Nikumbh

Energy Audit committee
Dr. P. G. Loke

Gender Audit committee
Dr. A. D. Sonawane

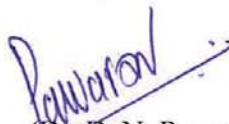
- Proposed by: Dr. J. D. Sonkhaskar , Seconded by: Ms. D.S. Suryawanshi

Agenda Item 6: Any other relevant issues made by the IQAC members

Resolution:

- IQAC coordinator inform to the committee about University authorities decision of change in the first year UG and PG syllabus of all subjects from the academic year 2019-20.
- The Coordinator requested to the Principal for sending the maximum faculty members of all subject for participation in revised syllabus restructuring workshops conduct by SPPU at district level, respectively.
- Proposed by: Dr. D. N. Pawar, Seconded by: Dr. Neena Nikam

The vote of thanks was proposed by the IQAC coordinator


(Dr. D. N. Pawar)
IQAC Co-ordinator
Co-ordinator
IQAC

K.S.K.W. Arts, Science and Commerce Coll.
CIDCO, Nashik-422008


(Dr. J.D. Sonkhaskar)
Principal
PRINCIPAL
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