

**Shri Tilok Jain Dnyan Prasarak Mandal's  
Shri Anand college, Pathardi, District: Ahmednagar, 414 102, India  
Internal Quality Assurance Cell (IQAC)**

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**Dr. P. A. Nagwade**  
IQAC Coordinator

**Prin. Dr. S. B. Pawar**  
Chairperson

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Ref: SACP/IQAC Meeting/23-24/ 39

12/12/2023

**NOTICE**

All the members of Internal Quality Assurance Cell (IQAC) are hereby informed that IQAC meeting to be held on 15<sup>th</sup> December 2023 at 12:30 pm in the IQAC room. You are cordially invited to attend this meeting. Hon. Dr. S.B. Pawar, Principal and Chairperson, IQAC will preside over the meeting to discuss following agenda.

**Agenda:**

1. Confirmation of the minutes of the previous meeting.
2. Approval for the ATR for previous IQAC meeting.
3. Review and submission of reports of the programs conducted during semester I.
4. Approval of the Appraisal form of Dr. Pratik Nagwade, Dr. Ajinkya Bhorde, Dr. Ismile Shaikh and Dr. Jayashree Khedkar (Level 10 to Level 11) for CAS.
5. Action plan for smooth conduction of SPPU examination.
6. Central Assessment of papers for First year B.A and B.Sc. programs.
7. Review of skilled based certificate courses.
8. Planning of activities towards effective deployment of strategic plan in semester II.
9. Planning of programs to be conducted under QIP grant sanctioned by SPPU.
10. Review of Annual Quality Assurance Report for academic year 2022 -2023.
11. Review of AAA for academic year 2022 -2023 and arranging external peer team visit.
12. Participation of faculties in the syllabus framing as per the NEP 2020
13. Planning of NSS camp in January 2024.
14. Participation of the Institute in NIRF ranking.



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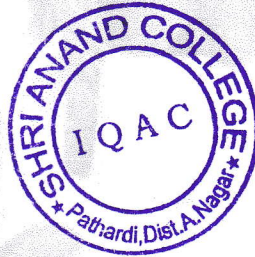
15. Planning of upgradation of college website.

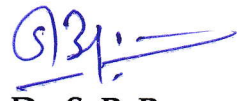
16. Any other matter with permission of Chair.

Kindly attend the meeting on the date and time specified above.

Thanking you,

  
Dr. P. A. Nagwade  
IQAC Coordinator  
Co-Ordinator  
IQAC  
Shri Anand College, Pathardi



  
Prin. Dr. S. B. Pawar  
Chairperson  
Principal  
Shri Anand College  
Pathardi, Dist. A. Nagar

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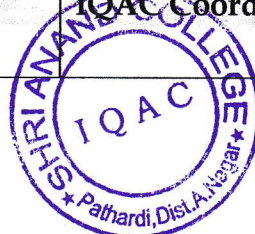
**Minutes of Meeting of Internal Quality Assurance Cell**

Date: 15/12/2023 Time: 12:30 pm

Venue: IQAC Room

Meeting of Internal Assurance Cell (IQAC) of Shri Anand College, Pathardi was held on Friday, 15<sup>th</sup> December 2023 in IQAC Room at 12: 30 pm. Following members were present for the meeting.

| Sr.No. | Name                            | Designation                    | Sign                                                                                  |
|--------|---------------------------------|--------------------------------|---------------------------------------------------------------------------------------|
| 1.     | Prin. Dr. Sheshrao Pawar        | Principal<br>(Chairperson)     |    |
| 2.     | Hon. Shri Satishlalji<br>Gugale | Management<br>Representative   |   |
| 3.     | Prof. Anil Gambhire             | Research Coordinator           |  |
| 4.     | Mrs. Anita Pawase               | HOD Representative             |  |
| 5.     | Dr. Dhiraj Bhavsar              | NAAC Committee<br>Incharge     |  |
| 6.     | Mr. Umesh Kulkarni              | Member<br>Administrative Staff |  |
| 7.     | Mr. Prakash Lawande             | Member Alumni                  |  |
| 8.     | Mr. Aniket Kelgandre            | Industry Expert                |  |
| 9.     | Ms. Vaishnavi Veer              | Student<br>Representative      |  |
| 10.    | Dr. Pratik Nagwade              | IQAC Coordinator               |  |



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Hon. Dr. Sheshrao Pawar, Principal and Chairperson, Internal Quality Assurance Cell presided over the meeting. IQAC Coordinator, Dr. Pratik Nagwade welcomed all the honorable members of IQAC. The meeting was started by announcing the points in the agenda as mentioned bellow by the permission of Hon. Chair.

**Agenda No. 1: Confirmation of the minutes of the previous meeting.**

The Chairperson called the meeting to order and welcomed attendees. The minutes of the previous meeting were circulated in advance. Attendees reviewed the minutes, and Dr. Pratik Nagwade presented key points. A motion to confirm the minutes was made by Hon. Shri. Satishlalji Gugale, Secretary and Management member, seconded by Prin. Sheshrao Pawar, and approved unanimously.

**Resolution: Minutes were confirmed.**

**Agenda No. 2: Approval for the ATR for previous IQAC meeting.**

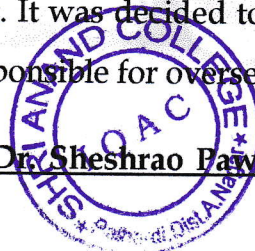
Dr. Pratik Nagwade presented the Action Taken Report (ATR) from the previous IQAC meeting. Each action item was discussed, and updates were provided by Prin. Dr. Sheshrao Pawar.

**Resolution: ATR Confirmed and approved.**

**Agenda No. 3: Review and submission of reports of the programs conducted during semester I.**

Dr. Anil Gambhire presented an overview of the reports of programs conducted during Semester I. Key highlights, challenges, and achievements were discussed. Attendees provided feedback and suggestions for improvement. It was decided to submit the reports for record-keeping, with Prin. Dr. Sheshrao Pawar responsible for overseeing the submission process.

**Resolution: Reports reviewed, and Prin. Dr. Sheshrao Pawar assigned responsibility for submission.**



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**Agenda No. 4: Approval of the Appraisal form of Dr. Pratik Nagwade, Dr. Ajinkya Bhorde, Dr. Ismile Shaikh and Dr. Jayashree Khedkar (Level 10 to Level 11) for CAS.**

Appraisal forms for Dr. Pratik Nagwade, Dr. Ajinkya Bhorde, Dr. Ismile Shaikh, and Dr. Jayashree Khedkar (Level 10 to Level 11) for CAS were presented. A detailed discussion ensued, covering achievements, contributions, and performance.

**Resolution: Appraisal forms for Dr. Pratik Nagwade, Dr. Ajinkya Bhorde, Dr. Ismile Shaikh, and Dr. Jayashree Khedkar approved unanimously.**

**Agenda No. 5: Action plan for smooth conduction of SPPU examination.**

Dr. Dhiraj Bhavsar presented an action plan for the smooth conduction of SPPU examinations. Detailed discussions were held regarding exam logistics, resource allocation, and potential challenges. Modifications were made based on feedback, and the final action plan was approved by consensus.

**Resolution: Action plan was finalized and approved.**

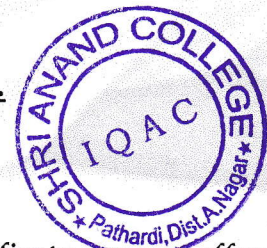
**Agenda 6: Central Assessment of papers for First year B.A and B.Sc. programs**

The Principal informed that the central assessment of papers for the first year B.A and B.Sc. programs has been started from 01st December 2023 at college level. The Heads of Departments were asked to submit the list of examiners and moderators for their respective subjects. The IQAC Coordinator suggested that the central assessment process should be monitored and evaluated for quality and efficiency. Central Assessment of the papers should be done before 20th December 2023 and results should be submitted to SPPU before the deadline.

**Resolution: Timeline for CAP has been finalized and approved.**

**Agenda 7: Review of skilled based certificate courses**

Mrs. Anita Pawase presented the report on the skilled based certificate courses offered by the college. The report showed that the courses had a high demand and enrollment rate, and the



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feedback from the students was positive. The Principal appreciated the efforts of the course coordinators and the Heads of Departments and has asked to continue the courses in the second semester as well.

**Resolution: Certificate courses will be continued in the second semester also.**

**Agenda 8: Planning of activities towards effective deployment of strategic plan in semester II**

The IQAC Coordinator briefed the participants about the strategic plan of the college for the academic year 2023-2024 and the progress made in the first semester. The IQAC Coordinator highlighted the key areas of improvement, such as student engagement, research output, faculty development, and social outreach. The IQAC Coordinator suggested some activities to be conducted in the second semester, such as student seminars, workshops, guest lectures, research projects, faculty training, and community service. The participants discussed the feasibility and agreed on a tentative schedule and action plan.

**Resolution: Action plan for second semester has been updated.**

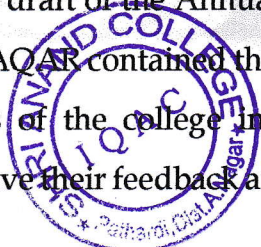
**Agenda 9: Planning of programs to be conducted under QIP grant sanctioned by SPPU.**

The Principal announced that the college had received a QIP grant of Rs. Twenty-five thousand from SPPU for conducting quality improvement programs in the college. The Principal asked the participants to conduct the program by keeping in mind the objectives and guidelines of the grant.

**Resolution: Total four programs were finalized under QIP grant.**

**Agenda 10: Review of Annual Quality Assurance Report for academic year 2022 -2023.**

The IQAC Coordinator presented the draft of the Annual Quality Assurance Report (AQAR) for the academic year 2022-2023. The AQAR contained the information and data on the various quality initiatives and achievements of the college in the academic year 2022-2023. The participants reviewed the draft and gave their feedback and suggestions for improvement. The



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IQAC Coordinator thanked the participants for their feedback and said that the final version of the AQAR will be submitted to NAAC on or before February 15, 2024.

**Resolution: Progress noted and accepted.**

**Agenda 11: Review of AAA for academic year 2022 -2023 and arranging external peer team visit.**

The Principal informed that the college had completed the Academic and Administrative Audit (AAA) for the academic year 2022-2023 and received the internal audit report from the AAA Committee. The Principal shared the highlights of the internal audit report, which showed that the college had performed well in the academic and administrative aspects, and also identified some areas of improvement. The Principal said that the next step of the AAA process is to arrange an external peer team visit, which will validate and verify the internal audit report and give recommendations for quality enhancement.

**Resolution: IQAC Coordinator to coordinate with the AAA Committee and the external peer team and finalize the date and agenda of the visit.**

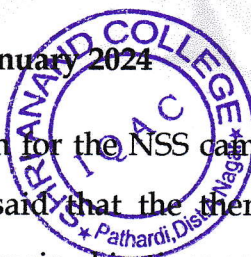
**Agenda 12: Participation of faculties in the syllabus framing as per the NEP 2020.**

The Principal informed that SPPU had invited the faculties of the affiliated colleges to participate in the syllabus framing as per the NEP 2020 for the undergraduate and postgraduate programs. The Principal said that this was a great opportunity for the faculties to contribute to the curriculum development and alignment with the NEP 2020. The Principal asked the Heads of Departments to nominate the faculties from their respective departments who are interested and eligible to participate in the syllabus framing process.

**Resolution: List of eligible faculties was confirmed for syllabus restructuring.**

**Agenda 13: Planning of NSS camp in January 2024**

The NSS Coordinator presented the plan for the NSS camp to be held in January 2024 at a nearby village. The NSS Coordinator said that the theme of the camp is "Loksankhya Niyantaran janjagruti Abhiyan" and the main objectives are to create awareness and promote



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controlling of population among the villagers. The NSS Coordinator said that the camp will involve various activities, such as door-to-door survey, street play, rally, cleanliness drive, and some lectures promoting awareness. The NSS Coordinator said that the camp will require the participation of 50 NSS volunteers and 5 faculty members, and the budget of Rs. 50,000. The Principal approved the plan and the budget and wished the NSS Coordinator and the volunteers a successful camp.

**Resolution: NSS camp date and program is finalized.**

**Agenda No. 14: Participation of the Institute in NIRF ranking.**

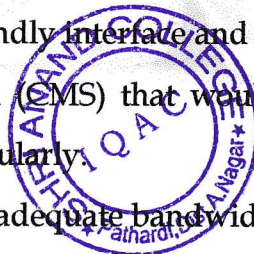
The IQAC Coordinator informed that the Ministry of Education had invited the institutes to participate in the National Institutional Ranking Framework (NIRF) for the year 2024. The IQAC Coordinator explained that the NIRF is a methodology to rank institutions across the country based on various parameters, such as teaching, research, graduation outcomes, outreach, and perception and also said that the participation in the NIRF ranking would enhance the reputation and visibility of the institute and also help in identifying the areas of improvement. It was decided to form a committee responsible for gathering and organizing the necessary data and documents.

**Resolution: Committee has been formed and asked to submit the data for NIRF ranking before 19<sup>th</sup> January 2024 through online portal.**

**Agenda no. 15: Planning of upgradation of college website.**

Dr. Pratik Nagwade presented the need for upgrading the college website. Discussion included features, design, and functionalities for improvement. Upgradation of college website will have following advantages

- A new design and layout with a user-friendly interface and responsive design.
- A dynamic content management system (CMS) that would allow the faculty and staff to update the website content easily and regularly.
- A secure and robust hosting service with adequate bandwidth and storage capacity.





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- A feedback and grievance redressal mechanism for the students and stakeholders.


A sub-committee was formed to oversee the website upgrade project, and a tentative timeline was established.

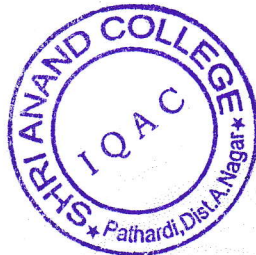
**Resolution: It has been decided to upgrade the college website and accordingly committee was formed.**

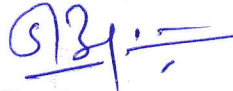
**Agenda no.16: Any other matter with permission of Chair.**

Attendees were invited to raise any additional matters for discussion. No issues were raised. The meeting ended with vote of thanks by IQAC coordinator.

**Next meeting was tentatively planned on 10<sup>th</sup> February 2024.**

  
Dr. Pratik Nagwade  
IQAC Coordinator  
Co-Ordinator  
IQAC  
Shri Anand College, Pathardi



  
Dr. Sheshrao Pawar  
Principal  
Principal  
Shri Anand College  
Pathardi, Dist. A. Nagar

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**ACTION TAKEN REPORT of the Meeting Held on 15<sup>th</sup> December 2023.**


| Sr No. | Agenda                                                                                | Action Taken                                                                                                                                                                                         |
|--------|---------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.     | Review and submission of reports of the programs conducted during semester I.         | Prin. Dr. Sheshrao Pawar assigned responsibility for collection of reports.                                                                                                                          |
| 2.     | Action plan for smooth conduction of SPPU examination.                                | Examination committee was asked to prepare the time table of exam and was circulated to student also supervision duty charts of the faculty are prepared and distributed to all the faculty members. |
| 3.     | Central Assessment of papers for First year B.A and B.Sc. programs.                   | List of examiners and moderators, timeline for CAP were finalized.                                                                                                                                   |
| 4.     | Review of skilled based certificate courses.                                          | Review taken and Certificate courses were asked to continue for second semester.                                                                                                                     |
| 5.     | Planning of activities towards effective deployment of strategic plan in semester II. | Activities were planned and outlined in academic calendar.                                                                                                                                           |
| 6.     | Planning of programs to be conducted under QIP grant sanctioned by SPPU.              | Four programs were finalized and their schedule was submitted to Principal.                                                                                                                          |
| 7.     | Review of Annual Quality Assurance Report for academic year 2022 -2023.               | AQAR for 2022 - 23 was finalized and has been decided to place it before CDC for approval.                                                                                                           |
| 8.     | Review of AAA for academic year 2022 -2023 and arranging external peer team visit.    | External team for AAA was finalized and visit was scheduled on 01/01/2024.                                                                                                                           |
| 9.     | Participation of faculties in the syllabus framing as per the NIP 2020.               | Some faculty member participated in syllabus framing.                                                                                                                                                |
| 10.    | Planning of NSS camp in January 2024.                                                 | NSS camp at Mohota devi was finalized on 16 <sup>th</sup> jan to 23 <sup>rd</sup> jan. 2024.                                                                                                         |

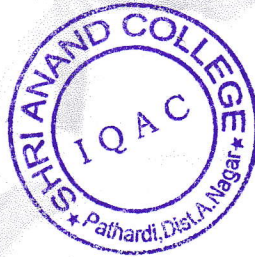
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|-----|------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------|
| 11. | Participation of the Institute in NIRF ranking | Dr. Bhorde was assigned the work of collection of data and was asked submit it on or before 19 <sup>th</sup> jan.2024 |
| 12. | Planning of upgradation of college website.    | Dr. Nagwade was assigned the task; website is upgraded.                                                               |

  
**Dr. Pratik Nagwade  
IQAC Coordinator  
Co-Ordinator  
I Q A C  
Shri Anano College,Pathardi**



  
**Dr. Sheshrao Pawar  
Principal  
Principal  
Shri Anand College  
Pathardi, Dist. A. Nagar**