

**Shri Sant Tukaram Shikshan Prasarak Mandal's
Adhyapak Mahavidyalaya, Vadgaon Maval, Pune**

**I.Q.A.C. Meetings in the
Academic Year 2017 – 18**

Meeting Dates :

- 1. 7th July 2017**
- 2. 21st December 2017**
- 3. 15th February 2018**
- 4. 3rd May 2018**

**Shri Sant Tukaram Shikshan Prasarak Mandal's
Adhyapak Mahavidyalaya, Vadgaon Maval, Pune**
Internal Quality Assurance Cell (I.Q.A.C.) Meeting Minutes
Meeting Date : 7th July 2017

‘Internal Quality Assurance Cell’ Meeting held on 7th July 2017 at
11:15AM. The minutes of the meeting are as follows:

The following members were present for the meeting:

Dr.Ravindra Mistry : Principal
Asst.Prof. Mahadeo Sangale : Teacher Representative
Asst.Prof. Kavita Tote : Teacher Representative
Asst.Prof. Sandip Gadekar : Teacher Representative
Dr. Sheetal Deolalkar : Teacher Representative
Mrs.Sujata Jadhav : Administration Representative
Mr.Suresh Ghojage : Administration Representative
Mr.Pralhad Jambhulkar : Management Representative
Mr.Bandoba Malpote : Management Representative
Mr.Anand Bafna : Stakeholder Representative
Mrs. Anita Dhaigude : I.Q.A.C. Coordinator
Mrs.Samina Patel: Alumni Representative
Mrs.Nayan Bhor : Student Representative

Chairman of IQAC Principal Dr.Ravindra Mistry called the meeting to the order. IQAC coordinator Mrs.Anita Dhaigude welcomed all and meeting started. In the meeting following issues were discussed and decisions were taken in the meeting.

1. To compose committee for B.Ed. And M.Ed. Admission process and take initiative to improve admission.
2. Take review of B.Ed. And M.Ed Result of 2016-17 & B.Ed. CET 2017-18.
3. To take decision regarding Computerization of Library and purchase some books for library.
4. To make plan to improve quality level of Teaching and non-Teaching Staff.
5. Workload distribution for staff regarding syllabus and start new sub courses under 204 and 205 for B.Ed. Second year Students.
6. Complete AQAR and send it to NAAC.


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Internal Quality Assurance Cell (I.Q.A.C.)
Meeting Dated : 7th July 2017

Action Taken Report

Following actions were taken on the decisions mentioned in above meeting.

- ✧ Committee was formed for B.Ed. And M.Ed. admissions and proper strategies are formed for smooth admission process.
- ✧ Books are purchased for Library.
- ✧ Teaching and Non-Teaching Staff permitted for Orientation, Refresher and FDP and other quality improvement programmes.
- ✧ For Second Year B.Ed. New subjects are included Under Courses 204 ('Education for Human Rights and Peace Education') and 205 ('Commerce' and 'ICT').




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Shri Sant Tukaram Shikshan Prasarak Mandal's
Adhyapak Mahavidyalaya, Vadgaon Maval, Pune
Internal Quality Assurance Cell (I.Q.A.C.) Meeting Minutes
Meeting Date : 21st December 2017

‘Internal Quality Assurance Cell’ Meeting held on 21st December 2017 at 11:30AM. The minutes of the meeting are as follows:

The following members were present for the meeting:

Dr.Ravindra Mistry : Principal
Asst.Prof. Mahadeo Sangale : Teacher Representative
Asst.Prof. Kavita Tote : Teacher Representative
Asst.Prof. Sandip Gadekar : Teacher Representative
Dr. Sheetal Deolalkar : Teacher Representative
Mrs.Sujata Jadhav : Administration Representative
Mr.Suresh Ghojage : Administration Representative
Mr.Pralhad Jambhulkar : Management Representative
Mr.Bandoba Malpote : Management Representative
Mr.Anand Bafna : Stakeholder Representative
Dr. Anita Dhaigude : I.Q.A.C. Coordinator
Mrs.Samina Patel: Alumni Representative
Mrs.Nayan Bhor : Student Representative

Chairman of IQAC Principal Dr.Ravindra Mistry called the meeting to the order. IQAC coordinator Mrs.Anita Dhaigude welcomed all and meeting started. In the meeting following issues were discussed and decisions were taken in the meeting.

1. To take Review of First term and planning of Second term B.Ed.
2. Discussion on planning regarding cultural programme on 26th January 2018.
3. Discussion on purchasing Educational aids and material.
4. Discussion and sanction permission to teachers for participation in Seminars / Workshops.
5. Discussion on queries of students of suggestion box and try to solve their problems.
6. To motivate students to take participation in Different local, District and state level competitions.




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Internal Quality Assurance Cell (I.Q.A.C.)
Meeting Dated : 21st December 2017

Action Taken Report

Following actions were taken on the decisions mentioned in above meeting.

- ◆ Group song and 'Umbrella Dance' on National Integration theme were performed by B.Ed. Students on 26th January 2018.
- ◆ Students took participation in intercollegiate competitions.
- ◆ Teacher took participation in Local, State, National and International Level seminars, Conferences and Workshops.



**Shri Sant Tukaram Shikshan Prasarak Mandal's
Adhyapak Mahavidyalaya, Vadgaon Maval, Pune**
Internal Quality Assurance Cell (I.Q.A.C.) Meeting Minutes
Meeting Date : 15th February 2018

‘Internal Quality Assurance Cell’ Meeting held on 15th February 2018 at 11:30AM. The minutes of the meeting are as follows:

The following members were present for the meeting:

Dr.Ravindra Mistry : Principal
Asst.Prof. Mahadeo Sangale : Teacher Representative
Asst.Prof. Kavita Tote : Teacher Representative
Asst.Prof. Sandip Gadekar : Teacher Representative
Dr. Sheetal Deolalkar : Teacher Representative
Mrs.Sujata Jadhav : Administration Representative
Mr.Suresh Ghojage : Administration Representative
Mr.Pralhad Jambhulkar : Management Representative
Mr.Bandoba Malpote : Management Representative
Mr.Anand Bafna : Stakeholder Representative
Dr. Anita Dhaigude : I.Q.A.C. Coordinator
Mrs.Samina Patel: Alumni Representative
Mrs.Nayan Bhor : Student Representative

Chairman of IQAC Principal Dr.Ravindra Mistry called the meeting to the order. IQAC coordinator Mrs.Anita Dhaigude welcomed all and meeting started. In the meeting following issues were discussed and decisions were taken in the meeting.

1. Prepare and complete the records regarding Internal Evaluation for University Moderation process of B.Ed. And M.Ed. 2017-18.
2. Prepare and Plan remedial teaching as per the need of students.
3. Arrange a Discussion session regarding API with teaching and non-teaching staff.
4. Update Library, Discussion regarding purchase new books for library.
5. Arrange some facilities for the staff who pursuing Ph.D.




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Internal Quality Assurance Cell (I.Q.A.C.)
Meeting Dated : 15th February 2018

Action Taken Report

Following actions were taken on the decisions mentioned in above meeting.

- ◆ Teacher participated in State, National, International conferences / workshops / seminars.
- ◆ Increment given to the professors who completed their Ph.D.:
Beneficiaries: Dr. Sheetal Deolalkar, Dr. Anita Dhaigude.
- ◆ Remedial Teaching plan for students was done and implemented.
- ◆ Discussion was arranged regarding how to improve API for professors.
- ◆ New books were purchased for Library.




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Adhyapak Mahavidyalaya, Vadgaon Maval, Pune
Internal Quality Assurance Cell (I.Q.A.C.) Meeting Minutes
Meeting Date : 3rd May 2018

‘Internal Quality Assurance Cell’ Meeting held on 3rd May 2018 at 11:30AM. The minutes of the meeting are as follows:

The following members were present for the meeting:

Dr.Ravindra Mistry : Principal
Asst.Prof. Mahadeo Sangale : Teacher Representative
Asst.Prof. Kavita Tote : Teacher Representative
Asst.Prof. Sandip Gadekar : Teacher Representative
Dr. Sheetal Deolalkar : Teacher Representative
Mrs.Sujata Jadhav : Administration Representative
Mr.Suresh Ghojage : Administration Representative
Mr.Pralhad Jambhulkar : Management Representative
Mr.Bandoba Malpote : Management Representative
Mr.Anand Bafna : Stakeholder Representative
Dr. Anita Dhaigude : I.Q.A.C. Coordinator
Mrs.Samina Patel: Alumni Representative
Mrs.Nayan Bhor : Student Representative

Chairman of IQAC Principal Dr.Ravindra Mistry called the meeting to the order. IQAC coordinator Mrs.Anita Dhaigude welcomed all and meeting started. In the meeting following issues were discussed and decisions were taken in the meeting.

1. To take review of B.Ed. Educational year 2017-18.
2. Reform IQAC, and distribute criteria of NAAC in teaching staff.
3. Appoint qualified Staff for B.Ed. And M.Ed. Courses.
4. Discussion on the strategies regarding Admission process, plan the CET guidance 2018-19.


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Internal Quality Assurance Cell (I.Q.A.C.)
Meeting Dated : 3rd May 2018

Action Taken Report

Following actions were taken on the decisions mentioned in above meeting.

- ◆ IQAC was reformed.
- ◆ 7 criteria of NAAC were distributed in professors for further preparation.
- ◆ Qualified staff is appointed for . B.Ed. And M.Ed. Courses.
- ◆ B.Ed. And M.Ed. CET was planned and conducted properly.



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