



Internal Quality Assurance Cell (IQAC)

Action Taken Report (ATR)

The first meeting of Internal Quality Assurance Cell (IQAC) of college for the academic year **2019-20** was held on **Thursday, 20th June, 2019 at 11.30 a.m.** in IQAC room.

Following is the report of Action Taken Against the resolutions passed in the meeting.

Sr. No.	Resolutions	Action Taken
1	The minutes of the meeting held on 10th April 2019 were read by the IQAC coordinator. These minutes were confirmed by the committee.	The minutes of the previous meeting were read and confirmation was given unanimously
2	Planning on IQAC activities for the academic year 2019-20 on the following subjects has been done	
3	Review on result analysis of all faculties for the academic year 2018-19 is discussed. It was decided to congratulate the department which has the best results and also to ask the department which has the lowest result to ask the reason and take appropriate action.	Result Analysis was done by respected departments.
4	Dr. S. V. Madhale, Coordinator of planning committee discussed the plans for the academic year 2019-20 which includes, purchase of new instruments for laboratories,. It was also resolved to forward these planning for the approval in front of College Development Committee and suggested for budget provision.	Dr. S. V. Madhale Discussed with CDC on different issue.
5	It was resolved that, separate committee for the academic calendar headed by Mr. J. K. Chavan should be constituted. The committee should	Academic Calender was Prepared by Mr. J. K. Chavan.

	prepare the academic calendar incorporating all the details of IQAC meeting, organization of workshops and national conferences, celebration of various National days, birth and death anniversary celebration of national leaders along with internal exams, annual Sports and cultural programs etc.	
6	It was decided to ask each department to prepare an annual teaching plan before 25 th June, 2019 as per the IQAC suggestions and format.	Annual Teaching Plan was Prepared by all Departments.
7	It was decided that the time table of all the classes with faculty wise should be prepared under the coordinatorship of Dr. Mrs. M. V. Patil.	Dr. M. V. Patil has prepared the time table for all Grantable and non-Grantable Divisions.
8	The review on present MoUs, and collaborations has been done and each department should ask to submit the action taken report with respect to their MoUs and collaborations. Each department will be instructed to add new MoUs, collaborations with various industries and institutions.	MoU were Prepared by Various Departments.
9	The discussion on formation of various statutory and non-statutory committees has been done. It was also discussed that the admission committee should be formatted and this responsibility should be given to committee	Principal and IQAC department forms various Statutory and Non Statutory committee.
11	Considering the demands from students, the proposal for sanction of post graduate course in M. Sc. Chemistry will be submitted from the academic year 2019-20 to the University.	Proposal for M. Sc. Degree were submitted to Shivaji University, Kolhapur.
12	The review was taken about the all laboratories in college. The suggestion about the construction of the laboratory has been given. It was also suggested to construct the new laboratory.	Laboratory requirements are taken from every department.

13	It was resolved to motivate the departments to organize workshops, conferences and seminars on various topics.	Conferences, workshops and seminars have been arranged by various departments.
14	IQAC has prepared online feedback forms and made available on college website. It was asked to all departments to motivate all stakeholders to fill up online feedback forms.	IQAC took Feedbacks from All Stakeholders.
15	It was decided to inform the NSS departments to organize various extension activities including but not limited to tree plantation, environmental awareness programs, blood donation camps, social issue related rallies and programs. Separate extension activities were also planned and implemented.	<ol style="list-style-type: none"> 1. Cleaning of Nirmalya from water bodies during Ganeshutsava on 11/09/2019. 2. Guest lecture on Women Empowerment on 08/01/2020.
16	It was informed to the placement cell for the organization of on campus and off campus job placements as well as guidance programs.	Placement camp were organized by Placement Cell.
17	It was decided that, the journals of academic year 2019-20 should be printed and prepared as early.	Journals were distributed before 31/08/2019.
18	It was decided to inform all the departments to organize field visits and study tours as per their academic requirements.	All departments Organized Study tours and Field visits and Report submitted.
19	It was decided to collect action taken reports of MoUs, collaborations and linkages from respective departments.	Faculty exchange programmes were arranged under MoU.

IQAC Coordinator

Principal



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The second meeting of Internal Quality Assurance Cell (IQAC) of college for the academic year **2019-20** was held on **Tuesday, 3rd September 2019 at 11.30 a.m.** in IQAC room.

Following is the report of Action Taken Against the resolutions passed in the meeting.

Sr. No.	Resolutions	Action Taken
1	The minutes of the previous meeting were read and confirmation was given unanimously by all the members.	The minutes of the previous meeting were read and confirmation was given unanimously
2	The online feedback system has been developed and each department have been informed to intimate the students.	IQAC took Feedbacks from All Stakeholders.
3	Teaching faculties should be motivated to participate in workshop, seminars, and symposia, conferences, orientation programs and FDP.	Faculties were participated in various conferences, workshops and seminars and FDP courses.
4	The grievances received by Grievance Redress Committee was discussed and the issues were solved.	The grievances received by Grievance Redress Committee was discussed and the issues were solved.
5	It was decided to carry out workshop and other activities under Lead College as per the guidelines of the Shivaji University, Kolhapur	<ol style="list-style-type: none"> 1. One workshop on Dr. A. P. J. Abdul Kalam's- Perspective on creative Education on 20.10.2019. 2. One Day workshop on Reading Culture and Personality Development on 07.01.2020.
4	The faculty members were deputed for the evaluation, practical exam work of University.	Faculty members were worked in various examination works.
6	The directions were given to prepare program for internal and external exams as well as deputation of supervisors for semester exams. Dr. A. A. Jatrakar was appointed as COE	Dr. A. A. Jatrakar worked as Controller of Examination.

IQAC Coordinator

Principal



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The third meeting of Internal Quality Assurance Cell (IQAC) of college for the academic year **2019-20** was held on **Monday, 2nd December 2019 at 10.00 a.m.** in IQAC room.

Following is the report of Action Taken Against the resolutions passed in the meeting.

Sr. No.	Resolutions	Action Taken
1	The minutes of the previous meeting were read and confirmation was given unanimously	The minutes of the previous meeting were read and confirmation was given unanimously
2	The review was taken on the on the various seminars and workshops organized by the departments and the reports were collected by IQAC.	One day National Workshop on Horticulture-An Agribusiness on 20.12.2019.
3	The duty to prepare the program for internal and external exams along with appointment of supervisors for semester and annual exam was assigned to the exam committee.	Faculty members were worked in various examination works
4	The review on the first semester results was made and decided to submit the result analysis of the departments whose results are declared.	First Semester Result analysis were done by every departments.
5	The instructions were given to the account office for preparation and arrangement of internal and external audit of the institution by the appointed auditor.	Internal and External audit were done by appointed auditor
7	It was decided to organize the alumni association meet in the month of January.	Alumni meet were taken by alumni committee on 28/02/2020.
8	It was decided that the annual cultural program will be organized in the month of January.	Annual Cultural Programme were organized on 17/01/2020.
9	It was decided that the annual Sports program will be organized in the month of January.	Annual Sports were organized on 02/01/2020 to 03/01/2020.

10	It was decided that the Science Festival, Food festival, Rangoli Competition and intra college poster presentation will be organized in the month of January.	All programmes were organized before Annual Cultural Programme.
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IQAC Coordinator

Principal



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The fourth meeting of Internal Quality Assurance Cell (IQAC) of college for the academic year **2019-20** was held on **Friday, 1st May, 2020. at 11.30 a.m.** in IQAC room.

Following is the report of Action Taken Against the resolutions passed in the meeting.

Sr. No.	Resolutions	Action Taken
1	The minutes of the previous meeting were read and confirmation was given unanimously	The minutes of the previous meeting were read and confirmation was given unanimously
2	It was resolved that the term end meeting of this semester will be organize by online mode probably zoom cloud due to pandemic COVID-19 lockdown.	Term end meeting were done on zoom platform due to COVID-19 Pandemic.
3	The syllabus of completion report taken from all departments were discussed as well as the review on on-going exams was done. The practical exams completed and remained were informed to Shivaji University for further action.	Monthly Syllabus completion Reports were collected from all faculty.
4	The review on the annual sports, cultural program has been taken and asked each convener to submit the report to IQAC.	Annual Cultural Programme were organized on 17/01/2020 and reports were submitted to IQAC.
5	It was decided to conduct the online survey of students about the mental health during COVID-19.	
6	The discussion was on the provisional admissions for the academic year 2020 for all the faculties through online mode based on the University results and guidelines.	Admission committee were formed for the admission process of academic year 2020.21.

IQAC Coordinator

Principal