

‘ज्ञान, विज्ञान आणि सुसंस्कार यांसाठी शिक्षणप्रसार’

- शिक्षणमहर्षी डॉ. बापूजी साळुंखे

Shri Swami Vivekanand Shikshan Sanstha's

**Kakasaheb Chavan College, Talmavale**

Tal.- Patan, Dist.- Satara

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### NOTICE

The fourth meeting of IQAC for the academic year 2014-15 is scheduled to be held on 29/04/2015 at 11.30 a.m. in the office of the Principal. The agenda of the meeting has been attached to the notice. All the members are requested to attend the meeting.

(Shri. R.R. Bhosale)

Coordinator, IQAC

(Dr.S.M. Maner)

Chairperson, IQAC

O/C :-

Shri. R.K. Bhosale .....

Prin. Dr. A.A. Karande .....

Shri. Pratap Desai .....

Shri. Ravindra Mane. ....

Shri. R.R.Bhosale .....

Smt.U.E.Salunkhe.....

Dr. M.N.Gaikwad .....

Shri.S.A. Gurav .....

## **Agenda of the IQAC Meeting scheduled on 29/04/2015**

- (1) To read and confirm the minutes of the previous IQAC meeting held on 22/11/2014.
- (2) To take review of activities undertaken in the second semester of the academic year.
- (3) To discuss about the computerization of college library.
- (4) To discuss about the syllabus completion report.
- (5) To take feedback forms of students. (B.A./B.Com. III)
- (6) To take review of the API of the faculty members.
- (7) To motivate faculties to participate and to present research papers in the National/State /University level conferences.
- (8) To discuss about the workshops under Lead College activities
- (9) To discuss about the Alumni meet.
- (10) To take stock of student centered activities
- (11) To felicitate award winning faculties, students and sportspersons.
- (12) Any other timely business with the permission of the Chair.

(Shri. R.R. Bhosale)  
Coordinator, IQAC

(Dr.S.M. Maner)  
Chairperson, IQAC

## **Minutes**

Following are the Minutes of the Meeting of Internal Quality Assurance Cell of Kakasaheb Chavan College, Talmavale, held on 29/04/2015 at 11.30 a.m. in the office of the Principal.

The following business took place in the given order.

- (1) The minutes of the previous meeting held on 22/11/2014 were read by the IQAC coordinator and were confirmed without any changes.
- (2) As it was decided in the meeting to take the review of the activities undertaken during the Sem. I. So the discussion was made on the activities accordingly.
- (3) The Principal took review of the syllabus completion reports and smooth conduct of the university examinations.,
- (4) The principal discussed the analysis of the feedback forms of the students of B.A. and B.Com. III
- (5) Smt. U.E. Salunkhe expressed satisfaction over the facilities available in library. She said that the library should be fully computerized for the convenient and fast issuing of books. The proposal was seconded by Shri. R.R.Bhosale.
- (6) The coordinator Shri. R.R. Bhosale asked the faculty members to fulfill their API for their career advancement and pay fixation.
- (7) It was decided in the meeting to motivate the faculty members to participate and present the research Papers in the international/National/State/University level seminars/ conferences/ workshops.
- (8) It was decided to motivate them to publish their research papers in the refereed Journals. As per the suggestions given by Shri. M.N.Gaikwad, it was decided to send the faculty members for the refresher/Orientation courses to ensure and sustain their academic excellence.
- (9) As per the demand of the college, workshops under Lead College schemes were sanctioned by the university, so it was decided to organize workshops. It was decided to send the proposal for two Day seminar to U.G.C. by Dept. of Hindi.

- (10) It was decided to fix the tentative dates for the annual Prize Distribution as well as it was decided to invite the chief guest for the function.
- (11) It was decided to organize Alumni Meet on the occasion of Kakasaheb Chavan as per the tradition. In this regard it was decided to send the letter to the concerned Alumni.
- (12) As per the decision taken in the meeting, it was decided to conduct the society & student centric activities As the industrial visits along with survey.
- (13) It was decided in the meeting to felicitate the award winner faculties, the students and the sportspersons during the Prize Distribution ceremony.
- (14) As far as the society and student centric activities are concerned, it was decided to conduct the programmes through N.S.S. Dept., cultural Dept. and through other departments. It was also decided to begin the outside activities as well as subject related activities. So in this connection it was decided to conduct Academic and Industrial Expert Guidance Talk.
- (15) With the permission of the chair, it was decided to make MoUs/ collaborations. According to the suggestions given by the coordinator of IQAC, it was decided to make use of ICT, PPT while teaching as well as it was decided to take P.P.T. presentation of the students and to arrange the study tours and Industrial visits by the departments.
- (16) The meeting ended with the vote of thanks by coordinator Shri. R.R. Bhosale.

(Shri. R.R. Bhosale)  
Coordinator, IQAC

(Dr.S.M. Maner)  
Chairperson, IQAC

### **Action Taken Report**

1. The review of the academic activities in the second term was taken.
2. Syllabus completion reports were taken.
3. Feedback forms from students were collected.
4. A letter about the report of special N.S.S. camp was taken from sarpanch of Ruwale village was taken.
5. The computerization of library was sanctioned.
6. Workshops organized under Lead college activities as given below. The department of Commerce organized a workshop on 'Revised syllabus. The chief Guest for the workshop was Prin. Dr. Pravin Chaugule.
7. Department of Hindi organized a workshop on 'Drafting Skills in Advertisement' on 22/12/2014
8. The department of Physical Education and Sports organized a workshop on 'Challenges and Prospects before the Women in Sports' on 30/12/2014. Shri.Sambhaji Varekar & Shri. Mahendra Bhosale were the resource persons for the workshop.
9. Annual Prize distribution Ceremony was held on 10<sup>th</sup> and 11<sup>th</sup> February 2015.

(Shri. R.R. Bhosale)  
Coordinator, IQAC

(Dr.S.M. Maner)  
Chairperson, IQAC