

**Rayat Shikshan Sanstha's
Arts and Commerce College, Pusegaon
Internal Quality Assurance Cell**

Notice

Date:-12-7-2016

All the IQAC members are hereby informed that the first meeting of IQAC in the academic year 2016-17 will be held on Saturday 16th July, 2016 at 1.45 pm in the Seminar Hall. All the IQAC members are requested to attend the meeting.



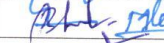










COORDINATOR
IQAC
Arts and Commerce College, Pusegaon


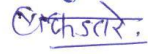




Principal
Art's & Commerce College,
Pusegaon, Tal Khatav Dist Satara

Agenda:-

- Confirmation of minutes of previous meeting.
- To prepare Academic Calendar.
- To analyze college result.
- Review of the workload distribution and Teaching Plans.
- Start new program.
- To run efficiently the COC courses.
- To run short term courses.
- Result Analysis.
- Any other subject with the permission of the chairman.

Sr. No.	Name of the Faculty	Representative	Signature
1	Prin. Dr. Kamble S.M.	Chairman, Head of the Institute	
2	Hon. Jadhav M.R.	Member, Management Representative	
3	Prof. Mujawar M.S.	Member, Teacher Representative	
4	Prof. Mali S. A.	Member, Teacher Representative	
5	Shri. Kharat S.A.	Member, Teacher Representative	
6	Dr. Bhosale R.P.	Member, Teacher Representative	
7	Shri. Katte A.P	Member, Teacher Representative	
8	Shri. Kshirsagar S.R.	Member, Teacher Representative	
9	Shri. Kharade S.K.	Member, Non-teaching Representative	
10	Mr. Jadhav S. K.	Member, Alumni Association	
11	Hon. Jadhav S. M.	Employer	
12	Hon. Jadhav M. S.	Industrialist Representative	

13	Hon. Kshirsagar C. R.	Stakeholders	
14	Phadtare Vidhya Mukund (B.A.III)	Member, Student Representative	
15	Prof. Smt. Bagwan N. A.	IQAC Coordinator	

Minutes

The minutes of the first meeting of all the IQAC members in the academic year 2016-17 was held on Saturday 16th July, 2016 at 1.45 p.m. in the Seminar Hall. The following business was done in the meeting.

Members Present-

Sr. No.	Name of the Faculty	Representative	Signature
1	Prin. Dr. Kamble S.M.	Chairman, Head of the Institute	
2	Hon. Jadhav M.R.	Member, Management Representative	
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14	Phadtare Vidhya Mukund (B.A.III)	Member, Student Representative	
15	Prof. Smt. Bagwan N. A.	IQAC Coordinator	

➤ **Confirmation of minutes of the previous meeting:**

The minutes of the previous meeting were read by IQAC Coordinator and after some discussion and suggestions it was unanimously confirmed

➤ **To prepare Academic calendar:**

Resolution:- It was decided to prepare Academic calendar, taking in to account birth & death anniversaries of national leaders, guest lectures, and other curricular, co-curricular and extracurricular activities.

➤ **To analyze college result.**

It was resolved to analyze the subject wise result of all classes as per RQMS (Rayat Quality Management System) pattern and submit it to Rayat Shikshan Sanstha, Satara.

➤ **Review of the workload distribution and Teaching Plans.**

Resolution: All the HODs presented in brief the distribution of workload that was finalized in the departmental meeting. They also presented the subject-wise Teaching Plans of each department for the approval of the IQAC.

➤ **Start new program.**

Resolution: It was decided to run successfully the newly introduced program of M.A Hindi approved by Shivaji University as per the suggestion of NAAC Peer Team.

➤ **To run efficiently the COC courses:**

Resolution: It was decided to run the three Career Oriented Courses- Balwadi Sevika Training Course, English Translation and Communicative Proficiency and Tally Package courses funded by UGC in order to impart the skills among students and maintain the documents of the same.

➤ **To run efficiently short term courses.**

Resolution: It was resolved to run the four short term courses in the college for enhancing students' skills. It was decided that Prof. Mujawar M.S. and Prof. Kharat S.A. should run the Personality Development course; Prof. Dr. Umap A.S. and Prof. Nimase H. will carry out the course of Journalism, Prof. Jagtap and Prof. Gadhave will look after the course of Modi, whereas Prof. Dr. Bhosale R.P. and Prof. Survase D. run the course of Economic Independence.

➤ **Result Analysis.**

Resolution: All the faculty members handed over the copy of the result sheet to the NAAC coordinator. After analyzing the result it was decided to conduct extra coaching classes for the slow and advance learners.

As there was no other issue to be discussed the meeting ended by Prof. M. S. Mujawar expressing vote of thanks.


COORDINATOR
IQAC
 Arts and Commerce College, Pusegaon




Principal
 Art's & Commerce College,
 Pusegaon, Tal Khatav Dist Satara

Action Taken Report

- Annual Academic Calendar was prepared and displayed in the notice board.
- Review of the teaching plan and workload distribution were taken.
- The college result was analyzed as per the format of RQMS (Rayat Quality Management System) and submitted to Rayat Shikshan Sanstha Satara.
- PG programme in Hindi was started in the college.
- UGC sponsored three COC viz. Balwadi Sevika Training Course, Translation and Communicative Proficiency Course and Tally Package were successfully conducted.
- New short term courses were introduced.
- University Examination Results were analyzed and communicated to the management and extra coaching classes were conducted for slow and advance learners.


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Pusegaon, Tal Khatav Dist Satara



**Rayat Shikshan Sanstha's
Arts and Commerce College, Pusegaon
Internal Quality Assurance Cell**

Notice

Date: 19-9-2016

All the IQAC members are hereby informed that the second meeting of IQAC in the academic year 2016-17 will be held on Tuesday 20th September, 2016 at 11.45 a.m. in the Seminar Hall. All the IQAC members are requested to attend the meeting.


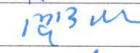


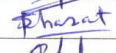




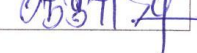

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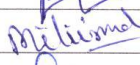

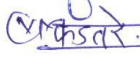




Principal
Art's & Commerce College,
Pusegaon, Tal Khatav Dist Satara

Agenda:-

- Confirmation of minutes of the previous meeting.
- To submit the AQAR to the NAAC Bangalore.
- To organize lecture of eminent scholars on various topics
- To encourage faculty members and student to participate in conference, seminar, workshops and present research papers.
- To increase the number of Ph. D. Registrations.
- Any other subject with the permission of the chairman.

Sr. No.	Name of the Faculty	Representative	Signature
1	Prin. Dr. Kamble S.M.	Chairman, Head of the Institute	
2	Hon. Jadhav M.R.	Member, Management Representative	
3	Prof. Mujawar M.S.	Member, Teacher Representative	
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14	Phadtare Vidhya Mukund (B.A.III)	Member, Student Representative	
15	Prof. Smt. Bagwan N. A.	IQAC Coordinator	

Minutes

The minutes of the second meeting of all the IQAC members in the academic year 2016-17 was held on **Tuesday 20 September, 2016 at 11.45 a.m. in the Seminar Hall**. The following business was done in the meeting.

Members Present-

Sr. No.	Name of the Faculty	Representative	Signature
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15	Prof. Smt. Bagwan N. A.	IQAC Coordinator	

➤ **Confirmation of minutes of the previous meeting:**

The minutes of the previous meeting were read by IQAC Coordinator and after some discussion and suggestions it was unanimously confirmed.

➤ **To submit the AQAR to the NAAC Bangalore.**

Resolution: It was decided to submit the AQAR for the year 2015-16 to the NAAC, Bengaluru before 30th September, 2017.

➤ **To organize lectures of eminent scholars on various topics:-**

Resolution: It was decided to organize lectures of eminent scholars by different departments on various topics.

➤ **To encourage faculty members and student to participate in Conference, seminar, workshops , research papers :-**

Resolution:- It was decided to encourage faculty as well as students to participate in conferences and seminar along with research papers and also organize workshops under lead collage scheme.

- **To increase the number of Ph. D. Registrations.**
Resolution:- Head of the Institution encouraged the faculty members to pursue M. Phil and Ph. D. degrees and update their knowledge.

As there was no other issue to be discussed the meeting ended by Prof. M. S. Mujawar by expressing vote of thank


COORDINATOR
IQAC
Arts and Commerce College, Pusegaon


Principal
Art's & Commerce College,
Pusegaon, Tal Khatav Dist Satara



Action Taken Report

- Annual Quality Assurance Report of the college for the year 2015-16 was submitted to NAAC Bengaluru in time.
- Lectures of eminent scholars were organized on various topics.
- Faculty members and students were encouraged to participate and present research papers in seminars, conferences and workshops.
- Faculty members were encouraged to pursue M. Phil. And Ph. D. degree.


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**Rayat Shikshan Sanstha's
Arts and Commerce College, Pusegaon
Internal Quality Assurance Cell**

Notice

Date:-14-12-2016

All the IQAC members are hereby informed that the third meeting of IQAC in the academic year 2016-17 will be held on Thursday 15 December, 2016 at 2.00 p.m. in the Seminar Hall. All the IQAC members are requested to attend the meeting.










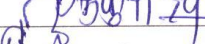

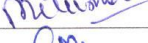




COORDINATOR
IQAC
Arts and Commerce College, Pusegaon


PRINCIPAL
Art's & Commerce College,
Pusegaon, Tal Khatav Dist Satara



Agenda:-

- Confirmation of minutes of previous meeting.
- Online Question Paper/Examination Reforms.
- Tutor and the Student Ward Scheme.
- To carry out extension activities.
- Any other subject with the permission of the chairman.

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14	Phadtare Vidhya Mukund (B.A.III)	Member, Student Representative	
15	Prof. Smt. Bagwan N. A.	IQAC Coordinator	

Minutes

The minutes of the third meeting of all the IQAC members in the academic year 2016-17 held on Thursday 15th December, 2016 at 2.00 p.m. in the Seminar Hall. The following business was done in the meeting.

Members Present-

Sr. No.	Name of the Faculty	Representative	Signature
1	Prin. Dr. Kamble S.M.	Chairman, Head of the Institute	
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13	Hon. Kshirsagar C. R.	Stakeholders	
14	Phadtare Vidhya Mukund (B.A.III)	Member, Student Representative	
15	Prof. Smt. Bagwan N. A.	IQAC Coordinator	

➤ Minutes of previous meeting were read and confirmed.

➤ **Online Question Paper/Examination Reforms.**

Resolution: The Chairman of the Examination Committee informed all the Teaching and Non-Teaching staff members about the Online Question Papers of the university examination. Strong room was maintained and a separate Xerox Machine, computer and printer were made available in the strong room.

➤ **Tutor-Ward Scheme.**

Resolution:- The IQAC coordinator Smt. Bagwan N. A. put forward the topic of student mentorship. All the faculty members agreed to distribute the total number of students equally. It was decided to keep the record of the same and solve the problems of the students if any.

➤ **To carry out extension activities.**

Resolution:- From last four years the leading role in organizing District Level Youth Festival was shouldered by our college. By forming several committees workload was distributed. Every year college actively participates in Cleanliness Campaign after *Yatra* (Sevagiri Fair). All the students from the college worked together and helped in maintaining cleanliness.

As there was no other issue to be discussed the meeting ended by Prof. Bhosale R. P. expressing vote of thanks.


COORDINATOR
IQAC

Arts and Commerce College, Pusegaon


Principal
Art's & Commerce College,
Pusegaon, Tal Khatav Dist Satara



Action Taken Report

- Examination reforms were made by Examination Department of Shivaji University Kolhapur. Online question paper system was launched by university. Separate room was made available as examination strong room and a separate Xerox Machine, computer and printer were made available in the strong room as per the guidelines of Shivaji University, Kolhapur.
- Tutor-Ward Scheme was maintained in the college. All students were equally allotted among the faculty members. The problems of the students if any were solved and record of the same was maintained.
- Leading role in organizing District Level Youth Festival in collaboration with Shri Sevagire Devastan Trust, Pusegaon was successfully shouldered by the college.


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**Rayat Shikshan Sanstha's
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Internal Quality Assurance Cell**

Notice

Date:- 27-02-2017


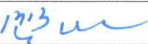


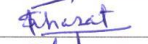





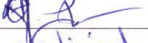


All the IQAC members are hereby informed that the fourth meeting of IQAC in the academic year 2016-17 will be held on Tuesday 28 February, 2017 at 2.00 pm in the Seminar Hall. All the IQAC members are requested to attend the meeting.




COORDINATOR
IQAC
Arts and Commerce College, Pusegaon


Principal
Art's & Commerce College,
Pusegaon, Tal. Khatav Dist. Satara

Agenda:-

- **Confirmation of minutes of the previous meeting.**
- **To collect and analyze all the feedback forms from stakeholders.**
- **To review the activities undertaken by the Women Empowerment Centre and Rural Development Centre.**
- **To review of all academic, extra-curricular and research activities.**
- **Any other subject with the permission of the chairman.**

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14	Phadtare Vidhya Mukund (B.A.III)	Member, Student Representative	
15	Prof. Smt. Bagwan N. A.	IQAC Coordinator	

Minutes

The minutes of the fourth meeting of all the IQAC members in the academic year 2016-17 was held on Tuesday 28 Feb, 2017 at 2.00 p.m in the Seminar Hall. The following business was done in the meeting.

Members Present-

Sr. No.	Name of the Faculty	Representative	Signature
1	Prin. Dr. Kamble S.M.	Chairman, Head of the Institute	
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15	Prof. Smt. Bagwan N. A.	IQAC Coordinator	

➤ Minutes of previous meeting were read and confirmed.

➤ **To collect and analyze all the feedback forms from stakeholders.**

It was decided to collect all types of feedback forms from all stakeholders. The responsibility of collecting and analyzing the feedback forms was given to Prof. Smt. N. A. Bagwan, the chairman, Feedback Committee.

➤ **To review the activities undertaken by the Women Empowerment Centre and Rural Development Centre.**

Resolution:- Seeing the greater number of girl students Prin. Dr. Kamble S. M. decided to establish Women Empowerment Centre in the college. It was decided to invite Vanita Pise Education officer, Zilha Parishd, Satara and Mandeshi Mahila Mandal, Mhaswad to empower the girl students. It was also decided to invite Aruna Yadhav, Deputy Education Officer, Zilha Parishad, Satara, Smt. Rajashri Chavan, social activist and Prin. Dr. Sujata Pawar, Ismailsaheb Mulla Law College, Satara.

It was also decided to establish Rural Development Centre for the development of farmers and the responsibility of it was given to Prof. S. R. Kshirsagar. It was also decided to organize Farmer's Meet (Shetkari Melawa).

➤ **To review of all academic, extra-curricular and research activities.**

Resolution:- Review of all academic, extra-curricular and research activities was taken.

As there was no other issue to be discussed the meeting ended by Prof. Bhosale R. P. expressing vote of thanks.


COORDINATOR
IQAC
Arts and Commerce College, Pusegaon


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Action Taken Report

- Feedback forms of the stakeholders were collected and analyzed by the Feedback Committee and action was taken.
- Review of the activities undertaken by the Women Empowerment Centre and Rural Development Centre was taken.
- Review of all academic, extra-curricular and research activities was taken.


COORDINATOR
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