

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

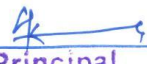
Notice

Date:-28-06-2017

All the IQAC members are hereby informed that the first meeting of IQAC in the academic year 2017-18 will be held on Thursday 29th June, 2017 at 12.30 p.m. in the NAAC Room. All the IQAC members are requested to attend the meeting


**COORDINATOR
IQAC**

Arts and Commerce College, Pusegaon

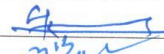
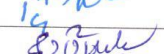

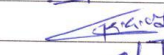








Principal

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



Agenda:-

- Confirmation of the minutes of the previous meeting.
- To discuss and finalize Academic Calendar for the year 2017-18.
- To analyze college result.
- To prepare the future plan of the college.
- Plan for preparation of SSR.
- Running UGC sponsored courses under XII Plan.
- 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. Nimase H. G.	Member, Teacher Representative	
4	Shri. Mali S.A.	Member, Teacher Representative	
5	Shri. Gadhave K. G.	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	Milind
13	Hon. Kshirsagar C. R.	Stakeholders	Dr
14	Jadhav Rajashri Shivaji (B.A.I)	Member, Student Representative	@Stds
15	Prof. Smt. Bagwan N. A.	IQAC Coordinator	J

Minutes

The minutes of the first meeting of all the IQAC members in the academic year 2017-18 held on Thursday 29th June, 2017 at 12.30 p.m. in the NAAC Room. 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	
3	Prof. Nimase H. G.	Member, Teacher Representative	
4	Shri. Mali S.A.	Member, Teacher Representative	
5	Shri. Gadhawe K. G.	Member, Teacher Representative	
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12	Hon. Jadhav M. S.	Industrialist Representative	
13	Hon. Kshirsagar C. R.	Stakeholders	
14	Jadhav Rajashri Shivaji (B.A.I)	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 Academic programs.

➤ **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.

➤ **To prepare the future plan of the college:-**

Resolution:- It was decided to prepare future plan of the college for the overall development and sustenance of quality.

➤ **Plan for preparation of SSR.**

Resolution:- It was unanimously decided to prepare SSR of the college for the third cycle of NAAC.

➤ **Running UGC sponsored courses under XII Plan.**

Resolution:- It was decided to conduct the COC courses and help the students to acquire various skills.

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


COORDINATOR
IQAC

Arts and Commerce College, Pusegaon


Principal

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



Action Taken Report

- Annual Academic Calendar of the college was prepared and displayed in the board.
- The college result was analyzed as per the format of RQMS (Rayat Quality Management System) and submitted to Rayat Shikshan Sanstha, Satara
- Perspective plan for the academic year 2017-18 was prepared and brought into the notice of faculty members.
- Preparation of SSR for 3rd Cycle of NAAC was undertaken.
- UGC sponsored three COC viz. Balwadi Sevika Training Course, Translation and Communicative Proficiency Course and Tally Package were successfully conducted.


COORDINATOR
IQAC
Arts and Commerce College, Pusegaon


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



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

Notice

Date:-04-09-2017

All the IQAC members are hereby informed that the second meeting of IQAC in the academic year 2017-18 will be held on Friday 8th September, 2017 at 12.30 p.m. in the Seminar Hall. All the IQAC members are requested to attend the meeting.


**COORDINATOR
IQAC**

Arts and Commerce College, Pusegaon




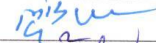







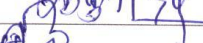

Principal

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



Agenda:-

- Confirmation of the minutes of the previous meeting.
- To submit the AQAR for the year 2016-17 to the NAAC Bangalore.
- To organize a lecture of IQAC Coordinator on NAAC New Manual.
- Distribution of the Questionnaire to each Chairman of the Criterion.
- To pay visits to the nearby colleges who have been accredited with 'A' Grade.
- Reading of the new manual of NAAC.
- 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. Nimase H. G.	Member, Teacher Representative	
4	Shri. Mali S.A.	Member, Teacher Representative	
5	Shri. Gadhav K. G.	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	<i>Milind</i>
13	Hon. Kshirsagar C. R.	Stakeholders	<i>Ch</i>
14	Jadhav Rajashri Shivaji (B.A.I)	Member, Student Representative	<i>Ch</i>
15	Prof. Smt. Bagwan N. A.	IQAC Coordinator	<i>B</i>

Minutes

The minutes of the second meeting of all the IQAC members in the academic year 2014-15 was held on Friday 8th September, 2017 at 12.30 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	
3	Prof. Nimase H. G.	Member, Teacher Representative	
4	Shri. Mali S.A.	Member, Teacher Representative	
5	Shri. Gadhav K. G.	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	Jadhav Rajashri Shivaji (B.A.I)	Member, Student Representative	
15	Prof. Smt. Bagwan N. A.	IQAC Coordinator	

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

Minutes of previous meeting were read and confirmed.

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

Resolution:- It was decided to submit the AQAR for the year 2016-17 to the NAAC before 30th September, 2017

➤ **To organize a lecture of IQAC Coordinator, Smt. Bagwan N. A.**

Resolution:- It was decided to organize a lecture of Smt. Bagwan N. A, IQAC Coordinator on the revised manual of NAAC

➤ **Distribution of the Questionnaire to each Chairman of the Criterion.**

Resolution:- NAAC coordinator distributed the Questionnaire to each Chairman of the Criterion under the guidance of the head of the institute. It was approved unanimously. Discussion was held and doubts were made clear.

Considerable time was given for the preparation of evaluative report of each criterion.

- **To pay visits to the nearby colleges who have been accredited with 'A' Grade.**

Resolution:- Principal of the college decided to visit the newly accredited colleges with 'A' Grade.

- **Reading of the new manual.**

Resolution:- It was decided to have the reading of the NAAC Manual and have discussion on it.

As there was no other issue to be discussed the meeting ended by Prof. Dr. Umap A. S. expressing vote of thanks to the Chairman.


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 2016-17 was prepared and submitted to NAAC Bengaluru in time.
- The lecture of Prof. Smt. Bagwan N. A. was organized on revised manual of NAAC.
- Seven Criteria were distributed among the faculty. Chairman and members were appointed for each criterion to shoulder the responsibility of the preparation of evaluative report of each criterion.
- Faculty members visited the newly accredited colleges to see their preparations.


COORDINATOR
IQAC

Arts and Commerce College, Pusegaon


Principal

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



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

Notice

Date:-7-11-2017

All the IQAC members are hereby informed that the third meeting of IQAC in the academic year 2017-18 will be held on Thursday 9th November, 2017 at 12.30 p.m. in the Seminar Hall. All the IQAC members are requested to attend the meeting.

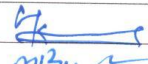
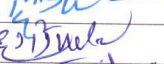

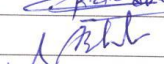


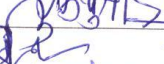
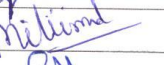






**COORDINATOR
IQAC**
Arts and Commerce College, Pusegaon




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



Agenda:-

- Confirmation of minutes of the previous meeting.
- To organize a lecture on Preparation of Documentation for NAAC Third Cycle.
- To organize a lecture of Prin. Dr. Bal Kamble.
- To submit the SSR for Third Cycle of NAAC to the Sanstha (Management).
- 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. Nimase H. G.	Member, Teacher Representative	
4	Shri. Mali S.A.	Member, Teacher Representative	
5	Shri. Gadhve K. G.	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	Jadhav Rajashri Shivaji (B.A.I)	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 2017-18 was held on Thursday 9th Nov. 2017 at 12.30 p.m. in the IQAC room. 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	
3	Prof. Nimase H. G.	Member, Teacher Representative	
4	Shri. Mali S.A.	Member, Teacher Representative	
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6	Dr. Bhosale R.P.	Member, Teacher Representative	
7	Shri. Katte A.P	Member, Teacher Representative	
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12	Hon. Jadhav M. S.	Industrialist Representative	
13	Hon. Kshirsagar C. R.	Stakeholders	
14	Jadhav Rajashri Shivaji (B.A.I)	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 organize a lecture on Preparation of Documentation for NAAC Third Cycle.**
Resolution:- It was decided to invite Prof. Chavan B. S. from D.P.Bhosale College, Koregaon to guide the staff members regarding maintaining documentation for Third Cycle of Accreditation.
- **To organize a lecture of Prin. Dr. Bal Kamble.**
Resolution:- It was decided to invite Prin. Dr. Bal Kamble from Dada Patil Mahavidhyalay, Karjat to provide the strategies for achieving good CGPA.

- **To submit the SSR for Third Cycle of NAAC to the Sanstha (Management).**
Resolution:- It was resolved to submit the SSR to the Sanstha i.e to place before the (Management).

Meeting ended by expressing vote of thanks.


COORDINATOR
IQAC

Arts and Commerce College, Pusegaon


Principal

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



Action Taken Report

- Lecture of Prof. B. S. Chavan, D. P. Bhosale College, Koregaon was organized on Preparation of Documentation for NAAC Third Cycle.
- Lecture of Prin. Dr. Bal Kamble from Dada Patil Mahavidhyalay, Karjat was organized to provide the strategies for achieving good CGPA.
- Self-study Report of the college for 3rd Cycle of NAAC was submitted to Rayat Shikshan Sansth, Satara for their observation and guidelines.


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



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

Notice

Date:-06-01-2018

All the IQAC members are hereby informed that the fourth meeting of IQAC in the academic year 2017-18 will be held on Wednesday, **10th January, 2018** at 12.30 p.m. in the IQAC Room. All the IQAC members are requested to attend the meeting.


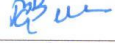













**COORDINATOR
IQAC**
Arts and Commerce College, Pusegaon





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

Agenda:-

- Confirmation of the minutes of the previous meeting.
- Preparation of the departmental profile.
- Preparation of the Personal profile.
- To take the review of innovative and best practices followed in the College.
- To organize a lecture on various Teaching Methodologies.
- 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. Nimase H.G.	Member, Teacher Representative	
4	Shri. Mali S.A.	Member, Teacher Representative	
5	Shri. Gadhawe K. G.	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	Jadhav Rajashri Shivaji	Member, Student Representative	

	(B.A.I)		
15	Prof. Smt. Bagwan N. A.	IQAC Coordinator	

Minutes

The minutes of the fourth meeting of all the IQAC members in the academic year 17-18 was held on Wednesday, 10th January, 2018 at 12.30 p.m. in the IQAC Room. 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	
3	Prof. Nimase H. G.	Member, Teacher Representative	
4	Shri. Mali S.A.	Member, Teacher Representative	
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11	Hon. Jadhav S. M.	Employer	
12	Hon. Jadhav M. S.	Industrialist Representative	
13	Hon. Kshirsagar C. R.	Stakeholders	
14	Jadhav Rajashri Shivaji (B.A.I)	Member, Student Representative	
15	Prof. Smt. Bagwan N. A.	IQAC Coordinator	

➤ **Confirmation of minutes of previous meeting**

Minutes of previous meeting were read and confirmed.

➤ **Preparation of the departmental profile.**

Resolution:- It was decided to prepare departmental profile. Each department has given specific time for preparation of departmental profile. Every HOD prepared a detail profile as per the NAAC format.

➤ **Preparation of the Personal profile.**

Resolution:- Format of personal profile was accepted and approved unanimously. All the faculty decided to prepare it.

➤ **To take the review of innovative and best practices followed in the College.**

Resolution:- Review was taken of the innovative and best practices followed by each department and of the college.

➤ **To organize a lecture on ICT based Teaching Methodologies.**

Resolution:- As Teaching learning process carries more weightage, a lecture was to be conducted. It was decided to invite Prin. Dr .Arun Andhale from Savitribai Phule Mahila Mahavidhyalaya,Satara to deliver a lecture.

Meeting ended by expressing vote of thanks to the Chairman.


COORDINATOR
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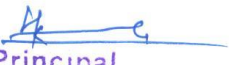


Action Taken Report

- Each department of the college has prepared the departmental profile as per the guidelines of NAAC.
- Entire faculty has also prepared their personal profile as per the guidelines of NAAC.
- Review was taken of the innovative and best practices related to teaching-learning process followed by each department and of the college.
- Lecture of Prin. Dr. Arun Andhale, Savitribai Phule Mahila Mahavidhyalaya, Satara was organized on ICT based Teaching Methodologies.


COORDINATOR
IQAC

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



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


Notice

Date:--31-01-2018

All the IQAC members are hereby informed that the fifth meeting of IQAC in the academic year 2017-18 will be held on **Friday 2nd February, 2018** at 12.30 p. m. in the IQAC Room.. 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 the minutes of the previous meeting.
- To conduct preliminary exam.
- To enhance the activities of Alumni and Parents Association.
- Feedback of stakeholders.
- PBAS/Self-Appraisal.
- To collect and analyze all the feedback forms from stakeholders.
- To prepare the documents for AAA
- 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. Nimae H. G.	Member, Teacher Representative	
4	Shri. Mali S.A.	Member, Teacher Representative	
5	Shri. Gadhave K. G.	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	<i>M. Jadhav</i>
13	Hon. Kshirsagar C. R.	Stakeholders	<i>C. R. Kshirsagar</i>
14	Jadhav Rajashri Shivaji (B.A.I)	Member, Student Representative	<i>Rajashri Jadhav</i>
15	Prof. Smt. Bagwan N. A.	IQAC Coordinator	<i>N. A. Bagwan</i>

Minutes

The minutes of the fourth meeting of all the IQAC members in the academic year 2017-18 was held on **Friday 2nd Feb, 2018 at 12.30 p.m.** in the IQAC room. 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	
3	Prof. Nimase H. G.	Member, Teacher Representative	
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14	Jadhav Rajashri Shivaji (B.A.I)	Member, Student Representative	
15	Prof. Smt. Bagwan N. A.	IQAC Coordinator	

- **Confirmation of the minutes of previous meeting.**
Minutes of previous meeting were read and confirmed.
- **To conduct preliminary exam.**
Resolution:- It was decided to conduct preliminary exam after the completion of the syllabus.
- **To enhance the activities of Alumni and Parents Association.**
Resolution:- It was resolved to conduct Alumni Meet in the last week of February.
- **Feedback of stakeholders.**
Resolution:- It was decided to carry out the activities like Parents Meet, Alumni Meet and other activities. Feedback committee was shouldered the responsibility of collecting the feedback and analyzing them and submit its report to NAAC coordinator.

➤ **PBAS/Self-Appraisal.**

Resolution:- The coordinator of IQAC requested all the faculty members to Submit their duly filled PBAS/ Self-Appraisal forms to the IQAC coordinator on or before 20th April 2018.

➤ **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 prepare the documents for AAA**

It was decided to prepare required documents for Academic and Administrative Audit which would be conducted in first week of April by Rayat Shikshan Sanstha, Satara.

Meeting ended by expressing vote of thanks.


COORDINATOR
IQAC

Arts and Commerce College, Pusegaon




Principal

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

Action Taken Report

- Preliminary Examination was conducted and results were declared.
- Activities of alumni and parents were enhanced for the development of the college.
- Feedback forms of the stakeholders were collected and analyzed by Feedback Committee and action was taken.
- Entire faculty filled their PBAS/Self-Appraisal forms and submitted to NAAC Coordinator.
- Feedback forms of the stakeholders were collected and analyzed by the Feedback Committee and action was taken.
- Required documents were prepared for Academic and Administrative Audit and It was done by AAA committee appointed by Rayat Shikshan Sanstha, Satara


COORDINATOR
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Arts and Commerce College, Pusegaon


Principal
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