



Pune District Education Association's
ANANTRAO PAWAR COLLEGE, PIRANGUT
(Arts, Science and Commerce)
TALUKA- MULSHI, DIST. PUNE -412115
Academic Year 2023-24

INTERNAL QUALITY ASSURANCE CELL (IQAC)


Date: 26/06/2023

NOTICE

All the members of the IQAC are hereby informed that a meeting is scheduled on **Tuesday, 4th July 2023**, at 11.00 am, at the IQAC room of the college. We request you to kindly attend the meeting on time. Your cooperation regarding the quality improvement of the institute is highly appreciated.

The agenda of the meeting is as below -

1. Approval of minutes of previous meeting held on Monday, 13/03/2023.
2. Preparation of Academic calendar 2023-24.
3. Planning of a NAAC Peer Team Visit.
4. Preparation of departmental presentations.
5. Planning cultural program.
6. To plan the activities to celebrate the Birthday of Ajitdada Pawar.
7. To collect student feedback 2023-24.
8. Any other subject with the permission of the Chairman.


Mr. Shinde S. D.
IQAC Coordinator

Co-ordinator
Internal Quality Assurance Cell
Anantrao Pawar College, Pirangut




Dr. Chaudhari S. R.
Principal and Chairman of the IQAC

Principal
Anantrao Pawar College, Pirangut
Mulshi, Dist. Pune - 412115.



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Minutes of the IQAC Meeting

Day and date: Tuesday, 4th July, 2023.

Venue: IQAC room

Meeting begins at 11.30 a.m. IQAC Coordinator Mr. Shinde S. D. welcomed the attendees. The following members attended the meeting.

Dr. Chaudhari S. R. (Principal and Chairman of the IQAC)
Hon. Mr. Dnyaneshwar Bodke (Employer's Representative)
Hon. Mr. Madhav Koparkar (Industrial Representative)
Dr. Cholke P. B. (Vice Principal)
Dr. Avaghade M.R.
Mr. Kangude B. U.
Dr. Kamble M. M.
Dr. Lokare S. A.
Mr. Chavan M A.
Dr. Patil A. V.
Mr. Lad R. V. (Administrative Officer)
Mr. Shantilal Ahire (Parent's Representative)
Mr. Shinde S. D. (Co-ordinator to the IQAC)
Mr. Kashid T. M. (Asst. Coordinator to the IQAC)
Miss. Mayur Satav (Student Representative)
Miss. Ozarkar Pranali (Alumni Representative)

Leave of absence was granted to Hon. Mr. Jadhav A. M. (Management Representative) and Hon. Mr. Mandekar Shankarbhai (Local Society Representative).

The agenda items were discussed as follows,

1. Approval of previous meeting minutes.

Discussion: The IQAC Coordinator Mr. Shinde S. D. presented the minutes and action taken report of the previous meeting held on Monday, 13/03/2023 for approval.



Motion: Propose for discussion by Dr. Shinde S. D. Seconded by Dr. Kashid T. M.

Resolution: Minutes & Action Taken Report (ATR) of the previous meeting held on Monday, 13/03/2023 were approved.

2. Preparation of Academic calendar 2023-24.

Discussion: The IQAC Committee reviewed the draft of the academic calendar for the year 2023-24. Discuss and finalized the tentative dates for commencement of classes, Internal exams, semester breaks, and academic events.

Action : Assigned the responsibility on Mr. IQAC Coordinator Shinde S. D. to form the committee for finalization and dissemination of the calendar by 10 July 2024.

Motion: Propose for discussion by Mr. Ravi Lad Seconded by Mr. Kangude B. U.

3. Planning of a NAAC Peer Team Visit.

Discussion: The Committee discussed the plan for the NAAC Peer Team Visit for assessment and accreditation of quality of the institute. Committee discussed the logistics (travel and accommodation) of the peer team members.

Action : Assigned the responsibility on Dr. Cholke P. B. to prepare a checklist for peer team visit.

Motion: Propose for discussion by Dr. Kashid T. M. Seconded by Dr. Kamble M. M.

4. Preparation of departmental presentations.

Discussion: discussed the format and content of department presentations for upcoming NAAC Peer Team Visit. Committee emphasized on showcasing the key achievements and activities of best practices. Decided to arrange the session for presentation skills improvement.

Action : Assigned the responsibility on Mr. Kangude B. U. to develop presentation guidelines and format for departments. Assigned the responsibility on Dr. Kashid T. M. to schedule a session for departmental presentations.

Motion: Propose for discussion by Dr. Lokare S. A. Seconded by Mrs. Chavan M. A.



5. Planning cultural program.

Discussion: The IQAC Committee discussed the themes for the cultural program e.g. 'Celebrating local act- Maharashtra Lokdhara' for NAAC Peer team visit. . decided to include performances like group dance, fusion dance, folk dance , Classical dance etc.

Action : Assigned the responsibility on Mr. Fatangade D. M. for forming a culture committee to plan programs, develop budget, technical requirements , list of student performers and their acts.

Motion: Propose for discussion by Mr. Shinde S. D. **Seconded** by Mr. Mayur Satav

Resolution: The IQAC resolves the themes for the cultural program e.g. 'Celebrating local act- Maharashtra Lokdhara' and formation of culture committee to plan a program for NAAC Peer team visit.

6. To plan the activities to celebrate the Birthday of Ajitdada Pawar.

Discussion: Mr. Shantilal Ahire (Parent's Representative) proposed the tree plantation activity. Committee discussed the organization of various activities e.g. Rangoli Competition, Elloucation, Essay writing, poster and Drawing competition etc. to celebrate the Birthday of Ajitdada Pawar on 22nd July.

Action : Assigned the responsibility on Dr. Deshmukh S. H. for planning the dates and execution of activities.

Motion: Propose for discussion by Mr. Shantilal Ahire. **Seconded** by Dr. Patil A. V.

7. To collect student feedback 2023-24.

Discussion: Committee discussed the importance of gathering student feedback to improve the quality of education. Decided to design a comprehensive feedback form covering aspects like teaching methods used, course content, assessment and overall learning experience. The Principal Dr. Chaudhari S. R. discussed the importance of ensuring the confidentiality of student feedback.

Action : Assigned the responsibility to IQAC coordinator Mr Shinde S. D. to form a committee to develop a student feedback form, plan for the analysis and action taken for feedback results.

Motion: Propose for discussion by Dr. Kamble M. M. **Seconded** by. Ozarkar Pranali



8. Any other subjects with the permission of the Chairman.

a. To create awareness among the alumni and parents about the upcoming NAAC Peer Team visit .


Discussion: Mr. Madhav Koparkar proposed the plan for preparation of a college brochure highlighting the key facilities, program details, committee details , college profile details etc to distribute among the alumni and parents.

Action: Assigned the responsibility on Mr. Kangude B. U. to prepare the college brochure and distribute among the alumni and parents whatsapp group.

Motion: Propose for discussion by Dr. Avaghade M. R. Seconded by Mr. Dnyaneshwar Bodke

IQAC Coordinator Mr. Shinde S. D. concluded the meeting at 1.50 PM with the Vote of Thanks .




Mr. Shinde S. D.

IQAC Coordinator
Internal Quality Assurance Cell
Anant Rao Pawar College, Pirangut


Dr. Chaudhari S. R.

Principal & Chairman of the IQAC
Anant Rao Pawar College, Pirangut
Tal. Mulshi, Dist. Pune - 412115.



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Action Taken Report (ATR)

Meeting Day and Date: Tuesday, 4th July, 2023

Sr. No.	Action Item	Responsible Person	Status	Remarks
1	Preparation of Academic Calendar 2023-24	Mr. Shinde S. D.	Completed	Academic calendar committee was formed and Academic Calendar 2023-24 was finalized, disseminated and uploaded on the college website as approved on 10 July 2023.
2	Planning of NAAC Peer Team Visit	Dr. Cholke P. B.	Completed	Checklist and plan for peer team visit was prepared and utilized by the college on 10th and 11th August 2023.
3	Preparation of Departmental Presentations	Mr. Kangude B. U. Dr. Kashid T. M.	Completed	Presentation guidelines and format for departments were developed and disseminated on 28th July 2023. Session for departmental presentations was conducted successfully on 5th August 2023
4	Planning Cultural Program	Mr. Fatangade D. M.	Completed	Culture committee was formed and successfully planned and executed the cultural program "Celebrating local art- Maharashtrachi Lokdhara" for the NAAC Peer team visit on 10th August 2023.
5	To plan the activities to celebrate the Birthday of Ajitdada Pawar	Dr. Kashid T. M.	Completed	Activities to celebrate the Birthday of Ajitdada Pawar on 22nd July 2023 were successfully planned and executed, including tree plantation, Rangoli competition, Plastic and e-waste collection drive etc.



6	To collect student feedback 2023-24	Mr. Shinde S. D.	Completed	Student feedback form was developed and administered to students. Feedback was analyzed, and appropriate action plans were implemented based on the results.
7	To create awareness among the alumni and parents about the upcoming NAAC Peer Team visit	Mr. Kangude B. U.	Completed	College brochure was prepared and distributed among the alumni and parents via WhatsApp group on 1st August 2023.

- ATR is maintained and updated periodically by

Kashif
Co-ordinator
Internal Quality Assurance Cell
Anantrao Pawar College, Pirangut

- Action Taken Report (ATR) of the previous meeting held on Tuesday, 4/07/2023 was approved by

[Signature]
Principal & Chairman of the IQAC
Anantrao Pawar College, Pirangut
Tal. Mulshi, Dist. Pune - 412115.

