



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



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**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

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Date: 15/06/2020

**NOTICE-IQAC MEETING**

All the members of the IQAC are hereby informed that the **first meeting** in the academic year 2020-21, will be held on **Thursday, 25<sup>th</sup> June, 2020**, at 11.00 am, in the College Conference Room.

**AGENDA**

1. To confirm the minutes of the previous meeting held on Saturday, 15/02/2020.
2. Review of IQAC activities of Academic Year 2019-20.
3. Plan of academic and Non-academic activities for the Academic Year 2020-21.
4. To plan the celebration of Birthday of Hon. Ajitdada Pawar, Incumbent President of PDEA.
5. To discuss drafting and revision of various Policies.
6. To discuss the Plan to organize Teacher Training Programs on Online Teaching Platforms.
7. Plan to create e-Content.
8. Any other subject with the permission of Chairman.

**Dr. Sharmila Chaudhari**  
Principal & Chairman of the IQAC  
Anantrao Pawar College, Pirangut  
Tal. Mulshi, Dist. Pune - 412115.



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**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**Minutes and Action Taken Report of the IQAC Meeting**

The First meeting of the members of IQAC was held on **Thursday, 25<sup>th</sup> June, 2020** at 11:00 a.m. in the College Conference Room. At the outset, IQAC Co-ordinator Mr. Kashid T. M. welcomed the Chairperson Principal Dr. Chaudhari S. R., and all the Members of the IQAC to the meeting. Then the agenda items were taken up for discussion with the permission of the Chair.


<b>Agenda</b>	<b>Matters raised / suggestions given by</b>	<b>Outcome of discussions ( Minutes)</b>	<b>Action Taken</b>
1. To confirm the minutes of the previous meeting held on Saturday, 15/02/2020.	Mr. Kashid T.M.	The IQAC Co-ordinator Mr. Kashid T. M. put up the minutes of previous meeting held on Saturday, 15/02/2020 for approval.	Minutes of previous meeting were confirmed by all the Members.
2. Review of IQAC activities of Academic Year 2019-20.	Mr. Shinde S.D.	Coordinator of IQAC took the review of IQAC activities conducted in the AY 2019-20.	All quality initiatives undertaken by IQAC were appreciated by the Committee.
3. Plan of academic and Non-academic activities for the Academic Year 2020-21.	Principal Dr. Chaudhari S.R.	Hon. Principal discussed the plan of action for the year 2020-21 including new Skill Based Diploma Courses to be introduced and the other developmental issues.	Vice Principal Dr. Cholke P.B. has been instructed to monitor the progress of Skill Based Diploma Courses & activities throughout the year.

4. To plan the celebration of Birthday of Hon. Ajitdada Pawar, Incumbent of PDEA.	Dr. Avaghade M.R.	It was decided to celebrate the Birthday of Hon. Ajitdada Pawar Saheb organizing Tree Plantation Program, a webinar and General Knowledge Test.	NSS Committee has been instructed to take responsibility of organization of tree plantation Program. Heads of Department of Commerce & Physics have been instructed to take responsibility of organization of a Webinar on Challenges in Higher Education during Covid-19 in Pandemic Situations, & General Knowledge Test through online mode.
. To discuss and drafting and revision of various Policies.	Dr. Ghadage V.H.	Mr. Cholke P. B. gave brief information about the various policies drafted by IQAC. The need and importance of modification and redrafting of various policies were discussed. It was decided to revise the Gender Policy, Library Policy, Environmental Policy, Infrastructure policy, Curriculum Delivery Policy etc.	Principal guided the IQAC to revise and redraft various policies. Accordingly, policies were revised and drafted.
6. To discuss the Plan to organize Teacher Training Programs on Online Teaching Platforms.	Mr. Bhandari N. L.	Challenges to the educators for to conduct online Teaching during Covid- 19 Pandemic period were discussed. To orient the staff with new Online Teaching Platforms, it was decided to organize the Teacher Training Programs on ZOOM and Google Meet.	IQAC Coordinator has been instructed to take an initiative to organize the Training Programs on Online Teaching Platforms ZOOM and Google Meet for Staff and approach the Resource persons.



7. Plan to create e-Content.	Dr. Lokare S. A.	The need and importance of creation of Course study material ( e-Content) in the form of Audio-Video, PPTs, pdfs, Word Notes for conducting the online lectures in Covid 19 pandemic situation were discussed.	IQAC notified the faculty to create own e-Content for online teaching. Dr. Kamble M.M. has been instructed to monitor and collect e-Content created by the faculty.
8. Any other subjects with the permission of Chairman.  To congratulate the Stakeholders on their achievement.	Miss Mayuri Ovhal	Mr. Lad Ravi cited the Individual achievement of the Faculty.	Mr. Jadhav R. M. was felicitated at the hands of Hon. Principal for his appointment as Administrative officer member of the IQAC.
After the discussion on agenda, finally IQAC Co-Coordinator Mr. Kashid T. M. thanked Chairperson Principal Dr. Chaudhari S. R., and all the IQAC members and the meeting was concluded.			

  
**Mr. Tanaji Kashid**  
 IQAC Coordinator  
 Internal Quality Assurance Cell  
 Anantrao Pawar College, Pirangut

  
**Dr. Sharmila Chaudhari**  
 Principal & Chairman of the IQAC  
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**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

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Date: 16<sup>th</sup> October, 2020

**NOTICE-IQAC MEETING**

All the members of the IQAC are hereby informed that the **Second meeting** in the academic year 2020-21, will be held on **Wednesday, 21<sup>st</sup> October, 2020** on- 12.30 PM, in the College Conference Room.

**AGENDA**

1. To confirm the minutes of the previous meeting held on 25<sup>th</sup> June, 2020.
2. To discuss the shifting of various Departments in newly constructed rooms.
3. To collect data for AQAR 2019-20.
4. To discuss Examination reforms.
5. Review of First Semester Teaching and Learning.
6. Any other subject with the permission of Chairman.

  
**Dr. Sharmila Chaudhari**  
Principal & Chairman of the IQAC  
Anantrao Pawar College, Pirangut  
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**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**Minutes and Action Taken Report of the IQAC Meeting**


The **Second meeting** of the members of IQAC was held on **Wednesday, 21<sup>st</sup> October, 2020** at 12:30 P.M. in the College Conference Room. At the outset, IQAC Co-ordinator Mr. Kashid T. M. welcomed the Chairperson Principal Dr. Chaudhari S. R., Management Representative Hon. Mr. Jadhav A. M. and all the members of the IQAC to the meeting. Then the agenda items were taken up for discussion with the permission of the Chair.

Agenda	Matters raised / suggestions given by	Outcome of discussions ( Minutes)	Action Taken
1. To confirm the minutes of the previous meeting held on 25 <sup>th</sup> June, 2020.	Mr. Kashid T.M.	The IQAC Co-ordinator Mr. Kashid T. M. put up the minutes of previous meeting held on 25 <sup>th</sup> June, 2020 for approval.	Minutes and Action Taken Report of previous meeting were confirmed by all the members.
2. To discuss the shifting of various Departments in newly constructed rooms.	Mr. Jadhav R. M.	Hon. Principal informed the plan of shifting of Economics, Political Science, History, Hindi, Maths, English and Marathi Departments from cubicles to newly constructed rooms. Members agreed the plan of shifting of these Departments.	Principal instructed Mr. Jadhav R. M. (Administrative Officer) to make necessary arrangement for shifting the Departments.
3. To collect data for AQAR 2019-20.	Dr. Cholke P. B.	The method for data collection for AQAR 2019-20 was discussed and it was decided that AQAR 2019-20 will be filled online on NAAC website in December 2020.	AQAR Data templates were given to NAAC Criterion Chairmen by the IQAC. Mr. Kashid T. M. Coordinator of the IQAC has been instructed to monitor the data collected for AQAR 2019-20 by NAAC criterion Chairmen.



4. To discuss Examination reforms.	Dr. Bhalerao S. N.	Detailed discussion on Continuous Internal Evaluation process was held. It was decided to conduct Internal Examinations Online through Google Forms.	Hon. Principal instructed the Examination committee to conduct the Internal Examination Online through Google Forms and to take necessary follow up.
5. Review of First Semester Teaching and Learning.	Mr. Shinde S. D.	Review of Teaching – Learning process was taken by the Principal.	All Faculty Members have been instructed to complete First Semester Syllabi on or before 31 <sup>st</sup> December 2020 and submit Online Teaching record to the Office.
6. Any other subjects with the permission of Chairman.	-	-	-
After the discussion on agenda, finally IQAC Co-Coordinator Mr. Kashid T. M. thanked all the IQAC members and the meeting was concluded.			

  
**Mr. Tanaji Kashid**  
IQAC Co-ordinator  
Internal Quality Assurance Cell  
Anantrao Pawar College, Pirangut

  
**Dr. Sharmila Chaudhari**  
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## **INTERNAL QUALITY ASSURANCE CELL (IQAC)**

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Date: 04/01/2021

### **NOTICE-IQAC MEETING**

All the members of the IQAC are hereby informed that the **Third meeting** in the academic year 2020-21, will be held on **Tuesday, 12<sup>th</sup> January, 2021**, at 12.00 pm, in the College Conference Room.

### **AGENDA**

1. To confirm the minutes of the previous meeting held on 21<sup>st</sup> October, 2020.
2. To motivate the Faculty for participation in FDPs, Short Term, Refresher and Orientation Courses.
3. To prepare and submit AQAR 2019-20.
4. To discuss organization of Gender Equality Programmes.
5. To discuss organization of Orientation Programmes.
6. To discuss to conduct Academic & Administrative Audit.
7. Any other subject with the permission of Chairman.

**Dr. Sharmila Chaudhari**  
Principal & Chairman of the IQAC

**Principal**

Anantrao Pawar College, Pirangut  
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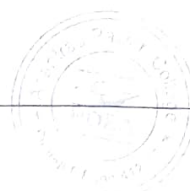


**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**Minutes and Action Taken Report of the IQAC Meeting**

The **Third meeting** of the members of IQAC was held on Tuesday, **12<sup>th</sup> January, 2021** at 12:00 pm. in the College Conference Room. At the outset, IQAC Co-ordinator Mr. Kashid T. M. welcomed the Chairperson Principal Dr. Chaudhari S. R., Management Representative Hon. Mr. Jadhav A. M. and all the members of the IQAC to the meeting. Then the agenda items were taken up for discussion with the permission of the Chair.

<b>Agenda</b>	<b>Matters raised / suggestions given by</b>	<b>Outcome of discussions ( Minutes)</b>	<b>Action Taken</b>
1. To confirm the minutes of the previous meeting held on 21 <sup>st</sup> October, 2020.	Mr. Kashid T.M.	The IQAC Co-ordinator Mr. Kashid T. M. put up the minutes of previous meeting held on 21 <sup>st</sup> October, 2020 for approval.	Minutes and Action Taken Report of previous meeting were approved by the Chairman of the IQAC.
2. To motivate the Faculty for participation in FDPs, Short Term, Refresher and Orientation Courses.	Mr. Bhandari N. L.	The need & importance of Faculty participation in Professional Development Courses for their Career Advancement Scheme were discussed. In order to motivate Faculty for participation in FDPs, Short Term, Refresher and Orientation Courses, It was decided that Reimbursement of fee will be paid to Faculty participant.	IQAC notified the Faculty members for participation in Professional Development Courses. Principal instructed Mr. Salve V. M. to monitor and collect the applications, Certificates of FDPs, Short Term, Refresher and Orientation Courses from the faculty.
3. To prepare and submit AQAR 2019-20.	Dr. Avaghade M.R.	IQAC Coordinator Mr. Kashid T. M. gave the brief information about the completed and incomplete key indicator metrics of AQAR for the year 2019-20. It was decided that IQAC and NAAC Committee should	IQAC Coordinator has been instructed to take follow up of AQAR preparation and submission.



		prepare and submit the AQAR report online to NAAC website in stipulated time.	
4. To discuss organization of Gender Equality Programmes.	Dr. Lokare S. A.	The need & importance of organization of Gender Sensitization Programmes for Staff and students was discussed. It was decided to create Gender Issues awareness among the Staff and Students through organization of Gender sensitization Programmes in college.	Hon. Principal instructed to In charge, Cell for Prevention of Sexual Harassment of Women Staff and students to take an initiative to organize Gender Equality/ sensitization Programmes in college and approach Resource persons.
5. To discuss organization of Orientation Programmes.	Mr. Shinde S. D.	Jadhav A. M. (Management Representative) suggested to orient the staff with newly revised NAAC Accreditation and Assessment Process, Teaching Pedagogy etc.	IQAC has been instructed to take an initiative to organize Orientation Programmes for Staff and approach the Resource persons.
6. To discuss to conduct Academic & Administrative Audit.	Dr. Cholke P.B.	It was decided that Academic & Administrative Audit of the college for the year 2019-20 will be conducted through External assessors- IQAC Cluster, India.	IQAC has been instructed to approach IQAC Cluster, India to conduct the External Academic & Administrative Audit of the college for the year 2019-20.
7. Any other subjects with the permission of Chairman.	-	-	-
After the discussion on agenda, finally IQAC Co-Coordinator Mr. Kashid T. M. thanked all the IQAC members and the meeting was concluded.			

*Kashid T. M.*  
**Mr. Tanaji Kashid**  
 IQAC Coordinator  
 Internal Quality Assurance Cell  
 Anantrao Pawar College, Pirangut

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**Dr. Sharmila Chaudhari**  
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**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

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Date: 10/05/2021

**NOTICE-IQAC MEETING**

All the members of the IQAC are hereby informed that the **Fourth meeting** in the academic year 2020-21, will be held on **Saturday, 15/05/2021**, at 11.00 am, in the College Conference Room.

**AGENDA**

1. To confirm the minutes of the previous meeting held on 12/01/2021.
2. To take review of Curricular and Extra -curricular activities.
3. To discuss to preparation of proposal for DBT-STAR College Scheme.
4. To discuss plan of action for the year 2021-22.
5. Review of Second Semester Online Teaching and Learning.
6. To discuss plan of conduction of Gender, Green and Energy Audits.
7. Any other subject with the permission of Chairman.

  
**Dr. Sharmila Chaudhari**  
Principal & Chairman of the IQAC  
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**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**Minutes and Action Taken Report of the IQAC Meeting**

The 4<sup>th</sup> meeting of the members of IQAC was held on 15/05/2021 at 11:00 a.m. in the College Conference Room. At the outset, IQAC Co-ordinator Mr. Kashid T. M. welcomed the Chairperson Principal Dr. Chaudhari S. R., Management Representative Hon. Mr. Jadhav A. M. and all the members of the IQAC to the meeting. Then the agenda items were taken up for discussion with the permission of the Chair.


Agenda	Matters raised / suggestions given by	Outcome of discussions ( Minutes)	Action Taken
1. To confirm the minutes of the previous meeting held on 12/01/2021.	Mr. Kashid T. M.	The IQAC Co-ordinator Mr. Kashid T. M. put up the minutes of previous meeting held on 12/01/2021 for approval.	Minutes and Action Taken Report of previous meeting were confirmed by Chairman.
2. To take review of Curricular and Extra -curricular activities.	Dr. Avaghade M. R.	Vice Principal Dr. Cholke P.B. took review of Curricular and Extra -curricular activities conducted by various Committees and Departments in the College throughout the year.	IQAC which were monitored throughout by IQAC appreciated the activities held during Academic Year.
3. To discuss to preparation of proposal for DBT-STAR College Scheme.	Mr. Bhandari N. L.	It was decided to prepare proposal and apply for DBT-STAR College Scheme.	Principal, Chairman of the IQAC guided the Quality Improvement and Development (UGC and BCUD) Committee to prepare proposal and apply for DBT-STAR College Scheme.
4. To discuss plan of action for the year 2021-22.	Mr. Shinde S. D.	Detailed discussion on plan of action for the year 2021-22 was held.	Principal instructed the HODs to prepare their own Academic Plans in accordance with College Perspective Plan. Coordinator of IQAC is





			asked to look into it.
5. Review of Second Semester Online Teaching and Learning.	Dr. Lokare S. A.	Review of Online Teaching –Learning process was taken by the Principal.	All Faculty Members are instructed to complete Second Semester Syllabi and practicals on or before 30 <sup>th</sup> June 2021 and submit Online Teaching record to the Office.
6. To discuss plan of conduction of Gender, Green and Energy Audits.	Dr. Cholke P. B.	It was decided that Gender, Green and Energy Audits of the college for the year 2020-21 will be conducted through External assessors- IQAC Cluster, India.	Principal instructed to In Charge, NAAC Criterion VII to forward Gender, Green and Energy Audits issues to the Management of Pune District Education Association for permission. IQAC has been instructed to monitor the progress and conduction of these Audits.
7. Any other subjects with the permission of Chairman.  To congratulate the Stakeholders on their achievement.	Dr. Bhalerao S. N.	Mr. Bhandari N. L. cited the Individual achievement of the Faculty. Achievements of the Faculty were appreciated by all the IQAC members.	Mr. Kashid T. M. was felicitated with pride at the hands of Hon. Principal for getting the Young Researcher Award of Institute of Scholars. Dr. Patil A. V. was felicitated with pride at the hands of Hon. Principal for Publication of Reference Book. Dr. Deshmukh S. H. was felicitated with pride at the hands of Hon. Principal for Publication of text Book.
After the discussion on agenda, finally IQAC Co-Coordinator Mr. Kashid T. M. thanked all the IQAC members and the meeting was concluded			

  
**Mr. Tanaji Kashid**  
 IQAC Coordinator  
 Internal Quality Assurance Cell  
 Anant Rao Pawar College, Pirangut

  
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