



MAHATMA GANDHI VIDYAMANDIR'S

ARTS, SCIENCE AND COMMERCE COLLEGE MANMAD

TAL- NANDGAON, DIST- NASHIK, MAHARASHTRA

PIN- 423104

RE-ACCREDITED BY NAAC WITH 'A' GRADE

AFFILIATED TO SAVITRIBAI PHULE PUNE UNIVERSITY, ID NO. PU/NS/ASC/011 (1969)



INTERNAL QUALITY ASSURANCE CELL

Minutes & ATR of the meeting – 25 July 2020

Website - www.mgv.org.in/manmadcollege/
Phone – 02591 – 222342, 226650

Email - manmad_college@rediffmail.com
Fax – 02591 - 222342



INTERNAL QUALITY ASSURANCE CELL

(2019-20 & 2020-21)

In attainment of the National Action Plan of the National Assessment and Accreditation Council (NAAC), Bangalore, for performance evaluation, assessment and accreditation and quality up gradation of institutions of higher education, the NAAC proposes that every accredited institution should establish an Internal Quality Assurance Cell (IQAC) as a post accreditation quality sustenance measure. Since quality enhancement is a continuous process, the IQAC is a part of an institution's system and working towards realizing the goals of quality enhancement and sustenance. The prime task of the IQAC is to develop a system for conscious, consistent and catalytic improvement in the performance of institutions. The IQAC is making significant and meaningful contribution in the post accreditation phase of institute. During the post-accreditation period, the IQAC has channelized the efforts and measures of an institution towards academic excellence.

❖ **Goals and Objectives**

- To a heightened level of clarity and focus in institutional functioning towards quality enhancement and facilitate internalization of the quality culture.
- To assess the level of attainment of vision and mission, PEOs, POs and COs for all programmes.
- To cultivate quality culture in Teaching Learning Process.
- To the enhancement and integration among the various activities of the institution.
- To provide a sound basis for decision making to improve institutional functioning.
- To carryout extra-curricular activities through NCC, NSS, etc.
- To enter into collaborations with for mutually-beneficial interaction.
- To strengthen research culture.
- To better internal communication.

❖ **Functions**

- Development and implementation of quality benchmarks/parameters for various academic and administrative activities of the institution.
- Development of Quality Culture in the institution and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process.
- Conducting internal Academic as well as Administrative Audits.
- Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes.
- Dissemination of information on various quality parameters of higher education.
- Organization of inter and intra institutional workshops, seminars on quality related themes.
- Documentation of the various programmes/activities leading to quality improvement and maintenance of institutional database for the purpose of maintaining/enhancing the institutional quality.
- Allocation and maintenance of support structure and services properly.
- Preparation of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC, to be submitted to NAAC.
- To improve the overall academic ambience of the college.


MAHATMA GANDHI VIDYAMANDIR'S
ARTS, SCIENCE AND COMMERCE COLLEGE MANMAD
TAL- NANDGAON, DIST- NASHIK



IQAC COMPOSITION (2019-20 to 2020-21)

Sr. No.	Name	Designation	Post
01	Dr. Bapu Sonu Jagdale	Principal	Chairman
02	Shri. Shyamkant Bhandari	Management Representative	Member
03	Dr. R. S. Mali	Ex-Vice Chancellor	Advisor
04	Dr. R. D. Modi	Principal	Advisor
05	Dr. Pramod Gangadhar Ambekar	Vice Principal	Coordinator
06	Mr. Rafik Shaikh	Industry Representative	Member
07	Mr. Milan Lunawat	Stakeholder Representative	Member
08	Dr. Poonam Rajput	Society Representative (Medical field)	Member
09	Adv. Farida Mithaiwala	Society Representative (Social field)	Member
10	Mrs. Gayatri Kushare	Society Representative (Agri. field)	Member
11	Mr. Devidas Chaudhari	Alumni Representative	Member
12	Dr. Batu Shivaji Desale	Teacher Representative	Member
13	Mrs. Kavita Shashikant Kakhandki	Teacher Representative	Member
14	Mr. Milind Madhukar Ahire	NAAC Coordinator	Member
15	Dr. Gajanan Lokdiba Shendge	Teacher Representative	Member
16	Dr. Satish Sampatrao Tambe	Teacher Representative	Member
17	Mr. Vishnu A. Adole	Teacher Representative	Member
18	Ms. Varsharani Barku Pedhekar	Teacher Representative	Member
19	Shri. Samadhan K. Kedare	Administrative Representative	Member
20	Miss. Bhavana Shaharkar	Student Representative	Member
21	Ku. Jayesh Suryawansi	Student Representative	Member




(Dr. B.S. Jagdale)
Principal
Arts, Sci. & Comm. College
Manmad (Dist. Nashik)

MAHATMA GANDHI VIDYAMANDIR'S
ARTS, SCIENCE AND COMMERCE COLLEGE MANMAD
TAL- NANDGAON, DIST- NASHIK



Ref. No. 2020-21/

Date: 18th July 2020

MEETING OF INTERNAL QUALITY ASSURANCE CELL


Dear Sir / Madam,

To inculcate the quality culture in the college, a meeting is scheduled on **25th July 2020** at 11.30 am in IQAC Office. You are requested to be present and help us to improve the academic and administrative progress of the college.

AGENDA OF THE MEETING

1. To confirm the minutes of previous meeting held on 07th March 2020.
2. Discussion on Action Taken Report of previous meeting held on 07th March 2020.
3. Discussion on Implementation of Academic Calendar for 200-21.
4. Discussion on Budgetary Provision for the Academic Year 2020-21.
5. Discussion on Choice Based Credit System (2019 pattern) introduced for SYBA/ B. Com/B.Sc.
6. Review of SOP and HR Manual.
7. Community engagement activities during pandemic period through NSS department.
8. Planning of Prin. Dr. M. S. Patil lecture series.
9. Planning of Certificate and add-on courses.
10. Planning of examination.
11. To study a perspective plan and decide to execute one plan/ activity for the academic year 2020-21

By the permission of chairperson, to discuss on the issues that will arise on time.


(Dr. P.G. Ambekar)
Co-ordinator

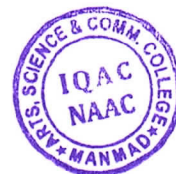
I.Q.A.C.

Internal Quality Assurance Cell
MGV's Arts, Science & Commerce
College, Manmad Dist. Nashik




(Dr. B.S. Jagdale)
Principal
Arts, Sci. & Comm. College
Manmad (Dist. Nashik)

MGV's ARTS, SCIENCE AND COMMERCE COLLEGE MANMAD
INTERNAL QUALITY ASSURANCE CELL
Minutes & ATR of the meeting – 25 July 2020



MINUTES OF THE 1st GENERAL MEETING (25/07/2020)

Present members

Dr. Bapu Sonu Jagdale
Shri. Shyamkant Bhandari
Mr. Milind Madhukar Ahire
Dr. Batu Shivaji Desale
Mrs. Kavita Shashikant Kakhandki
Shri. Samadhan K. Kedare
Dr. Gajanan L. Shendge
Dr. Satish S. Tambe
Mr. Vishnu A. Adole
Ms. Varsharani B. Pedhekar
Mr. Rafik Shaikh
Dr. Poonam Rajput
Adv. Farida Mithaiwala
Mrs. Gayatri Kushare
Miss. Bhavana Shaharkar
Coordinator Dr. Pramod G. Ambekar

Absent members

Dr. R. S. Mali
Dr. R. D. Modi
Mr. Devidas Chaudhari
Mr. Milan Lunawat
Ku. Jayesh Suryawansi

The general meeting of the Internal Quality Assurance Cell (IQAC) held on **25th July 2020** at 11.30 am in IQAC Office. The meeting was chaired by Prin. Dr. B. S. Jagdale (Principal and Chairman). Following issues were discussed in the meeting and resolutions were passed thereof.

MGV's ARTS, SCIENCE AND COMMERCE COLLEGE MANMAD
INTERNAL QUALITY ASSURANCE CELL
Minutes & ATR of the meeting – 25 July 2020



Minutes of the Meeting:

Minutes of the meeting are as follows:

Confirmation of minutes of the previous meeting.

Dr. B. S. Jagdale put forth the minutes of previous meeting 07th March 2020. for discussion and all the members unanimously approved the minutes.

Discussion on Action Taken Report.

Dr. B. S. Jagdale enlarged on the action taken report of the previous meeting.

Discussion on Implementation of Academic Calendar for 200-21.

IQAC coordinator put forth the Academic Calendar which prepared under the guidance of Prin.

Dr. B. S. Jagdale to discuss and modify if have any changes, also to discuss regarding implementation.

Discussion on Budgetary Provision for the Academic Year 2020-21.

Mr. Prashant put forward the budgetary provision for the academic year 2020-21

Discussion on Choice Based Credit System (2019 pattern) introduced for SYBA/ B. Com/B.Sc.

Prin. Dr. B.S. Jagdale discussed the various aspects for the implementation of Choice Based Credit System introduced for SYBA/BCom/BSc from the academic year 2020-21

Review of SOP and HR Manual.

Dr. P.G. Ambekar discussed the present status of SOP and HR-Manual.

Planning Community engagement activities during pandemic period through NSS department.

Dr. B. S. Jagdale chalked out the plan of conduction of extra-curricular and NSS, SDO activities with Dr. P. G. Ambekar and Dr. Pardeshi, NCC officer.

Planning of Prin. Dr. M. S. Patil lecture series.

Prin. Dr. B. S. Jagdale planned for Prin. Dr. M. S. Patil Lecture series for academic year 2020-21 by online mode.

Planning of Certificate and add-on courses.

Prin. Dr. B. S. Jagdale discussed to conduct Certificate and add-on courses.

Planning of examination.

Dr. B. S. Desale informed to members about the planning of examination.

To study a perspective plan and decide to execute one plan/ activity for the academic year 2020-21

Prin. Dr. B. S. Jagdale and IQAC Coordinator discussed the perspective plan and decided to execute one activity for the academic year 2020-21.

MGV's ARTS, SCIENCE AND COMMERCE COLLEGE MANMAD
INTERNAL QUALITY ASSURANCE CELL
Minutes & ATR of the meeting – 25 July 2020



ACTION TAKEN REPORT

Sr. No.	Resolutions/ Suggestions	Action Taken
1	Confirmation of minutes of the previous meeting.	Dr. B. S. Jagdale put forth the minutes of previous meeting 07th March 2020. for discussion and all the members unanimously approved the minutes.
2	Discussion on Action Taken Report.	Previous Action taken report was discussed
3	Discussion on Implementation of Academic Calendar for 200-21.	IQAC coordinator reviewed the previous meeting and its content. Prin. Dr. B.S. Jagdale and Vice-principal discussed and planned on various committees and conduction of activities. IQAC coordinator put forth the Academic Calendar which prepared under the guidance of Prin. Dr. B. S. Jagdale. All respected members discussed and modified it, also discussed regarding implementation. Dr. P. G. Ambekar discussed extra – curricular and extension activities conducted in the first semester and reports of all committees were submitted to the IQAC.
4	Discussion on Budgetary Provision for the Academic Year 2020-21.	Mr. Prashant put forward the budgetary provision for the academic year 2020-21 Dr. P. G. Ambekar verified the details and discussed with Dr. B. S. Jagdale.
5	Discussion on Choice Based Credit System (2019 pattern) introduced for SYBA/ B. Com/B.Sc.	Prin. Dr. B.S. Jagdale discussed the various aspects for the implementation of Choice Based Credit System introduced for SYBA/BCom/BSc from the academic year 2020-21
6	Review of SOP and HR Manual.	Dr. P.G. Ambekar reviewed the present status of SOP and HR-Manual with Prin. Dr. B. S. Jagdale and other members. SOP and HR manual has prepared with the help of Dr. Tambe. It will be available for all teaching & non-teaching staff.
7	Planning Community engagement activities during pandemic period through NSS department.	Dr. B. S. Jagdale chalked out the plan of conduction of extra-curricular and NSS, SDO activities with Dr. P. G. Ambekar and Dr. Pardeshi, NCC officer.


MGV's ARTS, SCIENCE AND COMMERCE COLLEGE MANMAD

INTERNAL QUALITY ASSURANCE CELL

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8	Planning of Prin. Dr. M. S. Patil lecture series.	Prin. Dr. B. S. Jagdale planned for Prin. Dr. M. S. Patil Lecture series for academic year 2020-21 by online mode. Various programs will be organized with all department under this Lecture series.
9	Planning of Certificate and add-on courses.	Prin. Dr. B. S. Jagdale discussed to conduct Certificate and add-on courses. Planning of at least 3 add-on or certificate courses was done.
10	Planning of examination.	Examination coordinator Dr. B. S. Desale discussed on planning for first Term/ semester examination under the guidance of Prin. Dr. B. S. Jagdale. Time-table was displayed on Notice board and assigned the examination duties among all faculty members.
11	To study a perspective plan and decide to execute one plan/ activity for the academic year 2020-21	Prin. Dr. B. S. Jagdale and IQAC Coordinator discussed the perspective plan and decided to execute one activity for the academic year 2020-21. IQAC Coordinator suggested the "To Make Green Campus" for execution, because it is a need to create awareness of save earth and Grow Tree due to global warming. Prin. Dr. B. S. Jagdale sanctioned this plan for execution.


Dr. P. G. Ambekar
(Coordinator, IQAC)

Co-ordinator
I.Q.A.C.

Internal Quality Assurance Cell
MGV's Arts, Science & Commerce
College, Manmad Dist. Nashik




Dr. B.S. Jagdale
(Chairperson, IQAC)

Principal

Arts, Sci. & Comm. College
Manmad (Dist. Nashik)



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INTERNAL QUALITY ASSURANCE CELL

Minutes & ATR of the meeting – 10 November 2020

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INTERNAL QUALITY ASSURANCE CELL (2019-20 & 2020-21)

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❖ Goals and Objectives

- To a heightened level of clarity and focus in institutional functioning towards quality enhancement and facilitate internalization of the quality culture.
- To assess the level of attainment of vision and mission, PEOs, POs and COs for all programmes.
- To cultivate quality culture in Teaching Learning Process.
- To the enhancement and integration among the various activities of the institution.
- To provide a sound basis for decision making to improve institutional functioning.
- To carryout extra-curricular activities through NCC, NSS, etc.
- To enter into collaborations with for mutually-beneficial interaction.
- To strengthen research culture.
- To better internal communication.

❖ Functions

- Development and implementation of quality benchmarks/parameters for various academic and administrative activities of the institution.
- Development of Quality Culture in the institution and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process.
- Conducting internal Academic as well as Administrative Audits.
- Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes.
- Dissemination of information on various quality parameters of higher education.
- Organization of inter and intra institutional workshops, seminars on quality related themes.
- Documentation of the various programmes/activities leading to quality improvement and maintenance of institutional database for the purpose of maintaining/enhancing the institutional quality.
- Allocation and maintenance of support structure and services properly.
- Preparation of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC, to be submitted to NAAC.
- To improve the overall academic ambience of the college.

**MAHATMA GANDHI VIDYAMANDIR'S
ARTS, SCIENCE AND COMMERCE COLLEGE MANMAD
TAL- NANDGAON, DIST- NASHIK**

Ref. No. 2020-21/

Date: 6th November 2020

MEETING OF INTERNAL QUALITY ASSURANCE CELL

Dear Sir / Madam,

To inculcate the quality culture in the college, a meeting is scheduled on **10th November, 2020** at 11.30 am in IQAC Office. You are requested to be present and help us to improve the academic and administrative progress of the college.

AGENDA OF THE MEETING

1. To confirm the minutes of previous meeting held on 25th July 2020.
2. To discuss on new courses sanctioned by S.P.Pune University & UGC under NSQF.
3. To discuss on Online Teaching & Development of E-content.
4. To discuss on submission of AQAR to NAAC office for the year 2018-19 & 2019-20.
5. To review on Activities & Webinars organized by IQAC & various Departments during COVID-19 Pandemic.
6. To discuss on the strengthening of placement cell in the college.
7. To discuss on the updating of college website.
8. To review & discuss on Students' Feedback.
9. To review on Results & Examination Work.
10. To review & discuss on Teachers' Performance (API).
11. By the permission of chairperson, to discuss on the issues that will arise on time.


(Dr. P.G. Ambekar)

Co-ordinator

I.Q.A.C.

Internal Quality Assurance Cell
MGV's Arts, Science & Commerce
College, Manmad Dist. Nashik




(Dr. B.S. Jagdale)

Principal

Arts, Sci. & Comm. College
Manmad (Dist. Nashik)

MGV's ARTS, SCIENCE AND COMMERCE COLLEGE MANMAD
INTERNAL QUALITY ASSURANCE CELL
Minutes & ATR of the meeting – 10 November 2020



MINUTES OF THE 2nd GENERAL MEETING (10/11/2020)

Present members

Dr. Bapu Sonu Jagdale

Shri. Shyamkant Bhandari

Mr. Milind Madhukar Ahire

Dr. Batu Shivaji Desale

Mrs. Kavita Shashikant Kakhandki

Shri. Samadhan K. Kedare

Mr. Vishnu A. Adole

Dr. Gajanan L. Shendge

Ms. Varsharani B. Pedhekar

Dr. Poonam Rajput

Mr. Rafik Shaikh

Adv. Farida Mithaiwala

Ku. Jayesh Suryawansi

Miss. Bhavana Shaharkar

Absent members

Dr. R. S. Mali

Dr. R. D. Modi

Mr. Devidas Chaudhari

Mr. Milan Lunawat

Mrs. Gayatri Kushare

Coordinator Dr. Pramod G. Ambekar

The general meeting of the Internal Quality Assurance Cell (IQAC) held on **10th November, 2020 at 2.30 PM** in Principal cabin. The meeting was chaired by **Dr. B.S. Jagdale** (Principal and Chairman). Following issues were discussed in the meeting and resolutions were passed thereof.

MGV's ARTS, SCIENCE AND COMMERCE COLLEGE MANMAD
INTERNAL QUALITY ASSURANCE CELL
Minutes & ATR of the meeting – 10 November 2020



Minutes of the Meeting:

Minutes of the meeting are as follows:

Confirmation of minutes of the previous meeting held on 25th July 2020.

Dr. P. G. Ambekar put forth the minutes of previous meeting for the discussion and all the members unanimously approved the minutes.

Discussion on Action Taken Report of previous meeting held on 25th July 2020.

Dr. B. S. Jagdale elaborated on the action taken report of the previous meeting.

To discuss on new courses sanctioned by S.P.Pune University & UGC under NSQF.

Dr. P. G. Ambekar put forth the new courses sanctioned by S. P. Pune University & UGC under NSQF.

To discuss on Online Teaching & Development of E-content.

All Head of the Departments with Dr. P. G. Ambekar discussed on Online teaching and Development of E-content preparation planning with other faculty members under the guidance of Prin. Dr. B. S. Jagdale.

To discuss on submission of AQAR to NAAC committee for the year 2018-19 & 2019-20.

Prin. Dr. B.S. Jagdale discussed and overlooked on submission of AQAR for the year 2018-19 & 2019-20 with NAAC and IQAC coordinator.

To review on Activities & Webinars organized by IQAC & various Departments during COVID-19 Pandemic.

As an online mode of college, Prin. Dr. B. S. Jagdale discussed report and further planning activities and webinars organized by IQAC and various departments during COVID-19 Pandemic.

To discuss on the strengthening of placement cell in the college.

Prin. Dr. B. S. Jagdale discussed with IQAC coordinator Dr. Ambekar and Placement Cell chairman Dr. Karad regarding to conduct activities under Placement Cell.

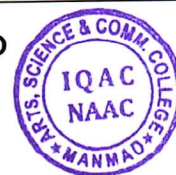
To discuss on the updating of college website.

All activities, notices and information should be updated and all these instructions were given to Mr. Adole who was in charge of website updating.

To review & discuss on Students' Feedback.

IQAC coordinator Dr. P. G. Ambekar put forth the discussion on students' feedback with the Prin. Dr. B. S. Jagdale. Dr. Shendge has assigned for this task.

MGV's ARTS, SCIENCE AND COMMERCE COLLEGE MANMAD
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Minutes & ATR of the meeting – 10 November 2020



Discussion on registration of Alumni Association

Prin. B. S. Jagdale and Dr. P. G. Ambekar discussed about registration of Alumni Association and Dr. G. T. Pawar was the coordinator of this committee.

Discussion on AQAR data collection

Dr. B. S. Jagdale reviewed of data collection for AQAR with the IQAC coordinator.

To review on Results & Examination Work.

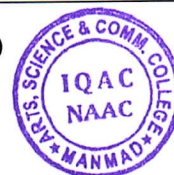
CEO of examination presented the analysis of results and other examination work has been done in front of Principal Dr. B. S. Jagdale

To review & discuss on Teachers' Performance (API).

IQAC Coordinator has discussed on Teacher's Performance with Dr. B. S. Jagdale and other members of IQAC.

By the permission of chairperson, to discuss on the issues that will arise on time.

MGV's ARTS, SCIENCE AND COMMERCE COLLEGE MANMAD
INTERNAL QUALITY ASSURANCE CELL
Minutes & ATR of the meeting – 10 November 2020




ACTION TAKEN REPORT

Sr. No.	Resolutions/ Suggestions	Action Taken
1	To confirm the minutes of previous meeting held on 25th July 2020 .	IQAC coordinator reviewed the previous meeting and its content. Prin. Dr. B.S. Jagdale and Vice-principal discussed and planned on various committees and conduction of activities.
2	Discussion on Action Taken Report.	Previous Action taken report was discussed
3	To discuss on new courses sanctioned by S.P.Pune University & UGC under NSQF.	UGC Committee discussed the new courses sanctioned by S.P.Pune University & UGC under NSQF with IQAC Coordinator and Prin. Dr. B. S. Jagdale and further decision made by them to conduct all those courses.
4	To discuss on Online Teaching & Development of E-content.	Librarian of the institution Dr. Lokhande discussed regarding to create E – Content Depository system in collaboration with all HOD. He appealed to all HOD's to contribute in making E-Content of all classes of all faculties under the guidance of Prin. Dr. B. S. Jagdale.
5	To discuss on submission of AQAR to NAAC office for the year 2018-19 & 2019-20.	Prin. Dr. B. S. Jagdale reviewed and discussed submission of AQAR to NAAC office for the year 2018-19 & 2019-20 with IQAC Coordinator, NAAC Coordinator And all Criteria Coordinators.
6	To review on Activities & Webinars organized by IQAC & various Departments during COVID-19 Pandemic.	As per IQAC planned the Action plan at the beginning of the Academic year 2020-21, IQAC Coordinator put forth the plan to conduct of webinars, workshops, training programs and add-on courses during this year with all departments under the guidance of Prin. Dr. B. S. Jagdale.
7	To discuss on the strengthening of placement cell in the college.	Prin. Dr. B. S. Jagdale and IQAC coordinator Dr. P. G. Ambekar was discussed with Placement Officer Dr. D. P. Karad regarding to conduct activities for


MGV's ARTS, SCIENCE AND COMMERCE COLLEGE MANMAD
INTERNAL QUALITY ASSURANCE CELL
Minutes & ATR of the meeting – 10 November 2020



		placement and training programs for competitive examination.
8	To discuss on the updating of college website.	Prin. Dr. B. S. Jagdale discussed with Dr. Adole the current status of College Website and taking follow up to update the further information.
9	To review & discuss on Students' Feedback.	IQAC Coordinator reviewed and discussed on Students' Feedback with Dr. Shendage under the guidance of Dr. B. S. Jagdale.
10	To review on Results & Examination Work.	CEO of examination presented the analysis of results and other examination work has been done in front of Principal Dr. B. S. Jagdale
11	To review & discuss on Teachers' Performance (API).	IQAC Coordinator has discussed on Teacher's Performance with Dr. B. S. Jagdale and other members of IQAC.


Dr. P. G. Ambekar
(Coordinator, IQAC)
Co-ordinator
I.Q.A.C.
 Internal Quality Assurance Cell
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 College, Manmad Dist. Nashik




Dr. B.S. Jagdale
(Chairperson, IQAC)
Principal
 Arts, Sci. & Comm. College
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❖ Goals and Objectives

- To a heightened level of clarity and focus in institutional functioning towards quality enhancement and facilitate internalization of the quality culture.
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- Development and implementation of quality benchmarks/parameters for various academic and administrative activities of the institution.
- Development of Quality Culture in the institution and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process.
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- Dissemination of information on various quality parameters of higher education.
- Organization of inter and intra institutional workshops, seminars on quality related themes.
- Documentation of the various programmes/activities leading to quality improvement and maintenance of institutional database for the purpose of maintaining/enhancing the institutional quality.
- Allocation and maintenance of support structure and services properly.
- Preparation of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC, to be submitted to NAAC.
- To improve the overall academic ambience of the college.

**MAHATMA GANDHI VIDYAMANDIR'S
ARTS, SCIENCE AND COMMERCE COLLEGE MANMAD
TAL- NANDGAON, DIST- NASHIK**

Ref. No. 2020-21/

Date: 18th February 2021


MEETING OF INTERNAL QUALITY ASSURANCE CELL

Dear Sir / Madam,

To inculcate the quality culture in the college, a meeting is scheduled on **25th February 2021** at 11.30 am in IQAC Office. You are requested to be present and help us to improve the academic and administrative progress of the college.

AGENDA OF THE MEETING

1. To confirm the minutes of previous meeting held on **10th November, 2020**
2. Review on Compliance of NAAC recommendation
3. Review of Extra-curricular Activities
4. Review on webinar
5. Parent-teacher association activities
6. Review on NIRF, MIS and AISHE data submission
7. Preparation of AQAR Submission.
8. By the permission of chairperson, to discuss on the issues that will arise on time.


(Dr. P.G. Ambekar)
Co-ordinator

I.Q.A.C.
Internal Quality Assurance Cell
MGV's Arts, Science & Commerce
College, Manmad Dist. Nashik




(Dr. B.S. Jagdale)
Principal
Arts, Sci. & Comm. College
Manmad (Dist. Nashik)

MGV's ARTS, SCIENCE AND COMMERCE COLLEGE MANMAD
INTERNAL QUALITY ASSURANCE CELL
Minutes & ATR of the meeting – 25 February 2021



MINUTES OF THE 3rd GENERAL MEETING (25/02/2021)

Present members

Dr. Bapu Sonu Jagdale
Shri. Shyamkant Bhandari
Mr. Milind Madhukar Ahire
Dr. Batu Shivaji Desale
Mrs. Kavita Shashikant Kakhandki
Shri. Samadhan K. Kedare
Dr. Gajanan L. Shendge
Dr. Satish S. Tambe
Mr. Vishnu A. Adole
Ms. Varsharani B. Pedhekar
Mr. Rafik Shaikh
Dr. Poonam Rajput
Adv. Farida Mithaiwala
Mrs. Gayatri Kushare
Miss. Bhavana Shaharkar
Coordinator Dr. Pramod G. Ambekar

Absent members

Dr. R. S. Mali
Dr. R. D. Modi
Mr. Devidas Chaudhari
Mr. Milan Lunawat
Ku. Jayesh Suryawansi

The general meeting of the Internal Quality Assurance Cell (IQAC) held on **25th February 2021** at 11.30 am in IQAC Office. The meeting was chaired by Prin. Dr. B. S. Jagdale (Principal and Chairman). Following issues were discussed in the meeting and resolutions were passed thereof.

MGV's ARTS, SCIENCE AND COMMERCE COLLEGE MANMAD
INTERNAL QUALITY ASSURANCE CELL
Minutes & ATR of the meeting – 25 February 2021



Minutes of the Meeting:

Minutes of the meeting are as follows:

Confirmation of minutes of the previous meeting.

Dr. B. S. Jagdale put forth the minutes of previous meeting 10th November 2021 for discussion and all the members unanimously approved the minutes.

Discussion on Action Taken Report.

Dr. B. S. Jagdale enlarged on the action taken report of the previous meeting.

Review on Compliance of NAAC recommendation

The NAAC peer team recommended that Feedback Analysis. Chairman took review on feedback analysis.

Review of Extra-curricular Activities

Dr. B. S. Jagdale chalked out the plan of conduction of extra-curricular and NSS, SDO activities.

Review on webinar

Prin. Dr. B. S. Jagdale and IQAC coordinator discussed on conducted webinars by various departments and chalked out the plan of webinars.

Parent-teacher association activities

Prin. Dr. B. S. Jagdale and IQAC coordinator discussed with chairman of Parent Teacher Association regarding to conduct parent-teacher meet in this academic year.

To discuss on submission of AQAR to NAAC office for the year 2018-19 & 2019-20.

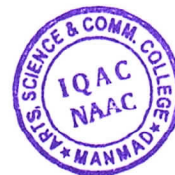
IQAC coordinator put forth the current status of AQAR data for submission and Principal instructed for remaining data with guidance.

Review on NIRF& MIS data submission

Prin. Dr. B. S. Jagdale discussed with IQAC Coordinator and Registrar Mr. Samadhan Kedare regarding data submission of NIRF and MIS.

By the permission of chairperson, to discuss on the issues that will arise on time.

MGV's ARTS, SCIENCE AND COMMERCE COLLEGE MANMAD
INTERNAL QUALITY ASSURANCE CELL
Minutes & ATR of the meeting – 25 February 2021



ACTION TAKEN REPORT

Sr. No.	Resolutions/ Suggestions	Action Taken
1	Confirmation of minutes of the previous meeting.	Dr. B. S. Jagdale put forth the minutes of previous meeting 10 November 2021. for discussion and all the members unanimously approved the minutes.
2	Discussion on Action Taken Report.	Previous Action taken report was discussed
3	Review on Compliance of NAAC recommendation	IQAC coordinator discussed on recommended NAAC peer team to take feedback and analyze the feedback as per the guidance of Prin. Dr. B. S. Jagdale, IQAC Coordinator and NAAC Coordinator.
4	Review of Extra-curricular Activities	Dr. P. G. Ambekar discussed extra – curricular and extension activities conducted in the first semester and reports of all committees were submitted to the IQAC. He also conversed on various activities to be conducted in the second semester.
5	Review on webinar	Prin. Dr. B. S. Jagdale and IQAC coordinator discussed on conducted webinars by various departments and chalked out the plan of webinars with all HOD's.
6	Parent-teacher association activities	Prin. Dr. B. S. Jagdale and IQAC coordinator discussed with chairman of Parent -Teacher Association regarding to conduct parent-teacher meet in this academic year and activities. Instruction regarding parents' feedback forms had been given to parents and filled up the forms.

MGV's ARTS, SCIENCE AND COMMERCE COLLEGE MANMAD
INTERNAL QUALITY ASSURANCE CELL
Minutes & ATR of the meeting – 25 February 2021



7	To discuss on submission of AQAR to NAAC office for the year 2018-19 & 2019-20.	IQAC coordinator has put forth the current status of AQAR data for submission and Principal instructed for remaining data with guidance and checked the metric-wise question and answers of all criteria.
8	Review on NIRF& MIS data submission	Prin. Dr. B. S. Jagdale discussed with IQAC Coordinator and Registrar Mr. Samadhan Kedare regarding data submission of NIRF and MIS. Discussion on data collection and remaining data for submission

Dr. P. G. Ambekar
(Coordinator, IQAC)
Co-ordinator

I.Q.A.C.
Internal Quality Assurance Cell
MGV's Arts, Science & Commerce
College, Manmad Dist. Nashik



Dr. B.S. Jagdale
(Chairperson, IQAC)
Principal
Arts, Sci. & Comm. College
Manmad (Dist. Nashik)



MAHATMA GANDHI VIDYAMANDIR'S

ARTS, SCIENCE AND COMMERCE COLLEGE MANMAD

TAL- NANDGAON, DIST- NASHIK, MAHARASHTRA

PIN- 423104

RE-ACCREDITED BY NAAC WITH 'A' GRADE

AFFILIATED TO SAVITRIBAI PHULE PUNE UNIVERSITY, ID NO. PU/NS/ASC/011 (1969)



INTERNAL QUALITY ASSURANCE CELL

Minutes & ATR of the meeting – 01 May 2021

Website - www.mgv.org.in/manmadcollege/
Phone – 02591 – 222342, 226650

Email - manmad_college@rediffmail.com
Fax – 02591 - 222342



INTERNAL QUALITY ASSURANCE CELL (2019-20 & 2020-21)

In attainment of the National Action Plan of the National Assessment and Accreditation Council (NAAC), Bangalore, for performance evaluation, assessment and accreditation and quality up gradation of institutions of higher education, the NAAC proposes that every accredited institution should establish an Internal Quality Assurance Cell (IQAC) as a post accreditation quality sustenance measure. Since quality enhancement is a continuous process, the IQAC is a part of an institution's system and working towards realizing the goals of quality enhancement and sustenance. The prime task of the IQAC is to develop a system for conscious, consistent and catalytic improvement in the performance of institutions. The IQAC is making significant and meaningful contribution in the post accreditation phase of institute. During the post-accreditation period, the IQAC has channelized the efforts and measures of an institution towards academic excellence.

❖ Goals and Objectives

- To a heightened level of clarity and focus in institutional functioning towards quality enhancement and facilitate internalization of the quality culture.
- To assess the level of attainment of vision and mission, PEOs, POs and COs for all programmes.
- To cultivate quality culture in Teaching Learning Process.
- To the enhancement and integration among the various activities of the institution.
- To provide a sound basis for decision making to improve institutional functioning.
- To carryout extra-curricular activities through NCC, NSS, etc.
- To enter into collaborations with for mutually-beneficial interaction.
- To strengthen research culture.
- To better internal communication.

❖ Functions

- Development and implementation of quality benchmarks/parameters for various academic and administrative activities of the institution.
- Development of Quality Culture in the institution and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process.
- Conducting internal Academic as well as Administrative Audits.
- Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes.
- Dissemination of information on various quality parameters of higher education.
- Organization of inter and intra institutional workshops, seminars on quality related themes.
- Documentation of the various programmes/activities leading to quality improvement and maintenance of institutional database for the purpose of maintaining/enhancing the institutional quality.
- Allocation and maintenance of support structure and services properly.
- Preparation of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC, to be submitted to NAAC.
- To improve the overall academic ambience of the college.

MAHATMA GANDHI VIDYAMANDIR'S
ARTS, SCIENCE AND COMMERCE COLLEGE MANMAD
TAL- NANDGAON, DIST- NASHIK

Ref. No. 2020-21/

Date: 23th April 2021


MEETING OF INTERNAL QUALITY ASSURANCE CELL

Dear Sir / Madam,

To inculcate the quality culture in the college, a meeting is scheduled on **1st May 2021** at 11.30 am in IQAC Office. You are requested to be present and help us to improve the academic and administrative progress of the college.

AGENDA OF THE MEETING

1. To confirm the minutes of previous meeting held on **25th February 2021**.
2. Review on Activities of Alumni Meet
3. Report of Completion of Syllabus
4. Feedback analysis
5. Review on result
6. By the permission of chairperson, to discuss on the issues that will arise on time.


(Dr. P.G. Ambekar)
Co-ordinator

I.Q.A.C.

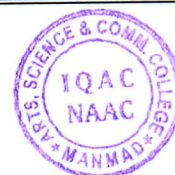
Internal Quality Assurance Cell
MGV's Arts, Science & Commerce
College, Manmad Dist. Nashik




(Dr. B.S. Jagdale)
Principal

Arts, Sci. & Comm. College
Manmad (Dist. Nashik)

MGV's ARTS, SCIENCE AND COMMERCE COLLEGE MANMAD
INTERNAL QUALITY ASSURANCE CELL
Minutes & ATR of the meeting – 01 May 2021



MINUTES OF THE 4th GENERAL MEETING (01/05/2021)

Present members

Dr. Bapu Sonu Jagdale
Shri. Shyamkant Bhandari
Mr. Milind Madhukar Ahire
Dr. Batu Shivaji Desale
Mrs. Kavita Shashikant Kakhandki
Shri. Samadhan K. Kedare
Dr. Gajanan L. Shendge
Dr. Satish S. Tambe
Mr. Vishnu A. Adole
Ms. Varsharani B. Pedhekar
Mr. Rafik Shaikh
Dr. Poonam Rajput
Adv. Farida Mithaiwala
Mrs. Gayatri Kushare
Miss. Bhavana Shaharkar
Coordinator Dr. Pramod G. Ambekar

Absent members

Dr. R. S. Mali
Dr. R. D. Modi
Mr. Devidas Chaudhari
Mr. Milan Lunawat
Ku. Jayesh Suryawansi

The general meeting of the Internal Quality Assurance Cell (IQAC) held on **25th July 2020** at 11.30 am in IQAC Office. The meeting was chaired by Prin. Dr. B. S. Jagdale (Principal and Chairman). Following issues were discussed in the meeting and resolutions were passed thereof.

MGV's ARTS, SCIENCE AND COMMERCE COLLEGE MANMAD
INTERNAL QUALITY ASSURANCE CELL
Minutes & ATR of the meeting – 01 May 2021



Minutes of the Meeting:

Minutes of the meeting are as follows:

Confirmation of minutes of the previous meeting.

Dr. B. S. Jagdale put forth the minutes of previous meeting 25 February 2021 for discussion and all the members unanimously approved the minutes.

Discussion on Action Taken Report.

Dr. B. S. Jagdale enlarged on the action taken report of the previous meeting.

Review on Activities of Alumni Meet

The Alumni committee put forth the annual report of committee in which all activity was involved.

Review on Syllabus completion.

Dr. B. S. Desale informed to members about the status of completion of second term syllabus to be submitted to the Higher Education department. Prin. Dr. B. S. Jagdale advised the vice-principal to review the status of syllabus completion and submit a report to the concerned office.

Discussion on Feedback Analysis.

Dr. B. S. Jagdale discussed the feedback forms and analysis with Dr. Shendage.

Review on Results

Dr. B. S. Desale discussed on results of each department.

To discuss on submission of AQAR to NAAC office for the year 2018-19 & 2019-20.

IQAC coordinator put forth the current status of AQAR data for submission and Principal instructed for remaining data with guidance.

Review on outcomes of IQAC Plan of Action, Initiatives and Contributions.

IQAC Coordinator put forth the report of IQAC which was consist IQAC Plan of Action, Initiatives and Contributions.

By the permission of chairperson, to discuss on the issues that will arise on time.

MGV's ARTS, SCIENCE AND COMMERCE COLLEGE MANMAD
INTERNAL QUALITY ASSURANCE CELL
Minutes & ATR of the meeting – 01 May 2021




ACTION TAKEN REPORT

Sr. No.	Resolutions/ Suggestions	Action Taken
1	Confirmation of minutes of the previous meeting.	IQAC coordinator reviewed the previous meeting and its content. Prin. Dr. B.S. Jagdale and Vice-principal discussed and planned on various committees and conduction of activities.
2	Discussion on Action Taken Report.	Previous Action taken report was discussed
3	Review on Activities of Alumni Meet	The Alumni committee put forth the annual report of committee in which all activity was involved.
4	Review on Syllabus completion.	Prin. Dr. B. S. Jagdale and vice-principal reviewed the completion of syllabus reports which were submitted by the members of all faculties. Dr. P. G. Ambekar verified the details and forwarded to the parent institution. Analysis of the syllabus completion was conducted. Faculty members were instructed to conduct exercises on completed syllabus.
5	Discussion on Feedback Analysis.	Dr. B. S. Jagdale discussed the outcomes of feedback analysis and suggested relevant action.
6	Review on Result.	Dr. B. S. Desale discussed on results of each department.
8	To discuss on submission of AQAR to NAAC office for the year 2018-19 & 2019-20.	IQAC coordinator put forth the current status of AQAR data for submission and Principal instructed for remaining data with guidance.

MGV's ARTS, SCIENCE AND COMMERCE COLLEGE MANMAD
INTERNAL QUALITY ASSURANCE CELL
Minutes & ATR of the meeting – 01 May 2021

9	Review on outcomes of IQAC Plan of Action, Initiatives and Contributions.	IQAC Coordinator put forth the report of IQAC which was consist IQAC Plan of Action, Initiatives and Contributions.
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Dr. P. G. Ambekar
(Coordinator, IQAC)

Co-ordinator

I.Q.A.C.

Internal Quality Assurance Cell
MGV's Arts, Science & Commerce
College, Manmad Dist. Nashik




Dr. B.S. Jagdale
(Chairperson, IQAC)
Principal
Arts, Sci. & Comm. College
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