

CHANGU KANA THAKUR

ARTS, COMMERCE & SCIENCE COLLEGE, NEW PANVEL

(AUTONOMOUS)

Re-accredited 'A+' Grade by NAAC

'College with Potential for Excellence' Status Awarded by University Grants Commission

'Best College Award' by University of Mumbai

Internal Quality Assurance Cell (IQAC)

Academic Year- 2020- 2021

Minutes of the Meeting

The Meeting of IQAC Committee Members (Internal) was held at 10:30 a.m. on **Tuesday, November 10, 2020** at Skill Development Resource Centre (Room No. 04) of the college.

The meeting of the Internal Quality Assurance Cell (IQAC) started at 11:00 a.m. The meeting was chaired by Hon. Dr. S.T. Gadade, Secretary, J.B.S.P. Sanstha, Panvel and Chairman, Autonomy Monitoring Committee of the college.

Dr. B.D. Aghav, IQAC Coordinator welcomed Dr. S.T. Gadade, Secretary, J.B.S.P. Sanstha, Panvel, Principal Dr. V.D. Barhate, Vice-Principal Dr. S.K. Patil and all IQAC members present for the meeting.

The following members were present:

- | | |
|-----------------------------|---|
| 1. Dr. S.T. Gadade | : Secretary, J.B.S.P. Sanstha and Chairman, Autonomy Monitoring Committee |
| 2. Prof. (Dr.) V.D. Barhate | : Principal and Chairman, IQAC |
| 3. Dr. B.D. Aghav | : Coordinator, IQAC |
| 4. Dr. S.B. Yadav | : Chairperson, Criterion I |
| 5. Mr. N.C. Vadnere | : Chairperson, Criterion II |
| 6. Dr. (Mrs.) J.S. Thakur | : Chairperson, Criterion III |
| 7. Mr. R.A. Navghare | : Chairperson, Criterion IV |
| 8. Dr. (Mrs.) E. Mathews | : Chairperson, Criterion V |
| 9. Ms. D.S. Barve | : Chairperson, Criterion VI |
| 10. Mr. S.N. Parkale | : Chairperson, Criterion VII |
| 11. Dr. A.K. Dixit | : Chairperson, Feedback Monitoring Committee |
| 12. Dr. S.N. Vajekar | : Coordinator, RUSA |

13. Mr. G.K. Surve : Member, IQAC

14. Mr. A.A. Bhagat : Member, IQAC

The following member could not attend the meeting and leave of absence was granted to him:

1. Dr. S.K. Patil : Vice-Principal & Member, IQAC

Agenda of the Meeting:

1. Confirmation of the minutes of the last IQAC meeting
2. Feedback and status on AQAR 2019-20 by Criterion Chairperson
3. Report on Feedback analysis of academic year 2019-20 by feedback committee
4. Feedback and planning by Criterion Chairperson for remaining period of NAAC 4th cycle
5. Planning for remaining period of fourth cycle by IQAC Coordinator
6. Any other subject with the permission of the Chair

The meeting was opened by Dr. B.D. Aghav, IQAC Coordinator.

Hon. Dr. S.T. Gadade, Chairman Autonomy Monitoring Committee and Secretary, J.B.S.P. Sanstha, Panvel has given the opening remark. Third cycle grade and criterion wise score was discussed and it is decided to upgrade the score in criterion II and criterion III. The timelines for fourth cycle were discussed and the tentative NAAC visit dates and IIQA submission were discussed.

The agenda was taken for discussion item by item.

Item No. 1: Confirmation of the minutes of the last IQAC meeting.

The minutes of the meeting held on 15th January, 2020 were put in the meeting by IQAC Coordinator. After discussion, the minutes were approved.

Item No. 2: Feedback and status on AQAR 2019-20 by Criterion Chairperson

Dr. S.T. Gadade has given common guidelines to criterion chairpersons to present feedback and status of AQAR of 2019-20.

Criterion I

Dr. S.B. Yadav has given the feedback on the courses started and courses discontinued from academic year 2019-20. Commerce faculty has started four new courses and

Science faculty has started six new courses from the academic year 2019-20. The Postgraduate Diploma in Journalism has been discontinued from academic year 2019-20.

After discussion on the courses discontinued and its justification, Dr. S.T. Gadade has suggested Dr. S.B. Yadav to schedule separate meeting on the courses.

Criterion II

The data for AQAR of criterion II was presented by Mr. N.C. Vadnere and it is near to completion for submission.

Criterion III

The feedback and status of criterion III was presented by Dr. (Mrs.) J.S. Thakur. The detailed discussion was held on the data of research and Ph. D. The suggestions were given for organization of Hands on Training and periodical workshops/ seminars for PG and Ph.D. Students by Science Resource Center. It was also decided to approach industries for consultancy.

Criterion IV

The report was presented by Mr. R.A. Navghare. The AQAR data of criterion IV is completed and submitted to IQAC. The discussion was held on new construction in parking area. It was decided to put new construction planning in College Development Committee (CDC) meeting for consideration and approval.

Criterion V

The report was presented by Dr. (Mrs.) Elizabeth Mathews. The status of AQAR data for criteria V is about to completion. The placement and student progression data from some department is pending.

Criterion VI

The report was presented by Ms. D.S. Barve. The data is completed and submitted.

Criterion VII

The report was presented by Mr. S.N. Parkale. The discussion was held on Best Practices and its content. It was decided to check the content before submission to the IQAC.

Item No. 3: Report on Feedback analysis of academic year 2019-20 by feedback committee

The report of feedback analysis of Students Satisfaction Survey on Institutional Performance was presented by Dr. A.K. Dixit, Chairperson, Feedback Monitoring Committee. After discussion the report was accepted by the committee.

Item No. 4: Feedback and planning by Criterion Chairperson for remaining period of NAAC 4th cycle

The feedback was taken from criterion chairperson for the activities to be planned for remaining period of fourth cycle.

Item No. 5: Planning for remaining period of fourth cycle by IQAC Coordinator

The planning was presented by Dr. B.D. Aghav for remaining period of fourth cycle.

- Introduction of new programmes
 1. M. Com.- Accounting and Finance
 2. M. Sc.- Environmental Science
 3. Ph.D. Centers in Economics and English
- Value added courses
 1. Foreign Language Training Centre- German or/and French
 2. Course on Yoga and Meditation
 3. Course on Human values and Professional ethics
 4. UGC approved courses
 5. Strengthening of Feedback Management System and its follow up
- Periodical training programmes for teachers to use e-learning resources, e-content development and use of ICT for effective teaching.
- Proper implementation and documentation of Mentor-Mentee Scheme
- Method of measuring attainment of POs, PSOs, and COs and mapping of Learning Outcomes
- Promotion of Research
 1. Research facility- Updating resource centers and its output
 2. Seed money for research

3. Research Publications
 4. Regular workshops on Intellectual Property Rights (IPR)
- Consultancy – Revenue generation
 - Extension Activities: Strengthening as per the requirement of NAAC
 - Ensuring timely maintenance of physical facilities and academic support facilities.
 - Creation of facility for e-content development- lecture capturing facility
 - Creation of Yoga and Meditation center
 - Creation of facilities for Divyangjan (differently abled)
 - Periodical conduct of Quality Audits and its follow up
 1. ISO Certification
 2. Green Certification
 3. Gender Audit
 4. Energy Audit
 5. Academic and Administrative Audit
 6. External Peer Audit
 - Participation in NIRF
 - Strengthening of placement activities and its output
 - Sports/ Cultural awards at national/international level
 - e-governance in admission, examination, planning and administration
 - Implementation of Best Practices

For the academic year 2020-21 the tentative planning by IQAC was presented

Sr. No.	Name of the Activity	Month
01	Meeting with Criterion Chairpersons	November
02	Meeting with Head/In-charges of the departments, Chairpersons of Committees / Associations	November
03	Meeting of IQAC Committee	December
04	Submission of AQAR	December
05	External Peer Audit (2019-20)	January
06	Meeting with Head/In-charges of the departments, Chairpersons of Committees / Associations	January

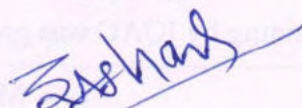
Sr. No.	Name of the Activity	Month
07	Workshop and training programme for staff	February
08	Meeting with Criterion Chairpersons	February
09	Seminar on 'National Education Policy'	March
10	Meeting of IQAC Committee	March
11	Meeting with Head/In-charges of the departments, Chairpersons of Committees / Associations	April
12	Internal Audit by IQAC	May

Item No. 6: Any other subject with the permission of the Chair

After the feedback and discussion on the agenda, Principal Dr. V.D. Barhate has assured the proper planning and its implementation for the remaining period of fourth cycle.

As there was no other item for the discussion, the meeting ended with vote of thanks by Dr. S.B. Yadav.

Prepared by

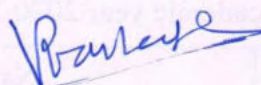


Dr. B. D. Aghav

Coordinator, IQAC



Approved by



Prof. (Dr.) V. D. Barhate

Principal

Changu Kana Thakur
Arts, Commerce & Science College,
New Panvel (Autonomous)



J. B. S. P. Sanstha's

Changu Kana Thakur
Arts, Commerce & Science College, New Panvel
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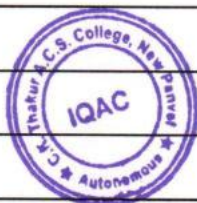
Title of the meeting : IQAC Meeting

Date. 10/11/2020

Time : 10:30 am

Members Present

Sr. No.	Name	Signature
1	Dr. S. T. Gadade	
2	Dr. V. D. Barate	
3	Dr. B. D. Aghar	
4	Mr. RAMAKANT A. NAVCHARE	
5	D. S. Barne	
6	Dr. J. S. Thakur	
7	Dr. E. Mathews	
8	Ms. N. C. Vadnere	
9	Mr. Suryakant N. Parkale	
10	Dr. S. B. Yadav	
11	Mr. G. K. Surve	
12	Mr. A. A. Bhagat	
13	Dr. Shailesh Vajekar	
14	Dr. A. K. Dixit	
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Coordinator
Internal Quality Assurance Cell
Changu Kana Thakur
A.C.S. College, New Panvel (Autonomous)

Principal
CHANGU KANA THAKUR
ARTS, COMMERCE & SCIENCE COLLEGE
NEW PANVEL - RAIGAD

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Internal Quality Assurance Cell (IQAC)

Academic Year- 2020- 2021

Minutes of the Meeting

The Meeting of the Heads/In-charges of the Department was held at 11.00 am on **Tuesday, December 01, 2020** at Commerce and Management Resource Centre (First Floor) of the college.

The meeting of the Internal Quality Assurance Cell (IQAC) started at 11.10 a.m. The meeting was chaired by Hon. Dr. V.D. Barhate, Principal and Chairman, Internal Quality Assurance Cell.

Dr. B.D. Aghav, IQAC Coordinator welcomed the Principal Dr. V.D. Barhate, Vice-Principal Dr. S.K. Patil and all Heads/ In-charges of the Department present for the meeting.

The following members were present:

1. Prof. (Dr.) V.D. Barhate : Principal and Chairman, IQAC
2. Dr. S.K. Patil : Vice-Principal & Member, IQAC
3. Dr. B.D. Aghav : Coordinator, IQAC
4. Dr. R.V. Yeole : Head, Department of English
5. Dr. D.S. Narkhede : Head, Department of Geography
6. Dr. B.S. Patil : Head, Department of Economics
7. Dr. (Mrs.) R.D. Mhatre : Head, Department of History
8. Dr. (Mrs.) S.M. Bhoir : In-charge, Department of Rural Development
9. Ms. B. W. Bhagat : In-charge, Department of Political Science
10. Dr. (Mrs.) E. Mathews : In-charge, Faculty of Commerce
11. Dr. A.K. Dixit : Head, Department of Business Economics
12. Dr. N.E. Koli : Coordinator, Department of Account and Finance
13. Mrs. T. M. Joshi : Coordinator, Department of Management Studies

14. Mr. N.C. Vadnere : Head, Department of Microbiology
15. Dr. (Mrs.) S.S. Kokitkar : Head, Department of Biotechnology
16. Mrs. P.M. Jadhav : Head, Department of Computer Science
17. Mrs. I.S. Thakare : Head, Department of Information Technology
18. Dr. (Mrs.) M.A. Mhatre : Head, Department of Zoology
19. Dr. S.I. Unhale : In-charge, Department of Mathematics
20. Mrs. G.U. Patil : In-charge, Department of Physics
21. Ms. D.S. Barve : In-charge, Department of Botany
22. Mrs. A.A. Hanumante : Coordinator, Interior designing
23. Mrs. N.P. Tidar : Coordinator, NCC
24. Mrs. Mruthula Nair : Coordinator, Foundation Course
25. Ms. A.S. Dhage : Member, Faculty of NSS

The following members could not attend the meeting and leave of absence was granted to them:

1. Dr. U.T. Bhandare : In-charge, Faculty of Arts
2. Mr. M.M. Kamble : In-charge, Department of Marathi
3. Dr. S.B. Yadav : Head, Department of Accountancy
4. Mrs. V.J. Deshmukh : Coordinator, Fashion Designing
5. Mr. V.B. Naik : Coordinator, Physical Education
6. Mr. S.N. Parkale : Coordinator, NSS

Agenda of the Meeting:

1. Discussion and review of NAAC documents for the Academic Year 2019-20.
2. Planning of NAAC activities for the Academic Year 2020-21.
3. Conduct of odd semesters examinations
4. Any other subject with the permission of the chair.

The meeting was opened by Dr. B.D. Aghav, IQAC Coordinator and the purpose of meeting was communicated to all the members.

The agenda was taken for discussion item by item.

Item No. 1: Discussion and review of NAAC documents for the Academic Year 2019-20.

The document requirement for AQAR submission was discussed in the meeting by IQAC Coordinator. The review of NAAC document file was taken by the Principal from all the Heads of the department. The completion of the documentation is about 80 percent by each department. The Principal has advised to complete the NAAC files up to 15th December 2020.

Resolution: After detailed discussion, it was resolved that the committee of the college will visit to each department to check the completion of NAAC files and submit the report to the Principal.

Item No. 2: Planning of NAAC activities for the Academic Year 2020-21.

The Principal has guided the departments to prepare the planning for the activities in Academic Year 2020-21 and it was decided to present in the next meeting for approval.

Resolution: It was resolved that, as per the COVID-19 pandemic situation the planning of activities will be revised accordingly. The activities are to be planned in offline mode and if required to be conducted online mode as per the COVID-19 situation.

Item No. 3: Conduct of odd semesters examinations

The Principal has communicated the decisions taken by Government of Maharashtra and University of Mumbai regarding the conduct of odd semester examinations. The odd semester exams are to be conducted online and are planned in the second week of December, 2020. Dr. S.I. Unhale, Controller of Examination has presented the probable dates of examination in the meeting.

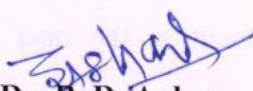
Resolution: It was resolved to complete the UG examinations by the end of December, 2020 and P.G. examinations up to first week of January, 2021.

Item No. 4: Any other subject with the permission of the Chair

Mr. N.C. Vadnere presented the requirement of documents for AQAR from the departments and the discussion was held on Mentor-Mentee scheme and its record. Dr. B.D. Aghav, IQAC Coordinator has informed all the Heads of Department to prepare activity reports as per the format given by IQAC and submit to the IQAC in time.

As there was no other item for the discussion, the meeting ended with vote of thanks by Dr. R.V. Yeole.

Prepared by


Dr. B. D. Aghav

Coordinator, IQAC

Approved by



Prof. (Dr.) V. D. Barhate

Principal

Changu Kana Thakur
Arts, Commerce & Science College,
New Panvel (Autonomous)





J. B. S. P. Sanstha's

Changu Kana Thakur

Arts, Commerce & Science College, New Panvel

(Autonomous)

Title of the meeting : Meeting with Heads of Departments

Date: 01/12/20

Time : 11.00 am.

Members Present

Sr. No.	Name	Singnature
1	Prof. Varant D. Barhade	<u>Barhade</u>
2	Dr. S.K. Patil	<u>Patil</u>
3	Dr. B.D. Aghav	<u>Aghav</u>
4	Dr. A.V. Yeole	<u>Yeole</u>
5	Dr. S. Mathews	<u>Mathews</u>
6	Dr. A. N. DIXIT	<u>DIXIT</u>
7	Dr. M. A. Mhatre	<u>Mhatre</u>
8	Mrs. Truphi M. Joshi	<u>Joshi</u>
9	Mrs. Meenukula M. Joshi	<u>Joshi</u>
10	Apurva S. Dhage	<u>Dhage</u>
11	Bhagyashri W. Bhugat	<u>Bhugat</u>
12	Ms Nilima P. Tidar	<u>Tidar</u>
13	Mr. Anooja A. Harumante	<u>Harumante</u>
14	Dr. S.M. Bhoir	<u>Bhoir</u>
15	Mrs T.S. Thakare	<u>Thakare</u>
16	Dr. Seema Koli Harn	<u>Harn</u>
17	Dr. Balasaheb Sahebrao Patil	<u>Patil</u>
18	P. M. Jadhav	<u>Jadhav</u>
19	A. V. Patil	<u>Patil</u>
20	D. S. Barne	<u>Barne</u>
21	Dr. S. J. Unhale	<u>Unhale</u>
22	Dr. D. S. Narkhede	<u>Narkhede</u>
23	Ms. N. C. Vadnere	<u>Vadnere</u>
24	Dr. Nilesh Joshi	<u>Joshi</u>
25	Dr. R.D. Mhatre	<u>Mhatre</u>



Coordinator

Internal Quality Assurance Cell
Changu Kana Thakur

A.C.S. College, New Panvel (Autonomous)

Principal

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ARTS, COMMERCE & SCIENCE COLLEGE
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Internal Quality Assurance Cell (IQAC)

Academic Year- 2020- 2021

Minutes of the Meeting

The Meeting of the Feedback Monitoring Committee was held on **Thursday, February 04, 2021** at 2.00 pm in Skill Development Resource Centre (Room No. 04) of the college.

The meeting was started at 2.15 p.m. The meeting was chaired by Hon. Dr. V.D. Barhate, Principal and Chairman, Internal Quality Assurance Cell.

Dr. B.D. Aghav, IQAC Coordinator has opened the meeting and welcomed the Principal Dr. V.D. Barhate, Vice-Principal Dr. S.K. Patil and all members of the Feedback Monitoring Committee present for the meeting.

The following members were present:

1. Prof. (Dr.) V.D. Barhate : Principal and Chairman, IQAC
2. Dr. S.K. Patil : Vice-Principal & Member, IQAC
3. Dr. B.D. Aghav : Coordinator, IQAC
4. Dr. A.K. Dixit : Chairperson, Feedback Monitoring Committee
5. Dr. D.S. Narkhede : Member, Feedback Monitoring Committee
6. Mrs. I.S. Thakare : Member, Feedback Monitoring Committee
7. Dr. S.B. Yadav : Chairperson, Criterion I
8. Mr. N.C. Vadhere : Chairperson, Criterion II
9. Mr. R.A. Navghare : Chairperson, Website Monitoring Committee
10. Ms. A.R. Kadam : Member, Department of Computer Science
11. Mr. V.B. Naik : Member, Faculty
12. Mr. A.A. Bhagat : Member, IQAC Office

The following members could not attend the meeting and leave of absence was granted to them:

1. Mrs. P.M. Jadhav : Member, Feedback Monitoring Committee
2. Mr. S.L. Khairnar : Member, Feedback Monitoring Committee

Agenda of the Meeting:

1. Status of the report of Academic Year 2019-20
 - Feedback on Syllabus
 - Feedback on Institutional Performance
 - Feedback on Teacher
 - Parents Feedback
2. Discussion on mechanism of feedback on syllabus for academic year 2020-21
3. Discussion and status of preparation for online feedback mechanism
4. Any other subject with the permission of the Chair

Dr. A.K. Dixit, Chairperson, Feedback Monitoring Committee started the meeting with his presentation on the following agenda.

Item No. 1: Status of the report of Academic Year 2019-20.

- **Feedback on Syllabus:** The feedback on syllabus for design and review for the academic year 2019-20 was collected, analyzed and action taken report is prepared. The report was discussed in Academic Council. The report was also presented in the IQAC meeting held on 10th November 2020.
- **Feedback on Institutional Performance:** Student Satisfaction Survey from students on institutional performance for academic year 2019-20 was collected and analyzed with the help of dedicated software and the report for academic year 2019-20 was discussed in the IQAC meeting held on 10th November 2020. The report was appreciated in the IQAC meeting and the areas of improvement were discussed.
- **Feedback on Teacher:** The students feedback on teacher for 2019-20 was collected and analyzed. Dr. A.K. Dixit has mentioned that the report is yet to communicate to the concerned teacher due to COVID-19 pandemic. It was then decided by Principal to issue the letters of feedback to the concerned teachers up to 15th February, 2021.

- **Parents Feedback:** The feedback was collected by all the departments during parent-teacher meetings held in academic year 2019-20. The Feedback Committee has analyzed the report and submitted to the IQAC.

Item No. 2: Discussion on mechanism of feedback on syllabus for academic year 2020-21

The discussion was held on collection of feedback on syllabus for academic year 2020-21. Dr. A.K. Dixit has proposed for the online collection of feedback from all stakeholders. He has presented the demo of Google Form and the discussion was held on the questionnaire. It was decided to collect the feedback on review of the syllabus which was implemented in academic year 2020-21 (Second year classes of UG and PG) and feedback on design for the syllabus which is to be revised and implemented from the academic year 2021-22 (Third year classes).

Resolution: It was resolved that, the strategy and planning is to be communicated to all Heads and In-charges of the departments in the meeting to be held on 5th February, 2021. The feedback is to be collected, analyzed and to be presented in the Board of Studies meetings of the respective subjects. The action taken reports are to be submitted to feedback monitoring committee up to 15th April, 2021 by all the departments.

Item No. 3: Discussion and status of preparation for online feedback mechanism

It was discussed in the meeting that, from academic year 2020-2021 the Students Satisfaction Survey on institutional performance, Feedback on Teacher and Feedback on Curriculum is to be taken online through website. Mr. R.A. Navghare has given the status of work and preparedness by website monitoring committee for online feedback mechanism. The Principal has suggested to arrange the meeting with website developer and made the questionnaires available on website up to second week of March.

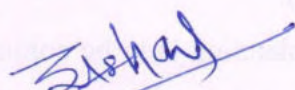
Resolution: After detailed discussion, it was decided to conduct mock of online feedback collection for PG classes to check the preparedness of mechanism. The method of analysis is to be confirmed in consultation with website developer.

Item No. 4: Any other subject with the permission of the Chair

The Principal has appreciated the planning by Feedback Monitoring Committee for the academic year 2020-21 and suggested to complete the process in time and submit the reports to the concerned authority.

As there was no other item for the discussion, the meeting ended with vote of thanks by Dr. A.K. Dixit.

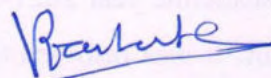
Prepared by



Dr. B. D. Aghav

Coordinator, IQAC

Approved by



Prof. (Dr.) V. D. Barhate

Principal

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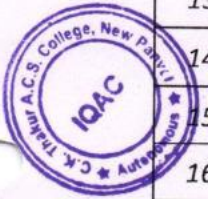
Title of the meeting : IOAC - Meeting of Feedback Committee

Date. 04-02-2021

Time : 2.00 P.M. to 4.00 P.M.

Members Present

Sr. No.	Name	Singnature
1	Prin. Dr. V. D. Boshale	
2	Dr. B. D. Aghar	
3	Dr. A. K. Dixit	
4	Dr. D. S. Narklede	
5	Dr. V. B. Naik	
6	Dr. N. C. Vadhere	
7	Dr. S. B. Vadav	
8	Dr. S. K. Patil	
9	Dr. Ramakant A. Naikhare	
10	Mrs. T. S. Thakare	
11	MS. A. R. Kadam	
12	Mr. A. A. Bhagat	
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16	Coordinator	Chairperson
17	Internal Quality Assurance Cell Changu Kana Thakur A.C.S. College, New Panvel (Autonomous)	Internal Quality Assurance Cell Changu Kana Thakur A.C.S. College, New Panvel (Autonomous)
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Janardan Bhagat Shikshan Prasarak Sanstha's
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Internal Quality Assurance Cell (IQAC)

Academic Year- 2020- 2021

Minutes of the Meeting

The Meeting of the Heads/In-charges of the Department was held at 3.00 pm on **Friday, February 05, 2021** at Commerce and Management Resource Centre (First Floor) of the college.

The meeting of the Internal Quality Assurance Cell (IQAC) started at 3.15 p.m. The meeting was chaired by Hon. Dr. V.D. Barhate, Principal and Chairman, Internal Quality Assurance Cell.

Dr. B.D. Aghav, IQAC Coordinator welcomed the Principal Dr. V.D. Barhate, Vice-Principal Dr. S.K. Patil and all Heads/ In-charges of the Department present for the meeting.

The following members were present:

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| 1. Prof. (Dr.) V.D. Barhate | : Principal and Chairman, IQAC |
| 2. Dr. S.K. Patil | : Vice-Principal & Member, IQAC |
| 3. Dr. B.D. Aghav | : Coordinator, IQAC |
| 4. Dr. U.T. Bhandare | : In-charge, Faculty of Arts |
| 5. Dr. R.V. Yeole | : Head, Department of English |
| 6. Dr. D.S. Narkhede | : Head, Department of Geography |
| 7. Dr. B.S. Patil | : Head, Department of Economics |
| 8. Dr. (Mrs.) R.D. Mhatre | : Head, Department of History |
| 9. Mr. M.M. Kamble | : In-charge, Department of Marathi |
| 10. Dr. (Mrs.) S.M. Bhoir | : In-charge, Department of Rural Development |
| 11. Ms. B. W. Bhagat | : In-charge, Department of Political Science |
| 12. Dr. (Mrs.) E. Mathews | : In-charge, Faculty of Commerce |
| 13. Dr. S.B. Yadav | : Head, Department of Accountancy |

14. Dr. A.K. Dixit : Head, Department of Business Economics
15. Dr. N.E. Koli : Coordinator, Department of Account and Finance
16. Mrs. T. M. Joshi : Coordinator, Department of Management Studies
17. Mr. N.C. Vadnere : Head, Department of Microbiology
18. Dr. (Mrs.) S.S. Kokitkar : Head, Department of Biotechnology
19. Mrs. P.M. Jadhav : Head, Department of Computer Science
20. Mrs. I.S. Thakare : Head, Department of Information Technology
21. Dr. (Mrs.) M.A. Mhatre : Head, Department of Zoology
22. Dr. S.I. Unhale : In-charge, Department of Mathematics
23. Mrs. G.U. Patil : In-charge, Department of Physics
24. Ms. D.S. Barve : In-charge, Department of Botany
25. Mrs. V.J. Deshmukh : Coordinator, Fashion Designing
26. Dr. B.V. Jadhav : Member, Department of Chemistry
27. Mr. A.A. Bhagat : Member, IQAC

The following member could not attend the meeting and leave of absence was granted to her:

1. Mrs. A.A. Hanumante : Coordinator, Interior designing

Agenda of the Meeting:

1. Discussion on feedback on design and review of the syllabus.
2. Discussion on revision of syllabus and Board of Studies Meetings.
3. Planning of activities for academic year 2020-21
4. Feedback on Mentor-Mentee scheme and assessment of slow learners and advanced learners
5. Feedback on documentation of NAAC File
6. Any other subject with the permission of the Chair

The meeting was opened by Dr. B.D. Aghav, IQAC Coordinator. The Heads/In-charges of the department were informed that the AQAR of the academic year 2019-20 and data for participation in NIRF 2021 was submitted successfully. The overview and the purpose of meeting was communicated to all the members.

The agenda was taken for discussion item by item.

Item No. 1: Discussion on feedback on design and review of the syllabus.

The discussion on collection of feedback on syllabus for the academic year 2020-21 was held. Dr. A.K. Dixit, Chairperson of the Feedback Monitoring Committee of the college has given the presentation on Feedback Mechanism to be followed for the academic year 2020-21. The process of feedback collection, analysis and action taken report was thoroughly discussed in the meeting. The demo for Google form was given by Dr. A.K. Dixit and assured all the technical help from feedback monitoring committee for designing the Google form for feedback collection by every departments. It was decided to collect the feedback on review of the syllabus which was implemented in academic year 2019-20 (second year syllabus for UG and first year syllabus of PG) and feedback on design (third year classes of UG) which is to be revised and implemented from academic year 2021-22.

Resolution: After detailed discussion and on the basis of suggestions, it was resolved that the feedback is to be collected online through Google form. The Head of the Departments has to monitor the feedback process of the department and submit the analysis report and action taken report to Dr. S.B. Yadav, Chairperson of the Criterion I (Curricular Aspects).

Item No. 2: Discussion on revision of syllabus and Board of Studies Meetings.

The Principal Dr. V.D. Barhate has given the common guidelines for the process of revision of syllabus and asked all the departments to collect the feedback and present its analysis reports in the Board of Studies meetings of the respective subjects for consideration during the designing of new syllabus. He has directed to arrange the Board of Studies meetings to revise the syllabus of third year UG classes.

Resolution: It was resolved to complete the feedback collection and its analysis by the last week of February and arrange the Board of Studies meeting in the first/second week of March 2021.

Item No. 3: Planning of activities for academic year 2020-21

The planning of activities was invited from the Heads/In-charges of the departments for the remaining period of the academic year. The departments have planned the activities as follows:

1. Microbiology: National Level MicrobioPodium Competition, University level Microbiolympiad and Workshop for teachers on Health teaching.
2. Geography: National Level Conference/Seminar on subject related theme
3. Economics: National Level Seminar in the month of April
4. Business Economics, Geography and Economics jointly planned to organize National Level Conference
5. Biotechnology: National Level Workshop on Intellectual Property Rights
6. Chemistry: National Level Conference
7. Zoology: Workshop on Bioinformatics
8. Bachelor of Management Studies: Workshop on Entrepreneurship and Skill Development

Resolution: It was resolved to plan the organization of these activities in offline mode in the month of March/April 2021. As per the situation of COVID-19 pandemic at the time of actual dates of the activities, the mode of conduct will be decided.

Item No. 4: Feedback on Mentor-Mentee scheme and assessment of slow learners and advanced learners

The discussion on assessment of learners into slow and advanced learners was held. It was informed to all Heads/In-charges to conduct the special programmes for the slow and advanced learner and maintain the record of the same. The guidelines for execution of Mentor-Mentee scheme was given by the Principal.

Item No. 5: Feedback on documentation of NAAC File

The Principal has taken the review of the documentation of NAAC files at the departmental level. All departments have given the feedback on completion of the documentation.

Resolution: It was resolved to constitute the committee of Faculty In-charges and to schedule the visit to every department for inspection of files.

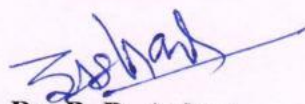
Item No. 6: Any other subject with the permission of the Chair

Dr. S.I. Unhale, Controller of Examination has presented the Examination Calendar for the even semester examinations. It was resolved to conduct internal examination in online mode and the semester end examination mode will be decided and followed as per the guidelines of the University of Mumbai and Government.

After taking the feedback and discussion on other items of the agenda, Principal Dr. V.D. Barhate has appreciated the planning by the departments. The discussion was held on strategy for reopening of the college in offline mode from 15th February 2021 as per the guidelines by University of Mumbai and Government of Maharashtra.

As there was no other item for the discussion, the meeting ended with vote of thanks by Dr. S.B. Yadav.

Prepared by



Dr. B. D. Aghav

Coordinator, IQAC

Approved by



Prof. (Dr.) V. D. Barhate

Principal

Changu Kana Thakur
Arts, Commerce & Science College,
New Panvel (Autonomous)





J. B. S. P. Sanstha's

Changu Kana Thakur**Arts, Commerce & Science College, New Panvel****(Autonomous)**Title of the meeting : IQAC Meeting with HODsDate. 05/02/2021Time : 3.00 PM**Members Present**

Sr. No.	Name	Signature
1	Prin. V. D. Baxate	
2	Dr. S. K. Patil	
3	Ms. N. C. Vadnere	
4	Dr. D. S. Narkhede	
5	Dr. B. S. Patil	
6	Dr. Seema Kokitkar	
7	Ms. Kamble M. M.	
8	Dr. R. D. Mhatre	
9	Dr. S. M. Bhoir	
10	Dr. Nilesh Ksh.	
11	Ms. Bhagyashri Bhuyat	
12	Mrs. Vandana Deshmukh	
13	Mrs. Truphi M. Joshi	
14	Mrs. A. V. Patil	
15	D. S. Barve	
16	Dr. Mrs. M. A. Mhatre	
17	Dr. P. V. Yeole	
18	Dr. K. V. Jadhav	
19	Dr. A. K. Dixit	
20	Dr. S. B. Yadav	
21	Dr. S. I. Unhale	
22	J. S. Thakare	
23	P. M. Jadhav	
24	Dr. E. Mathews	
25	Dr. U. T. Bhandare	

 Coordinator

 Internal Quality Assurance Cell
 Changu Kana Thakur
 A.C.S. College, New Panvel (Autonomous)

 Chairperson

 Internal Quality Assurance Cell
 Changu Kana Thakur
 A.C.S. College, New Panvel (Autonomous)



J. B. S. P. Sanstha's

Changu Kana Thakur

Arts, Commerce & Science College, New Panvel
(Autonomous)



Title of the meeting : IQAC Meeting with HODs

Date. 05/02/2021

Time : 3.00 PM

Members Present

Sr. No.	Name	Singnature
26	Dr. B.D. Aghav	
27	Mr. A.A. Bhagat	
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Coordinator
Internal Quality Assurance Cell
Changu Kana Thakur
A.C.S. College, New Panvel (Autonomous)

Chairperson
Internal Quality Assurance Cell
Changu Kana Thakur
A.C.S. College, New Panvel (Autonomous)

CHANGU KANA THAKUR

Arts, Commerce & Science College, New Panvel (Autonomous)

Re-accredited 'A+' Grade by NAAC

'College with Potential for Excellence' Status Awarded by University Grants Commission

'Best College Award' by University of Mumbai

Internal Quality Assurance Cell (IQAC)

Academic Year 2020-2021

ACTION TAKEN REPORT

- Commencement of new value-added courses
- Feedback on curriculum collected, analyzed and used for designing of syllabus of third year UG programme
- Monitoring of adherence of Autonomy guidelines and meeting of statutory bodies of autonomy
- Conduct of Green Surveillance Audit
- Drafting, approval and implementation of additional policies and procedures of the institution.
- Documentation formats developed and implemented.
- NAAC file documentation verified
- Acquisition of LMS for Online teaching.
- Conducted Staff training for use of ICT in Teaching-Learning Process during Pandemic
- ICT tools are purchased additionally.
- Utilization of RUSA grant for seed money to teachers for promotion of research
- Upgrading and updating College website
- Implementation of feedback system through a dedicated online mechanism on institutional website
- Feedback on Students Satisfaction Survey on Institutional Performance collected, analyzed and report is communicated for further processing.
- Implementation of e-governance in administration and Examination automation

- Redesigning of PO, PSO and COs of all subjects and programmes.
- Conducted Faculty Development Programme on 'Heal-Thy Teaching'
- Career Advancement of Faculty processed.
- Organization subject/theme based webinars
- Commencement of Certificate Course in Yoga
- Augmentation of academic facility and surveillance equipment
- Organization of workshop on 'Research Methodology'
- Participated in NIRF 2021 Ranking
- Timely Submission of AQAR 2019-20
- Regular meetings of IQAC
- Suggestions for Quality sustenance and Quality enhancement of the institution worked out and communicated to the administration.



Dr. B. D. Aghav

IQAC Coordinator
CHANGU KANA THAKUR
ARTS, COMMERCE & SCIENCE COLLEGE
NEW PANVEL (AUTONOMOUS)



Prof. Dr. V. D. Barhate

Chairperson
Internal Quality Assurance Cell
Changu Kana Thakur
Arts, Commerce & Science College,
New Panvel (Autonomous)

