

Janardan Bhagat Shikshan Prasarak Sanstha's
CHANGU KANA THAKUR
ARTS, COMMERCE & SCIENCE COLLEGE, NEW PANVEL
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- 2018- 2019

Minutes

Minutes of the Meeting of the Chairpersons of the Criteria held on **Monday, 22nd October, 2018 at 04.30 p.m.** in the Skill Development Centre of the college.

The meeting of the Internal Quality Assurance Cell (IQAC) started at 4.30 p.m. under the chairmanship of Hon. I/C Principal Dr. (Mrs.) E. Mathews.

The following members were present:

- | | |
|---------------------------|------------------------------------|
| 1. Dr. (Mrs.) E. Mathews | : I/C Principal |
| 2. Dr. D.S. Narkhede | : Co-ordinator, IQAC |
| 3. Dr. S.K. Patil | : Chairperson, Criterion I |
| 4. Dr. B.D. Aghav | : Chairperson, Criterion II |
| 5. Mr. N.C. Vadnere | : Chairperson, Criterion III |
| 6. Dr. V.D. Patil | : Chairperson, Criterion IV |
| 7. Dr. R.V. Yeole | : Member, Criterion V |
| 8. Dr. (Mrs.) J.S. Thakur | : Chairperson, Criterion VI |
| 9. Mr. S.N. Parkale | : Chairperson, Criterion VII |
| 10. Mr. S.N. Vajekar | : Faculty, Department of Chemistry |
| 11. Mr. A.A. Bhagat | : Member, IQAC |

Dr. D.S. Narkhede, Co-ordinator IQAC has started the meeting and welcomed I/C Principal Dr. (Mrs.) E. Mathews. . He also welcomed all the Chairpersons of the criteria present for the meeting.

The agenda was taken for discussion item by item.

1. Discussion on the activities conducted by IQAC in First Half of 2018

Dr. D.S. Narkhede has given the feedback on the two workshops conducted by IQAC on the New Methodology of NAAC Assessment and Accreditation. The Principal has appreciated the workshops conducted for the staff of the college. It was discussed and decided in the meeting that to identify the areas criterion wise and prepare plan according to initiate the activities.

2. Discussion on AQAR of 2017-2018


The discussion was held on the status of AQAR of academic year 2017-18. The last date of submission is 30th December 2018 and the AQAR is ready for correction by Hon. I/C Principal.

3. Discussion on Autonomy of the college


It was also decided to visit other colleges for innovations in implementation of autonomy. Hon. I/C Principal have informed that Hon. Chairman of our Santha has asked to submit the proposal in one week for autonomy of the college to University of Mumbai. It was told to submit the required information by the criterion chairperson to submit the proposal for autonomy. It was decided to hold the next IQAC meeting in the month of November 2018.

The meeting is ended with vote of thanks by Dr. R.V. Yeole.


Prepared by


Dr. B.D. Aghav
Member, IQAC

Submitted by


Dr. D.S. Narkhede
Co-ordinator, IQAC

Approved by


Dr. (Mrs.) E. Mathews
I/C Principal, C.K. Thakur A.C.S. College, New Panvel

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Internal Quality Assurance Cell (IQAC)

Academic Year- 2018- 2019

Minutes

Minutes of the Meeting of the Chairpersons of the Criteria held on **Saturday, 3rd November, 2018 at 10.30 a.m.** in the Skill Development Centre of the college.

The first meeting of the Internal Quality Assurance Cell (IQAC) started at 10.40 a.m. under the chairmanship of Hon. Principal Prof. (Dr.) V.D. Barhate.

The following members were present:

- | | | |
|-----|--------------------------|------------------------------|
| 1. | Prof. (Dr.) V.D. Barhate | : Principal |
| 2. | Dr. D.S. Narkhede | : Co-ordinator, IQAC |
| 3. | Dr. S.K. Patil | : Chairperson, Criterion I |
| 4. | Dr. B.D. Aghav | : Chairperson, Criterion II |
| 5. | Mr. N.C. Vadnere | : Chairperson, Criterion III |
| 6. | Dr. V.D. Patil | : Chairperson, Criterion IV |
| 7. | Dr. R.V. Yeole | : Member, Criterion V |
| 8. | Dr. (Mrs.) J.S. Thakur | : Chairperson, Criterion VI |
| 9. | Mr. S.N. Parkale | : Chairperson, Criterion VII |
| 10. | Mr. S.I. Unhale | : Feedback System |
| 11. | Mrs. M.M. Mohad | : Feedback System |

Dr. D.S. Narkhede, Co-ordinator IQAC has started the meeting and welcomed new Principal Prof. (Dr.) V.D. Barhate. He also welcomed all the Chairpersons of the criteria present for the meeting.

The co-ordinator has asked the chairperson of the criteria to give the introduction and the information about the criteria.

Dr. S.K. Patil, the chairperson of Criterion I- Curricular Aspects has given the details of the changes taken place in the new methodology of NAAC accreditation effective from July 2017. He mentioned the need of commencement of new programmes. Hon. Principal has suggested to prepare the action plan for commencement of new programmes before the next IQAC meeting.

Dr. B.D. Aghav, the chairperson of Criterion II- Teaching-Learning and Evaluation has given the information about weightage and key indicators included in this criterion. The newly introduced key indicator student satisfaction survey (SSS) was discussed in detail. The Principal has directed to prepare a plan for dealing with this new survey.

Mr. N.C. Vadnere, the chairperson of criterion III- Research, Innovations and Extension has given the details of this criterion. He has suggested to encourage the teachers to publish research papers in UGC notified journals, to undertake the projects from non-government organizations. He mentioned the need to start incubation center and more participation of students in extension activities. He mentioned to undertake the workshop on IPR, where Hon. Principal directed to hold faculty wise workshop on IPR in next semester. The Principal also suggested to hold common meetings, where ideas will be exchanged during departmental presentations.

Dr. V.D. Patil, the chairperson of Criterion IV- Infrastructure and Learning Resources has narrated the process of getting the information and incorporation of it in the reports.

Dr. R.V. Yeole, Member, Criterion V- Students Support and Progression has given the information about the participation of the students in curricular, co-curricular and extra-curricular activities. The information was given about the registered Alumni Association the college to the Principal. The Principal expected the students support to the institution to the institution through the Alumni Association.

Dr. (Mrs.) J.S. Thakur, the chairperson of the Criterion VI- Governance, Leadership and Management has given the details of the criterion. The discussion was held and it was decided to maintain the records of the activities conducted.

Mr. S.N. Parkale, the chairperson of Criterion VII- Institutional Values and Best Practices, the discussion was held on the innovative practices of the college. The Principal has directed to list out the unique academic and administrative practices of our college.

The discussion was held on the feedback system, where Mr. S.I. Unhale and Mrs. M.M. Mohod given the detailed process of feedback system. The Principal has expected to have orientation of the student before taking the feedback to understand the questionnaire of the feedback. The selection of the student for feedback should be based on regularity of the student.

The agenda was taken for discussion item by item.

1. Discussion on the activities conducted by IQAC in First Half of 2018

Dr. D.S. Narkhede has given the feedback on the two workshops conducted by IQAC on the New Methodology of NAAC Assessment and Accreditation. The Principal has appreciated the workshops conducted for the staff of the college.

2. Discussion on AQAR of 2017-2018

The discussion was held on the status of AQAR of academic year 2017-18. The last date of submission is 30th December 2018 and the AQAR is ready for correction by Hon. Principal. It was decided to give a copy of AQAR to Hon. Principal for suggestions and corrections.

3. Discussion on NAAC fourth Cycle of the college

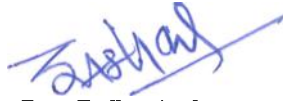
It was discussed and decided in the meeting that to identify the areas criterion wise and prepare plan according to initiate the activities. It was also decided to visit other colleges for innovations in implementation of autonomy.

Hon. Principal has asked for any other suggestions from the members present for the meeting.

It was decided to hold the next IQAC meeting in the second week of December 2018.

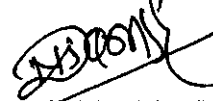
The meeting is ended with vote of thanks by Dr. R.V. Yeole.

Prepared by



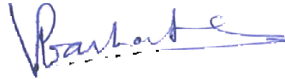
Dr. B.D. Aghav
Member, IQAC

Submitted by



Dr. D.S. Narkhede
Co-ordinator, IQAC

Approved by



Prof. (Dr.) V.D. Barhate
Principal, C.K. Thakur A.C.S. College, New Panvel

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Internal Quality Assurance Cell (IQAC)

Academic Year- 2018- 2019

Minutes

Minutes of the Meeting of the Heads/In-charges of the Department held on **Thursday, 21st January, 2019 at 4.00 p.m.** in the Skill Development Centre, Room No.004 of the college.

The meeting of the Internal Quality Assurance Cell (IQAC) started at 4.15 p.m. The meeting was chaired by Hon. Prof. V.D. Barhate.

The following members were present:

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|-----------------------------|--|
| 1. Prof. (Dr.) V.D.Barhate | : Principal and Chairman, IQAC |
| 2. Dr. S.K. Patil | : In-charge, Faculty of Science |
| 3. Dr. Elizabeth Mathews | : In-charge, Faculty of Commerce |
| 4. Dr. U.T. Bhandare | : In-charge, Faculty of Arts |
| 5. Dr. B.K. Bhosale | : Head, Department of History |
| 6. Dr. D.S. Narkhede | : In-charge, Department of Geography |
| 7. Mr. M.M. Kamble | : In-charge, Department of Marathi |
| 8. Ms. B. W. Bhagat | : In-charge, Department of Political Science |
| 9. Dr. (Mrs.) S.M. Bhoir | : In-charge, Department of Rural Development |
| 10. Dr. B.S. Patil | : Head, Department of Economics |
| 11. Dr. R.V. Yeole | : Head, Department of English |
| 12. Dr. N.E. Koli | : Coordinator, Department of Account and Finance |
| 13. Mrs. T. M. Joshi | : Coordinator, Department of Management Studies |
| 14. Dr.(Mrs.) S.S. Kokitkar | : Head, Department of Biotechnology |
| 15. Dr.(Mrs.) M.A. Mhatre | : Head, Department of Zoology |
| 16. Mrs. G.U. Patil | : In-charge, Department of Physics |
| 17. Mr. S.I. Unhale | : In-charge, Department of Mathematics |
| 18. Mrs. P.M. Jadhav | : Head, Department of Computer Science |
| 19. Mrs. M.M. Mohod | : Head, Department of Information Technology |

20. Mrs. A.P. Dandekar : Faculty
21. Mrs. A.A. Hanumante : In-charge, Department of Interior Designing
22. Mrs. V.J. Deshmukh : In-charge, Department of Fashion Designing
23. Dr. B.D. Aghav : Member, IQAC

Dr. D.S. Narkhede, Co-ordinator, IQAC welcomed Principal, Faculty In-charges and Heads/ In-charges of the Departments present for the meeting.

The agenda was taken for discussion item by item.

Item No. 1: Confirmation of the minutes of the meeting held on 03-11-2018

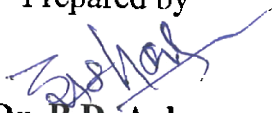
Dr. D.S. Narkhede, Co-ordinator IQAC read the minutes of the last meeting held on 03/11/2018 and after having detailed discussion, no comments were received. The minutes were confirmed and accepted.


Item No. 2: Discussion on Board of Studies under autonomy


The feedback was given to Hon. Principal Prof. V.D. Barhate about the grant of autonomy to our college from the academic year 2019-20. As it was discussed and decided to implement the autonomy from the academic year 2019-20, the first year of UG and first year PG will be revised from the academic year 2019-20. As per the guidelines for autonomy, for syllabus revision there is necessity of constitution of Board of Studies in respective subjects. Hon. Principal has guided all the heads and directed to constitute the Board of studies for all subjects as per the norms of autonomy.

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

As there was no other item, the meeting ended with vote of thanks by Dr. S.K. Patil, In-charge, Faculty of Science.

Prepared by

Dr. B.D. Aghav
Member, IQAC

Submitted by

Dr. D.S. Narkhede
Co-ordinator, IQAC

Approved by

Prof. (Dr.) V.D. Barhate
Principal, C.K. Thakur A.C.S. College, New Panvel

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Internal Quality Assurance Cell (IQAC)

Academic Year- 2018- 2019

Minutes

Minutes of the Meeting of the Chairpersons of the Criteria held on **Thursday, 21st February, 2019 at 11.00 a.m.** in the Skill Development Centre of the college.

The meeting of the Internal Quality Assurance Cell (IQAC) started at 11.00 am under the chairmanship of Hon. Principal Prof. V.D. Barhate

The following members were present:

- | | |
|---------------------------|--|
| 1. Prof. V.D. Barhate | : Principal |
| 2. Dr. D.S. Narkhede | : Co-ordinator, IQAC |
| 3. Mr. S.N. Vajekar | : Co-ordinator, RUSA |
| 4. Dr. S.K. Patil | : Vice- Principal & Chairperson, Criterion I |
| 5. Dr. B.D. Aghav | : Chairperson, Criterion II |
| 6. Mr. N.C. Vadnere | : Chairperson, Criterion III |
| 7. Dr. V.D. Patil | : Chairperson, Criterion IV |
| 8. Dr. (Mrs.) E. Mathews | : Chairperson, Criterion V |
| 9. Dr. (Mrs.) J.S. Thakur | : Chairperson, Criterion VI |
| 10. Mr. S.N. Parkale | : Chairperson, Criterion VII |
| 11. Dr. S.B. Yadav | : Member, Criterion I |
| 12. Dr. R.V. Yeole | : Member, Criterion V |
| 13. Mr. R.M. Sagalgile | : Member, Criterion III |
| 14. Mr. A.A. Bhagat | : Member, IQAC |

Dr. D.S. Narkhede, Co-ordinator IQAC has started the meeting and welcomed Hon. Principal. He also welcomed all the Chairpersons of the criterions present for the meeting.

The agenda was taken for discussion item by item.

1. Discussion on Detailed Project Report (DPR) of RUSA Grant Proposal


Mr. S.N. Vajekar, RUSA Co-ordinator has given all the guidelines required for the preparation of DPR for RUSA grant proposal to be submitted. The discussion was held on the utilization of soft component and hard component as required by RUSA. It was decided to undertake the work of DPR preparation and complete it by the 28th February 2019.

2. Any other subject with the permission of the chair


Hon. Prin. Prof. V.D. Barhate has guided all criterion chairpersons for the DPR preparation. He advised to take the meetings with Heads of the Departments to take their suggestions to prepare exclusive report for RUSA grant.

The meeting is ended with vote of thanks by Dr. S.B. Yadav.


Prepared by


Dr. B.D. Aghav
Member, IQAC

Submitted by


Dr. D.S. Narkhede
Co-ordinator, IQAC

Approved by


Prof. V.D. Barhate
Principal, C.K. Thakur A.C.S. College, New Panvel

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Internal Quality Assurance Cell (IQAC)

Academic Year- 2018- 2019

Minutes

Minutes of the Meeting of the Heads/In-charges of the Department, Chairpersons of the Committees and associations and Chairpersons of NAAC criterions held on **Friday, 22nd February, 2019 at 3.00 p.m.** in the Skill Development Centre, Room No.004 of the college.

The meeting of the Internal Quality Assurance Cell (IQAC) started at 3.10 p.m. The meeting was chaired by Hon. Prof. V.D. Barhate.

The following members were present:

1. Prof. (Dr.) V.D. Barhate : Principal
2. Dr. D.S. Narkhede : Co-ordinator, IQAC
3. Dr. S.K. Patil : Vice- Principal
4. Dr. Elizabeth Mathews : In-charge, Faculty of Commerce
5. Dr. B.D. Aghav : Member, IQAC
6. Mr. N.C. Vadnere : Member, IQAC
7. Dr. V.D. Patil : Member, IQAC
8. Dr. (Mrs.) J.S. Thakur : Member, IQAC
9. Dr. R.V. Yeole : Member, IQAC
10. Dr.(Mrs.) M.A. Mhatre : Member, IQAC
11. Mr. S.N. Parkale : Member, IQAC
12. Dr. S.B. Yadav : Member, IQAC
13. Mr. S.N. Vajekar : Member, IQAC
14. Mr. R.M. Sagalgile : Member, IQAC
15. Mr. V.S. Kamble : In-Charge, Placement Cell
16. Mr. V.B. Naik : Physical Director
17. Mr. S.I. Unhale : Chairperson, Examination Cell
18. Mr. R.A. Navghare : Librarian & Member, IQAC

19. Dr.(Mrs.) S.S. Kokitkar : Head, Department of Biotechnology
20. Dr. B.V. Jadhav : Chairman, Gymkhana
21. Dr. (Mrs.) R.D. Mhatre : Chairperson, Women Development Council
22. Dr. (Mrs.) G.S. Tanvar : Chairperson, Arts Association
23. Mr. M.M. Kamble : In-charge, Department of Marathi
24. Ms. Bhagyashri Bhagat : In-charge, Department of Political Science
25. Dr. (Mrs.) S.M. Bhoir : In-charge, Department of Rural Development
26. Dr. B.S. Patil : Head, Department of Economics
27. Dr. N.E. Koli : Coordinator, Department of Account and Finance
28. Mrs. T.M. Joshi : Coordinator, Department of Management Studies
29. Ms. D.S. Barve : In-charge, Department of Botany
30. Mrs. G.U. Patil : In-charge, Department of Physics
31. Mrs. P.M. Jadhav : Head, Department of Computer Science
32. Mrs. M.M. Mohod : Head, Department of Information Technology
33. Mrs. A.A. Hanumante : In-charge, Department of Interior Designing
34. Mrs. V.J. Deshmukh : In-charge, Department of Fashion Designing
35. Mr. G.A. Jagtap : Cultural Co-ordinator
36. Mrs. P.S. Mhatre : Office Superintendent
37. Mr. G.K. Surve : Head Clerk
38. Mr. A.A. Bhagat : Member, IQAC

Dr. D.S. Narkhede, Co-ordinator, IQAC welcomed Principal, Criterion Chairpersons, Faculty In-charges and Heads/ In-charges of the Departments, Committees and Associations present for the meeting.

The agenda was taken for discussion item by item.

Item No. 1: Confirmation of the minutes of the meeting held on 21-01-2019

Dr. D.S. Narkhede, Co-ordinator IQAC read the minutes of the last meeting held on 21/01/2019 and after having detailed discussion, no amendments were received. The minutes were confirmed and accepted.

Item No. 2: Discussion on Detailed Project Report of RUSA grant proposal

The discussion was initiated by Dr. D.S. Narkhede and made aware to all for the preparation of Detailed Project Report (DPR) is to be submitted to RUSA. He informed all that after acceptance of DPR, RUSA grant will be disbursed to the college for utilization as per the proposal submitted. The following points were discussed and decision was taken to prepare the Detailed Project Report (DPR):

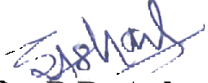
- **Commencement of new courses-** It was discussed and directed by Hon. Principal to start minimum one certificate or diploma course per department. He advised to change the existing courses by its content and nomenclature if required. The external faculty can be invited to conduct such courses.
- **Departmental Budget-** Hon. Principal has informed all the Heads of the departments for preparation of budget for the academic year 2019-20 and it is to be submitted by 28th February 2019 to the office for further process.

Item No. 3: Any other subject with the permission of the chair


- **Record of the NAAC files-** Dr. D.S Narkhede has guided all to update the NAAC file for the previous year. He mentioned that the data of third cycle can be archive or discard. It was discussed and the need of academic audit is mentioned.
- **Academic diary-** The change in format of academic diary was discussed and decided to modify from the academic year 2019-20.
- **Discipline-** Hon. Principal has made it clear to wear the ID card by the faculty in the college campus. The Principal has mentioned that there should not be any birthday celebration of the faculty by the students in the college campus.
- **Discussion on Feedback-** Dr. D.S. Narkhede has taken the review of feedback from Mr. S.I. Unhale and directed him to analyze and prepare the report of feedback for further processing.

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

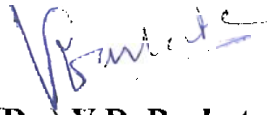
Prepared by


Dr. B.D. Aghav
Member, IQAC

Submitted by


Dr. D.S. Narkhede
Co-ordinator, IQAC

Approved by


Prof. (Dr.) V.D. Barhate
Principal, C.K. Thakur A.C.S. College, New Panvel

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Internal Quality Assurance Cell (IQAC)

Academic Year- 2018- 2019

Minutes

Minutes of the Meeting of the IQAC held on **Monday, 6th May 2019 at 11.00 a.m.** in the Skill Development Centre, Room No.004 of the college.

The meeting of the Internal Quality Assurance Cell (IQAC) started at 11.15 p.m. The meeting was chaired by Hon. Prof. V.D. Barhate.

The following members were present:

- | | |
|----------------------------|--|
| 1. Prof. (Dr.) V.D.Barhate | : Principal and Chairman, IQAC |
| 2. Dr. S.K. Patil | : Vice-Principal |
| 3. Dr. Elizabeth Mathews | : In-charge, Faculty of Commerce |
| 4. Dr. D.S. Narkhede | : Co-ordinator, IQAC |
| 5. Dr. S.B. Yadav | : Member, IQAC |
| 6. Dr. B.D. Aghav | : Member, IQAC |
| 7. Dr. (Mrs.) J.S. Thakur | : Member, IQAC |
| 8. Mr. N.C. Vadnere | : Member, IQAC |
| 9. Ms. D.S. Barve | : Head, Department of Botany |
| 10. Mr. S.N. Vajekar | : Co-ordinator, RUSA |
| 11. Mr. R.M Sagalgile | : Faculty, Department of Microbiology |
| 12. Dr. A.K. Dixit | : Head, Department of Business Economics |

Dr. D.S. Narkhede, Co-ordinator, IQAC welcomed Principal, Faculty In-charges and all staff present for the meeting.


The Hon. Prin. Prof. V.D. Barhate introduced the meeting and informed the purpose of the meeting. He said the meeting is schedule to allot the IQAC work to the teachers form the academic year 2019-20. The work allotment for IQAC of the college was informed by Dr. S.K. Patil, Vice- Principal of the college and the allotment is as follows,


Sr. No.	Name of the Teacher	Responsibility
01	Dr. B.D. Aghav	Co-ordinator, IQAC
02	Dr. S.B. Yadav	Chairperson, Criterion I
03	Mr. N.C. Vadnere	Chairperson, Criterion II
04	Dr. (Mrs.) J.S. Thakur	Chairperson, Criterion III
05	Dr. B.K. Bhosale	Chairperson, Criterion IV
06	Dr. (Mrs.) E. Mathews	Chairperson, Criterion V
07	Ms. D.S. Barve	Chairperson, Criterion VI
08	Mr. R.M. Sagalgile	Chairperson, Criterion VII
09	Dr. A.K. Dixit	Feedback Committee


The Principal and Vice-Principal appreciated the contribution given by Dr. D.S. Narkhede for previous three cycles of the accreditation of the college and expected the guidance for future IQAC activities.

Dr. D.S. Narkhede mentioned the thanks to all staff and IQAC members for their cooperation and support in the IQAC work and accreditation process of the college for three cycles. And he has assured all possible support in future IQAC work.

The meeting ended with vote of thanks by Mr. N.C. Vadnere, Member of IQAC.

Prepared by

Dr. B.D. Aghav
 Member, IQAC

Submitted by

Dr. D.S. Narkhede
 Co-ordinator, IQAC

Approved by

Prof. (Dr.) V.D. Barhate
 Principal, C.K. Thakur A.C.S. College, New Panvel