

**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- 2019- 2020**

**Minutes**

Minutes of the First Meeting of the Members of Internal Quality Assurance Cell (IQAC), Heads/In-charges of the Department and Chairpersons/In-charges of the Committees/ Associations held on **Friday, 26<sup>th</sup> July, 2019 at 2.30 p.m.** in the Skill Development Centre, Room No.004 of the college.

The meeting of the Internal Quality Assurance Cell (IQAC) started at 2.40 p.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. S.K. Patil          | : Vice-Principal                                |
| 3.  | Dr. B.D. Aghav          | : Co-ordinator, IQAC                            |
| 4.  | Dr. U.T. Bhandare       | : In-charge, Faculty of Arts                    |
| 5.  | Dr. S.B. Yadav          | : Member, IQAC                                  |
| 6.  | Mr. N.C. Vadnere        | : Member, IQAC                                  |
| 7.  | Dr. (Mrs.) J.S. Thakur  | : Member, IQAC                                  |
| 8.  | Dr. B.K. Bhosale        | : Member, IQAC                                  |
| 9.  | Dr. Elizabeth Mathews   | : Member, IQAC & In-Charge, Faculty of Commerce |
| 10. | Ms. D.S. Barve          | : Member, IQAC                                  |
| 11. | Mr. R.M. Sagalgile      | : Member, IQAC                                  |
| 12. | Dr.(Mrs.) M.A. Mhatre   | : Member, IQAC                                  |
| 13. | Dr. R.V. Yeole          | : Member, IQAC                                  |
| 14. | Mr. S.I. Unhale         | : Member, IQAC                                  |
| 15. | Mr. R.A. Navghare       | : Member, IQAC                                  |
| 16. | Mr. S.N. Vajekar        | : Member, IQAC                                  |

17. Dr. A.K. Dixit : Member, IQAC
18. Dr. V.D. Patil : Chairman, Research Association
19. Mr. S. N. Parkale : Chief Programme Officer, NSS
20. Dr. B.V. Jadhav : Chairman, Placement Cell
21. Dr. (Mrs.) R.D. Mhatre : Chairperson, Women Development Council
22. Dr. R. O. Parmar : Chairman, Gymkhana
23. Mr. J. M. Pawara : Chairman, Competitive Examination
24. Mr. K. N. Dhawale : Chairman, Staff Academy and Welfare
25. Dr. (Mrs.) G.S. Tanvar : Chairperson, Arts Association
26. Dr. D.S. Narkhede : In-charge, Department of Geography
27. Mr. M.M. Kamble : In-charge, Department of Marathi
28. Ms. B. W. Bhagat : In-charge, Department of Political Science
29. Dr. (Mrs.) S.M. Bhoir : In-charge, Department of Rural Development
30. Dr. B.S. Patil : Head, Department of Economics & D.L.L.E.
31. Dr. N.E. Koli : Coordinator, Department of Account and Finance
32. Mrs. T. M. Joshi : Coordinator, Department of Management Studies
33. Dr.(Mrs.) S.S. Kokitkar : In-charge, Department of Biotechnology
34. Mrs. G.U. Patil : In-charge, Department of Physics
35. Mrs. P.M. Jadhav : In-charge, Department of Computer Science
36. Mrs. I.S. Thakare : Faculty , Department of Information Technology
37. Mrs. A.A. Hanumante : In-charge, Department of Interior Designing
38. Mrs. V.J. Deshmukh : In-charge, Department of Fashion Designing
39. Mrs. N.B. Tidar : ANO, N.C.C.
40. Mr. G.A. Jagtap : Cultural Co-ordinator
41. Mrs. P.S. Mhatre : Office Superintendent
42. Mr. A.A. Bhagat : Clerk, IQAC

Dr. B.D. Aghav, Co-ordinator, IQAC has started the meeting and welcomed Hon. Principal, Vice-Principal, Faculty In-charges, Heads/ In-charges of the Departments, Chairpersons of the Committees and Associations and all members of IQAC present for the meeting.

The agenda was taken for discussion item by item.

**Item No. 1: Confirmation of the minutes of the meeting of 06.05.2019**

Dr. B. D. Aghav read the minutes of the last meeting held on 06.05.2019 and after having detailed discussion, no comments were received. The minutes were confirmed and accepted.

**Item No. 2: Discussion on new NAAC Guidelines for Fourth Cycle:**

Discussion was held on the new guidelines of NAAC required for successful completion of fourth cycle. In this agenda, the following topics have been discussed:

- Eligibility of autonomous college for NAAC accreditation
- Revised Assessment and Accreditation Framework: The assessment process was communicated to all the present members w.r.t. Self-Study Report (SSR), Students Satisfaction Survey (SSS) and Peer Team Report.
- Distribution of Metrics and Key Indicators across Criteria I to VII

**Item No. 3: Discussion on the planning of the IQAC activities:**

The members were informed that, the Green Certification Audit was successfully completed on 24th June 2019. The feedback was given on Criterion wise presentation given by chairpersons of criteria which were held on 29/06/2019, 01/07/2019, 03/07/2019 and 04/07/2019. Onwards, the detail planning of I.Q.A.C. activities was discussed as per following topics:

Detail I.Q.A.C. Calendar for 2019-20 is as follows:

| Sr. No. | Name of the Activity  | Month     |
|---------|---|-----------|
| 01      | Meeting with Criterion Chairpersons   | June      |
| 02      | Meeting with Head/In-charges of the departments, Chairpersons of Committees /Associations | July      |
| 03      | Meeting of IQAC Committee   | August    |
| 04      | Submission of AQAR  | September |
| 05      | Workshop on Learning Management System (LMS)  | October   |
| 06      | Meeting of IQAC Committee   | November  |
| 07      | Meeting with Head/In-charges of the departments, Chairpersons of Committees /Associations | December  |
| 08      | Meeting with Criterion Chairpersons   | January   |
| 09      | e-content development training for teacher  | February  |
| 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  | April     |

The co-ordinators has communicated the activities to be undertaken and monitored as follows:

**Criteria I: Curricular Aspects (Dr. S. B. Yadav)**

1. Preparation of Programme outcome (POs), Programme Specific Outcome (PSOs) and Course Outcome (COs) for all programmes
2. Value added Courses- certificate/diploma- of minimum 30 contact hours- by all departments
3. Field project and internship to be included in syllabus of PG programme
4. Feedback on design and review of syllabus from -students/ teachers/ alumni/ parents/employers (Minimum 05 from each stakeholder)
5. Consideration of issues related to gender/environment/ Human values/ Professional ethics for syllabus revision and enrichment.



**Criteria II: Teaching-Learning and Evaluation (Mr. N. C. Vadnere)**

1. Workshop for teachers on Learning Management System (LMS) - first week of October (Non-instructional days).
2. Look after installation of Learning Management System in college and being used by teachers
3. Method of measuring attainment of POs, PSOs and COs- To be prepared
4. To prepare common guidelines for students centric learning
5. To identify activities for special programmes, separately for advanced learners and slow learners

**Criteria III: Research, Innovations & Extensions (Dr. Mrs. J.S. Thakur)**

1. Policy for promotion of Research (Research Committee)
2. Incubation Centre- Creation and Activity
3. IPR Workshops
4. Industry-Academia Innovative Practices
5. Policy for Consultancy
6. Policy for incentives to teacher for recognition/awards
7. Code of Ethics in Research (Library)

**Criteria IV: Infrastructure & Learning Resources (Dr. B.K. Bhosale)**

1. Yoga and Meditation Centre- Creation
2. Ramp for Divyangjan at main entrance
3. Wheel Chair for Divyangjan
4. Rest room facility for Divyangjan
5. Toilet Facility for Divyangjan
6. Follow up of Maintenance of physical facility (Renovation, maintenance, cleaning, electricity and other utility bills etc.) and academic support facility (LCD, Wi-Fi, LAN, Bandwidth of Internet connection, Internet charges, Journal subscription e-learning system, language laboratory, resource centers etc.)
7. Policy of systems and procedures for maintaining and utilizing facilities-  
Revision and modification if required in existing policy

**Criteria V: Student Support and Progression (Dr. E. Mathews)**

1. Policy and provision for Scholarship, Free ships etc. by the institution
2. Mechanism to maintain the record of student progression to higher education by the Department
3. Mechanism to maintain the record of Scholarships and freeships to the students- Documentation

**Criteria VI: Governance, Leadership and Management ( Ms. D. S. Barve)**

1. Perspective Plan
2. Organogram- Organizational structure
3. Resource Mobilization policy and procedures
4. NIRF Ranking - Process and feasibility
5. Follow up of office for Submission of Data for AISHE portal (All India Survey on Higher Education)

**Criteria VII: Institutional Values and Best Practices (Mr. R. M. Sagalgile)**

1. Handbook on code of conduct for students, teachers and support staff
2. Manual and brochures on human values and professional ethics for staff
3. Institutional Distinctiveness-write up
4. Identify two best practices of the college
5. Gender Audit (with WDC)
6. Energy Audit (Office)
7. Recording of Minutes of IQAC Meetings and Action Taken Reports (IQAC)

The discussion was held on the types of feedbacks from the stake holders and the feedback process and analysis. The respective guidelines were given to the Dr. A. K. Dixit, Chairman, Feedback Management Committee.

**Item No. 4: Planning of Academic, Co-curricular, extra-curricular and extension activities for the Academic Year 2019-2020:**

Planning of Academic and Co-curricular activities for the Academic Year 2019-2020 was presented to all the present members and the common guidelines were given to conduct, plan and document the activities suggested by I.Q.A.C. as per the requirement of new NAAC Assessment and Accreditation Framework.

Outline containing data requirement, data template and name of the activities suggested by I.Q.A.C. for Academic Year 2019-20 were circulated to the followings:

- All Departments – For Academic Activities
- Committees / Associations :
  - Library
  - Examination Cell
  - N.C.C.
  - N.S.S.
  - Research Committee
  - Cultural Association
  - Sports/ Gymkhana
  - Student Council and Welfare
  - Women Development Council
  - Placement Cell
  - Competitive Examination Cell
  - Alumni Association
  - D.L.L.E.
  - Feedback Management Committee

The specific tasks were assigned such as to organize IPR workshops, E-Content development training programmes, creation of Yoga and Meditation centre, conduct of gender audit, electricity audit and staff training programmes to the concerned departments/authority.

**Item No. 5: Any other subject:**

With the detail discussion on the activities planned, the following suggestions were given to the college administration by the I.Q.A.C. Co-ordinator for smooth execution:

**Key Activities with Financial Provision**

| <b>Sr.<br/>No.</b> | <b>Activity</b>   |
|--------------------|---|
| 01                 | Learning Management System, e-learning resources  |
| 02                 | Classrooms with LCD, Wi-Fi/LAN, Learning Management System  |
| 03                 | Update of IT facility including Wi-Fi   |
| 04                 | Number of computers in working condition and maintenance<br>Student-Computer ratio (last year data)               |
| 05                 | e-content development facility and lecture capturing facility   |
| 06                 | Policy and provision for Scholarship, Free ships etc. by the institution  |
| 07                 | Examination Management System   |
| 08                 | Automation of Examination   |
| 09                 | Provision for seed money to teacher for research from institution   |
| 10                 | Incubation Centre   |
| 11                 | Workshops and Seminars on Intellectual Property Rights (IPR)  |
| 12                 | Startup grant from institution  |
| 13                 | Provision and policy for incentives to teacher for recognition/awards   |
| 14                 | Faculty exchange, student exchange and collaboration for research   |
| 15                 | Budget allocation for infrastructure augmentation (Physical Facility)   |
| 16                 | Yoga Centre   |
| 17                 | Expenditure on purchase of books and journal, rare books  |
| 18                 | Expenditure on maintenance of physical facility and academic support facility                                     |
| 19                 | Financial support to attend conferences, workshops and towards membership fees of professional bodies to teachers |
| 20                 | Organization of professional development/ administrative training programme                                       |

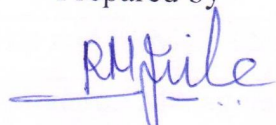
|    |  |
|----|--|
| 21 | Facility/ Resources available for <i>Divyangjan</i> <ul style="list-style-type: none"> <li>• Ramp at main entrance</li> <li>• Wheel Chair</li> <li>• Rest Room</li> <li>• Separate Toilet</li> </ul> |
| 22 | College website creation, maintenance and update process- should be very attractive, innovative and user friendly  |
| 23 | UPS Facility and Maintenance   |
| 24 | Organization of Workshops, Seminars, conferences by Department   |

- **Principal's Remark**

- Principal has appreciated the efforts taken by Ms. D.S. Barve for successful completion of Green Certification Audit.
- It was decided and directed to execute the activities as per the planning of I.Q.A.C.
- It is decided to organize the meeting to take the feedback in December-2019.
- The Principal has assured all the possible support for completion of the activities planned.

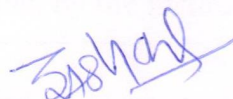
As there was no other item, the meeting ended with vote of thanks by Dr. R. V. Yeole, Member, I.Q.A.C.

Prepared by



**Mr. R. M. Sagalgile**  
Member, IQAC

Submitted by



**Dr. B. D. Aghav**  
Co-ordinator, 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

Date. 26/07/2019

Time : 2.30 p.m.

## Members Present

| Sr. No. | Name                     | Singnature |
|---------|--------------------------|------------|
| 1       | Prof. (Dr) V. D. Barhate |            |
| 2       | Dr. S. K. Patil          |            |
| 3       | Dr. B. D. Aghar          |            |
| 4       | Mr. G. D. Jagtap         |            |
| 5       | Mrs I. S. Thakare        |            |
| 6       | Ms. Anogga A. Hanumante  |            |
| 7       | Mrs. Vandana Deshmukh    |            |
| 8       | Mrs. Prati bha M. Jadhav |            |
| 9       | Dr. Seema Kokitkar       |            |
| 10      | Mrs G. V. Patil          |            |
| 11      | Ms Nilima Tidar          |            |
| 12      | Mrs. Truphi M. Joshi     |            |
| 13      | M. S. Barne              |            |
| 14      | Dr. Mrs. M. A. Mhatre    |            |
| 15      | Dr. J. S. Thakur         |            |
| 16      | Dr. R. V. Yeole          |            |
| 17      | Dr. A. K. Dixit          |            |
| 18      | Dr. S. B. Yadav          |            |
| 19      | Unhole S. I.             |            |
| 20      | Shrilesh N. Vajekar      |            |
| 21      | Dr. B. C. Bhosale        |            |
| 22      | Ms. B. W. Bhagat         |            |
| 23      | Dr. B. V. Jadhav         |            |
| 24      | Dr R. D. Mhatre          |            |
| 25      | Dr. Nilesh E. Koli       |            |





J. B. S. P. Sanstha's

## Changu Kana Thakur

Arts, Commerce & Science College, New Panvel

(Autonomous)

Title of the meeting : IQAC Meeting

Date. 26/07/2019

Time : 2:30 PM

### Members Present

| Sr. No. | Name   | Signature   |
|---------|--|---|
| 1       | Suryakant N. Parkale   |   |
| 2       | Jitendra M. Pawara   |   |
| 3       | Dr. Rajendra O. Parmar   |   |
| 4       | N. C. Vadnere  |   |
| 5       | R. M. Sagalgile  |   |
| 6       | Dr. V. D. Patil  |   |
| 7       | K. N. Dhawale  |   |
| 8       | Dr. B. S. Patil  |   |
| 9       | Dr. D. S. Narkhede   |   |
| 10      | Dr. S. M. Bhoir  |   |
| 11      | Dr. G. S. Tanwar   |   |
| 12      | Mr. RAMAKANT A. NAUGHARE   |   |
| 13      | Mr. U. T. Bhandare   |   |
| 14      | Mr. Kumbhar M. M.  |   |
| 15      |  |   |
| 16      |  |   |
| 17      |  |   |
| 18      |  |   |
| 19      | Coordinator  | Principal   |
| 20      | Internal Quality Assurance Cell<br>Changu Kana Thakur<br>A.C.S. College, New Panvel (Autonomous) | CHANGU KANA THAKUR<br>ARTS, COMMERCE & SCIENCE COLLEGE<br>NEW PANVEL - RAIGAD |
| 21      |  |   |
| 22      |  |   |
| 23      |  |   |
| 24      |  |   |
| 25      |  |   |



**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- 2019- 2020**

**Minutes**

Minutes of the Meeting of the Criterion chairpersons, Heads/In-charges of the Department and Chairpersons/In-charges of the Committees/ Associations held on **Thursday, 19<sup>th</sup> September, 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. Dr. S.T. Gadade, Secretary, J.B.S.P Sanstha and Chairman, Autonomy Monitoring Committee.

The following members were present:

- |                            |   |
|----------------------------|---|
| 1. Dr. S.T. Gadade         | : Secretary, J.B.S.P. Sanstha and Chairman<br>Autonomy Monitoring Committee |
| 2. Prof. (Dr.) V.D.Barhate | : Principal and Chairman, IQAC  |
| 3. Dr. S.K. Patil          | : Vice-Principal & Member, IQAC   |
| 4. Dr. B.D. Aghav          | : Co-ordinator, IQAC  |
| 5. Dr. U.T. Bhandare       | : Member, IQAC & In-charge, Faculty of Arts                                 |
| 6. Dr. S.B. Yadav          | : Member, IQAC  |
| 7. Mr. N.C. Vadnere        | : Member, IQAC  |
| 8. Dr. (Mrs.) J.S. Thakur  | : Member, IQAC  |
| 9. Dr. B.K. Bhosale        | : Member, IQAC  |
| 10. Dr. Elizabeth Mathews  | : Member, IQAC & In-charge, Faculty of Commerce                             |
| 11. Ms. D.S. Barve         | : Member, IQAC  |
| 12. Mr. R.M. Sagalgile     | : Member, IQAC  |
| 13. Dr.(Mrs.) M.A. Mhatre  | : Member, IQAC  |
| 14. Dr. R.V. Yeole         | : Member, IQAC  |

15. Mr. S.I. Unhale : Member, IQAC
16. Mr. S.N. Vajekar : Member, IQAC
17. Dr. A.K. Dixit : Member, IQAC
18. Dr. V.D. Patil : Chairman, Research Association
19. Mr. S. N. Parkale : Chief Programme Officer, NSS
20. Dr. B.V. Jadhav : Chairman, Placement Cell
21. Dr. (Mrs.) R.D. Mhatre : Chairperson, Women Development Council
22. Dr. R. O. Parmar : Chairman, Gymkhana
23. Mr. J. M. Pawara : Chairman, Competitive Examination
24. Mr. K. N. Dhawale : Chairman, Staff Academy and Welfare
25. Dr. (Mrs.) G.S. Tanvar : Chairperson, Arts Association
26. Dr. D.S. Narkhede : In-charge, Department of Geography
27. Mr. M.M. Kamble : In-charge, Department of Marathi
28. Ms. B. W. Bhagat : In-charge, Department of Political Science
29. Dr. (Mrs.) S.M. Bhoir : In-charge, Department of Rural Development
30. Dr. B.S. Patil : Head, Department of Economics & D.L.L.E.
31. Dr. N.E. Koli : Coordinator, Department of Account and Finance
32. Mrs. T. M. Joshi : Coordinator, Department of Management Studies
33. Dr.(Mrs.) S.S. Kokitkar : In-charge, Department of Biotechnology
34. Mrs. G.U. Patil : In-charge, Department of Physics
35. Mrs. P.M. Jadhav : In-charge, Department of Computer Science
36. Mrs. M.M. Mohod : Faculty , Department of Information Technology
37. Mrs. A.A. Hanumante : In-charge, Department of Interior Designing
38. Mrs. V.J. Deshmukh : In-charge, Department of Fashion Designing
39. Mrs. N.B. Tidar : ANO, N.C.C.
40. Mr. V.B. Naik : Director, Sports
41. Mr. A.A. Bhagat : Member, IQAC

Dr. B.D. Aghav, Co-ordinator, IQAC welcomed Hon. Dr. S.T. Gadade, Secretary J.B.S.P. Sanstha and Chairman, Autonomy Monitoring Committee, Principal, Vice-Principal, Faculty In-charges, Heads/ In-charges of the Departments, Chairpersons of the Committees and Associations and all members of IQAC 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 26<sup>th</sup> July 2019**

Dr. B. D. Aghav read the minutes of the last meeting held on 26/07/2019 and after having detailed discussion, no comments were received. The minutes were confirmed and accepted.

**Item No. 2: Feedback by IQAC Co-ordinator and Criterion Chairpersons**

Dr. B.D. Aghav, Co-ordinator IQAC informed about the eligibility of autonomous college for NAAC accreditation, validity of third cycle accreditation of our college and eligibility for fourth cycle. Revised Assessment and Accreditation Framework the assessment process was communicated to all in regards to Self-Study Report (SSR), Students Satisfaction Survey (SSS) and Peer Team Report.

The IQAC calendar of activities of academic year 2019-20 was communicated and the activities already completed were informed.

**IQAC Calendar**

| <b>Sr. No.</b> | <b>Name of the Activity</b>   | <b>Month</b> |
|----------------|---|--------------|
| 01             | Meeting with Criterion Chairpersons   | June         |
| 02             | Meeting with Head/In-charges of the departments, Chairpersons of Committees /Associations | July         |
| 03             | Meeting of IQAC Committee   | August       |
| 04             | Submission of AQAR  | September    |
| 05             | Workshop on Learning Management System (LMS)  | October      |
| 06             | Meeting of IQAC Committee   | November     |
| 07             | Meeting with Head/In-charges of the departments, Chairpersons of Committees /Associations | December     |
| 08             | Meeting with Criterion Chairpersons   | January      |

|    |   |          |
|----|---|----------|
| 09 | e-content development training for teacher  | February |
| 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  | April    |

The feedback was given to Hon. Dr. S.T. Gadade, the Green Certification Audit was successfully completed on 24th June 2019 and highest Level of certification i.e. Level III is awarded for the period of 03 years i.e. up to 8th June 2022. Criterion wise presentations given by chairpersons of Criterion were held on 29/06/2019, 01/07/2019, 03/07/2019 and 04/07/2019. Based on the study of revised accreditation and assessment framework and discussion with criterion chairpersons the activities were identified and communicated to all departments, committees and associations for implementation and smooth conduct for the academic year 2019-20.

The suggestion based on requirement of new NAAC framework of assessment was discussed and it is as enclosed below:

#### **IQAC Suggestions**

| <b>Sr. No.</b> | <b>Financial Provision required for Physical and Academic Support Facility</b> |
|----------------|--|
| 01             | Learning Management System, e-learning resources                               |
| 02             | Classrooms with LCD, Wi-Fi/LAN   |
| 03             | Update of IT facility including Wi-Fi  |
| 04             | Number of computers in working condition and maintenance                       |
| 05             | e-content development facility and lecture capturing facility                  |
| 06             | Automation of Examination  |
| 07             | Incubation Centre  |
| 08             | Yoga Centre  |
| 09             | UPS Facility and maintenance   |
| 10             | Maintenance of physical facility and academic support facility                 |
| 11             | Budget allocation for infrastructure augmentation (Physical Facility)          |

|    |  |
|----|--|
| 12 | Workshops and Seminars on Intellectual Property Rights (IPR)   |
| 13 | Financial support to attend conferences, workshops and towards membership fees of professional bodies to teachers  |
| 14 | Organization of Workshops, Seminars, conferences by Departments  |
| 15 | Organization of professional development/ administrative training programmes   |
| 16 | Provision for seed money to teacher for research from institution  |
| 17 | Faculty exchange, student exchange and collaboration for research  |
| 18 | Policy and provision for Scholarship, Free ships etc. by the institution   |
| 19 | Provision and policy for incentives to teacher for recognition/awards  |
| 20 | Startup grant from institution   |
| 21 | Facility/ Resources available for Divyangjan <ul style="list-style-type: none"> <li>• Ramp at main entrance</li> <li>• Rest Room</li> <li>• Separate Toilet</li> </ul> |
| 22 | College website creation, maintenance and update process- should be very attractive, innovative and user friendly  |

The feedback was given by the Criterion Chairpersons Dr. S.B. Yadav, Mr. N.C Vadnere, Dr. (Mrs.) J.S. Thakur, Dr. B.K. Bhosale, Dr. R.V. Yeole, Ms. D.S. Barve and Mr. R.M. Sagalgile about the activities planned and monitored for the academic year 2019-20.

### **Item No. 3: Feedback by the Departments and Committees/Associations**

The discussion was held and the common guidelines were given by Dr. S.T. Gadade to present the feedback by the departments and committees. Dr. S.T. Gadade has also taken the feedback of completion of research projects for Anugoonj and directed to Dr. S.K. Patil and Dr. J.S. Thakur for speedy completion and publication of the Anugoonj for academic year 2018-19.

The following teachers have given the feedback:

1. Dr. R.V. Yeole- English
2. Dr. B.S. Patil-Economics
3. Dr. U.T. Bhandare- Hindi

4. Dr. D.S. Narkhede- Geography
5. Dr. D.K. Bhosale- History
6. Mr. M.M. Kamble- Marathi
7. Dr. S.M. Bhoir- Rural Development
8. Ms. B.W. Bhagat- Political Science
9. Dr. E. Mathews- Commerce
10. Dr. N.E. Koli- Accounting and Finance
11. Mrs. T.M. Joshi- Bachelor of Management Studies
12. Dr. S.K. Patil- Chemistry
13. Mr. N.C. Vadenere- Microbiology
14. Dr. S.S. Kokitkar- Biotechnology
15. Mrs. P.M. Jadhav- Computer Science
16. Mrs. M.M. Mohod- Information Technology
17. Dr. M.A. Mhatre- Zoology
18. Mr. S.I. Unhale- Mathematics
19. Mrs. G.U. Patil- Physics
20. Ms. D.S. Barve- Botany
21. Mrs. A.A. Hanumante- Interior Designing
22. Mrs. V. J. Deshmukh- Fashion Designing
23. Dr. R.O. Parmar- Gymkhana Committee
24. Dr. R.V. Yeole- Cultural Association
25. Dr. U.T. Bhandare- N.C.C.
26. Mr. S.N. Parkale- N.S.S.
27. Dr. S.S. Kokitkar- Avishkar
28. Mr. S.I. Unhale- Examination

The following points were discussed during the feedback by the teachers:

1. Organization of seminar/ workshops by Geography, Economics and Rural Development (Jointly), Marathi, Commerce, Microbiology, Computer Science, Information Technology, Zoology, Hindi
2. Intellectual Property Right workshops by Chemistry and Biotechnology Department.

3. Computer training programme on Advanced Excel and SPSS to students by Department of Geography.
4. Computer training programme to staff by Computer Science and Information Technology Department.
5. Organization of Guest lecture, Expert Lectures, Students Exchange, Faculty Exchange, students' seminar,
6. NET/SET Workshop by Microbiology and Chemistry Department.
7. Field Visit by Rural Development, Study tour by Department of History
8. Participation of Students in Avishkar Research Convention
9. Internship to Students of Accounting and Finance
10. Mentoring to students for IIT/JAM Examination by Department of Chemistry
11. Solar Lamp Workshop in collaboration with IIT, Mumbai
12. Commencement of new certificate/remedial/diploma courses.

The feedback of N.C.C., N.S.S., Sports, Cultural and Avishkar activities was taken. The discussion was held and necessary guidelines were given for the future activities.

The feedback of Examination Cell was presented by Mr. S.I. Unhale. The examination calendar and the automation of examination was discussed and decided to implement the automation of examination.

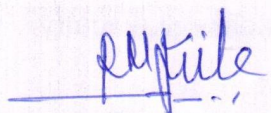
**Item No. 4: Any other subject with the permission of the chair**

After taking the feedback Hon. Dr. S.T. Gadade has appreciated the activities planned for the Academic Year 2019-20. He has narrated that the systems are in place but need to upgrade for the sustenance of the existing activities. He has directed to all the departments to undertake the activities as per the guidelines of new NAAC Assessment and Accreditation process. He has informed that the proposal for financial support to maintain and augment physical and academic facilities should be submitted formally so that it can be placed before the management for consideration.



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

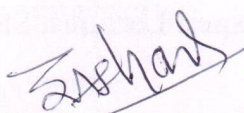
Prepared by



**Mr. R. M. Sagalgile**

Member, IQAC

Submitted by

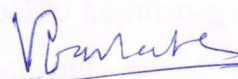


**Dr. B. D. Aghav**

Co-ordinator, IQAC



Endorsed by



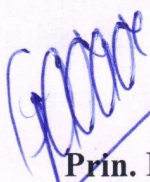
**Prof. Dr. V. D. Barhate**

Principal

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



Approved by



**Prin. Dr. S.T. Gadade**

Secretary, J.B.S.P. Sanstha, Panvel  
Chairman, Autonomy Monitoring Committee





J. B. S. P. Sanstha's

# Changu Kana Thakur

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



Title of the meeting : IQAC meeting

Date. 19/09/2019

Time : 4.00 p.m.

## Members Present

| Sr. No. | Name                  | Singnature |
|---------|-----------------------|------------|
| 1       | Mr. J. M. Pawar       |            |
| 2       | Dr. B. V. Jadhav      |            |
| 3       | Bhagyashree W. Bhuyat |            |
| 4       | Vandana Deshmukh      |            |
| 5       | Mrs. Anuja Hazare     |            |
| 6       | Mrs. M. M. Mohod      |            |
| 7       | Mrs. P. M. Jadhav     |            |
| 8       | Dr. B. C. Bhosale     |            |
| 9       | Dr. E. Mathews        |            |
| 10      | Dr. S. K. Patil       |            |
| 11      | Dr. R. V. Yeole       |            |
| 12      | Mrs. Trupti M. Joshi  |            |
| 13      | Dr. Seema Kokilkar    |            |
| 14      | D. S. Barve           |            |
| 15      | Dr. J. S. Thakur      |            |
| 16      | Dr. M. A. Mhate       |            |
| 17      | Kamble M. M.          |            |
| 18      | Nark V. B.            |            |
| 19      | Dr. R. O. Parmar      |            |
| 20      | G. V. Patil           |            |
| 21      | Dr. S. M. Bhoir       |            |
| 22      | Dr. B. S. Patil       |            |
| 23      | Dr. A. K. Dixit       |            |
| 24      | Dr. G. S. Tanwar      |            |
| 25      | Dr. R. D. Mhatre      |            |





J. B. S. P. Sanstha's

# Changu Kana Thakur

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

Title of the meeting : IQAC meeting

Date. 19/09/2019

Time : 4.00 p.m.

## Members Present

| Sr. No. | Name  | Signature  |
|---------|---|--|
| 1       | S.N Parkale   |  |
| 2       | Dr. Nilesh Kori   |  |
| 3       | Unhale S.I.   |  |
| 4       | Chaitan N. Vaylkar  |  |
| 5       | Dr. B.D. Aghav  |  |
| 6       | Dr. S.K. Patil  |  |
| 7       | Dr. V.D. Bakhate  |  |
| 8       | Dr. S.T. Gadade   |  |
| 9       |   |  |
| 10      |   |  |
| 11      | Dr. S.B. Yadav  |  |
| 12      | Dr. U.T. Bhandase   |  |
| 13      | Mr. N.C. Vadnere  |  |
| 14      | Mr. R.M. Sagalgile  |  |
| 15      | Dr. V.D. Patil  |  |
| 16      | Mr. K.N. Phawale  |  |
| 17      | Dr. D.S. Naskhede   |  |
| 18      | Mr. A.A. Bhagat   |  |
| 19      | Mrs. N.B. Tidar   |  |
| 20      |   |  |
| 21      |   |  |
| 22      |   |  |
| 23      | Coordinator<br>Internal Quality Assurance Cell<br>Changu Kana Thakur<br>A.C.S. College, New Panvel (Autonomous) | Principal<br>CHANGU KANA THAKUR<br>ARTS, COMMERCE & SCIENCE COLLEGE<br>NEW PANVEL - RAIGAD |
| 24      |   |  |
| 25      |   |  |



**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- 2019- 2020**

**Minutes of the Meeting**

The minutes of the meeting of the IQAC Committee held on **Tuesday, October 01, 2019 at 11.15 a.m.** in the Skill Development Centre, Room No.004 of the college.

The first meeting of the Internal Quality Assurance Cell (IQAC) Committee for academic year 2019-20 was held at 11.15 a.m. on October 01, 2019 at Changu Kana Thakur A.C.S. College, New Panvel. The meeting was chaired by Hon. Dr. S.T. Gadade, Secretary, J.B.S.P Sanstha and Chairman, Autonomy Monitoring Committee.

Dr. B.D. Aghav, Coordinator, IQAC welcomed all members of IQAC committee for the meeting.

The following members were present:

1. Prof. (Dr.) V.D.Barhate : Principal and Chairman, IQAC
2. Dr. S.T. Gadade : Member, IQAC, Educational Field
3. Dr. A.P. Mahajan : Member, IQAC, Educational Field
4. Mr. Vishnu Prabhudesai : Member, IQAC, Representative of Society
5. Mrs. Prachi Y. Kulkarni : Member, IQAC, Representative of Parents
6. Dr. Mukund M. Naik : Member, IQAC, Representative of Industry
7. Ms. Vedika J. Patil : Member, IQAC, Representative of Students
8. Dr. S.K. Patil : Vice-Principal & Member, IQAC
9. Dr. B.D. Aghav : Coordinator, IQAC
10. Dr. U.T. Bhandare : Member, IQAC, Representative of Faculty
11. Dr. S.B. Yadav : Member, IQAC, Representative of Faculty
12. Mr. N.C. Vadnere : Member, IQAC, Representative of Faculty

- |     |                        |   |  |
|-----|------------------------|---|--|
| 13. | Dr. (Mrs.) J.S. Thakur | : | Member, IQAC, Representative of Faculty              |
| 14. | Dr. B.K. Bhosale       | : | Member, IQAC, Representative of Faculty              |
| 15. | Dr. Elizabeth Mathews  | : | Member, IQAC, Representative of Faculty              |
| 16. | Ms. D.S. Barve         | : | Member, IQAC, Representative of Faculty              |
| 17. | Mr. R.M. Sagalgile     | : | Member, IQAC, Representative of Faculty              |
| 18. | Dr.(Mrs.) M.A. Mhatre  | : | Member, IQAC, Representative of Faculty              |
| 19. | Dr. R.V. Yeole         | : | Member, IQAC, Representative of Faculty              |
| 20. | Mr. S.I. Unhale        | : | Member, IQAC, Representative of Faculty              |
| 21. | Mr. S.N. Vajekar       | : | Member, IQAC, Representative of Faculty              |
| 22. | Dr. A.K. Dixit         | : | Member, IQAC, Representative of Faculty              |
| 23. | Mr. R.A. Navghare      | : | Member, IQAC, Representative of Faculty              |
| 24. | Mrs. P.S. Mhatre       | : | Member, IQAC, Representative of Administrative staff |
| 25. | Mr. G.K. Surve         | : | Member, IQAC, Representative of Administrative staff |
| 26. | Mr. A.A. Bhagat        | : | Member, IQAC, Representative of Technical Staff      |

The agenda was taken for discussion item by item.

#### **Item No. 1: Felicitation of newly nominated IQAC Members**

The newly nominated external members Mr. Vishnu Prabhudesai, Dr. A.P. Mahajan, Dr. Mukund M. Naik, Mrs. Prachi Y. Kulkarni, Dr. S.T. Gadade and Ms. Vedika Patil were felicitated and expected their valuable guidance for quality enhancement and sustenance of the future activities of the college.

#### **Item No. 2:**

##### **Confirmation of the minutes of the meeting held on 19<sup>th</sup> September 2019**

The minutes of the meeting of the Heads/In-charges of the Department and chairpersons/In-charges of the Committee/Associations held on 19<sup>th</sup> September 2019 had been read by Dr. B. D. Aghav. After having detailed discussion, no amendments were received. The minutes were confirmed and accepted.

#### **Item No. 3: Introduction to the meeting by IQAC Co-ordinator**

IQAC Coordinator of the college Dr. B.D. Aghav has informed that as per the National Assessment and Accreditation Council (NAAC) guidelines every accredited institution should have Internal Quality Assurance Cell (IQAC) as a

quality enhancement and sustenance authority. As our college has completed third cycle of accreditation, our IQAC is well set and vibrant in its activities. Under the new framework of assessment some structural changes has been made by the NAAC in IQAC composition. The members were informed about the new composition of IQAC, objectives and some important functions of the IQAC. The IQAC Calendar for the academic year 2019-20 was put before the committee for approval. The discussion was held and the activities planned by IQAC were appreciated and accepted unanimously.

#### **IQAC Calendar 2019-20**

| <b>Sr. No.</b> | <b>Name of the Activity</b>   | <b>Month</b> |
|----------------|---|--------------|
| 01             | Meeting with Criterion Chairpersons   | June         |
| 02             | Meeting with Head/In-charges of the departments, Chairpersons of Committees /Associations | July         |
| 03             | Meeting of IQAC Committee   | August       |
| 04             | Submission of AQAR  | September    |
| 05             | Workshop on Learning Management System (LMS)  | October      |
| 06             | Meeting of IQAC Committee   | November     |
| 07             | Meeting with Head/In-charges of the departments, Chairpersons of Committees /Associations | December     |
| 08             | Meeting with Criterion Chairpersons   | January      |
| 09             | e-content development training for teacher  | February     |
| 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  | April        |

#### **Item No. 4:**

#### **Discussion on new NAAC guidelines for Assessment and Accreditation for fourth cycle**

Dr. B.D. Aghav, Co-ordinator IQAC informed about the eligibility of autonomous college for NAAC accreditation, validity of third cycle accreditation of our college and eligibility for fourth cycle. Revised Assessment and Accreditation Framework,

the assessment process have been communicated to the IQAC members as regards to Self-Study Report (SSR), Students Satisfaction Survey (SSS) and Peer Team Report.

The suggestions based on requirements of new NAAC framework of assessment were discussed and it is as mentioned below:

#### **IQAC Suggestions**

| <b>Sr. No.</b> | <b>Physical and Academic Support Facility</b>   |
|----------------|---|
| 01             | Learning Management System, e-learning resources  |
| 02             | Classrooms with LCD, Wi-Fi/LAN  |
| 03             | Update of IT facility including Wi-Fi   |
| 04             | e-content development facility and lecture capturing facility   |
| 05             | Automation of Examination   |
| 06             | Incubation Centre   |
| 07             | Yoga Centre   |
| 08             | UPS Facility and maintenance  |
| 09             | Maintenance of physical facility and academic support facility  |
| 10             | Provision for seed money to teacher for research from institution   |
| 11             | Faculty exchange, student exchange and collaboration for research   |
| 12             | Workshops and Seminars on Intellectual Property Rights (IPR)  |
| 13             | Financial support to attend conferences, workshops and towards membership fees of professional bodies to teachers |
| 14             | Organization of Workshops, Seminars, conferences by Departments   |
| 15             | Organization of professional development/ administrative training programmes                                      |
| 16             | Policy and provision for Scholarship, Free ships etc. by the institution  |
| 17             | Provision and policy for incentives to teacher for recognition/awards   |
| 18             | Startup grant from institution  |
| 19             | Facility/ Resources available for Divyangjan-Ramp at main entrance  |
| 20             | College website maintenance and update process  |
| 21             | NIRF Ranking  |
| 22             | e-content development and LMS workshops for teachers  |



**Item No. 5:****Planning of the IQAC for academic, co-curricular and extension activities**

The feedback was given by Dr. S.K. Patil, Vice-Principal to members that, the Green Certification Audit has been successfully completed on 24th June 2019 and highest Level of certification i.e. Level III is awarded for the period of 03 years i.e. up to 8th June 2022. Criterion wise presentations given by chairpersons of Criterion were held on 29/06/2019, 01/07/2019, 03/07/2019 and 04/07/2019. Based on the study of revised accreditation and assessment framework and discussion with criterion chairpersons the activities/programmes were identified and communicated to all departments, committees and associations in the meetings held on 26/7/2019 for implementation and smooth conduct for the academic year 2019-20. The feedback was taken by Hon. Dr. S.T. Gadade in the meeting held on 19/09/2019.

Dr. S.K. Patil has assured the timely submission of AQAR of the academic year 2018-19. Participation in NIRF ranking 2020, creation of Incubation center, installation of Learning Management System for modern teaching learning process, e-content development facility, seed money for research, organization of seminars and workshops, gender audit, creation of yoga center, automation of examinations etc. are to be undertaken on priority basis.

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

After the discussion on the proposed agenda of the meeting, the meeting was opened for discussion and suggestions from the members.

The followings suggestions were obtained.

1. Dr. M.M. Naik and Mr. Vishnu Prabhudesai have suggested the Psychological counseling workshop by Counselor Dr. Anand Nadkarni, Mumbai and the suggestion was accepted by the college. It was decided to organize the workshop on counseling in the second half of the academic year.
2. Dr. M.M. Naik also suggested the workshop for slow learners at the entry level.

3. Dr. A.P. Mahajan has appreciated that the institution is performing well and the expectations are high from all stake holders. He has suggested that to create awareness among the students about the students satisfaction survey and ensure that students should have every minute information about the programmes offered by the college through know your college competition. He suggested the administration to make a provision for seed money and outcome of seed money for research is expected from teacher. He also suggested that action taken report should consider seriously.
4. Mrs. P.Y. Kulkarni has suggested organization of workshops for students on Interview guidance and Career guidance. She also extended her support as a resource person for such workshops.
5. Dr. (Mrs.) J.S. Thakur has mentioned about industrial/research collaboration and inclusion of internship in postgraduate curriculum.
6. Dr. B.K. Bhosale expected that all students should know the activities undertaken by the college. Awareness of ICT base learning among the teachers and students. The workshops on competitive examinations also suggested by him.
7. Ms. Vedika Patil has mentioned that there should be more parent-teacher meetings.
8. Mr. S.I. Unhale has initiated discussion on online class test for internal evaluation and annual practical examination. It was decided to see the feasibility for implementation on both the suggestions.
9. Mr. N.C. Vadnere has presented the concern over the timely completion of syllabus. It was suggested by the members to adopt modern methods of teachings for timely and effective completion of syllabus.
10. Mr. R.A. Navghare has informed about the e-content uses and cloud based cluster digital depository scheme for the colleges. He suggested the survey on happiness index of the students.
11. Dr. S.B. Yadav mentioned about the up-gradation of softwares and college website. He also mentioned the need to initiate online certificate courses.

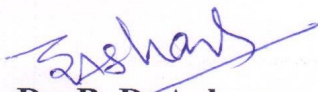


12. Dr. (Mrs.) E. Mathews informed the need of policy and provision for scholarships by the institution to the students.

13. At the end, after having the stock of information, Dr. S.T. Gadade expressed concern about the continuation and strengthening of existing best practices of the college. He advised to monitor and maintain the record of the use of ICT in the teaching learning system. He suggested visits to St. Xavier College, Mumbai and Gogate College, Ratnagiri in the month of December/January to understand the process of new accreditation and effective implementation of autonomy. He directed to college authority to put the proposal for maintenance and augmentation of infrastructure. He suggested the timely maintenance of learning resources like ICT gadgets, LCD's, projectors, CCTV etc. He expressed the concern on underutilization of Commerce and Science Resource centers and suggested the optimum utilization of the learning resources. Up-gradation of Language laboratory was also discussed. He further explained the feedback mechanism and asked for timely processing of feedback from all stakeholders. He advised to take care by all to maintain the goodwill and credibility of the institution.

As there was no other item, the meeting ended with vote of thanks by Mr. N.C. Vadnere, Member IQAC.

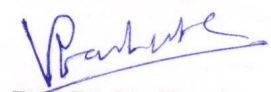
Prepared by

  
**Dr. B. D. Aghav**

Co-ordinator, IQAC



Submitted by

  
**Prof. Dr. V. D. Barhate**

Principal

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



Approved by

  
**Prin. Dr. S.T. Gadade**

Secretary, J.B.S.P. Sanstha, Panvel  
Chairman, Autonomy Monitoring Committee



# Internal Quality Assurance Cell (IQAC)

## Attendance for IQAC Committee Meeting held on 01/10/2019

| SN | Name of Faculty           | Designation                                     | Signature              |
|----|---------------------------|---|------------------------|
| 01 | Prof. (Dr.) V. D. Barhate | Chairperson                                     | <i>V. D. Barhate</i>   |
| 02 | Mr. Paresh R. Thakur      | Member, Representative of Management            | ABSENT                 |
| 03 | Mr. Anil P. Bhagat        | Member, Representative of Management            | ABSENT                 |
| 04 | Dr. S. K. Patil           | Member, Representative of Faculty               | <i>S. K. Patil</i>     |
| 05 | Dr. (Mrs.) E. Mathews     | Member, Representative of Faculty               | <i>E. Mathews</i>      |
| 06 | Dr. U. T. Bhandare        | Member, Representative of Faculty               | <i>U. T. Bhandare</i>  |
| 07 | Ms. D. S. Barve           | Member, Representative of Faculty               | <i>D. S. Barve</i>     |
| 08 | Dr. A. K. Dixit           | Member, Representative of Faculty               | <i>A. K. Dixit</i>     |
| 09 | Dr. (Mrs.) M. A. Mhatre   | Member, Representative of Faculty               | <i>M. A. Mhatre</i>    |
| 10 | Dr. S. B. Yadav           | Member, Representative of Faculty               | <i>S. B. Yadav</i>     |
| 11 | Dr. B. K. Bhosale         | Member, Representative of Faculty               | <i>B. K. Bhosale</i>   |
| 12 | Dr. (Mrs.) J. S. Thakur   | Member, Representative of Faculty               | <i>J. S. Thakur</i>    |
| 13 | Dr. R. V. Yeole           | Member, Representative of Faculty               | <i>R. V. Yeole</i>     |
| 14 | Mr. N. C. Vadnere         | Member, Representative of Faculty               | <i>N. C. Vadnere</i>   |
| 15 | Mr. S. I. Unhale          | Member, Representative of Faculty               | <i>S. I. Unhale</i>    |
| 16 | Mr. R. A. Navghare        | Member, Representative of Faculty               | <i>R. A. Navghare</i>  |
| 17 | Mr. S. N. Vajekar         | Member, Representative of Faculty               | <i>S. N. Vajekar</i>   |
| 18 | Mr. R. M. Sagalgile       | Member, Representative of Faculty               | <i>R. M. Sagalgile</i> |
| 19 | Mrs. P. S. Mhatre         | Member, Representative of Administrative Office | <i>P. S. Mhatre</i>    |
| 20 | Mr. G. K. Surve           | Member, Representative of Administrative Office | <i>G. K. Surve</i>     |
| 21 | Mr. A. A. Bhagat          | Member, Representative of Technical Staff       | <i>A. A. Bhagat</i>    |
| 22 | Dr. B. P. Langi           | Member, Representative of Alumni                | ABSENT                 |
| 23 | Mr. Vishnu Prabhudesai    | Member, Representative of Society               | <i>V. Prabhudesai</i>  |
| 24 | Ms. Vedika J. Patil       | Member, Representative of Students              | <i>V. Patil</i>        |
| 25 | Mrs. Prachi Y. Kulkarni   | Member, Representative of Parents               | <i>P. Y. Kulkarni</i>  |
| 26 | Dr. Mukund Naik           | Member, Representative of Industry              | <i>M. Naik</i>         |
| 27 | Prin. Dr. S. T. Gadade    | Member, Educational field                       | <i>S. T. Gadade</i>    |
| 28 | Prin. Dr. A. P. Mahajan   | Member, Educational field                       | <i>A. P. Mahajan</i>   |
| 29 | Dr. B. D. Aghav           | Coordinator                                     | <i>B. D. Aghav</i>     |

*B. D. Aghav*  
**Coordinator**  
 Internal Quality Assurance Cell  
 Changu Kana Thakur  
 A.C.S. College, New Panvel (Autonomous)



*V. D. Barhate*  
**Principal**  
**CHANGU KANA THAKUR**  
 ARTS, COMMERCE & SCIENCE COLLEGE  
 NEW PANVEL - RAIGAD

**CHANGU KANA THAKUR**

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**Internal Quality Assurance Cell (IQAC)**

**Action Taken Report**

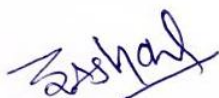
Action Taken Report on the Minutes of the Meeting of the IQAC Committee held on October 01, 2019 in the Skill Development Centre of the College.

| <b>Item</b>  | <b>Resolution</b>  | <b>Action Taken</b>   |
|--|--|---|
| 1. Felicitation of newly nominated IQAC Members  | To felicitate newly nominated external members and expect their valuable guidance for quality enhancement and sustenance of the future activities of the college   | Newly nominated external members were felicitated   |
| 2. Confirmation of the minutes of the meeting held on 19 <sup>th</sup> September 2019  | The minutes were confirmed and action taken report was noted.  | Members accepted the minutes and noted.   |
| 3. Introduction to the meeting by IQAC Co-ordinator                                    | The members were informed about the new composition of IQAC, objectives and some important functions of the IQAC. The IQAC Calendar for the academic year 2019-20 was put before the committee for approval. The discussion was held and the activities planned by IQAC were appreciated and accepted unanimously (Annexure 1) | Members noted the composition. The planned activities of IQAC were accepted unanimously.  |
| 4. Discussion on new NAAC guidelines for Assessment and Accreditation for fourth cycle | Revised Assessment and Accreditation Framework, the assessment process have been communicated to the IQAC members as regards to Self-Study Report (SSR), Students  | Participated in NIRF New Website designing is about to complete Workshop on e-content development organized UPS Facility provided and |

|  |   |   |
|--|---|---|
|  | <p>Satisfaction Survey (SSS) and Peer Team Report. The suggestions based on requirements of new NAAC framework of assessment were discussed (Annexure 2)</p>  | <p>maintenance is done<br/>Webinar on IPR organized,<br/>03 International, 04 National seminars conducted,<br/>Wheel Chair is made available for Divyangjan, e-content development facility and lecture capturing system is procured,<br/>Financial support to attend conferences, workshops was provided,<br/>Scholarship provision for the student is made by the institution,<br/>LCD is planned to purchase,<br/>Examination automation is initiated with MKCL.</p> |
| 5. Planning of the IQAC for academic, co-curricular and extension activities | <p>The Green Certification Audit has been successfully completed on 24th June 2019 and highest Level of certification.</p> <p>Timely submission of AQAR of the academic year 2018-19</p> <p>Participation in NIRF ranking 2020, creation of Incubation center, installation of Learning Management System for modern teaching learning process, e-content development facility, seed money for research, organization of seminars and workshops, gender audit, creation of yoga center, automation of examinations etc. are to be undertaken on priority basis.</p> | <p>Green Certification-Noted AQAR 2018-19 submitted in time</p> <p>NIRF- Participated Seminar/workshops organized</p> <p>Automation of examination is initiated with MKCL</p>   |
| 6. Any other subject with the permission of the chair                        |   |   |



|  |  |   |
|--|--|---|
|  | <p>second half of the academic year.</p> <p>Up-gradation of Language laboratory</p> <p>Inclusion of internship in postgraduate curriculum.</p> <p>visits to St. Xavier College, Mumbai and Gogate College, Ratnagiri</p> <p>Timely collection and processing of feedback from various stakeholders</p> | <p>by Students Council and WDC during Covid-19</p> <p>Internship is included in PG syllabus</p> <p>Visit to Xavier College and Gogate College, Ratnagiri was not done because of pandemic.</p> <p>Feedback collection and processing is done.</p> |
|--|--|---|



**Dr. B. D. Aghav**

Co-ordinator, IQAC





**Prof. Dr. V. D. Barhate**

Principal

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

Annexure 1

**IQAC Calendar 2019-20**

| <b>Sr. No.</b> | <b>Name of the Activity</b>   | <b>Month</b> |
|----------------|---|--------------|
| 01             | Meeting with Criterion Chairpersons   | June         |
| 02             | Meeting with Head/In-charges of the departments, Chairpersons of Committees /Associations | July         |
| 03             | Meeting of IQAC Committee   | August       |
| 04             | Submission of AQAR  | September    |
| 05             | Workshop on Learning Management System (LMS)  | October      |
| 06             | Meeting of IQAC Committee   | November     |
| 07             | Meeting with Head/In-charges of the departments, Chairpersons of Committees /Associations | December     |
| 08             | Meeting with Criterion Chairpersons   | January      |
| 09             | e-content development training for teacher  | February     |
| 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  | April        |

## Annexure 2

### IQAC Suggestions

| <b>Sr. No.</b> | <b>Physical and Academic Support Facility</b>   |
|----------------|---|
| 01             | Learning Management System, e-learning resources  |
| 02             | Classrooms with LCD, Wi-Fi/LAN  |
| 03             | Update of IT facility including Wi-Fi   |
| 04             | e-content development facility and lecture capturing facility   |
| 05             | Automation of Examination   |
| 06             | Incubation Centre   |
| 07             | Yoga Centre   |
| 08             | UPS Facility and maintenance  |
| 09             | Maintenance of physical facility and academic support facility  |
| 10             | Provision for seed money to teacher for research from institution   |
| 11             | Faculty exchange, student exchange and collaboration for research   |
| 12             | Workshops and Seminars on Intellectual Property Rights (IPR)  |
| 13             | Financial support to attend conferences, workshops and towards membership fees of professional bodies to teachers |
| 14             | Organization of Workshops, Seminars, conferences by Departments   |
| 15             | Organization of professional development/ administrative training programmes                                      |
| 16             | Policy and provision for Scholarship, Free ships etc. by the institution  |
| 17             | Provision and policy for incentives to teacher for recognition/awards   |
| 18             | Startup grant from institution  |
| 19             | Facility/ Resources available for Divyangjan-Ramp at main entrance  |
| 20             | College website maintenance and update process  |
| 21             | NIRF Ranking  |
| 22             | e-content development and LMS workshops for teachers  |

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'Best College Award' by University of Mumbai

**Internal Quality Assurance Cell (IQAC)**

**Academic Year- 2019- 2020**

**Minutes of the Meeting**

Minutes of the Meeting of the Criterion chairpersons held on **Saturday, 11<sup>th</sup> January, 2020 at 3.00 p.m.** in the Skill Development Centre, Room No. 04 of the college.

The meeting of the Internal Quality Assurance Cell (IQAC) started at 3.00 p.m. The meeting was chaired by Hon. Prof. V.D. Barhate, Principal and Chairman, Internal Quality Assurance Cell.

**Agenda of the Meeting:**

1. Discussion on revised guidelines of NAAC w. e. f. 01<sup>st</sup> January 2020.
2. Feedback by Criterion Chairpersons on activities planned for 2019-2020.
3. Feedback by IQAC Coordinator
4. Any other subject with the permission of the Chair

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          | : Co-ordinator, IQAC            |
| 4. Dr. S.B. Yadav          | : Chairperson, Criterion I      |
| 5. Dr. (Mrs.) J.S. Thakur  | : Chairperson, Criterion III    |
| 6. Dr. B.K. Bhosale        | : Chairperson, Criterion IV     |
| 7. Dr. Elizabeth Mathews   | : Chairperson, Criterion V      |
| 8. Ms. D.S. Barve          | : Chairperson, Criterion VI     |
| 9. Mr. S.N. Parkale        | : Chairperson, Criterion VII    |
| 10. Dr. R.V. Yeole         | : Member, Criterion V           |
| 11. Mr. G.S. Sathe         | : Member, Criterion II          |



Dr. B.D. Aghav, Co-ordinator, IQAC welcomed Hon. Principal Dr. V.D. Barhate, Chairman, Internal Quality Assurance Cell, Dr. S.K. Patil, Vice-Principal, Chairpersons and Members of criterions present for the meeting.

The agenda was taken for discussion item by item.

**Item No. 1: Discussion on revised guidelines of NAAC w. e. f. 01st January 2020**

A presentation was made by IQAC co-ordinator on revised guidelines of NAAC implemented from 1<sup>st</sup> January 2020. The following changes were highlighted in presentation:

1. Total number of metrics has been reduced to 107 from 136
2. Quantitative Metrics (QnM) has changed from 98 to 72
3. All metrics in Criteria 1, 2 & 7 are essential
4. Maximum weightage opted out should not exceed 30 (up to 3 %)
5. Metrics with maximum of total 10 weightage per criteria only be opted out
6. Optional metrics are given
7. Institute should score at least 25 % in Quantitative Metrics (QnM) as per the final score after DVV process
8. Current year data is now data for the latest completed academic year

The discussion with criterion chairpersons was held on metrics of criterions and the new guidelines were analyzed and following changes were noted in revised guidelines:

1. Structured Feedback for design and review of the syllabus to be taken from student, teacher, employer and alumni.
2. Number of quantitative metrics in criterion II has been reduced and weightage is revised for key indicator. Students' complaints about the evaluation-weightage changed from 5 to 15.
3. In criterion III, weightage to research publication have been raised and innovation ecosystem weightage is reduced. Quantitative metrics reduced to 20 from 28.
4. In criterion VIII quantitative metrics are dropped from 13 to 6.
5. Seed money to teacher for research – weightage increased to 8
6. Functional MoUs and collaborative activities -weightage increased

**Item No. 2: Feedback by Criterion Chairpersons on activities planned for 2019-2020.**

The feedback was given by each criterion chairperson on the activities planned for 2019-20: The discussion was held and it was observed that the activities which were planned are being conducted as per the schedule. The remaining activities are decided to complete up to 15<sup>th</sup> March 2020.

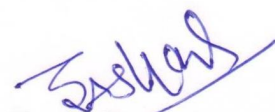
**Item No. 3: Feedback by IQAC Coordinator**

The feedback was given by Dr. B.D. Aghav about the IQAC activities. The major activities are as follows:

1. IQAC Committee meeting is held on 1<sup>st</sup> October 2020
2. NIRF 2020- Participated
3. AQAR 2018-19- Submitted
4. CAS - 02 completed, 01 is scheduled
5. Seminars/conferences are scheduled in the month of January/February 2020.
6. E-content development training for teacher is scheduled in the month of January 2020.
7. Feedback collection from stakeholders- Process is initiated

There being no other point to discuss, the meeting is 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

Title of the meeting : IQAC Meeting

Date. 11/01/2020

Time : 3:00 pm.

Members present

| Sr. No. | Name  | Singnature   |
|---------|---|--|
| 1       | Prof. V. D. Baxhate   |  |
| 2       | Dr. S. K. Pahl  |  |
| 3       | Dr. B. D. Aghav   |  |
| 4       | Dr. S. B. Yadav   |  |
| 5       | Mr. Suryakant N. Pankale  |  |
| 6       | Mr. Sathe Ganesh sadashiv   |  |
| 7       | Dr. B. K. Bhogale   |  |
| 8       | Dr. E. Mathews  |  |
| 9       | Dr. R. V. Yeole   |  |
| 10      | D. S. Barne   |  |
| 11      | Dr. J. S. Thakur  |  |
| 12      |   |  |
| 13      |   |  |
| 14      | Coordinator<br>Internal Quality Assurance Cell<br>Changu Kana Thakur<br>A.C.S. College, New Panvel (Autonomous) | Principal<br>CHANGU KANA THAKUR<br>ARTS, COMMERCE & SCIENCE COLLEGE<br>NEW PANVEL - RAIGAD |
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'Best College Award' by University of Mumbai

**Internal Quality Assurance Cell (IQAC)**

**Academic Year- 2019- 2020**

**Minutes of the Meeting**

Minutes of the Meeting of the Heads/In-charges of the Department held on **Tuesday, 14<sup>th</sup> January, 2020 at 2.30 p.m.** in the Skill Development Centre, Room No. 04 of the college.

The meeting of the Internal Quality Assurance Cell (IQAC) started at 2.30 p.m. The meeting was chaired by Hon. Dr. V.D. Barhate, Principal and Chairman, Internal Quality Assurance Cell.

**Agenda of the Meeting:**

1. Feedback of departmental activities by Head of the Department
2. Discussion on collection of feedback on design and review of curriculum
3. Discussion on maintenance of file records
4. Any other subject with the permission of the Chair

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          | : Co-ordinator, IQAC               |
| 4. Dr. U.T. Bhandare       | : In-charge, Faculty of Arts       |
| 5. Dr. Elizabeth Mathews   | : In-charge, Faculty of Commerce   |
| 6. Dr. S.B. Yadav          | : Head, Department of Accountancy  |
| 7. Mr. N.C. Vadnere        | : Head, Department of Microbiology |
| 8. Dr. B.K. Bhosale        | : Head, Department of History      |
| 9. Ms. D.S. Barve          | : In-charge, Department of Botany  |
| 10. Mr. S.N. Vajekar       | : RUSA, Co-ordinator               |
| 11. Dr. R.V. Yeole         | : Head, Department of English      |

- |     |                         |   |  |
|-----|-------------------------|---|--|
| 12. | Mr. S.I. Unhale         | : | In-charge, Department of Mathematics           |
| 13. | Dr. A.K. Dixit          | : | Head, Department of Business Economics         |
| 14. | Dr. D.S. Narkhede       | : | Head, Department of Geography                  |
| 15. | Mr. M.M. Kamble         | : | In-charge, Department of Marathi               |
| 16. | Ms. B. W. Bhagat        | : | In-charge, Department of Political Science     |
| 17. | Dr. (Mrs.) S.M. Bhoir   | : | In-charge, Department of Rural Development     |
| 18. | Dr. B.S. Patil          | : | Head, Department of Economics                  |
| 19. | Dr. N.E. Koli           | : | Coordinator, Department of Account and Finance |
| 20. | Mrs. T. M. Joshi        | : | Coordinator, Department of Management Studies  |
| 21. | Dr.(Mrs.) S.S. Kokitkar | : | Head, Department of Biotechnology              |
| 22. | Mrs. G.U. Patil         | : | In-charge, Department of Physics               |
| 23. | Mrs. P.M. Jadhav        | : | Head, Department of Computer Science           |
| 24. | Mrs. M.M. Mohod         | : | Head, Department of Information Technology     |
| 25. | Dr. (Mrs.) R.D. Mhatre  | : | Foundation Course                              |
| 26. | Mr. S.N. Parkale        | : | Member, Department of English                  |
| 27. | Ms. P.M. Rode           | : | Member, Department of Zoology                  |

The meeting is opened by Dr. B.D. Aghav by welcome of Principal Dr. V.D. Barhate, Vice-Principal Dr. S.K. Patil and all Heads/ In-charges of the Departments present for the meeting.

The agenda was taken for discussion item by item.

#### **Item No. 1: Feedback of departmental activities by Head of the Department**

The common guidelines were given by Dr. B.D. Aghav to present the feedback by the departments. The feedback was taken on the following points from the all the departments.

1. Value added courses and number of students enrolled in the courses
2. Slow and Advance learners assessment and special programmes
3. Use of ICT enabled tools including online resources for teaching
4. Mentor: Mentee Scheme
5. Research projects by the department
6. Workshop/seminar----conducted/planned



7. Collaborative activities for research/faculty exchange/student exchange/ internship/project work/on-job training
8. Functional MoUs
9. Capacity development and skill enhancement activities for students
10. Best practices of the department
11. Distinctiveness of the department to its priority and thrust
12. Any other- if any (Gender Equity/Parent Meeting/Consultancy)

The feedback was discussed and appropriate suggestions/guidelines were given by the Principal, Vice-Principal and IQAC Co-ordinator.

The following major suggestion/guidelines are given:

1. To revisit and update the Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs)
2. Consider the issues relevant to Gender, Environment and sustainability, Human Values and professional Ethics, while in Curriculum Development
3. Use of library by teacher and students- foot falls and login
4. Track of Student progression to employment/higher education
5. Special Programmes for slow and advance learner
6. Strengthening of Mentor: Mentee Scheme
7. Use of ICT in Teaching-Learning by teacher
8. Guidelines for organization of seminars/conferences funded of RUSA

## **Item No. 2: Discussion on collection of feedback on design and review of curriculum**

The discussion was held collection of feedback on design and review of curriculum and the common guidelines were given by Dr. B.D. Aghav. The feedback mechanism is communicated to all and is as follows:

1. Feedback is to be collected by teachers
2. Feedback forms **per subject, per course** each year at least 5 per group of stakeholders (students/teachers/employers /alumni)  
i.e.  $5 \times 4 = 20$  forms per year per course, per subject  
e.g. F.Y.B.A. – Subject – English (20 feedback)

F.Y. B.Sc.- Subject- Microbiology - Course I (20) & Course II (20)

3. Analysis of feedbacks collected and Report is to be submitted to IQAC by Head of the department
4. Action Taken Report is to be submitted to IQAC by Head of the Department
5. Maintain the file for feedback on design and review of syllabus year wise

It was decided to complete the feedback collection and analysis before 15<sup>th</sup> February 2020.

**Item No. 3: Discussion on maintenance of file records**

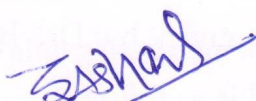
The IQAC Co-ordinator has provided the list of files to be maintained at the department. Total of 35 files are to be maintained by the department and data is to be updated regularly. It was discussed and decided to update the files up to 15<sup>th</sup> April 2020 and to be checked by committee constituted by IQAC before end of the academic year.

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

After taking the feedback and discussion on other items of the agenda, Hon. Dr. V.D. Barhate has appreciated the activities conducted and planned by the departments. He has directed that to speed up the syllabus revision process for the second year UG and second year PG programmes to be implemented from academic year 2020-21. He also guided about the upcoming seminars and conferences scheduled in the month of January/February 2020.

As there was no other item for the discussion, the meeting ended with vote of thanks by Mr. N.C. Vadnere.


Prepared by

  
**Dr. B. D. Aghav**

Co-ordinator, 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

Date : 14/01/2020

Time : 2.30 p.m.

## Members Present

| Sr. No. | Name                    | Singnature            |
|---------|-------------------------|-----------------------|
| 1       | Prof. Dr. V. D. Barhate | Barhate               |
| 2       | Dr. S. K. Patil         | Patil                 |
| 3       | Dr. B. D. Aggar         | Aggar                 |
| 4       | Dr. (Mrs) Bhoir S. M.   | Bhoir                 |
| 5       | B. W. Bhayate           | Bhayate               |
| 6       | Dr. Seema S. Kothkar    | Kothkar               |
| 7       | Dr. Barve               | Barve                 |
| 8       | Suryakant N. Parkale    | Parkale               |
| 9       | Truphi M. Joshi         | Joshi                 |
| 10      | Dr. R. V. Yeole         | Yeole                 |
| 11      | Dr. B. K. Bhasare       | Bhasare               |
| 12      | Ms. P. M. Rede          | Rede<br>14/01/20      |
| 13      | Dr. E. Mathews          | Mathews<br>14/01/2020 |
| 14      | Mrs. G. U. Patil        | Patil                 |
| 15      | Dr. R. D. Mhatre        | Mhatre                |
| 16      | Dr. Nilesh Kote         | Kote                  |
| 17      | Kamble M. M.            | Kamble                |
| 18      | Dr. S. B. Yadav         | Yadav                 |
| 19      | Ms. N. C. Vadpore       | Vadpore               |
| 20      | Dr. A. K. Dixit         | Dixit                 |
| 21      | Ms. S. I. Unhale        | Unhale                |
| 22      | Dr. B. S. Patil         | Patil                 |
| 23      | Dr. U. T. Bhandare      | Bhandare              |
| 24      | Mrs. M. M. Mohod        | Mohod                 |
| 25      | P. M. Tadhar            | Tadhar                |



J. B. S. P. Sanstha's

## Changu Kana Thakur

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

Title of the meeting : IQAC Meeting

Date : 14/01/2020

Time : 2.30 p.m.

### Members Present

| Sr. No. | Name  | Singnature  |
|---------|---|---|
| 26      | Dr. D. S. Narkhede                                    |   |
| 2       | Ghulesh N. Vajekar                                    |   |
| 3       |   |   |
| 4       |   |   |
| 5       |   |   |
| 6       | <b>Coordinator</b>                                    | <b>Principal</b>  |
| 7       | Internal Quality Assurance Cell<br>Changu Kana Thakur | <b>CHANGU KANA THAKUR</b>   |
| 8       | A.C.S. College, New Panvel (Autonomous)               | <b>ARTS, COMMERCE &amp; SCIENCE COLLEGE</b><br><b>NEW PANVEL - RAIGAD</b> |
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**Internal Quality Assurance Cell (IQAC)**

**Academic Year- 2019- 2020**

**Minutes of the Meeting**

Minutes of the Meeting of the chairpersons of the committees/associations held on **Wednesday, 15<sup>th</sup> January, 2020 at 2.30 p.m.** in the Skill Development Centre, Room No. 04 of the college.

The meeting of the Internal Quality Assurance Cell (IQAC) started at 2.30 p.m. The meeting was chaired by Hon. Dr. V.D. Barhate, Principal and Chairman, Internal Quality Assurance Cell.

**Agenda of the Meeting:**

1. Feedback of activities conducted as suggested by IQAC for 2019-20
2. Planning of activities
3. Any other subject with the permission of the Chair

The following members were present:

- |                            |  |
|----------------------------|--|
| 1. Prof. (Dr.) V.D.Barhate | : Principal and Chairman, IQAC               |
| 2. Dr. B.D. Aghav          | : Co-ordinator, IQAC                         |
| 3. Dr. U.T. Bhandare       | : ANO, N.C.C.                                |
| 4. Dr. R.V. Yeole          | : Chairperson, Cultural Association & Alumni |
| 5. Dr. (Mrs.) R.D. Mhatre  | : Chairperson, Women Development Cell        |
| 6. Mr. S.N. Parkale        | : Chief Programme Officer, N.S.S.            |
| 7. Dr. M.A. Mhatre         | : Chairperson, Students' Council & Welfare   |
| 8. Dr. B.V. Jadhav         | : Chairperson, Placement Cell                |
| 9. Mr. J.M. Pawara         | : Chairperson, Competitive Examination Cell  |
| 10. Mr. R.A. Navghare      | : Library Committee                          |



The meeting is started with welcome of Hon. Principal Dr. V.D. Barhate and all the chairpersons of committees and associations present for the meeting.

The agenda was taken for discussion item by item.

**Item No. 1: Feedback of activities conducted as suggested by IQAC for 2019-20**

The common guidelines were given by Dr. B.D. Aghav to present the feedback by the committees and associations. The feedback was taken from the following committees and associations.

1. Students' Council and Students' Welfare
2. Cultural Committee
3. National Service Scheme (N.S.S.)
4. National Cadet Corps (N.C.C.)
5. Women Development Council (WDC)
6. Alumni Association
7. Centre for Career Guidance, Placement and Counseling
8. Competitive Examinations
9. Library Committee

The feedback was discussed and appropriate suggestions/guidelines were given by the Principal and IQAC Co-ordinator.

The following major suggestion/guidelines are given:

1. Students participation in extension activities (percentage)
2. Extension and outreach programmes in collaboration with NGOs, Community and industry (Swachh Bharat, Gender issue, Aids awareness etc.)
3. Extension activities in sensitizing students to social issues and holistic development
4. Promotion for gender equity
5. Programmes on sensitization to the constitutional obligations : values, rights, duties and responsibilities of citizen
6. Organization or celebration of national/international commemorative days, events and festivals

## 7. Maintenance of Record

### Item No. 2: Planning of activities

The planning of activities to be undertaken is given by respective chairpersons. The activities planned are as follows and are to be conducted before 10<sup>th</sup> March 2020.

1. Library has planned to take two day workshop on e-content development on 29<sup>th</sup> and 30<sup>th</sup> January 2020
2. Students' Council and Examination Cell have planned Graduation Ceremony on 20<sup>th</sup> January 2020.
3. Cultural Association has planned Annual Social Gathering and Prize distribution ceremony in the month of February 2020.
4. N.S.S. and N.C.C. have planned blood donation camp.
5. Alumni association has planned to conduct meeting of officer bearer of association.

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

After taking the feedback and discussion on other items of the agenda, IQAC Co-ordinator has provided the list of files to be maintained. These files are to be maintained and data is to be updated regularly. It was discussed and decided to update the files up to 15th April 2020 and to be checked by committee constituted by IQAC before end of the academic year.

Hon. Dr. V.D. Barhate has appreciated the activities conducted and planned by the committees and associations.

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**

Co-ordinator, 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 (Committees/Associations)

Date: 15/01/2020

Time : 2.30 p.m.

## Members Present

| Sr. No. | Name   | Singnature   |
|---------|--|--|
| 1       | Prof - (Dr) Vasant D. Barhate  |  |
| 2       | Dr. B. D. Aggarwal   |  |
| 3       | Dr. R. V. Yeole  |  |
| 4       | Dr. B. V. Jadhav   |  |
| 5       | Dr. M. A. Mhatre   |  |
| 6       | Dr. RAMAKANT A. NAUGHARE   |  |
| 7       | MR Suryakant N. Parkale  |  |
| 8       | Dr. U. T. Bhandare   |  |
| 9       | Mr. J. M. Parooara   |  |
| 10      | Dr (Mrs) R. D. Mhatre  |  |
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| 13      |  |  |
| 14      | <b>Coordinator</b><br>Internal Quality Assurance Cell<br>Changu Kana Thakur<br>A.C.S. College, New Panvel (Autonomous) | <b>Principal</b><br><b>CHANGU KANA THAKUR</b><br>ARTS, COMMERCE & SCIENCE COLLEGE<br>NEW PANVEL - RAIGAD |
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