

Mahavir Mahavidyalaya, Kolhapur (Autonomous)

NAAC 'A' Grade

Internal Quality Assurance Cell

NOTICE

The first meeting of IQAC under Autonomous Status is scheduled on **Wednesday, 06/10/2021 at 3.00 pm in the Meeting Room** of the college. All the members of Internal Quality Assurance Cell (IQAC) are requested to attend the meeting and offer expertise views for academic excellence and quality enhancement of the institution.

AGENDA

1. To approve the minutes of the previous meeting
2. To appoint new members on vacant positions of IQAC
3. To submit AQAR for the academic year 2020-2021.
4. To introduce Induction Programme for First year students (Admitted under Autonomous Statues)
5. To implement Career Lab as a Best Practice
6. To prepare Academic Calendar for the academic year 2021-22 and Perspective Plan for 2021 to 26
7. To establish Placement Cell / Skill Development Center
8. To conduct Academic and Administrative Audit (AAA) for academic year 2021-22
9. To strengthen the Learning Management System (LMS) and online teaching.
10. To send proposal to NAAC for organizing Seminar /Conference / Workshops relevant to the Key Indicators in the manual of Autonomous Colleges
11. Any other issue with the permission of the chair.

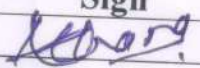
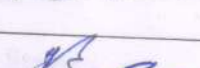
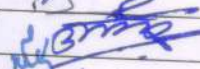

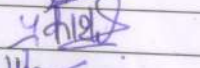
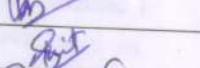

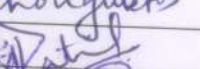
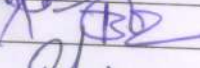
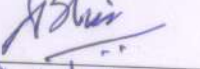
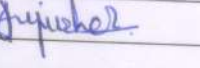
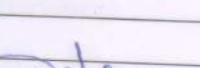
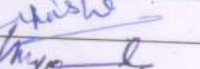
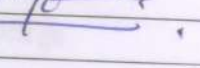

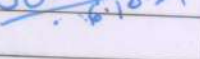






Dr Sanjay Omase
IQAC Co-ordinator,
Mahavir Mahavidyalaya




PRINCIPAL
Mahavir Mahavidyalaya
KOLHAPUR

Internal Quality Assurance Cell (IQAC) Attendance Sheet

An IQAC meeting was held on **Wednesday, 06/10/2021 at 3.00 P.M.** at Meeting Room. Following members were present.

Sr.No.	Member	Designation	Sign
1	Principal Dr.R.P. Lokhande	Principal	
2	Shri. Amardeep Naik	Head Clerk	
3	Shri. Shrikant Davari	Administrative Staff	
4	Dr. Bharat Naik	Teacher Representative	
5	Dr. Ravindra Mirajkar	Teacher Representative	
6	Dr. Gomteshwar Patil	Teacher Representative	
7	Dr. Prakash Kamble	Teacher Representative	
8	Dr. Kalpana Gangatirkar	Teacher Representative	
9	Shri. Shrikant Bacche	Teacher Representative	
10	Shri. Ankush Bansode	Teacher Representative	
11	Shri. Ajitkumar Chougule	Teacher Representative	
12	Shri. Swapnil Patil	Teacher Representative	
13	Shri. Prakash Chavan	Teacher Representative	
14	Adv. Abhijeet Kapse	Management Representative	
15	Smt. Deepa Shipurkar	Local Society Member	
16		Parent Representative	
17		Student Representative	
18	Shri. Sachin Kumbhoje	Industrialist	
19	Prin. Dr. H.V. Deshpande	External Expert	
20	Prin. Dr. B.P. Marje	External Expert	
21	Dr. Vijay Kumbhar	External Expert	
22	Shri. Ankit Porwal	Alumni Representative	
23	Shri. Sanjay Omase	Coordinator	



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Shri Acharyaratna Deshbhooshan Shikshan Prasarak Mandal, Kolhapur
Mahavir Mahavidyalaya, Kolhapur (Autonomous)

Minutes of the first meeting of the Internal Quality Assurance Cell (AY 2021-22).
The first meeting of the IQAC of the college was convened on
Wednesday, 06 November 2021 at 03:00 p.m. in the Meeting Hall. The
following members were present at the meeting:

Sr. No.	Members	Designation
1	Prin. (Dr) Rajendra P. Lokhande	Chairman
2	Mr Shrikant Davri	Non- Teaching Representative
3	Prof. (Dr) Bharat A. Naik	Teacher Representative
4	Dr (Mrs) Kalpana G. Gangatirkar	Teacher Representative
5	Dr Ravindra Mirajkar	Teacher Representative
6	Dr Gomteshwar Patil	Teacher Representative
7	Dr Prakash V.Kamble	Teacher Representative
8	Mr Shrikant V. Bacche	Teacher Representative
9	Mr Ajitkumar Chougale	Teacher Representative
10	Mr Praksah Chavan	Teacher Representative
11	Mr Swapnil B. Patil	Teacher Representative
12	Adv.Abhijit Kapse	Management Representative
13	Mr Sachin Kumbhoje	Industrialist
14	Smt Deepa Shipurkar	Local Society Member
15	Prin (Dr) H.V.Deshpande	Educationist
16	Shri.Ankit Porwal	Alumni Representative
17	Dr Sanjay Omase	Director

With the prior intimation, Dr Vijay Kumbhar, Prin.(Dr) B.P. Marje and Amardip Naik were absent for the meeting. With the completion of quorum, the meeting started under the chairmanship of Prin. (Dr) Rajendra Lokhande on Wednesday, 06 November 2021 at 3.10 p.m. Prin.(Dr) Rajendra Lokhande greeted all the IQAC members.

The detailed discussion as per the agenda and resolutions passed in the meeting are as follows:

Subject No.1: To confirm the Minutes of the previous meeting.

Mr Prakash Chavan, the Member of IQAC, read out the Minutes and Resolutions of the previous meeting of the IQAC, dated Thursday, 09 July 2020, in detail for confirmation.

Resolution No. 1:

The members of the IQAC unanimously agreed upon the Minutes and Resolutions of the first meeting of the IQAC and confirmed it after discussion. Prin (Dr H.V. Deshpande and Prof (Dr) Bharat A. Naik suggested that the method of drafting minutes should be corrected. It should be precise and focused on only items of the agenda.

*Proposed by: Adv.Aabhijit Kapse
Seconded by: Dr Ravindra Mirjekar*

Subject No. 2: To appoint new members on vacant positions of IQAC

Dr Sanjay Omase informed that the positions of Student and Parent Representative are still vacant and needs to be filled in the current academic year. He informed that the college has appointed Mr Sachin Kumbhoje as a representative of Industrialists. He further informed that Mr Pradip Gaikwad is replaced by Dr (Mrs)Kalpana G. Ganagtirkar as a Teacher Representative.

Resolution No. 2:

On the basis of discussion it was unanimously resolved that the vacant position of IQAC. i.e. Student and Parent Representatives should be filled up before the next meeting of IQAC.

*Proposed by: Dr Sanjay Omase
Seconded by: Dr Prakash Kamble*

Subject No. 3: To prepare AQAR for the academic year 2020-2021 and send it on NAAC portal.

Dr Sanjay Omase informed that Friday, 31 December 2021 is the deadline to submit AQAR. Adv. Abhijit Kapse, Management Representative, advised that at least one month before the whole exercise of data collection should be completed. Prof. (Dr) Bharat A. Naik suggested that a meeting of all criteria heads be convened in the presence of Principal and directions should be given to collect the data as per the requirement of AQAR.

Resolution No. 3

On the basis of discussion it was unanimously resolved that the AQAR of 2020-21 should be submitted on the NAAC Portal prior to Friday, 31 December 2021

*Proposed by : Dr Gomteshwar Patil
Seconded by: Mr Swapnil Patil*

Subject No. 4: To introduce Induction Programme for First year students (Admitted under Autonomous Status)



Dr Sanjay Omase put forward the idea of Induction Programme for first year students of all the degree programmes. He explained the importance of Induction Programme in the context of Autonomous Status as our college is going to implement it from the academic year 2021-22. Dr Sanjay Omase will prepare PPTs on the common idea of Autonomous Status. In the meeting it was discussed that all the concerned HoDs should conduct Induction Programme.

Resolution No. 4:

In the discussion it was unanimously resolved that the Induction Programme should be conducted separately for the students enrolled under each Programme. i.e. B.A., B. Com., B.Sc., B. Voc., B.A.B.Ed. and MA (English and Psychology) probably in the month of November 2021. The one week Induction Programme entitled "Induction Week" should be conducted in the month of November 2021.

*Proposed by: Dr Sanjay Omase
Seconded by: Dr Gomteshwar Patil*

Subject No. 5: To implement Career Lab as a Best Practice

Adv. Abhijit Kapse, Management Representative, explained the concept and functioning of Career Lab. He told the members about the execution of Career Lab. He further informed the IQAC members that the college will establish Career Lab for career planning and counseling of the student. For this purpose the college will be linked to Dheya Career Mentors Pvt. Ltd, Pune. All the career related issues of the students will be addressed in Career Lab. This Career Lab will identify the interest of student and guide them to take proper career decisions and plan for career in future.

Resolution No. 5:

On the basis of the above discussion held at the meeting, all the IQAC members showed the willingness for establishing Career Lab in the college. In the discussion it was unanimously resolved that a special committee should be formed to execute and monitor the functioning of the Career Lab. It was further resolved that the college should complete the procedure of MoU between Mahavir Mahavidyalaya, Kolhapur and Dheya Career Mentors Pvt.Ltd, Pune as early as possible.

*Proposed by: Adv. Abhijit Kapse
Seconded by: Mr Ajitkumar Chougale*



Subject No. 6: To prepare Academic Calendar for the academic year 2021-22 and five year Perspective Plan for 2021 -2026

Adv. Abhijit Kapse, Management Representative suggested that the Academic Calendar for the academic year 2021-22 should be prepared within month. The responsibility of preparing Academic Calendar for the academic year 2021-22 is shouldered to Mr Ankush Bansode, Member IQAC. Dr Sanjay Omase, Director IQAC, stated that a draft of the Perspective Plan for 2021 - 2026 is prepared by IQAC. In the meeting, the draft of the Perspective Plan for 2021- 2026 was kept for discussion and Dr Sanjay Omase, Director IQAC appealed to the members to suggest correction and modification as well as any other suggestion to be covered in the Perspective Plan. Dr Gomteshwar Patil, Member IQAC, suggested to organized subject specific Seminars/Conferences/Workshops /Webinars etc. Prin.(Dr) H.V. Deshpande suggested that the Perspective Plan should be supported by budgetary provisions.

Resolution No. 6:

The members of the IQAC unanimously decided that Mr Ankush Bansode, Member IQAC will prepare the academic calendar for the year 2021-22 and the perspective plan should be revised and modified incorporating the suggestions made by IQAC and Staff

Proposed by: Mr Shrikant Bacche

Seconded by: Dr Prakash Kamble

Subject No. 7: To establish Placement Cell / Skill Development Center.

Prin.(Dr) R.P.Lokhande informed that the college has a Skill Development Center and few placement related activities were conducted by Shri Shrikant Bacche, HoD Department of Commerce. Mr Sachin Kumbhoje, explained that the skill development is necessary in the job market. He further added that the college should utilize its resources up to maximum level. He elaborated that the eco-system model is vital in the process of skill development and placement.

Resolution No. 7:

The members of the IQAC unanimously resolved that the college should develop the eco- system for the skill development and placement related activities. It was also resolved that the college should develop a mechanism to identify student's skills and further interests. It was decided that the college should send a proposal for seeking approval and authorization from the government to Skill Development Center.

*Proposed by : Mr Sachin Kumbhoje
Seconded by : Mr Shrikant Bacche*

Subject No. 8: To conduct Academic and Administrative Audit (AAA) for academic year 2021-22

Prin.(Dr)H.V. Deshpande, suggested that the Academic and Administrative Audit should be done at end of every academic year by college and IQAC should prepare the schedule for conducting it.



Resolution No. 8:

The IQAC members unanimously agreed upon the resolution that IQAC should take initiative to conduct Academic and Administrative Audit. For this purpose, special committee of IQAC members should be formed to execute the procedure of Academic and Administrative Audit and it should be conducted at the end academic year, probably in the month of August 2022

*Proposed by : Prin.(Dr)H.V.Deshpande
Seconded by : Prof (Dr) B.A.Naik*

Subject No. 9: To strengthen the Learning Management System (LMS) and online teaching.

Mr Ankit Porwal, Member IQAC, told the IQAC members that the college has introduced our own Learning Management System. Prin.(Dr) R.P. Lokhande told the IQAC members that the college has appointed Dr Shirish Shitole as Nodel Officer to handle administrative procedures of LMS .He further added that after completing the admission procedure it should be open for all students and teachers of all faculties.

Resolution No. 9:

The IQAC members unanimously agreed upon the resolution that the college should strengthen the Learning Management System (LMS) and online teaching. The facility of LMS should be made available to students as they ensure their class admissions probably in the month of December 2021.

*Proposed by : Dr Ravindra Mirajkar
Seconded by : Mr Ankit Porwal*

Subject No. 10: To send proposal to NAAC for organizing Seminars /Conferences / Workshops relevant to the Key Indicators in the manual of Autonomous Colleges

Prof. (Dr) Bharat A. Naik suggested that considering the Key Indicators in the manual of Autonomous Colleges, the IQAC should prepare the proposal and send it to the NAAC and other funding agencies.

Resolution No. 10:

It was unanimously agreed upon the decision that, the IQAC of the college should prepare and send proposal to NAAC and other funding agencies for organizing Seminars /Conferences/Workshops in the month of December, 2021.

*Proposed by : Dr Praksah Kamble
Seconded by : Mr Swapnil Patil*

At the meeting there were following matters taken for consideration with the permission of the Chair:

Subject No. 11: To participate in Social Extension Activities

Mrs Deepa Shipurkar, Member IQAC in the capacity of Local Society Member suggested that she has included Mahavir Mahavidyalaya, Kolhapur as one of the five selected colleges in which programmes of State Government under the aegis of AIDS Controlling Department of CPR Government Hospital will be organized. The social activities on AIDS awareness programme will be organized with their sponsorships. She advised that college should straighten Red Ribbon Club for executing social activities. She told that Mahavir Mahavidyalaya is a part of Spit Free Campaign. The college should create awareness through digital banner regarding DO NOT SPIT in college campus

Resolution No.11:

The members of the IQAC unanimously resolved that the college should actively contribute in Spit Free Campaign through NCC and NSS. The college should hold digital banner regarding DO NOT SPIT in college campus as a part of in Spit Free Campaign. An awareness programme should be organized in association with Red Ribbon Club (RRC) of CPR Government Hospital, Kolhapur.

*Proposed by : Mrs Deepa Shipurkar
Seconded by : Dr(Mrs) K.G.Ganagatirkar*

Subject No. 12: To approve the proposal of School Counselor designed by Board of Studies in Psychology.

Prof. (Dr) Bharat A. Naik told IQAC members that with reference to NEP2020 regarding school education, the department of Psychology wishes to prepare a proposal of Skill Based Certificate Course entitled School Counseling.

Resolution No.12:



The members of the IQAC unanimously gave approval to the proposal of Skill Based Certificate Course entitled School Counseling proposed by Prof. (Dr) B. A. Naik, HoD , Department of Psychology.

Subject No. 13: To approve the proposal of organizing a Workshop on Writing Programme Outcomes Programme Specific Outcomes and Course Outcomes.

Dr Sanjay Omase informed that the IQAC has received a letter from Autonomy Cell on 4th October 2021 regarding the organization of a Workshop on Writing Programme Outcomes, Programme Specific Outcomes and Course Outcomes. As per the resolution passed in the first meeting of the Academic Council that the IQAC should take initiative in organizing a Workshop on Writing Programme Outcomes(POs), Programme Specific Outcomes(PSOs), and Course Outcomes(COs).

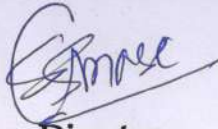
Resolution No.13:

The IQAC members unanimously resolved that that a workshop should be organized on Writing Programme Outcomes, Programme Specific Outcomes, and Course Outcomes prior to the next meeting of IQAC.

Proposed by : Prin.(Dr)H.V.Despande

Seconded by : Dr Prakash Kamble

As no other matter was raised, the meeting ended with a vote of thanks to the Chairman and members of the IQAC proposed by Dr Sanjay Omase

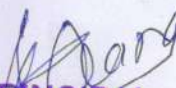


Director

Dr Sanjay Omase

IQAC Co-ordinator,

Mahavir Mahavidyalaya, Kolhapur.



PRINCIPAL
Chairman & Principal
Mahavir Mahavidyalaya
KOLHAPUR





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Shri Acharyaratna Deshbhooshan Shikshan Prasarak Mandal, Kolhapur

Mahavir Mahavidyalaya, Kolhapur (Autonomous)

An Action Taken Report with reference to IQAC Meeting dated 06/10/2021

Quality improvement is a continuous process. An IQAC has to lead and direct the activities to promote quality culture in the campus. In this regard, An Action Taken Report (ATR) will help the Management to see the efforts of institution in all academic domains. The Report of Actions Taken by the institution on the basis of decisions as well as resolutions passed in the IQAC meeting dated 06/10/2021 are given herewith.

Resolut ion No.	Resolution on...	Particulars of Action Taken
1	The method of drafting minutes should be corrected. It should be precise and focus on only items on the agenda.	The minutes drafted in a new version and an attempt is being made to make minutes more focused and précised.
2	The vacant position of IQAC.i.e. Student and Parent Representatives should be filled up before the next meeting of IQAC.	The IQAC decided to nominate Shri K.D.Patil as Parent Representatives and Miss Pratiksha Dipak Takale (B.A.Bed Part I) nominated as Student Representatives on the vacant position of IQAC for next two years.
3	The AQAR of 2020-21 should be submit on the NAAC Portal prior to Friday, 31 December 2021	The AQAR 2020-21 is submitted to the NAAC portal on Wed,30/03/2022.
4	The Induction Program should be conducted separately for the students enrolled under each Program and the one week Induction Programme entitled "Induction Week" should be conducted in the month of November 2021.	Due to Covid 19 restrictions, college has taken the decision that the Induction Program will postponed and it will be rescheduled in next term of the same academic year.
5	To establishing Career Lab in the college and college should complete the procedure of MoU	A special meeting was conducted at Dheya Career Mentors Pvt. Ltd, Pune on Saturday 19/11/2021 and as part of



	between Mahavir Mahavidyalaya, Kolhapur and Dheya Career Mentors Pvt. Ltd, Pune as early as possible.	discussion a special committee for Career Lab is being constituted by college. This committee will work under the guidance of Prof Dr Bharat Naik
6	The academic calendar for the year 2021-22 will be prepared within one month and the Perspective Plan should be revised and modified incorporating the suggestions made by IQAC and Staff	The necessary data regarding Academic Calendar is collected and accordingly Academic Calendar is prepared and displayed in college campus on other hand for drafting five year Perspective Plan (2021-22 to 2025-26) IQAC has issued notice to ask suggestions a meeting was also conducted on Thrusday, 20/01/2022 and a Perspective Plan is prepared on the basis discussion held in meeting and suggestion offered by the staff.
7	The college should send proposal for seeking approval and authorization from the government to Skill Development Center.	The college has decided that proposal for seeking approval and authorization from the government to Skill Development Center will be send in next term of the same academic year.
8	The IQAC should take initiative to conduct Academic and Administrative Audit. For this purpose, special committee of IQAC members should be formed. Academic and Administrative Audit should be conducted at the end academic year.	The college has formed a separate Committee for Academic and Administrative Audit under the headship of Dr Sanjay Omase, Director IQAC. An Academic Audit is conducted by the External Committee headed by Dr A.M Jadhav on 31 st Jane.2022. The college has secured A Grade in Academic Audit done this committee.
9	The college should strengthen the Learning Management System (LMS) and online teaching. The facility of LMS should be made available to students as they ensure their class admissions probably in the month of December, 2021.	The college has appointed the Dr. Shirish Shitole as Nodel Officers. Under his guidance and supervision moodle facility is made available for Teaching staff of the college.
10	The IQAC of the college should prepare and send proposal to NAAC and other funding agencies for organizing Seminars	The college has shouldered the responsibility of preparing and sending proposal to NAAC and other funding agencies for organizing Seminars



	/Conferences /Workshops in the month of December, 2021.	/Conferences /Workshops on Dr K.G.Ganagatirkar and Shri A.N.Choghale.
11	The college should actively contribute in Spit Free Campaign The college should held digital banner regarding DO NOT SPIT in college campus as a part of in Spite Free Campaign. An awareness programme should be organized in association with Red Ribbon Club (RRC) of CPR Government Hospital, Kolhapur.	The college taken initial efforts to begain the Spit Free Campaign. On behalf of College ,Programe Officers Shri.R.S.Padavi and Shri E.I Kalamkar ,PO of NSS organized vote taking Activity in which the Dr Deepa Sheepurkar IQAC member and Social Activist declares that campaign will be strictly followed in Mahavir College.
12	The proposal of Skill Based Certificate Course entitled School Counseling should be prepared by Prof. (Dr) B. A. Naik, HoD, Dept. of Psychology.	The draft of Skill Based Certificate Course entitled School Counseling is prepared by Prof. (Dr) B. A. Naik, HoD, Department of Psychology.
13.	The IQAC members unanimously resolved that that a workshop should be organized on Writing Programme Outcomes, Programme Specific Outcomes, and Course Outcomes prior to the next meeting of IQAC.	The IQAC and Department of Education jointly organized One day workshop on Outcome Based Education in Teaching Learning and Evaluation on Wednesday,1 st December,2021.

Co ordinator

IQAC

(Dr. S.S. Omase)



Principal
Mahavir Mahavidyalaya
KOLHAPUR