

नॅक विभाग

दिनांक .22/02/2018

सादर,

सोबत दिनांक 29 जानेवारी, 2018 रोजीच्या I.Q.A.C. बैठकीचा कार्यवृत्तांत अवलोकनार्थ ठेवला आहे.

दिनांक 29 जानेवारी, 2018 रोजी Internal Quality Assurance Cell (I.Q.A.C.) Committee बैठकीचे आयोजन ठिक 3.00 वाजता व्यवस्थापन परिषद हॉलमध्ये करणेत आले होते. सदर बैठकीमध्ये झालेल्या चर्चेच्या अनुषंगाने बैठकीचा कार्यवृत्तांत तयार केला असून कार्यवृत्तांत सोबत अवलोकनार्थ ठेवला आहे. त्यास मान्यता असावी. मान्य झालेस त्यावर स्वाक्षरी व्हावी.

मान्यतेसाठी सादर.

कृपया 'अ' मान्यतेस सादर

अधीक्षक

सहा.कुलसचिव

उपकुलसचिव

संचालक

आय.क्यु.ए.सी.

प्र-कुलगुरु

मा. कुलगुरु

SHIVAJI UNIVERSITY, KOLHAPUR.
Internal Quality Assurance Cell (IQAC)
MINUTES

A meeting of the Internal Quality Assurance Cell (IQAC) Committee was held on Monday, 29th January, 2018 at 03.00 a.m. in the Management Council Hall to discuss the agenda.

Following members were present.

1. Prof. (Dr.) D. T. Shirke, Pro-Vice-Chancellor	Chairman
2. Dr. V. D. Nandavadekar, Registrar	Member
3. Shri A. B. Chougule, Ag. Finance & Accounts Officer	Member
4. Dr. V. N. Shinde, Dy. Registrar	Member
5. Smt. V. L. Antredi, Dy. Registrar	Member
6. Capt. Dr. N. P. Sonaje, Dy. Registrar	Member
7. Prof. (Dr.) D. N. Kashid	Member
8. Prof. (Dr.) Smt. A.U. Arvindekar	Member
9. Prof.(Dr). Smt. P. S. Patankar	Member
10. Prof. (Dr.) Smt. B. T. Patil	Member
11. Prof. (Dr.) G. B. Kolekar	Member
12. Dr. Smt. N. B. Khot	Member
13. Shri A. G. Deshpande	Member
14. Shri Amit A. Kulkarni	Member
15. Prof.(Dr.) R. K. Kamat, Director, IQAC	Member –Secretary

In the absence of Hon'ble Chairman, Prof. (Dr.) D. T. Shirke, Pro-Vice-Chancellor has presided over the meeting.

Dr. V. N. Deshpande has communicated his inability to attend the meeting by e-mail and Mrs. Ashvini Danigond has communicated her inability to attend the meeting by telephonically. The Leave of absence was granted to both of them.

Prof. (Dr.) R. K. Kamat, Director, IQAC welcomed all the Members of the IQAC.

Following business was transacted.

Item No. 01: Confirmation of the minutes of the last meeting held on 25th October, 2017.

Minutes of IQAC meeting held on 25th October, 2017 were read and confirmed.

✓ **Item No. 02: Preparation for student satisfaction survey.**

RESOLVED that the modalities regarding sensitization of the student satisfaction survey be initiated and one the details are clear from NAAC the same may be conducted. The same may be started at the commencement of first semester of the academic year 2018-19 for all the students of all the Departments. E-mail IDs and Mobile Numbers of all the students be obtained for the same. Dr. V. S. Khandagale will be Coordinator for the student satisfaction survey.

✓ **Item No. 03: POs, COs and PSOs and their attainment.**

All Dept.

RESOLVED that the action should be initiated of each departmental level to write POs, COs and PSOs by all the teachers for every three months. All the Heads of the Departments should take review of this and should submit the draft report to the IQA Cell.

✓ **Item No. 04: Number of value-added courses imparting transferable and life skills offered during the last five years.**

RESOLVED that the responsibility of organizing value-added courses imparting transferable and life skills be given to Prof. (Dr.) A. M. Gurav, Professor and Head, Department of Commerce and Management. He has to prepare the year-wise detailed report and submit to the IQA Cell. He should also be requested to give the reports of the previous years pertaining to the present cycle of NAAC.

✓ **Item No. 05: Parents meet and Parents feedback.**

All Depts.

RESOLVED that the all Department-wise Parent Meet be organized before the end of academic year 2017-18 and in the first semester of the academic year 2018-19 by all the departments. The Heads of the Department should collect the Parent feedback from the parents.

✓ **Item No. 06: Alumni meet and alumni feedback.**

RESOLVED that the Central Alumni Meet and Department-wise Alumni Meet be organized by the Central Alumni Association with the help of all the University Departments and should compile the Alumni feedback collected by the concerned departments. The said meet will be organized on March 10, 2018 (i.e. Second Saturday). Dr. Rashinkar be requested to coordinate the meet.

✓ **Item No. 07: Employer feedback.**

RESOLVED that Prof. (Dr.) S. S. Kolekar, Co-ordinator, University-Industry Interaction Cell be given responsibility of collection and compilation of employer feedback and he has to prepare the report of the same and to be submit to the IQA Cell.

✓ **Item No. 08: Committee for analysis of feedback for last three years.**

RESOLVED that the committee be formed under the Chairmanship of Prof. (Dr.) D. N. Kashid, Professor and Head, Department of Statistics for this activity and he has to involve other members in this committee as per the need and he should submit the report to the IQA Cell.

✓ **Item No. 09: Student mentoring scheme.**

RESOLVED that the reports of the Student Mentoring Scheme should be submitted by the all University Departments to IQA Cell before the every academic year.

✓ **Item No. 10: Analysis of examination results.**

RESOLVED that the committee be formed under the Chairmanship of Prof. (Dr.) D. N. Kashid, Professor and Head, Department of Statistics for this activity and he has to involve other members in this committee as per the need. He has to conduct the activity in coordination with the Examination Section and should submit the report of the same to the IQA Cell.

✓ **Item No. 11: Committee formation for Innovation ecosystem.**

RESOLVED that the Research Colloquium Committee constituted by the University be allotted the responsibility of formation of Innovation ecosystem and this committee submit the detailed report to IQA Cell. Dr. Delekar will coordinate this activity.

✓ **Item No. 12: Workshops on IPR**

RESOLVED that Prof. (Dr.) A. V. Ghule, Department of Chemistry be given the responsibility of this activity and he has to prepare the detail report of the same and submit to the IQA Cell.

Item No. 13: Review of capability enhancement and development schemes.

✓ **a. Guidance for competitive examinations :**

Resolved that Dr. Jagan Karade be given the responsibility of this activity and he has to prepare and submit the detailed year-wise report to the IQA Cell.

✓ **b. Career Counselling :**

Resolved that Dr. Geetanjali Patil, Department of Education be given the responsibility of this activity and he has to prepare and submit the detailed year-wise report to the IQA Cell.

✓ **c. Soft skill development :**

Resolved that Prof. (Dr.) A. M. Gurav, Professor and Head, Department of Commerce and Management be given the responsibility of this activity and he has to prepare and submit the detailed year-wise report to the IQA Cell.

✓ **d. Remedial coaching,:**

Resolved that Prof. (Dr.) P. N. Vasambekar, Department of Electronics be given the responsibility of this activity and he has to prepare and submit the detailed year-wise report to the IQA Cell.

✓ **e. Language lab:**

Resolved that Prof. (Dr.) A. M. Sarawade, Department of English be given the responsibility of this activity and he has to prepare and submit the detailed year-wise report to the IQA Cell.

✓f. **Bridge courses :**

Resolved that Dr. Kavita S. Oza, Department of Computer Science and Shri S. T. Kombade, Department of Economics be given the responsibility of this activity and he has to prepare and submit the detailed year-wise report to the IQA Cell.

✓g. **Yoga and Meditation :**

Resolved that Prof. (Dr.) D. K. Gaikwad, I/c Director, NSS be given the responsibility of this activity and he has to prepare and submit the detailed year-wise report to the IQA Cell.

✓h. **Personal Counselling :**

RESOLVED that Prof. (Dr.) Medha Naniwadekar, Director, Centre for Women Studies be given the responsibility of this activity and he has to prepare and submit the detailed year-wise report to the IQA Cell.

✓Item No. 14: **Review of placement activities.**

RESOLVED that the meeting with the Placement Officer Prof. (Dr.) G. S. Rashinkar be organized under the Chairmanship of Hon'ble Pro-Vice Chancellor with Prof. (Dr.) R. K. Kamat, Director, IQAC to take the review of placement activities.

Item No. 15: NIRF Submission 2018.

The information regarding data submission to NIRF by University and its availability on University website for requirements of comments and feedback is noted.

✓Item No. 16: **Best Practices for AQAR 2016-17.**

It is resolved that Prof. Dr. P. D. Raut, Professor and Head, Department of Environmental Science & Dr. V. N. Shinde, Deputy Registrar and Capt. Dr. N. P. Sonaje, Deputy Registrar be given responsibility to draft the two best practices viz. "Green Campus and Students Facilitation Centre" respectively for the AQAR 2016-17.

Item No. 17: Any other item with the permission of the chair.

IGAC

- (A) ISO certification – It is resolved that tendering process should be initiated as early as possible.

IGAC

- (B) Representation of Student Council and Alumni Association to IQAC. It is resolved that representation of Student Council and Alumni Association to IQAC should be added.

Engg.

- ✓(C) Fire Audit - It is resolved that the fire audit of the University campus should be initiated by the Engineering Section and submit the report to the IQA Cell.

All Dept.

- (D) Alumni Mentorship to students- It is resolved that the Alumni Mentorship to the students of the University campus should be initiated by the all Departments and should submit the report of the IQA Cell.

Engg.

- ✓(E) Differently abled (Divyangjan) students facilities regarding Physical facilities, lift, Ramp/Rails/Rest Room - It is resolved that the special drive should be initiated by the Engineering Section to review students facilities regarding Physical facilities, lift, Ramp/Rails/Rest Room for Differently abled (Divyangjan).

The meeting was concluded after the vote of thanks to the Chair.

Rumana

Director, IQAC
Member Secretary

[Signature]

Hon'ble Vice-Chancellor
Chairman

Minutes were read and confirmed.

Ceshiye
25/11/2018
Chairman

Shivaji University, Kolhapur
Internal Quality Assurance Cell (IQAC)
Action Taken Report

Date of IQAC Meeting: January 29, 2018

Sr. No.	Agenda item	Resolution	Action Taken
1.	Student satisfaction survey.	Email ids, mobile phone details of the students to be complied	Dr. V.S. Khandagale entrusted the task of coordination of the Student Satisfaction Survey. The task has been initiated.
2.	POs, COs and PSOs and their attainment	Teachers to encourage formulation of learning outcomes	HoDs informed to take up the issue with the teachers in their departments.
3.	Value-added courses imparting transferable and life skills	Review of value-added courses imparting transferable and life skills to be taken in last five years and more courses to be organized as per requirement	Prof. A.M. Gurav was given the responsibility of coordination. The work is in progress.
4.	Parents meet and Parents feedback	To organize parents meet by departments and to perceive their feedback	HoDs were communicated to organize the parents' meet before the end of academic year 2017-18 and in the first semester of the academic year 2018-19.
5.	Alumni meet and alumni feedback	To organize Alumni Meet	Dr. Rashinkar, Department of Chemistry entrusted the task of coordination of organization of the Alumni meets.
6.	Employer feedback	To collect, compile the employer feedback	Prof. (Dr.) S. S. Kolekar, Co-ordinator, University-Industry Interaction Cell

			was given the said responsibility.
7.	Analysis of feedback for last three years	To analyze the feedback of the stakeholders for last three years	Prof. D.N. Kashid, Head, Department of Statistics was entrusted the task and to co-opt colleagues from his department as per need. The soft copies are submitted and the work is in progress.
8.	Student mentoring scheme	Departments to submit the reports of student mentoring	HoDs were informed to submit the reports and the same has been submitted.
9.	Analysis of examination results	To carry out analysis of Examination Results	Prof. D.N. Kashid, Head, Department of Statistics was entrusted the task and to co-opt colleagues from his department as per need in coordination with the Examination Section.
10.	Innovation ecosystem	To streamline the initiatives related to Innovation Ecosystem	Prof. Delekar, Department of Chemistry was informed to undertake the task.
11.	IPR Workshops	To sensitize the IPR issues through workshops	Prof. A.V. Ghule, Coordinator, IPR Cell was informed to organize the workshops.
12.	Capability Enhancement and Development Schemes	To streamline the activities related to Capability Enhancement of the students through Development Schemes	Responsibility entrusted to the following faculty members: <ul style="list-style-type: none"> • Guidance for competitive examinations : Dr. JaganKarade • Career Counselling :Dr. GeetanjaliPatil • Soft skill development : • Prof. (Dr.) A. M. Gurav • Remedial

			coaching: Prof. (Dr.) P. N. Vasambekar <ul style="list-style-type: none"> • Language lab: • Prof. (Dr.) A. M. Sarawade • Bridge courses :Dr. Kavita S. Oza • Yoga and Meditation : Prof. (Dr.) D. K. Gaikwad
13.	Placement Activities	To review placement activities	Meeting under the chairmanship of Hon. Vice Chancellor was arranged with Dr. G.S. Rashinkar, Placement Coordinator and Dr. R.K. Kamat, IQAC Director
14.	NIRF Submission 2018	IQAC Noted the NIRF 2018 information	Hosted the information on University website
15.	Best Practices for AQAR 2016-17	"Green Campus and Students Facilitation Centre" were identified as Best Practices for AQAR 2016-17	Drafting responsibility was given to Prof. Dr. P. D. Raut , Professor and Head, Department of Environmental Science& Dr. V. N. Shinde, Deputy Registrar and Capt. Dr. N. P. Sonaje, Deputy Registrar. The draft is ready.
16.	ISO certification	To start Tendering Process	IQAC coordinated with Finance & Accounts Section to start the tendering process.
17.	Fire Audit	Engineering section to initiate the Fire Audit	IQAC Coordinated with Engineering Section for the said process.
18.	Differently abled (Divyangjan) students facilities	To review the facilities for Divyangjan	IQAC Coordinated with Engineering Section for reviewing the facilities