

11/08/2018

## Minutes of the Internal Quality Assurance Cell Meeting

A meeting of IQAC Committee was held on Friday 10<sup>th</sup> August 2018 at 11.00 a.m. in the conference room of the college. The following members were present:

1. Dr. A. M. Agrawal
2. Mrs. Malati Kalmadi
3. Dr. S.G.Bapat
4. Mr. Sumant Sen
5. Dr. Muckta Karmarkar
6. Mrs. Suchismita Mohanty
7. Dr. Jayashri Bangali
8. Ms. Sujata Bachhav
9. Dr. Deepa Sathe
10. Mrs. Chitra Alavani
11. Dr. Anand Buddhikot
12. Mr. Rohit Tambe
13. Mrs. Dhanashree Bhide

Dr. Jayashri Bangali, IQAC Coordinator welcomed the members for first IQAC Committee meeting of the current academic year 2018-19. She briefed the members about the agenda of the meeting and invited suggestions on the items included in the agenda of the meeting.

**Item No. 1: To confirm the minutes of previous meeting held on Wednesday 7<sup>th</sup> February 2018 and inform about the Action Taken Report (ATR) of four centres viz.; Kaveri Research and Innovation Centre, Kaveri Skill Development Centre, Kaveri Consultancy Centre and Kaveri Entrepreneurship Development Centre.**

Dr. Jayashri Bangali, IQAC Coordinator presented the action taken report before the committee and invited suggestions. Following suggestions were made by the members:

Mrs. Malati Kalmadi suggested that in the class-wise result analysis format, number of students having ATKT must be mentioned. Further she suggested that all course coordinators should practice 'Flipped Classroom' concept to improve teaching methodology and to reduce the number of students failing in their subjects. A session on 'Flipped Classroom' by Dr. Mohanan can be organized for teachers.

She suggested to Dr. Jayashri Bangali, Head of Kaveri Research and Innovation that she should contact the unit heads of Kaveri Group of Institutes again and appeal to send articles for Kaveri E-Research Journal.



The minutes of the previous meeting held on Wednesday 7<sup>th</sup> February 2018 were confirmed unanimously by all the IQAC members.

**Item No.2: Result Analysis of all courses (of academic year 2017-18).**

Dr. Bangali presented the result analysis of all the courses (of academic year 2017-18) before the committee. All the members were satisfied with the results.

Mrs. Malati Kalmadi suggested that every teacher must set a goal about the results of their respective class/subject for next academic year and try to achieve it. The success/failure of it should be presented in the next IQAC meeting along with the reasons.

**Item No.3: Analysis of Teacher Evaluation Feedback forms (of academic year 2017-18).**

Dr. Bangali presented the analysis of all the teacher evaluation feedback forms before the committee. The members were satisfied with the overall feedback received from the students.

The members of IQAC suggested that all the teachers should take efforts and try to improve their performance. The analysis of the feedback received from the students must be presented in the next IQAC meeting.

**Item No. 4: To inform the members about the activities conducted under IQAC and the activities planned by IQAC for academic year 2018-19.**

Dr. Bangali informed the members about the activities conducted under IQAC. 'One Day Workshop on new NAAC Revised Accreditation Framework (RAF)' was conducted on Friday, 30<sup>th</sup> March, 2018. The Resource Persons for the workshop were Dr. Sanjay Kharat Principal, Modern College of Arts, Science and Commerce, Ganeshkhind, Pune – 411007, Mr. Parag Shah, IQAC Coordinator, Modern College and Dr. Jayashri Bangali, IQAC Coordinator Kaveri College. The main objective of conducting this workshop was to inform all the staff members about new framework of accreditation and discuss all the criterions in brief.

To promote the awareness of Intellectual Property Rights (IPRs) and to encourage innovation across various disciplines, Internal Quality Assurance Cell of Kaveri College of Arts, Science and Commerce organized a Half Day Workshop on Intellectual property Rights (IPR) on 3<sup>rd</sup> July, 2018. Prof. Ganesh Hingamire, Chairman Great Mission Group Consultancy (GMGC) was the chief guest on this occasion.

All the members appreciated the efforts taken by the IQAC committee.



Further Dr. Bangali informed about the activity planned under IQAC for academic year 2018-19.

The National Assessment and Accreditation Council (NAAC) is providing financial assistance to the colleges to conduct workshop/seminar. In the current academic year, the IQAC is planning to organize State/National level Workshop/Seminar. The proposal of the same will be prepared and send to NAAC to avail the financial assistance.

**Item No 5: Plan of action of four centres viz. Kaveri Research and Innovation Centre, Kaveri Skill Development Centre, Kaveri Consultancy Centre and Kaveri Entrepreneurship Development Centre for the academic year 2018-19.**

Heads of the respective centres briefed the members about their plan of action for academic year 2018-19. All the members unanimously approved plan of action of all four centres.

Dr. S.G.Bapat suggested to Dr. Deepa Sathe, Head of Kaveri Entrepreneurship Development Centre to conduct following activities:

1. Idea Generation Camp for Entrepreneurship.
2. Undertake a business/marketing activity to explore the entrepreneurship skills.

Mrs. Malati Kalmadi suggested to the Head of Kaveri Entrepreneurship Development Centre to have a separate notice board for KEDC to popularize the centre activities.

Dr.S.G.Bapat suggested that Head (Mrs. Shweta Bapat) of Kaveri Consultancy Centre should try for consultancy in Digital Marketing and Social Media.

**Item NO. 6: Activities that are planned under different internal committees of the college for the academic year 2018-19.**

All the members of IQAC unanimously approved the plan of action submitted by the Heads of Internal Committees of the college.

Mrs. Malati Kalmadi suggested that the data (number of students present from our college/from other colleges for the event, their feedbacks, overall impact of the event) of all the events/activities conducted by these committees should be collected and analyzed. The analysis of this data will help in improving the quality of the events/activities in future.

**Item No 7: To inform about the online submission of AQAR.**

Dr. Bangali, IQAC Coordinator informed all the members that the format of AQAR may get revised from 1<sup>st</sup> July 2018. However, the guidelines about new AQAR are not uploaded yet on the NAAC website. It was decided by the IQAC members that the

college will wait for new AQAR guidelines till September 2018. If new guidelines will not be uploaded on NAAC website, the college will submit AQAR in old format to the NAAC authority.

**Item No. 8: To approve the draft of IQAC newsletter (Vol: 4 Issue: I of 2018-19).**

All the members of IQAC unanimously approved the draft of IQAC Newsletter.


**Item No. 9: Any other item with the permission of the Chair.**

With the permission of chair, Dr. Muckta Karamarkar informed all the members that the Kaveri College has joined as an official partner to 8<sup>th</sup> World Edu Summit hosted by MTC Global, Bangalore which is scheduled on 8<sup>th</sup> September 2018 at Hotel Fortune Select Trinity, Bangalore, India. All the members congratulated the authority for having this prestigious partnership.


At the end of the meeting, Mrs. Malati Kalmadi suggested that a session on the book 'Creating Innovators' must be conducted for all the staff members of the college. Before the session, a copy of the book should be made available to all the staff members.

Dr. S.G.Bapat suggested that the college can form a 'Book Club' thorough which such activities can be organized.

There was no any other item in the meeting after the items on the agenda were discussed. Therefore the meeting was concluded with vote of thanks.

  
Dr. Jayashri Bangali  
Coordinator, IQAC



  
Dr. A.M. Agrawal  
Chairman, IQAC