

Kannada Sangha Pune's
Kaveri College of Arts, Science and Commerce, Pune

Permanently Affiliated to Savitribai Phule Pune University, Pune

Recognized U/S 2(f) and 12(B) of UGC Act, 1956

Permanently Non-Aided | Linguistic Minority (Kannada)

6.5.2 Quality assurance initiatives of the institution include:

- 1. Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
- 2. Collaborative quality initiatives with other institution(s)/ membership of international networks**
- 3. Participation in NIRF**
- 4. any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA, ISO Certification etc**

**Regular meetings
of IQAC**



ACADEMIC YEAR

2017-2022

Contents

IQAC Meeting dated 14 August 2021	2
ATR of the meeting dated 14 August 2021	4
Minutes of IQAC meeting dated 7 March 2020	5
ATR of the meeting dated 7March 2020	8
IQAC meeting dated 22 February 2019	9
ATR of the meeting dated 22 February 2019	12
Minutes of Meeting dated 7 February 2018.....	15
Minutes of IQAC meeting dated 10 August 2018	19
ATR for the meeting dated 10 August 2018	23
Minutes of the IQAC meeting dated 11 February 2017	24
ATR for the meeting dated 11 February 2017	29
Minutes of the Meeting dated 4 August 2017.....	36
ATR of the meeting dated 4 August 2017	39

IQAC Meeting dated 14 August 2021

Kannada Sangha Pune's
Kaveri College of Arts, Science and Commerce, Pune

20/08/2021

Minutes of the Internal Quality Assurance Cell Meeting

The meeting of IQAC Committee was held on **Saturday, 14th August, 2021** at **11.00 a.m.** in the conference room of the college.

Dr. Jayashri Bangali, IQAC Coordinator welcomed the members for IQAC Committee meeting of the academic year 2020-21. 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.

The minutes of previous meeting held on **Saturday 7th March, 2020** at 11.00 a.m. were confirmed unanimously by all the IQAC members.

Item No. 2: To inform about the Action Taken Report (ATR) of the previous meeting.

The suggestions made by the IQAC members and actions taken are listed as follows:

In item number 5 of the meeting held on 7 March 2020, the plan of preparation of second cycle NAAC accreditation was discussed. In consultation with all the IQAC members, it was decided that:

- in the month of May 2020, AQAR (2019-20) will be submitted to NAAC,
- submission of IIQA in the month of July 2020
- submission of SSR (after approval of IIQA from NAAC) in the month of August 2020.

Action taken:

The preparation of NAAC work is in process. However, from 17th March 2020, Government announced lockdown due to Covid-19. The college was closed from 17th March 2020 as Government announced Pandemic situation. The NAAC related work which was possible from home is continued.

NAAC authority released a circular on 9th July 2020 in which it was stated that: "Accreditation validity period for those HEIs whose validity of accreditation expires during the COVID pandemic period, i.e., from 1st March 2020 provided the HEIs submit the




PRINCIPAL
Kannada Sangha Pune's
Kaveri College of Arts, Science & Commerce

online Institutional Information for Quality Assessment (IIQA) within three months from the Government/University notification to resume the normal academic activities by the HEI”.

With a view to discuss the further course of action, an informal (online) meeting with Management members was held on 12th September 2020. Hon. President and Secretary of Kannada Sangha, Principal, Vice-Principal and IQAC Coordinator of the college were present for the meeting. After discussion, it was unanimously decided that considering current critical Pandemic situation particularly in Maharashtra and Pune, IIQA would be submitted to the NAAC at earliest possible once everything will get normalised.

Item No 3: To approve various Value added / Add-On courses started in academic year 2021-22.

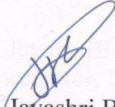
With a view of boosting skill development process among the students and considering changing academic environment, various skill oriented and specific domain related Add on /Value Added courses are designed and developed by the faculty members. The objectives and structure of the courses were thoroughly discussed in the meeting. The IQAC member appreciated the efforts taken by the faculty members to design these innovative courses. All the members unanimously approved all the Add On/ Value Added courses to be introduced in the academic year 2021-22.

Item No 3: To approve the draft of AQAR 2019-20.

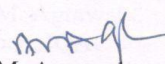
The draft of AQAR 2019-20 was unanimously approved by all the IQAC members. It was decided that the AQAR 2019-20 will be submitted online on NAAC portal within stipulated time.

Item no.4: Any other item with the permission of the Chair

There was no other item in the meeting, therefore the meeting was concluded with the vote of thanks.


Dr. Jayashri Bangali
Coordinator, IQAC




Dr. A.M. Agrawal
Chairman, IQAC

PRINCIPAL
Kannada Sangha Pune's




PRINCIPAL
Kannada Sangha Pune's
Kannara College of Arts, Science & Commerce

ATR of the meeting dated 14 August 2021

Kannada Sangha Pune's
Kaveri College of Arts, Science and Commerce, Pune

05/02/2022

Action Taken Report (ATR) (of IQAC meeting held on 14th August 2021)

A meeting of IQAC Committee was held on 14th August 2021 at 11.00 a.m. in the conference room of the college.

- It was unanimously decided that considering current critical Pandemic situation particularly in Maharashtra and Pune, IQA would be submitted to the NAAC at earliest possible once everything will get normalised.

Action taken: The preparation of IQA and SSR is in process. IQA will be submitted to NAAC at earliest possible once the pandemic situation is over and all the activities are normalised.

- It was unanimously decided by all the IQAC members that AQAR 2019-20 would be submitted within stipulated time.

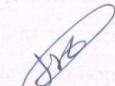
Action taken:

The AQAR 2019-20 was submitted successfully on 31 August 2021 online on NAAC website portal.

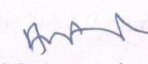
- All the members unanimously approve all the Add On/ Value Added courses to be introduced in the academic year 2021-22.

Action taken:

Add on/ Value Added courses are introduced with effect from the academic year 2021-22.


Dr. Jayashri Bangali
Coordinator, IQAC




Dr. A.M. Agrawal
Chairman, IQAC

PRINCIPAL
Kannada Sangha Pune's
Kaveri College of Arts, Science & Commerce




PRINCIPAL
Kannada Sangha Pune's
Kaveri College of Arts, Science & Commerce

Minutes of IQAC meeting dated 7 March 2020

Kannada Sangha Pune's
Kaveri College of Arts, Science and Commerce, Pune

09/03/2020

Minutes of the Internal Quality Assurance Cell Meeting

The meeting of IQAC Committee was held on **Saturday, 7th March, 2020** 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. Dr. Muckta Karmarkar |
| 5. Mrs. Suchismita Mohanty | 6. Dr. Jayashri Bangali |
| 7. Ms. Sujata Bachhav | 8. Dr. Deepa Sathe |
| 9. Mrs. Chitra Alavani | 10. Dr. Anand Buddhikot |
| 11. Mr. Rohit Tambe | 12. Mrs. Dhanashree Bhide |
| 13. Mr. Ravindra Bhalerao | |

Dr. Jayashri Bangali, IQAC Coordinator welcomed the members for second IQAC Committee meeting of the academic year 2019-20. 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 14th August, 2019** at 11.00 p.m. in the conference room of the college.

The minutes of previous meeting held on **Wednesday 14th August, 2019** at 11.00 p.m. were confirmed unanimously by all the IQAC members.

Item No. 2: To inform about the action taken report (ATR) of previous meeting.

The ATR of the meeting held on Wednesday 14th August, 2019 was already mailed to all IQAC members before the meeting. Following suggestions were made by the IQAC members:

- All the teachers shall maintain the results of their respective subjects as per the goal set (in the beginning of the academic year) and every year they will try to improve results.




PRINCIPAL
Kannada Sangha Pune's
Kaveri College of Arts, Science & Commerce

- All teachers shall use Flipped Classroom (FC) as one of the teaching methodology and observe its impact on the student's performance and their results. Teachers will try to find the hurdles in using Flipped Classroom and will present Case Studies in which FC did not worked.
- Session on 'Leadership' can be included in the Orientation Programme of first year students. Teachers will track the performance of these students in second/third year of their graduation.
- Mindful Parenting Programme (MPP) of Kannada Sangha has adopted a village near Karjat. It was suggested that NSS unit of the college can start social work in this village and continue it for few years. Further, they will track the progress of their work and present its report.
- NSS head shall submit strategic plan of NSS and operational plan to be implemented under NSS well in advance to the authority.

Item No.3: To inform about the activities conducted under different internal administrative committees of the college during the academic year 2019-20.

Dr. Bangali informed the IQAC members that all the activities were conducted successfully under different internal administrative committees of the college during the academic year 2019-20. She mentioned few major activities conducted in this year and presented Annual Report of academic year 2019-20 for details. All the IQAC members were satisfied with the activities conducted by the college.

Item No.4: To inform about the submission of AQAR (2018-19).

Dr. Bangali informed to all IQAC members that AQAR (2018-19) was submitted online to NAAC authority successfully in the month of December 2019 (in new format given by NAAC).

Item No. 5: To inform about the preparation of second cycle NAAC accreditation.

Dr. Bangali informed the IQAC members about the status of NAAC preparation. The college is preparing for the second cycle of NAAC. Numbers of meetings were conducted




PRINCIPAL
Kannada Sangha Pune's
Kannara College of Arts, Science & Commerce

to discuss each and every question of all seven criterions. Collection of documents is in process. She also briefed about the action plan of NAAC accreditation which was prepared in consultation with the IQAC Chairman Dr. Agrawal.

-in the month of May 2020, AQAR (2019-20) will be submitted to NAAC,

-submission of IIQA in the month of July 2020


-submission of SSR (after approval of IIQA from NAAC) in the month of August 2020.

All the IQAC members agreed on this plan. Advice of experts can be taken as per requirement for SSR.


Item no.5: Any other item with the permission of the Chair

There was no other item in the meeting after the items on the agenda were discussed.

Therefore the meeting was concluded with the vote of thanks.


Dr. Jayashri Bangali
Coordinator, IQAC




Dr. A.M. Agrawal
Chairman, IQAC




PRINCIPAL
Kannada Sangha Purne's
Kaveri College of Arts, Science & Commerce

ATR of the meeting dated 7 March 2020

Kannada Sangha Pune's
Kaveri College of Arts, Science and Commerce, Pune

18/09/2020

Action Taken Report (ATR) (of IQAC meeting held on 7th March 2020)

A meeting of IQAC Committee was held on **Saturday, 7th March, 2020 at 11.00 a.m.** in the conference room of the college.

The suggestions made by the IQAC members and actions taken are listed as follows:

In item number 5, the plan of preparation of second cycle NAAC accreditation was discussed. In consultation with all the IQAC members, it was decided that:

- in the month of May 2020, AQAR (2019-20) will be submitted to NAAC,
- submission of IIQA in the month of July 2020
- submission of SSR (after approval of IIQA from NAAC) in the month of August 2020.

Action taken:

The preparation of NAAC work is in process. However, from 17th March 2020, Government announced lockdown due to Covid-19. The college was closed from 17th March 2020 as Government announced Pandemic situation. The NAAC related work which was possible from home is continued.

NAAC authority released a circular on 9th July 2020 in which it was stated that: "Accreditation validity period for those HEIs whose validity of accreditation expires during the COVID pandemic period, i.e., from 1st March 2020 provided the HEIs submit the online Institutional Information for Quality Assessment (IIQA) within three months from the Government/University notification to resume the normal academic activities by the HEI".

With a view to discuss the further course of action, an informal (online) meeting with Management members was held on 12th September 2020. Hon. President and Secretary of Kannada Sangha, Principal, Vice-Principal and IQAC Coordinator of the college were present for the meeting. After discussion, it was unanimously decided that considering current critical Pandemic situation particularly in Maharashtra and Pune, IIQA would be submitted to the NAAC at earliest possible once everything will get normalised.

Dr. Jayashri Bangali
Coordinator, IQAC



Dr. A.M. Agrawal
Chairman, IQAC




PRINCIPAL
Kannada Sangha Pune's
Kaveri College of Arts, Science & Commerce

IQAC meeting dated 22 February 2019

Kannada Sangha Pune's
Kaveri College of Arts, Science and Commerce, Pune

25/02/2019

Minutes of the Internal Quality Assurance Cell Meeting

A meeting of IQAC Committee was held on **Friday, 22nd February, 2019 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 | 14. Mr. Sachin Devokate |
| 15. Mr. Ravindra Bhalerao | |

Dr. Jayashri Bangali, IQAC Coordinator welcomed the members for second IQAC Committee meeting of the 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 **Friday, 10th August, 2018** at 11.00 p.m. in the conference room of the college.

The minutes of previous meeting held on **Friday, 10th August, 2018** at 11.00 p.m. were confirmed unanimously by all the IQAC members.

Item No.2: To inform about the activities conducted under different internal administrative committees of the college during the academic year **2018-19.**

Dr. Bangali informed the IQAC members that all the activities were conducted successfully under different internal administrative committees of the college during the




PRINCIPAL
Kannada Sangha Pune's
Kaveri College of Arts, Science & Commerce

academic year 2018-19. As per the suggestion of IQAC members, the feedback analysis of the participants of all the events was presented in the meeting. The IQAC members appreciated the efforts taken by all committee heads and their members and were satisfied with the feedback received from the participants.

Item No.3: Action Taken Report (ATR) of all four centres; Kaveri Research and Innovation Centre, Kaveri Skill Development Centre, Kaveri Consultancy Centre and Kaveri Entrepreneurship Development Centre.

The heads of the respective centres presented their Action Taken Reports. All the members appreciated efforts taken by the centre heads and were very happy with the ATR. The following suggestions were made by the IQAC members:

Mrs. Malati Kalmadi suggested that Digital Marketing for Kaveri Kalakshetra, Kaveri Gifted Education Centre and Kaveri Institution of Education can be done by Kaveri Consultancy Cell.

It was suggested that a Leadership Programme can be conducted by Kaveri Skill Development Centre in next academic year.

She further suggested that a separate bulletin board for all centres must be placed on the prominent place in the college campus.

Item No.4: To inform about the submission of AQAR 2017-18.

Dr. Bangali informed to all IQAC members that AQAR (2017-18) was submitted to NAAC authority successfully on 30th December 2018 in new format.

Item no.5: Any other item with the permission of the Chair

With the permission of Chair, Dr. Bangali suggested that IQAC Newsletter can be published once in a year instead of twice in a year. All the IQAC members unanimously agreed that IQAC Newsletter can be published once in a year (may be in the month of July).

Following suggestions were made by the members:

It was suggested by the members that all the teachers will have to have a performance goal every year in written format. The analysis will be presented in IQAC meeting. The teachers having good performance can be felicitated in Annual Prize Distribution




PRINCIPAL
Kannada Sangha Pune's
Kaveri College of Arts, Science & Commerce

function. Remedial classes can be conducted by alumina or teachers to improve the results as per need.

To improve the bonding between students and the college, it was suggested by the members that during orientation of first year students their expectations from the college can be understood for better implementation of the activities.

The college authority must prepare code of Ethics, upload it on college website and display it in college campus.

A session or FDP on 'Flipped Classroom' be organized for all the staff members. The 'Flipped Classroom' can be used as one of the teaching methodology.


As there was no response received for an appeal letter sent by Kaveri Research and Innovation Centre by any other unit of Kaveri Group of Institutes for E-Research journal for successive two years, it was unanimously decided that the centre head must not proceed ahead with the publication of E-research journal.

It was suggested by the IQAC members that the college can have a Book Circle/Study Circle for staff development.


Special programme/sessions such as marriage counselling/ managing relationships/ parenting can be conducted for the alumina of the college in Alumni Meet.

There was no 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




PRINCIPAL
Kannada Sangha Pune's
Kaveri College of Arts, Science & Commerce

ATR of the meeting dated 22 February 2019

Kannada Sangha Pune's
Kaveri College of Arts, Science and Commerce, Pune

27/07/2019

Action Taken Report (ATR)

(of IQAC meeting held on 22th February 2019)

A meeting of IQAC Committee was held on Friday 22th February 2019 at 11.00 a.m. in the conference room of the college. As per the suggestions of the IQAC members, following actions were taken:

The following suggestions were made by the IQAC members:

1. Mrs. Malati Kalmadi suggested that Digital Marketing for Kaveri Kalakshetra, Kaveri Gifted Education Centre and Kaveri Institution of Education can be done by Kaveri Consultancy Cell.

Action taken:

As per the suggestions of the IQAC members, Digital Marketing for Kaveri Institution of Education was completed and the discussion about Digital Marketing for Kaveri Kalakshetra, Kaveri Gifted Education Centre has been initiated.

2. It was suggested that a Leadership Programme can be conducted by Kaveri Skill Development Centre in next academic year.

Action taken:

Two-Day Leadership Training Camp for students was conducted by Kaveri Skill Development Cell in association with M.R. Pai Foundation, Mumbai and Forum of Free Enterprise, Mumbai on 19 and 20 July 2019. Mr. Rajiv Luv and Mr. Ajit Kamath were the resource persons provided by the Forum for conducting the camp. In all 73 students registered for the camp, out of which 16 students were from colleges like Symbiosis College of Arts and Science, Garware College of Commerce and Brihan Maharashtra College of Commerce.

3. IQAC members suggested that a separate bulletin board for all cells must be placed on the prominent place in the college campus.




PRINCIPAL
Kannada Sangha Pune's
Kaveri College of Arts, Science & Commerce

Action taken:

The notices of all the cells have been put on the notice board which is prominently placed in the college campus.

4. It was suggested by the members that all the teachers will have to have a performance goal every year in written format. The analysis will be presented in IQAC meeting. The teachers having good performance can be felicitated in Annual Prize Distribution function. Remedial classes can be conducted by alumina or teachers to improve the results as per need.

Action taken:

As per the suggestions of IQAC members, the format of subject-wise result analysis was updated in which performance goal of the teacher and last year passing percentage was included. The result analysis submitted by all the teachers will be presented in the IQAC meeting to be held on 12th August 2019. To improve the results remedial classes were conducted by teachers every year.

5. To improve the bonding between students and the college, it was suggested by the members that during orientation of first year students their expectations from the college can be understood for better implementation of the activities.

Action taken:

To improve the bonding between students and the college, it was suggested by the IQAC members that orientation programme would be more informative and rigours. This year the college has conducted Induction Programme as per UGC guidelines. Independent Induction Programme for each course was conducted for four days. On first day, each Course Coordinator addressed their students and informed about Kannada Sangha foundation and about Kaveri Group of Institutes. Course Coordinator also gave all information of the course, mentorship programme and various teaching methodologies including 'Flipped Classroom' to the first year students. All students have filled Mentee Information form and Student Profile form. On second day heads of all important committees such as Student Development Committee, NSS, Cultural, Placement Cell, Sports and Kaveri Cells (KRIC, KEDC, KSDC, KCC) gave presentations and informed about the role and functioning of their committee. On third day, current students studying in second/third year and alumina interacted with first year students. Sessions of Eminent people from Industry/Academia were conducted by each department. On fourth day, visits to various department/sections were organised. First year students visited all the




PRINCIPAL
Kannada Sangha Pune's
Kaveri College of Arts, Science & Commerce

departments including Sports room, Cultural room, various laboratories and library. Also Library Orientation was conducted to inform the functioning of Library to all first year students. Common Orientation Programme was conducted on 20th July 2019 in which President, Kannada Sangha, Principal and Vice-Principal addressed the students and parents.

6. The college authority must prepare code of Ethics, upload it on college website and display it in college campus.

Action taken:

The preparation of Code of Ethics is in process and very soon it will be uploaded on college website.

7. A session on 'Flipped Classroom' be organized for all the staff members. The 'Flipped Classroom' can be used as one of the teaching methodology.

Action taken:

A session on 'Flipped Classroom' was conducted on 30th April 2019 by Dr. Muckta Karmarkar, Vice-Principal of the college. She explained the concept of 'Flipped Classroom' and its importance with the help of various examples.

8. It was suggested by the IQAC members that the college can have a Book Circle/Study Circle for staff development.

Action taken:

Book Club was formed and first session was conducted on 28th March 2019. This session was conducted by Dr. Muckta Karmarkar, Dr. Anand Buddhikot and Dr. Shweta Bapat on the book 'Creating Innovators' written by Tony Wagner. Second session was conducted by Ms. Sayee Kulkarni on 'Life lessons by Harry Potter' on 23rd July 2019.

9. Special programme/sessions such as marriage counselling/ managing relationships/ parenting can be conducted for the alumina of the college in Alumni Meet.

Action taken:

As per the suggestion of IQAC members, special programme on 'Stress Management' was conducted for the alumina of the college in Alumni Meet organized on 8th June 2019.

Dr. JayashriBangali
Coordinator, IQAC



Dr. A.M. Agrawal
Chairman, IQAC



PRINCIPAL

Kannada Sangha Pune's
Kaveri College of Arts, Science & Commerce

Minutes of Meeting dated 7 February 2018

Kannada Sangha Pune's
Kaveri College of Arts, Science and Commerce, Pune

08/02/2018

Minutes of the Internal Quality Assurance Cell Meeting

A meeting of IQAC Committee was held on Wednesday 7th February 2018 at 1.00 p.m. in the conference room of the college. The following members were present:

- | | |
|-------------------------|----------------------------|
| 1. Dr. S. B. Kharosekar | 2. Mrs. Malati Kalmadi |
| 3. Dr. S.G. Bapat | 4. Mrs. Suchismita Mohanty |
| 5. Dr. Jayashri Bangali | 6. Dr. Muckta Karmarkar |
| 7. Mrs. Sujata Bachhav | 8. Mrs. Shweta Bapat |
| 9. Mrs. Deepa Sathe | 10. Mrs. Shilpa Khadilkar |

Dr. S. B. Kharosekar, Principal and Chairman of the IQAC welcomed the members for the second IQAC Committee meeting of the current academic year 2017-18. He briefed the members about the agenda of the meeting and invited suggestions on the items included in the agenda of the meeting.

Item 1. To confirm the minutes of previous meeting held on Friday, 4th August 2017.

Dr. Jayashri Bangali, IQAC Coordinator read the minutes of the previous meeting held on Friday, 4th August 2017. All the members present for the meeting unanimously confirmed the minutes.

Dr. Bangali presented the Action Taken Report (ATR) before the committee. All the members were very happy and satisfied with the ATR.

Mrs. Malati Kalmadi suggested that Result Analysis of all classes/subjects should be put up in the next IQAC meeting along with the reasons of its success/failure.

She also informed to all the IQAC members that Junior college is starting Arts division from next academic year which will help to increase the admissions of Arts faculty of the senior college.




PRINCIPAL
Kannada Sangha Pune's
Kaveri College of Arts, Science & Commerce

Item 2. To inform about the activities conducted under different internal administrative committees of the college during the academic year 2017-18.

Dr. Bangali presented the list of activities conducted under different internal administrative committees of the college during the academic year 2017-18. All the IQAC members were satisfied with the activities conducted in the college and appreciated the efforts taken by the staff members.

Dr. S.B.Kharosekar informed all the IQAC members about the major activities conducted by the college and appreciated the efforts taken by all the Event Coordinators. He further congratulated the organizing teams for having good response for these activities.

Item 3. Action Taken Report (ATR) of all four centres; Kaveri Research and Innovation Centre, Kaveri Skill Development Centre, Kaveri Consultancy Centre and Kaveri Entrepreneurship Development Centre.

Heads of all four centres; Kaveri Research and Innovation Centre, Kaveri Skill Development Centre, Kaveri Consultancy Centre and Kaveri Entrepreneurship Development Centre presented Action Taken Report (ATR) of their respective centres. The centre-wise suggestions given by the members are as follows:

Kaveri Skill Development Centre (KSDC)

Mrs. Suchismita Mohanty, Head of Kaveri Skill Development Centre presented the Action Taken Report (ATR) of KSDC before the committee. The IQAC committee members gave following suggestions:

1. Concentrate on only 2 to 3 courses at a time.
2. Advertise about the courses at the time of admission.
3. For Kannada Medium School students, our college students will conduct only English and Computer courses. Craft sessions are not required.

Kaveri Research and Innovation Centre (KRIC)

Dr. Jayashri Bangali, Head of Kaveri Research and Innovation Centre (KRIC) presented Action Taken Report (ATR) of KRIC before the committee. All the




PRINCIPAL
Kannada Sangha Pune's
Kaveri College of Arts, Science & Commerce

IQAC members were satisfied with the ATR and appreciated the efforts taken by the KRIC committee.

Dr. Bangali informed the members that the letter regarding 'Appeal to send Research Articles/Papers for Kaveri E-Research Journal' was sent to the Heads of all units under Kaveri Group of Institutes on 15th September 2017. However, research articles were not received from any unit.

On this, Mrs. Malati Kalmadi said that she will discuss about this with respective Unit Heads.

Kaveri Entrepreneurship Development Centre

Ms. Deepa Sathe, Head of Kaveri Entrepreneurship Development Centre (KEDC) presented Action Taken Report (ATR) of KEDC before the committee. All the IQAC members were satisfied with the ATR and appreciated the efforts taken by the KEDC committee.

The IQAC committee members suggested that students should be encouraged to participate in the competition where they will sell their products, do marketing and promotion of their products. Such competitions can be organized by the centre in future.

Kaveri Consultancy Cell

Mrs. Shweta Bapat, Head of Kaveri Consultancy Cell (KCC) presented Action Taken Report (ATR) of KCC before the committee. She further briefed about the 'Idea Generation Camp' which was held on 24th January 2018. All the IQAC members were satisfied with the ATR and appreciated the efforts taken by the Management department under which this activity was conducted in the college.

Item 4. To approve the draft of IQAC newsletter (Third volume second issue of 2017-18).

All the members of IQAC unanimously approved the draft of IQAC Newsletter (Third volume second issue of 2017-18). Dr. Bangali informed all the IQAC members that the approved copy of IQAC Newsletter will be uploaded on the college website within a week.




PRINCIPAL
Kannada Sangha Pune's
Kaveri College of Arts, Science & Commerce

Item 5. Any other item with the permission of the Chair

Dr. Jayashri Bangali informed all the IQAC members that the Principal and IQAC Coordinator of the college signed the Memorandum of Understanding (MoU) on 6th February 2018. This MoU is between multiple institutions for cooperation, promotion and networking of Institutional Quality Assurance Cell for standardization of policies and procedures. Around 75 colleges signed this MoU.

Dr. S.B.Kharosekar informed all the IQAC members about the declaration of Ph.D. of Ms. Deepa Sathe. All the members congratulated her for achieving Ph.D. degree.

At the end of the meeting, it was decided by the IQAC members that the list of eminent people visited to the college will be prepared and referred whenever required in future.

The meeting was concluded with vote of thanks.



Dr. Jayashri Bangali
Coordinator, IQAC



Dr. S.B. Kharosekar
Chairman, IQAC




PRINCIPAL
Kannada Sangha Pune's
Kharori College of Arts, Science & Commerce

Minutes of IQAC meeting dated 10 August 2018

Kannada Sangha Pune's
Kaveri College of Arts, Science and Commerce, Pune

11/08/2018

Minutes of the Internal Quality Assurance Cell Meeting

A meeting of IQAC Committee was held on Friday 10th 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 Buddhakot | 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 7th 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.




PRINCIPAL
Kannada Sangha Pune's
Kaveri College of Arts, Science & Commerce

The minutes of the previous meeting held on Wednesday 7th 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, 30th 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 3rd 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.




PRINCIPAL
Kannada Sangha Pune's
Kaveri College of Arts, Science & Commerce

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 1st July 2018. However, the guidelines about new AQAR are not




PRINCIPAL
Kannada Sangha Pune's
Kaveri College of Arts, Science & Commerce

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 8th World Edu Summit hosted by MTC Global, Bangalore which is scheduled on 8th 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.

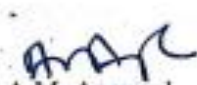
Dr. S.G.Bapat suggested that the college can form a 'Book Club' thorough which such activities can be organized.

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

Scanned by CamScanner




PRINCIPAL
Kannada Sangha Pune's
Kaveri College of Arts, Science & Commerce

ATR for the meeting dated 10 August 2018

Kannada Sangha Pune's
Kaveri College of Arts, Science and Commerce, Pune

06/02/2019

Action Taken Report (ATR) (of IQAC meeting held on 10th August 2018)

A meeting of IQAC Committee was held on Friday 10th August 2018 at 11.00 a.m. in the conference room of the college. As per the suggestions of the IQAC members, following actions were taken:

Item No. 1: To confirm the minutes of previous meeting held on Wednesday 7th 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 read the minutes of the previous meeting held on Friday, 4th August 2017. All the members present for the meeting unanimously confirmed the minutes.

Dr. Bangali presented the Action Taken Report (ATR) before the committee. All the members were very happy and satisfied with the ATR.

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.

Action taken:

The subject-wise and class-wise result analysis of all courses will be prepared according to the format prepared by IQAC (in which all above points are included) in the month of June (when results would be declared) and will be presented in the IQAC meeting to be held in the next academic year (2019-20).




PRINCIPAL
Kannada Sangha Pune's
Kaveri College of Arts, Science & Commerce

Minutes of the IQAC meeting dated 11 February 2017

Kannada Sangha Pune's
Kaveri College of Arts, Science and Commerce, Pune

13/02/2017

Minutes of the Internal Quality Assurance Cell Meeting

Saturday, 11th February 2017

A meeting of IQAC Committee was held on Saturday 11th February 2017 at 10.30 a.m. in the conference room of the college. The following members were present:

- | | |
|----------------------------|--------------------------|
| 1. Dr. S. B. Kharosekar | 2. Mrs. Malati Kalmadi |
| 3. Mrs. Suchismita Mohanty | 4. Dr. Jayashri Bangali |
| 5. Ms. Sujata Bachhav | 6. Ms. Shweta Bapat |
| 7. Mrs. Deepa Sathe | 8. Mrs. Shilpa Khadilkar |
| 10. Mr. Chalres Valentine | |

Dr. S. B. Kharosekar, Principal and Chairman of the IQAC welcomed the members for the second term IQAC Committee meeting of the current academic year 2016-17. He briefed the members about the agenda of the meeting and invited suggestions on the items included in the agenda of the meeting.

Item 1. To confirm the minutes of previous meeting held on Friday, 12th August 2016.

Dr. Jayashri Bangali, IQAC Coordinator read the minutes of the previous meeting held on Friday, 12th August 2016 and all the members present for the meeting unanimously confirmed the minutes.

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




PRINCIPAL
Kannada Sangha Pune's
Kaveri College of Arts, Science & Commerce

Criterion I : Curricular Aspects

Mrs. Malati Kalmadi insisted upon the separate notice boards for the notices related to Seminars/Workshops/Conferences. She suggested that a pin board can be fixed in the stilts of the senior college for this purpose.

Responsibility: **Ms. Suchismita Mohanty**

Analysis of the Feedback forms submitted by the students regarding the evaluation of Teacher/infrastructure/non-teaching staff to be placed before the IQAC committee in its next meeting, it was decided.

Responsibility: **Dr. Jayashri Bangali**

Criterion – II: Teaching, Learning and Evaluation

Mrs. Malati Kalmadi suggested that the college can arrange a survey to study the impact of the various activities conducted by the college throughout the academic year. The survey can be conducted with the help of Dynaprabodhini. For getting the survey done, the college can take assistance and guidance from Ms. Kamini Saxena, Management Facilitator, Kannada Sangha. She also advised to arrange presentation by Ms. Kamini Saxena regarding the survey in the staff academy meeting.

Responsibility: **Mrs. Pallavi Joshi**

Criterion – III: Research, Consultancy and Extension

Dr. S.B.Kharosekar suggested that a resolution has to be passed for the inclusion of the Gifted Child Centre activities under the Kaveri Research and Innovation Centre. It was decided that Dr. S.B. Kharosekar, Principal and the Coordinator, Gifted Child Centre will jointly work for preparing the resolution and get it approved in the Kannada Sangha Trustees Meeting.

Mrs. Malati Kalmadi informed the members about the psychology project carried out by Gifted Child Centre. She further suggested that the B.A. students offering psychology at special level can be involved in this research activity.




PRINCIPAL
Kannada Sangha Pune's
Kaveri College of Arts, Science & Commerce

Regarding the mentoring system and remedial teaching introduced by the college, Mrs. Kalmadi suggested that these two activities can be undertaken in the form of action research projects under the college KRIC.

Responsibility: **Dr. S.B.Kharosekar and Coordinator of Gifted Centre**

Dr. Muckta Karmarkar (for psychology project)

Dr. Jayashri Bangali (Action Research Project)

Criterion – IV: Infrastructure and Learning Resources

To equip the college with advanced technology and to increase the use of ICT, it was decided that a virtual classroom can be constructed in the college.

A proposal for constructing a virtual classroom can be prepared and sent to CSR agencies for getting financial assistance in the next academic year 2017-18.

Responsibility: **Ms. Suchismita Mohanty**

Criterion – V: Student Support and Progression

The IQAC coordinator informed the members that the course coordinators have decided to improve the passing percentage of their respective courses and the subject teachers were instructed by the coordinators to improve their subject results compared to the previous year examination results.

On this, Mrs. Malati Kalmadi suggested that the performance of a teacher can be analyzed on the basis of the academic results of the teacher concerned. She further suggested that Teacher Performance Appraisal can be carried out in a similar way like that it is carried out for the Kaveri Group of Institutes. For this, she has advised to approach to Ms. Kamini Saxena, Facilitator, Kannada Sangha.

This can be implemented by the college from the next academic year 2017-18.

Responsibility: **Dr. Jayashri Bangali**

Mrs. Malati Kalmadi appealed to the members that the 'Kaveri Kalangan' platform provided by the Kannada Sangha should be used by the students of the college regularly. The activities can be conducted under the student's club, the 'Kolours of Kaveri' with the help of cultural committee.




PRINCIPAL
Kannada Sangha Pune's
Kaveri College of Arts, Science & Commerce

This committee will schedule the activities and include it in the 'Academic Calendar' prepared by the college. This can be implemented by the college from the next academic year 2017-18.

Responsibility: **Dr. Muckta Karmarkar (Head, Cultural Committee)**

About the Yuva Spandan event, Mrs. Kalmadi suggested to conduct it in the last week of December every year. She further added that the college authority should stick up to this period for holding this event.

Criterion – VI: Governance, Leadership and Management

Mrs. Malati Kalmadi suggested that outcomes of all the FDPs conducted by the college during the academic year should be studied and its impact analysis should be done and presented before the IQAC committee.

Responsibility: **Ms. Pallavi Joshi**

Criterion – VII: Innovations and Best Practices

Mrs. Malati Kalmadi suggested that 'Swachh Bharat' activity should be a regular activity conducted on every 2-3 weeks. This can be carried out with the help of NSS volunteers of the college. T-shirts can be issued to the NSS volunteers who are involved in this activity by the college; it was suggested by the members.

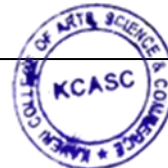
One compound wall of the campus can be taken up by the senior college for decoration; it was decided in the meeting.

Responsibility: **Mr. Anand Buddhikot, P.O. NSS**

Mrs. Chitra Alavani , S.W.O.

b) Plan of action decided by Kaveri Research and Innovation Centre, Kaveri Skill Development Centre, Kaveri Consultancy Cell and Kaveri Entrepreneurship Development Centre.

Heads of the respective centres briefed the members about their action taken report submitted to the IQAC. Mrs. Malati Kalmadi gave the suggestions to all the heads regarding further plan of action. The center-wise suggestions are attached separately.




PRINCIPAL
Kannada Sangha Pune's
Kaveri College of Arts, Science & Commerce

Kaveri Research and Innovation Centre

Action research project based on the mentoring system and remedial teaching introduced in the college can be undertaken by KRIC.

Kaveri Skill Development Centre

Mrs. Malati Kalmadi suggested that the centre head must approach to Mrs. Kamini Saxena, Management Facilitator and Mr. Akolkar, Manager, Kannada Sangha for carrying out skill development programmes.

Kaveri Entrepreneurship Development Centre

Mrs. Malati Kalmadi advised to contact Mr. Mandar Karandikar from NGO, HAITHAK and Mr. Mahajan, INNOVATION, CIE for carrying out the further activities of KEDC.

It was decided to prepare a list of Resource persons required for conducting various activities under these four centres by consulting with Mrs. Malati Kalmadi in the month of March 2017.

Responsibility given to: **All Centre Heads**

Item 2: To approve the draft of IQAC newsletter (first volume second issue of 2017) and to decide its date of publication.

All the members of IQAC unanimously approved the draft of IQAC Newsletter. The date of publication of IQAC Newsletter will be 24th February, 2017, it was decided in the meeting.

Item 3: Any other item with the permission of the Chair

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. S.B. Kharosekar
Chairman, IQAC




PRINCIPAL
Kannada Sangha Pune
Kaveri College of Arts, Science & Commerce

ATR for the meeting dated 11 February 2017

Action Taken Report (ATR)

(of IQAC meeting held on 11th February 2017)

10/07/2017

A meeting of IQAC Committee was held on Saturday 11th February 2017 at 10.30 a.m. in the conference room of the college. As per the suggestions of the IQAC members, following actions were taken:

Item 1. To confirm the minutes of previous meeting held on Friday, 12th August 2016.

Dr. Jayashri Bangali, IQAC Coordinator read the minutes of the previous meeting held on Friday, 12th August 2016 and all the members present for the meeting unanimously confirmed the minutes.

Dr. Bangali presented the criterion-wise action taken report before the committee and invited suggestions. Following suggestions were made by the members:

Criterion 1 : Curricular Aspects

Mrs. Malati Kalmadi insisted upon the separate notice boards for the notices related to Seminars/Workshops/Conferences. She suggested that a pin board can be fixed in the stilts of the senior college for this purpose.

Responsibility: Ms. Suchismita Mohanty

Action taken: Pin Board at the stilt was fixed on Monday, 3rd July, 2017.

Analysis of the Feedback forms submitted by the students regarding the evaluation of Teacher/infrastructure/non-teaching staff to be placed before the IQAC committee in its next meeting, it was decided.

Responsibility: **Dr. Jayashri Bangali**

Action taken: The analysis of Feedback forms submitted by the students regarding the evaluation of Teacher/infrastructure/non-teaching staff is prepared and will be placed before the IQAC committee meeting to be held on 4th August 2017.




PRINCIPAL
Kannada Sangha Pune's
Kannada College of Arts, Science & Commerce

Criterion – II: Teaching, Learning and Evaluation

Mrs. Malati Kalmadi suggested that the college can arrange a survey to study the impact of the various activities conducted by the college throughout the academic year. The survey can be conducted with the help of Dynaprabodhini. For getting the survey done, the college can take assistance and guidance from Ms. Kamini Saxena, Management Facilitator, Kannada Sangha. She also advised to arrange presentation by Ms. Kamini Saxena regarding the survey in the staff academy meeting.

Responsibility: Mrs. Pallavi Joshi

Action taken: Ms. Pallavi Joshi approached Mrs. Kamini Saxena, Management Facilitator, Kannada Sangha who gave the name of Sucharita Gadre from Dyanaprobodhini for arranging a session with her in the staff academy. The session will be conducted in the month of August 2017.

Criterion – III: Research, Consultancy and Extension

Dr. S.B.Kharosekar suggested that a resolution has to be passed for the inclusion of the Gifted Child Centre activities under the Kaveri Research and Innovation Centre. It was decided that Dr. S.B. Kharosekar, Principal and the Coordinator, Gifted Child Centre will jointly work for preparing the resolution and get it approved in the Kannada Sangha Trustees Meeting.

Mrs. Malati Kalmadi informed the members about the psychology project carried out by the Kaveri Gifted Child Centre. She further suggested that the B.A. students offering psychology at special level can be involved in this research activity.

Regarding the mentoring system and remedial teaching introduced by the college, Mrs. Kalmadi suggested that these two activities can be undertaken in the form of action research projects under the KRIC.

Responsibility: Dr. S.B.Kharosekar and Coordinator of Gifted Centre




PRINCIPAL
Kannada Sangha Pune's
Kaveri College of Arts, Science & Commerce

Dr. Muckta Karmarkar (for psychology project)

Dr. Jayashri Bangali (Action Research Project)

Action taken:

As per the suggestion made by Mrs. Malati Kalmadi and as decided in the meeting, a resolution is passed by the management Kannada Sangha allowing the College to conduct all the activities of the Kaveri Gifted Child Centre under its extension programme in the Trustees Meeting held on 30th June 2017.

The Psychology teacher are instructed to carry out the research project related to the activities conducted under the Kaveri Gifted child Centre in the current academic year 2017-18.

The research project regarding the mentoring system and remedial teaching introduced by the college will be started in the current academic year 2017-18 under KRIC.

Criterion – IV: Infrastructure and Learning Resources

To equip the college with advanced technology and to increase the use of ICT, it was decided that a virtual classroom can be constructed in the college.

A proposal for constructing a virtual classroom can be prepared and sent to CSR agencies for getting financial assistance in the next academic year 2017-18.

Responsibility: Ms. Suchismita Mohanty

For establishing Virtual Class Room, the room has been identified. The room is on the 6th floor, which is currently used as Sports Room. A demonstration of virtual classroom was arranged in the PG computer laboratory by Delta Standards Pvt.Ltd. Mr. Sunil Joshi, MD of Delta Standards Pvt.Ltd. briefed all the management members about their products and explained the advantages and importance of virtual classroom. Hon.Mr. Kushal Hegde, President Kannada Sangha, Mrs. Malati Kalmadi Secretary, Kannada Sangha, Mr. B.B. Rao, Treasurer Kannada Sangha, Ms. Kamini Saxena, Facilitator, Kannada Sangha, Mrs. Sumati Srinivasan, Mrs.




PRINCIPAL
Kannada Sangha Pune's
Kaveri College of Arts, Science & Commerce

Pallavi Naik, Dr. S.B.Kharosekar attended the demonstration. Dr. Jayashri Bangali, Mrs. Chitra Alavani, Mrs. Pallavi Joshi organized this demonstration with the help of Ms. Aarti Kadam. The establishment of virtual classroom and the purchases to be made required for the virtual classroom is in process.

Criterion – V: Student Support and Progression

The IQAC coordinator informed the members that the course coordinators have decided to improve the passing percentage of their respective courses and the subject teachers were instructed by the coordinators to improve their subject results compared to the previous year examination results.

On this, Mrs. Malati Kalmadi suggested that the performance of a teacher can be analyzed on the basis of the academic results of the teacher concerned. She further suggested that Teacher Performance Appraisal can be carried out on parallel lines with the units under the Kaveri Group of Institutes. For this, she has advised to approach to Ms. Kamini Saxena, Facilitator, Kannada Sangha.

This can be implemented by the college from the next academic year 2017-18.

Responsibility: **Dr. Jayashri Bangali**

Action taken: Dr. Jayashri Bangali contacted Ms. Kamini Saxena Facilitator, Kannada Sangha and discussed about the Teacher Performance Appraisal form designed for the school. After comparing Teacher Performance Appraisal form designed by the school with the Teacher Evaluation form designed by the Kaveri College, it was found that the evaluation parameters used for teacher appraisal were almost same, so it was decided to follow the form designed by Kaveri College for teacher performance appraisal.

Mrs. Malati Kalmadi appealed to the members that the 'Kaveri Kalangan' platform provided by the Kannada Sangha should be used by the students of the college regularly. The activities can be conducted under the student's club, the 'Kolours of Kaveri' with the help of cultural committee.




PRINCIPAL
Kannada Sangha Pune's
Kannara College of Arts, Science & Commerce

This committee will schedule the activities and include it in the 'Academic Calendar' prepared by the college. This can be implemented by the college from the next academic year 2017-18.

About the Yuva Spandan event, Mrs. Kalmadi suggested to conduct it in the last week of December every year. She further added that the college authority should stick up to this period for holding this event.

Responsibility: Dr. Muckta Karmarkar (Head, Cultural Committee)

Action taken: This will be implemented by the college from the next academic year 2017-18.

Criterion – VI: Governance, Leadership and Management

Mrs. Malati Kalmadi suggested that outcomes of all the FDPs conducted by the college during the academic year should be studied and its impact analysis should be done and presented before the IQAC committee.

Responsibility: Ms. Pallavi Joshi

Action taken:

The outcomes of the FIP/FDP programmes and its impact analysis will be carried out from the current academic year 2017-18.

Criterion – VII: Innovations and Best Practices

Mrs. Malati Kalmadi suggested that 'Swachh Bharat' activity should be a regular activity conducted on every 2-3 weeks. This can be carried out with the help of NSS volunteers of the college. T-shirts can be issued to the NSS volunteers who are involved in this activity by the college; it was suggested by the members.

One compound wall of the campus can be taken up by the senior college for decoration; it was decided in the meeting.

Responsibility: Mr. Anand Buddhikot, P.O. NSS

Mrs. Chitra Alavani, S.W.O.




PRINCIPAL
Kannada Sangha Pune's
Kannara College of Arts, Science & Commerce

Action taken: The action will be taken in the current academic year 2017-18. It can be started after the rainy season.

b) Plan of action decided by Kaveri Research and Innovation Centre, Kaveri Skill Development Centre, Kaveri Consultancy Cell and Kaveri Entrepreneurship Development Centre.

Heads of the respective centres briefed the members about their action taken report submitted to the IQAC. Mrs. Malati Kalmadi gave the suggestions to all the heads regarding further plan of action. The center-wise suggestions are attached separately.

Kaveri Research and Innovation Centre (Centre Head- Dr. Jayashri Bangali)

Action research project based on the mentoring system and remedial teaching introduced in the college can be undertaken by KRIC.

Action taken: The research project regarding the mentoring system and remedial teaching introduced by the college will be started from the current academic year 2017-18 under the KRIC.

Kaveri Skill Development Centre (Centre Head- Ms. Suchismita Mohanty)

Mrs. Malati Kalmadi suggested that the centre head must approach to Mrs. Kamini Saxena, Management Facilitator and Mr. Akolkar, Manager, Kannada Sangha for carrying out skill development programmes.

Action taken: Preliminary talk with Mr. Prasad Akolkar regarding programmes to be carried out under KSDC has taken place.

Kaveri Entrepreneurship Development Centre (Centre Head- Ms. Deepa Sathe)

Mrs. Malati Kalmadi advised to contact Mr. Mandar Karandikar from NGO, HAITHAK and Mr. Mahajan, INNOVATION, CIE for carrying out the further activities of KEDC.




PRINCIPAL
Kannada Sangha Pune's
Kaveri College of Arts, Science & Commerce

It was decided to prepare a list of Resource persons required for conducting various activities under these four centres by consulting with Mrs. Malati Kalmadi in the month of March 2017.

Responsibility given to: **All Centre Heads**

Action taken: The work of preparing the list of Resource Persons for conducting various activities under the four centres viz. KSDC, KRIC, KCC and KEDC is yet to be done and will be completed soon.

Item 2: To approve the draft of IQAC newsletter (first volume second issue of 2017) and to decide its date of publication.

All the members of IQAC unanimously approved the draft of IQAC Newsletter. The date of publication of IQAC Newsletter will be 24th February, 2017, it was decided in the meeting.

Action taken: The second issue of IQAC Newsletter (for the year 2016-17) was published on 24th February, 2017.



Dr. Jayashri Bangali
Coordinator, IQAC



Dr. S.B. Kharosekar
Chairman, IQAC




PRINCIPAL
Kannada Sangha Pune's
Kaveri College of Arts, Science & Commerce

Minutes of the Meeting dated 4 August 2017

Kannada Sangha Pune's
Kaveri College of Arts, Science and Commerce, Pune

10/08/2017

Minutes of the Internal Quality Assurance Cell Meeting

Friday, 4th August 2017

A meeting of IQAC Committee was held on Friday 4th August 2017 at 12.30 p.m. in the conference room of the college. The following members were present:

- | | |
|-------------------------|----------------------------|
| 1. Dr. S. B. Kharosekar | 2. Mrs. Malati Kalmadi |
| 3. Dr. S.G. Bapat | 4. Mrs. Suchismita Mohanty |
| 5. Dr. Jayashri Bangali | 6. Dr. Muckta Karmarkar |
| 7. Mrs. Sujata Bachhav | 8. Mrs. Shweta Bapat |
| 9. Mrs. Deepa Sathe | 10. Mrs. Shilpa Khadilkar |

Dr. S. B. Kharosekar, Principal and Chairman of the IQAC welcomed the members for the first IQAC Committee meeting of the current academic year 2017-18. He briefed the members about the agenda of the meeting and invited suggestions on the items included in the agenda of the meeting.

Item 1. To confirm the minutes of previous meeting held on Saturday, 11th February 2017.

Dr. Jayashri Bangali, IQAC Coordinator read the minutes of the previous meeting held on Saturday, 11th February 2017 and all the members present for the meeting unanimously confirmed the minutes.

Dr. Bangali presented the criterion-wise action taken report before the committee. All the members were very happy and satisfied with the ATR.

Following suggestions were made by the members:

Mrs. Malati Kalmadi suggested that the Principal of the college, Heads of various departments and all the subject teachers should have a goal for the current



[Signature]
PRINCIPAL
Kannada Sangha Pune's
Kaveri College of Arts, Science & Commerce

academic year and they must start working to achieve this goal. At the end of the year, everybody should check whether the goal is achieved or not and also check the reasons behind its failure/success.

Further she suggested that an interactive session can be conducted for the teachers to explain the vision and mission of the institute.

On this, Dr. S.B.Kharosekar informed the members that this is being done in the college at the beginning every year.

Item 2: Result Analysis of all courses (of academic year 2016-17).

Dr. Bangali, IQAC Coordinator presented the result analysis of academic year 2016-17 of all courses. Further she also informed the members about subject-wise result analysis of academic year 2016-17.

All the members were satisfied with the results and suggested to improve the results of the current academic year 2017-18.

Item 3: 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 2017-18.

Heads of the respective centres briefed the members about their plan of action for academic year 2017-18. The IQAC members approved the plan of action submitted by the respective heads. The center-wise suggestions given by the members are as follows:

Kaveri Skill Development Centre

Mrs. Malati Kalmadi suggested that the centre head must approach to Mr. Harkude and design a course for the students of kannada medium school as per their requirements.

Kaveri Research and Innovation Centre

Lectures by eminent researchers in various subjects can be organized for the teachers of Kaveri Group of Institutes.

Senior faculty members of the college can provide guidance for research to the teachers of their respective departments.




PRINCIPAL
Kannada Sangha Pune's
Kaveri College of Arts, Science & Commerce

Kaveri Entrepreneurship Development Centre

Mrs. Malati Kalmadi advised to contact Mr. Mandar Karandikar from NGO, HAITHAK and Mr. Mahajan, INNOVATION, CIE for carrying out the further activities of KEDC.

Kaveri Consultancy Cell

The centre can organize an 'Idea Generation camp' and can have a tie-up with Ethics Foundation.

Responsibility given to: **All Centre Heads**

Item 4: Activities that are planned under different internal committees of the college for the academic year 2017-18.

All the members of IQAC approved the plan of action for academic year 2017-18 submitted by the committee heads.

Item 5: To approve the draft of IQAC newsletter (second volume first issue of 2017-18).

All the members of IQAC unanimously approved the draft of IQAC Newsletter. It was decided that IQAC newsletter will be uploaded on the Kaveri College website and only five hard copies of it will be kept in NAAC room for documentation purpose.

Item 6: Any other item with the permission of the Chair

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. S.B. Kharosekar
Chairman, IQAC




PRINCIPAL
Kannada Sangha Pune's
Kaveri College of Arts, Science & Commerce

ATR of the meeting dated 4 August 2017

Kannada Sangha Pune's
Kaveri College of Arts, Science and Commerce, Pune

Action Taken Report (ATR)

(of IQAC meeting held on 4th August 2017)

29/01/2018

A meeting of IQAC Committee was held on Friday 4th August 2017 at 12.30 p.m. in the conference room of the college. As per the suggestions of the IQAC members, following actions were taken:

Item 1. To confirm the minutes of previous meeting held on Saturday, 11th February 2017.

Dr. Jayashri Bangali, IQAC Coordinator read the minutes of the previous meeting held on Saturday, 11th February 2017 and all the members present for the meeting unanimously confirmed the minutes.

Dr. Bangali presented the criterion-wise action taken report before the committee. All the members were very happy and satisfied with the ATR.

Following suggestions were made by the members:

Mrs. Malati Kalmadi suggested that the Principal of the college, Heads of various departments and all the subject teachers should have a goal for the current academic year and they must start working to achieve this goal. At the end of the year, everybody should check whether the goal is achieved or not and also check the reasons behind its failure/success.

Further she suggested that an interactive session can be conducted for the teachers to explain the vision and mission of the institute.

On this, Dr. S.B.Kharosekar informed the members that this is being done in the college at the beginning every year.

Action Taken: As per the suggestions of IQAC members, Heads of Departments and subject teachers have set a goal of increasing the passing percentage of their respective subjects/classes by at least 5% than the previous year results..

Item 2: Result Analysis of all courses (of academic year 2016-17).

Dr. Bangali, IQAC Coordinator presented the result analysis of academic year 2016-17 of all courses. Further she also informed the members about subject-wise result analysis of academic year 2016-17.

All the members were satisfied with the results and suggested to improve the results of the current academic year 2017-18.




PRINCIPAL
Kannada Sangha Pune's
Kaveri College of Arts, Science & Commerce

Action Taken: The information regarding improvement in the academic results was passed on to the staff members. All the staff members are taking efforts to improve the results of the current academic year 2017-18. Guest lectures / Seminars were organized for the students under various schemes of the University such as Special Guidance Scheme under Student Development Section, Quality Improvement Programme under Planning and Development Section and various programmes under Kaveri Centres.

Item 3: 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 2017-18.

Heads of the respective centres briefed the members about their plan of action for academic year 2017-18. The IQAC members approved the plan of action submitted by the respective heads. The centre-wise suggestions given by the members are as follows:

Kaveri Skill Development Centre

Mrs. Malati Kalmadi suggested that the centre head must approach to Mr. Harkude and design a course for the students of Kannada medium school as per their requirements.

Action Taken:

Following things have been planned after discussion with Mr. Chandrakant Harkude, Principal of the school:

1. Computer-related training on Microsoft Word, Excel, Power Point Presentation etc.
2. English language training
3. Creative Work Session

All these activities will be facilitated by students of our college as a part of social responsibility. For the Computer and English Language training, a module will be prepared and implemented in the coming academic year. Our students will guide our school students for creative work in the 2nd & 3rd Weeks of April. 2018.

Due to lack of response from students in the school, the Centre is advised not to go for any course by inviting outside resources.

Kaveri Research and Innovation Centre

Lectures by eminent researchers in various subjects can be organized for the teachers of Kaveri Group of Institutes.

Senior faculty members of the college can provide guidance for research to the teachers of their respective departments.




PRINCIPAL
Kannada Sangha Pune's
Kaveri College of Arts, Science & Commerce

Action Taken: Senior faculty members informally interacted with the staff members of their respective courses and motivated them to start research in their respective subjects.

Eminent people were invited as resource persons for Seminars/Workshops/Conferences. The list of some of the eminent resource persons invited in this academic year is as under:

1. Dr. A.D. Shaligram, Off. Registrar and Head Department of Electronic Science SPPU.
2. Dr. Aditya Abhayankar, Head, Department of Technology, SPPU
3. Dr. Manasi Patwardhan, Associate Prof, VIT
4. Dr. Ravindra G. Jaybhaye, O.S.D., BCUD, SPPU, Pune
5. Dr. P.V. Sathe, Head, Research Centre, BMCC College, Pune.
6. Mr. Abhishek Kharosekar, Director, PIDM.
7. Mr. Cedric D'Souza, Corporate Trainer on Transactional Analysis.
8. Dr. Rajendra Kumbhar, Professor, Department of Library and Information Science SPPU.
9. Dr. Vidya Joshi, MD, Obstetrics & Gynaecology.
10. Dr. Vaishali Deshmukh, Paediatrician, MD in Adolescent Medicine.
11. Dr. Vidullata Deshpande, Dinanath Mangeshkar Hospital, Pune.
12. Dr. Milind Pande, Project Director, MIT Group of Institutions.
13. CA C.V. Chilate, Treasurer, MCCIA, Pune.
14. CA Yashwant Kasar.
15. CA Subodh Shah.
16. CA Abhishek Dhamne.
17. CMA Nimkar Narhar.
18. Ms. Aarohi Doshi for Dance Movement Therapy.

Kaveri Entrepreneurship Development Centre

Mrs. Malati Kalmadi advised to contact Mr. Mandar Karandikar from NGO, HAITHAK and Mr. Mahajan, INNOVATION, CIE for carrying out the further activities of KEDC.

Action Taken:

Centre head had contacted Ms. Kamini Saxena, Management Facilitator, Kannada Sangha for getting help from the resources. However, it was not possible to get the same resources, eventually the assistance from NGO from Pune received for conducting activities for Commerce students to make them aware about social entrepreneurship. The exhibition of Environmental projects was conducted on 7th January 2018. Further activities are planned focusing on Women Empowerment through entrepreneurship in the second week of February 2018.

Kaveri Consultancy Cell

The centre can organize an 'Idea Generation camp' and can have a tie-up with Ethics Foundation.

Action Taken: The Management Department of Kaveri College of Arts, Science and Commerce conducted 'An Idea Generation Camp' in association with the Business Ethics Foundation under the Student Development Section of SPPU on 24th January 2018. Total 80 students participated in this event. Dr. Hebalkar and Prof. Kasande conducted several interactive activities and




PRINCIPAL
Kannada Sangha Pune's
Kaveri College of Arts, Science & Commerce

Item 4: Activities that are planned under different internal committees of the college for the academic year 2017-18.

All the members of IQAC approved the plan of action for academic year 2017-18 submitted by the committee heads.

Action Taken: Various activities planned under different internal committees were conducted.

Some of the major activities conducted in the current academic year are as under:

1. Workshop on Basics of Digital Marketing (22nd July 2017)
2. Soft Skill Development Programme (10th to 17th August 2017)
3. One day Seminar on Career Opportunities in Research for Science Students (18th August 2017)
4. Session on 'Health Related Issues of Women and Vaccination' (22nd August 2017).
5. Inter-College Elocution and Debate Competition (12th September 2017)
6. Faculty Development Programmes (by Dr. S.B. Kharosekar, Dr.Muckta Karmarkar, Dr.Jayashri Bangali).
7. Various activities under NSS unit (Yoga Day, Winter camp, Tree Plantation, Yuva Saptah etc.).
8. Orientation Lectures for AVISHKAR – 2017 (27th September 2017).
9. State level seminar on GST-Law, Awareness and Accounting (29th November 2017).
10. Workshop on 'Dance Movement Therapy' (18th December 2017).
11. Exhibitions by KRIC, Electronics Department and Commerce Department (16th January 2018).
12. One Day Workshop on Adolescence Education (10th January 2018).
13. Paper Presentation Competitions in Science, Commerce and Management.
14. Idea Generation Camp (24th January 2018).
15. National Level Seminar on IoT and Data Sciences (2-3 February 2018).

Item 5: To approve the draft of IQAC newsletter (second volume first issue of 2017-18).

All the members of IQAC unanimously approved the draft of IQAC Newsletter. It was decided that IQAC newsletter will be uploaded on the Kaveri College website and only five hard copies of it will be kept in NAAC room for documentation purpose.

Action Taken: The approved copy of IQAC Newsletter (second volume first issue of 2017-18) was uploaded on the college website on 7th August 2017.



Dr. Jayashri Bangali
Coordinator, IQAC



Dr. S.B. Kharosekar
Chairman, IQAC




PRINCIPAL
Kannada Sangha Pune's
Kaveri College of Arts, Science & Commerce