

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

19/08/2019

Minutes of the Internal Quality Assurance Cell Meeting

A meeting of Internal Quality Assurance Cell (IQAC) was conducted in the conference room of Senior College at **11.00 a.m. on Wednesday, 14th August, 2019**. The following members were present:

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|----------------------------|---------------------------|
| 1. Dr. A. M. Agrawal | 2. Mrs. Malati Kalmadi |
| 3. Dr. S.G.Bapat | 4. 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. Nilesh Nemade | 13. Mrs. Dhanashree Bhide |

Dr. Jayashri Bangali, IQAC Coordinator welcomed the members for first IQAC Committee meeting of the current academic year 2019-20 and briefed about the agenda of the meeting.

Item No. 1: To confirm the minutes of previous meeting held on Friday 22th February 2019.

The minutes of the previous meeting held on Friday 22th February 2019 were read and confirmed unanimously by all the IQAC members.

Item No. 2: To present Result Analysis of all Courses/Subjects (of academic year 2018-19).

Dr. Bangali, IQAC Coordinator presented Result analysis of all courses/subjects before the committee members. IQAC members were very happy with the results and appreciated all teachers for their efforts and dedication. Mrs. Malati Kalmadi suggested that next year all teachers must set a goal of having at least 75% and above passing percentage of all classes.

Item No.3: To present Analysis of Teacher Evaluation Feedback forms (of academic year 2018-19).

Dr. Bangali presented Analysis of Teacher Evaluation Feedback forms of academic year 2018-19. She also informed that from last year, IQAC has started taking online feedback using Google forms. All members were satisfied with the feedback. Mrs. Malati Kalmadi suggested the college authority to take 360⁰ feedback of all teachers which also includes Peer appraisal.

Item No. 4: To inform the members about the activities conducted under IQAC and the activities planned by IQAC for academic year 2019-20.

IQAC Coordinator informed the members about the activities conducted under IQAC. Various FDPs were conducted in academic year 2018-19 in collaboration with other committees by IQAC. The major activity conducted by IQAC was 'Three days National level Faculty Development Programme (FDP) on 'Role of Support Service Staff in Quality Assurance, Assessment and Accreditation' from 25 February to 27 February 2019. The programme was conducted under Faculty Development Centre (Pandit Madan Mohan Malaviya National Mission on Teachers and Training, MHRD, Government of India) UGC-HRDC of Savitribai Phule Pune University (SPPU).

Dr. Bangali informed the members about the IQAC plan for academic year 2019-20. The plan includes conducting workshop on IPR, submitting the AQAR (2018-19) and submitting the IIAQ. As this is the fifth year after NAAC accreditation, the college IQAC team has to start the preparation of second cycle NAAC and submit the IIQA in time as per requirement. After getting the approval by NAAC authority, the college will submit SSR online on NAAC website portal.

Item No.5: To brief about activities that are planned under different internal committees of the college and four cells (Kaveri Research and Innovation Cell, Kaveri Skill Development Cell, Kaveri Consultancy Cell and Kaveri Entrepreneurship Development Cell) of the college for academic year 2019-20.

The 'Plan of Action' of various internal committees and Kaveri Cells were approved unanimously by all the IQAC members.

Item No. 6. To inform about various Value added / Add-On courses started in academic year 2019-20.

Dr. Bangali, IQAC Coordinator informed the members about initiative taken by IQAC to start the new Value added/Add-On courses. From this academic year, all departments have started Value added/Add-On courses.

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

Dr. Bangali informed the members that AQAR of academic year 2018-19 will be submitted till the end of this semester. The AQAR will be submitted online to the NAAC authorities on NAAC website portal.

Item No. 8. To approve the draft of IQAC newsletter (Vol: 5 Issue: I of 2018-19).

The draft of IQAC newsletter (Vol: 5 2018-19) was approved unanimously by all the IQAC members. The IQAC Newsletter will be uploaded on college website.

Suggestions given by IQAC members are:

Induction Programme conducted for all first year students should be filmed and its glimpses can be shared with the management/IQAC members.

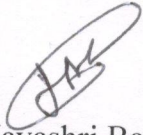
The college authority will arrange a session on 'Bloom Taxonomy'.

The students of BBA and BBA (IB) will start an 'Action Research' project on 'Bloom Taxonomy' and do the analysis of the teaching methods used in the college.

The BBA and BBA (IB) courses should be run more professionally. The Coordinator of BBA and BBA (IB) will submit 'Plan of Action' related to it.

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



Read & Confirmed
Amal
7.3.2020
Dr. A.M. Agrawal
Chairman, IQAC