

**Kalikadevi Arts, Commerce and Science College  
Shirur Kasar Dist. Beed**

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**MEETING OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC)  
(A. Y. 2019-20)**

**Date: 22.06.2019**

**Time: 11:00 A.M.**

**Venue: Principal's Cabin**

**Agenda of the Meeting – I**

1. Review of the Earlier Meeting.
2. Action taken report on the decisions of the meeting
3. To review results of College Results in University Examinations.
4. To review progress of the institution during last academic year 2018-19
5. To collect Faculty profile, Departmental activity report and Committee Report of year 2018-19
6. To organize various co curricular extracurricular activities for students.
7. Any other point comes out during the discussion.

**IQAC members, after exchange of ideas and thoughts made the following resolutions:**

**1. Agenda Item 1:** Review of the Earlier Meeting:

- The coordinator read the minutes of earlier meeting and the minutes reviewed and passed by the members.

**Agenda Item 2:** Action taken report on the decisions of IQAC Meeting.

Sr. No.	Recommendation given by IQAC Committee	Action Taken for Implementation & Outcomes
1	To discuss about improvement the admissions of UG and PG students	Designed a plan to improve the admission visited the nearby junior colleges in the vicinity.
2.	Review of the workload distribution and Teaching Plans	All the HoDs presented in brief the distribution of workload that was finalized in the departmental meeting. They also presented the Annual Teaching Plans for the approval of the IQAC. They were approved by the Principal.
3.	Constitution of various committees for better academic and administrative functions of the college for the session 2019-20	The draft of different committees is prepared by the IQAC and It shall be submitted to principal for its approval
4.	Prospectus design	The Principal and the Admission committee had shown the prospectus to the IQAC members and then it was finalized.
5.	Preparation of Academic Calendar	IQAC coordinator was asked to prepare the academic calendar. According to it, important events, curricular, co-curricular, extracurricular and extension activities were prepared. It was also decided that each Head of the Department (HoD) would plan departmental calendar related to classes accordingly

**Agenda Item 3 :**To review results of College Results in University Examinations.

- The committee reviewed the University Exam results of Semester 2, 4 and 6 presented by the Principal and expressed satisfaction over it. The committee also gave valuable suggestions for improvement.

**Agenda Item 4:** To review progress of the institution during last academic year 2018-19.

- The IQAC revised the progress of institution during academic year 2019-20 and expressed satisfaction over the work done by the institution.

**Agenda Item 5:** To collect Faculty profile, Departmental activity report and Committee Report of year 2018-19

- The committee resolved to collect Faculty profile, Departmental activity report and Committee Report of year 2019-20

**Agenda Item 6:** To organize various co curricular extracurricular activities for students.

- The IQAC has decided to increase co curricular & extracurricular activities for the overall development of the students. Committee also decided to promote departmental activities.

**Dr. G .S.Adgaonkar**

**Principal**

**Coordinator (IQAC)**

**CC:**

1. All committee members
2. Office

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**MEETING OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC)  
(A. Y. 2019-20)**

**Date: 13.10.2019**

**Time: 11:00 A.M.,**

**Venue: Principal's Cabin**

**Agenda of the Meeting – II**

1. To review and confirm the minutes of the last meeting
2. Action taken report on the decisions of the meeting
3. Enrich library by adding new reference books/ journal/periodicals /e-resources.
4. Enhance research environment by promoting research activities of teachers.
5. To establish cell for Competitive Examination.
6. To establish E-resources facility in the campus.

**IQAC members, after exchange of ideas and thoughts made the following resolutions:**

**Agenda Item 1 :** To review and confirm the minutes of the last meeting

- The coordinator read the minutes of earlier meeting and the minutes reviewed and passed by the members.

**Agenda Item 2:** Action taken report on the decisions of IQAC Meeting.

Sr. No.	Recommendation given by IQAC Committee	Action Taken for Implementation & Outcomes
1.	Result Analysis.	Result Analysis of the previous examinations was carried out by respective departments. It was suggested that slow learners would be given extra time in Science subjects to keep pace with the progress
2.	To discuss about increasing the extension activities useful to the society	Various activities like “Green Campus”, “Save girl Child” “Blood Donation Camp”, “Tree Plantation” “Water conservation” etc. are planned and conducted successfully for considering social responsibility of individuals
3.	To submit proposals of minor / major research projects	Six Major Research project and one national conference Proposal Submitted to UGC Stride and ICSSR
4.	To Start B.VOC Diploma of Tourism and service industry	Target Completed

**Agenda Item 3:** Enrich library by adding new reference books/ journal/periodicals /e-resources.

- The committee decided to enrich library by purchasing reputed research journals, reference books and INFLIBNET facility.

**Agenda Item 4 :**Enhance research environment by promoting research activities of teachers.

- The IQAC unanimously resolved to promote and encourage teachers for publishing research papers, attending seminars & workshops, applying for recognized research guides and applying for MRP to various funding agencies for creating research environment in the institute.

**Agenda Item 5:**To establish cell for Competitive Examination.

- The IQAC unanimously resolved to establish cell for Competitive Examination to be helpful to student for placement.

**Agenda Item 6:**To establish E-resources facility in the campus.

- The committee decided to establish E-resources facility for faculties to upload their respective study materials, PPT, video lectures etc.. This facility will be very much useful for students to download and view it.

**Dr. G.S. Adgaonkar**

**Principal**

**Coordinator(IQAC)**

**CC:**

1. All committee members
2. Office

**Kalikadevi Arts, Commerce and Science College**  
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**MEETING OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC)**  
**(A. Y. 2019-20)**

**Date: 24-02-2020**

**Time: 11:00 A.M.**

**Venue: Principal's Cabin**

**Agenda of the Meeting – III**

1. To review and confirm the minutes of the last meeting
2. Action taken report on the decisions of the meeting
3. To organize Sports Events & NSS Events.
4. To motivate PG students for research works
5. To discuss examination pattern.
6. Other Issues with the special permission of the chair.

**IQAC members, after exchange of ideas and thoughts made the following resolutions:**

**Agenda Item 1 :** To review and confirm the minutes of the last meeting

➤ The coordinator read the minutes of earlier meeting and the minutes were reviewed and passed by the members.

**Agenda Item 2:** Action taken report on the decisions of IQAC Meeting.

Sr. No.	Recommendation given by IQAC Committee	Action Taken for Implementation & Outcomes
1.	Tree Plantation	Tree plantation programme was planned in and around the college vicinity in the first week of July month.
2.	Collecting feedbacks from stakeholders	Analyzed and prepared a report based on the feedbacks from various stakeholders
3.	Improving the use of ICT in teaching, evaluation and administrative process.	Institute has purchased some educational software.

**Agenda Item 3:** To organize Sports & NSS Events.

➤ The committee decided to promote and enhance the activities of NSS and Sport for the overall development of the student.

**Agenda Item 4:** To motivate PG student regarding research work

➤ The committee decided to encourage the students for writing research articles.



**Agenda Item 5** :To discuss examination pattern.

- The committee decided to apply for continuous evaluation method for internal examination as per academic calendar of Dr.BAM University. The responsibility for this is given to the Examination Committee of the College.

**Dr. G.S. Adgaonkar**

**Principal**

**Coordinator (IQAC)**

**CC:**

1. All committee members
2. Office

**Kalikadevi Arts, Commerce and Science College**  
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**MEETING OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC)**  
**(A. Y. 2019-20)**

**Date: 09-03-2020**

**Time: 11:00 A.M.**

**Venue: Principal's Cabin**

**Agenda of the Meeting – IV**

1. To review and confirm the minutes of the last meeting
2. Action taken report on the decisions of the meeting
3. To update college website
4. To Review collect and verify the self appraisal report of all teachers
5. Other Issues with the special permission of the chair.

**IQAC members, after exchange of ideas and thoughts made the following resolutions:**

**Agenda Item 1 :** To review and confirm the minutes of the last meeting

➤ The coordinator read the minutes of earlier meeting and the minutes were reviewed and passed by the Members.

**Agenda Item 2:** Action taken report on the decisions of IQAC Meeting.

Sr. No.	Recommendation given by IQAC Committee	Action Taken for Implementation & Outcomes
1.	To review all activities conducted by department and committee	Review taken and report of all activities are collected in prescribed format of NAAC
2.	To collect and verify the self appraisal report of all teachers	Self appraisal report are collected and verified the API score
3.	To verify the proposed proposal of various faculty Under CAS	Concerned proposal verified by IQAC and sent to the university

**Agenda Item 3:** To update college website

➤ The website committee decided update the website and include all activities and programs photographs

**Agenda Item 4** To Review collect and verify the self appraisal report of all teachers

➤ Collected all teaching staff Self appraisal report and verified the API Score

**Dr. G.S. Adgaonkar**

**Principal**

**Coordinator (IQAC)**

**CC:**

1. All committee members
2. Office