

Sanjeevan Gramin and Vaidyakiya Samajik Sahayata Pratishthan's  
Arts, Commerce and Science College, Onde Tal. Vikramgad Dist. Palghar

**Internal Quality Assurance Cell (IQAC)**

Academic Year 2020-2021

**Minutes of the meeting**

The meeting of IQAC Committee members was held at 11: 00 am on 1 October 2020 at the IQAC office.

The meeting of Internal Quality Assurance Cell was started at 11:10 am. The meeting was chaired by Dr. Vinod Sonawane, the incharge Principal of the college.

Mr. Bhimrao Bansode, the coordinator of IQAC, welcomed Dr. Vinod Sonawane and all the members present for the meeting.

Following members were present:

1. Dr. Vinod Sanawane
2. Mr. Bhimrao Bansode
3. Dr. Chetna Patil
4. Mr. Namdev Mahale
5. Mr. Sachin Ingole
6. Mr. Vishal Nikam
7. Mr. Tejendra Rajput
8. Mr. Vipul Tandel
9. Mr. Avinash Patil

**Agenda of the meeting**

1. Confirmation of the minutes of the last meeting
2. Discussion on the formation of IQAC Committee
3. Preparation of Academic Calendar
4. Discussion on website up gradation
5. Discussion on safety measures during Covid- 19 pandemic
6. Discussion on online examinations
7. Discussion on online teaching
8. Discussion on preparation of AQAR of 2019-2020
9. Discussion on use of ICT tools
10. Any other subject with the prior permission of the chair



The meeting was opened by Mr. Bhimrao Bansode, the IQAC coordinator. Dr. Vinod Sonawane, the principal of the college, gave the opening remarks. First cycle grade was discussed and it was decided to upgrade the overall score of all criterions of NAAC.

**Item No. 1. Confirmation of the minutes of the last meeting**

The minutes of the last meeting were put in the meeting by the IQAC coordinator. After discussion, the minutes were approved.

**Item No. 2. Discussion on the formation of IQAC Committee**

Formation of IQAC Committee as per the guideline of UGC, Maharashtra Public University Act 2016, NAAC and the recommendation of NAAC Peer team visited in the First cycle of the college Assessment and Accreditation in 2018 was discussed.

**Resolution:.** It was resolved to form the IQAC Committee as per the guideline of UGC, Maharashtra Public University Act 2016, NAAC and the recommendation of NAAC Peer team visited in the First cycle of the college Assessment and Accreditation in 2018 was discussed.

**Item No. 3. Preparation of Academic Calendar**

Preparation of academic calendar of 2020-2021 was discussed.

**Resolution:** it was decided to prepare the academic calendar and implement accordingly.

**Item No. 4. Discussion on website up gradation**

Old website of the college was discussed that it needed to be updated. Mr. Sachin Ingole proposed to update the college website as the requirement of NAAC and it was seconded by Dr. Chetna Patil.

**Resolution:** it was decided to update the website of the college with secured and special domain.

**Item No. 5. Discussion on safety measures during Covid- 19 pandemic**

Safety measures of Covid- 19 pandemic situation were discussed. Dr. Chetna Patil proposed to install the sanitary dispenser in the college wherever necessary and it was seconded by Mr. Namdev Mahale.



**Resolution:** it was decided to take utmost care of Covid-19 pandemic by keeping dispensers of sanitizer at the places wherever necessary and allotting the separate chairs to the staff members labeling their names.

**Item No. 6.** Discussion on online examinations

Online examinations were discussed.

**Resolution:** It was decided that utmost care should be taken as per the University guidelines while conducting online examination. It was also decided to take the mock tests for the practice of the students.

**Item No. 7.** Discussion on online teaching

Online teaching during Covid-19 pandemic situation was discussed.

**Resolution:** It was decided to conduct the lectures online through various modes like Zoom, Google classroom and any other applications.

**Item No. 8.** Discussion on preparation of AQAR of 2019-2020

The preparation of AQAR of 2019-2020 was discussed. After discussion, preparation of AQAR of 2019-2020 be made as early as possible.

**Resolution:** It was decided to prepare the AQAR and submit it as early as possible.

**Item No. 9.** Discussion on use of ICT tools

Discussion on the usage of ICT tools as per the recommendation by NAAC Peer team in the first cycle of accreditation was held.

**Resolution:** It was unanimously decided that the optimum use ICT tools be made for the effective delivery of the curriculum.

**Item No. 10.** Any other subject with the prior permission of the chair

The principal assured to implement the discussions. As there was no other subject for the discussion, the meeting ended with the vote of thanks by Mr. Sachin Ingole.



Prepared by  
Mr. Bhimrao Bansode,  
The IQAC Coordinator

**Co-Ordinator**  
**Internal Quality Assurance Cell**  
Arts, Commerce And Science College,  
Onde, Tal, Vikramgad, Dist. Palghar  
Pin-401605





Approved by  
Dr. Vinod Sonawane  
I/C Principal  
**I/C PRINCIPAL**

ARTS, COMMERCE & SCIENCE COLLEGE  
ONDE, TAL. VIKRAMGAD, DIST. PALGHAR,  
PIN - 401 605



Sanjeevan Gramin Vaidyakiya & Samajik Sahayata Pratishthan's  
**Arts, Commerce & Science College, Onda,**

Tal. Vikramgad, Dist. Palghar- 401605.

(NAAC Accredited and Affiliated to the University of Mumbai)

Website: ondevikramgadcollege.com E-mail: ondecollge@yahoo.com / ondecollge401605@gmail.com



Title of the meeting IQAC Meeting  
Date: 01/10/2020 Time: 11.00 a.m.

**Members Present**

Sr. No.	Name	Signature
1	Dr. Vinod Sonawane	
2	Mr. B. S. Bansode	
3	Dr. Chetana Patil	
4	Mr. Nikam V. E	
5	Mr. V. M. Tandale	
6	Mr. Sachin M. Ingole	
7	Namdeo V. Mahale	
8	Dr. T. A. Rypur	
9	Mr. A. G. Patil	
10		
11		
12	 Co-Ordinator	
13	Internal Quality Assurance Cell	

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H/O PRINCIPAL  
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Arts, Commerce and Science College, Onde Tal. Vikramgad Dist. Palghar

**Internal Quality Assurance Cell (IQAC)**

Academic Year 2020-2021

**Minutes of the meeting**

The meeting of IQAC Committee members was held at 10: 00 am on 4 February 2021 at the IQAC office.

The meeting of Internal Quality Assurance Cell was started at 11:10 am. The meeting was chaired by Dr. Vinod Sonawane, the incharge Principal of the college.

Mr. Bhimrao Bansode, the coordinator of IQAC, welcomed Dr. Vinod Sonawane and all the members present for the meeting.

Following members were present:

1. Dr. Vinod Sanawane
2. Mr. Bhimrao Bansode
3. Dr. Chetna Patil
4. Mr. Namdev Mahale
5. Mr. Sachin Ingole
6. Mr. Vishal Nikam
7. Mr. Tejendra Rajput
8. Mr. Vipul Tandel
9. Mr. Avinash Patil
10. Mr. Bhimrao Bansode



### Agenda of the meeting

1. Confirmation of the minutes of the last meeting
2. Discussion on the review of the website of the college
3. Discussion on professional training for students
4. Discussion on publication of research papers in the UGC care listed journal
5. Discussion on scholarships for students at institutional level
6. Discussion on MoUs
7. Discussion on the documentation of AQAR of 2019-2020
8. Discussion financial support to the faculty to attend workshops, seminars and conferences
9. Discussion on creating professional email ids
10. Discussion on collecting online feedback from the stakeholders
11. Any other subject with the prior permission of the chair

The meeting was opened by Mr. Bhimrao Bansode, the IQAC coordinator.

Dr. Vinod Sonawane, the principal of the college, gave the opening remarks.

**Item No.1.** Confirmation of the minutes of the last meeting

The minutes of the last meeting were read and after discussion, they were confirmed.

**Item No. 2.** Discussion on the review of the website of the college

The review of the website of the college was discussed and the work of it was in progress.

**Item No.3.** Discussion on professional training for students

Professional training for students was discussed.

**Resolution:** It was decided to organize the professional training at college level or in collaboration with others institutions or NGOs.

**Item No. 4.** Discussion on publication of research papers in the UGC care listed journal

It was discussed that as per the new guidelines of the NAAC research papers published in the UGC Care listed have weightage in the accreditation. It was discussed.



**Resolution:** was decided to encourage the faculty to publish research papers in UGC Care listed journals and register for the minor project at the University level.

**Item No. 5.** Discussion on scholarships for students at institutional level

Scholarships to be given at the institutional level were discussed.

**Resolution:** it was decided to give 1000 Rs. as the institutional scholarships to three needy students one from each stream; Arts, Commerce and Science.

**Item No. 6.** Discussion on MoUs

Discussion on MoUs was held. After much discussion, it was decided to register more MoUs with other institutions, NGOs and industries.

**Item No. 7.** Discussion on the documentation of AQAR of 2019-2020

The documentation of AQAR of 2019-2020 was discussed. After discussion, It was decided to decide to collect the data from the concerned departments and submit to the IQAC so that put in the meeting of the Governing Body or College Development Committee for the final approval.

**Item No. 8.** Discussion financial support to the faculty to attend workshops, seminars and conferences

Discussion on financial support to the faculty to attend workshops, seminars and conferences was held.

**Resolution :** It was decided to provide the financial support to the faculty to attend the workshops, seminars and conferences.

**Item No. 9.** Discussion on creating professional email ids

Professional email ids were discussed.

**Resolution:** It was decided to create the professional email ids for faculties and significant departments from the website designer.



**Item No. 10.** Discussion on collecting online feedback from the stakeholders

All the members present for the meeting discussed feedbacks which are taken from various stakeholders for the development of the college offline and online.

**Resolution:** It was unanimously decided to collect the feedback online from this academic year.

**Item No.11.** Any other subject with the prior permission of the chair

As there was no other item for the discussion, the meeting ended with the vote of thanks proposed by Mr. Namdev Mahale.



Prepared by

Mr. Bhimrao Bansode,

The IQAC Coordinator

Co-Ordinator

Internal Quality Assurance Cell

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Approved by

Dr. Vinod Sonawane

I/C Principal

I/C PRINCIPAL

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Title of the meeting ..... IQAC Meeting .....  
Date: - 04/02/2021 Time: - 10:00 a.m.

## Members Present

Sr. No.	Name	Signature
1	Dr. Vinod Sonawane	
2	Dr. Chetana Patil	
3	Mr. Nikam V.B	
4	Nandoo V. Mahale	
5	Mr. Sachin M. Ingole	
6	Mr. B. S. Banerode	
7	Mr. V. M. Tendel	
8	Mr. Arinash G. Patil	
9	Dr. T. A. Rajput	
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