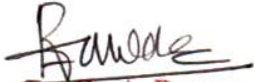


PUNE DISTRICT EDUCATION ASSOCIATION'S
BABURAOJI GHOLAP COLLEGE, SANGVI, PUNE 411027
Internal Quality Assurance Cell (IQAC)
ACADEMIC YEAR – 2016-17

IQAC meeting minutes and action taken report: Dated-21/10/2016.

Agenda	Matters raised by/ suggestions given by.	Outcome of discussions (minutes)	Action Taken.
Academic and administrative audits of academic year 2015-16.	Prof. B. U. Kangude.	Explained the concept of AAA, its importance and methodology was discussed. The format of audit is discussed. Decided to apply paperless methodology for conducting AAA.	Respective departments are instructed to fill the format provided by IQAC and to prepare PPTs for presentation..
To finalize AQAR 2015-16	Dr. R. A. Pawar.	Discussions on final draft of AQAR 2015-16 were held. Dr. Pawar made an appeal to all members to give constructive suggestions.	IQAC permitted coordinator to submit AQAR online to NAAC Bangalore.
Discussion related to national seminar.	Dr. M. G. Chaskar.	Organization of National seminar related to IQAC activities was proposed and concrete discussions were held. Theme of the seminar was finalized as “Academic and administrative Audits through ICT”.	IQAC coordinator and Asst. Coordinator are instructed to prepare further plans regarding organization of national seminar on the theme.
Agenda	Matters raised by/	Outcome of discussions	Action Taken.

	suggestions given by.	(minutes)	
Review of curricular and extracurricular activities of first semester.	Dr. V. V. Naik, Dr. S. R. Chaudhari.	Vice principal Dr. V. V. Naik took review of academic activities (admissions, eligibility, syllabus completion, guest lecturers etc.) Dr. S. R. Chaudhari took review of examination related issues, DBT-STAR college activities and other co-curricular activities.	IQAC appreciated the activities held during first semester and also suggested proper implementation of DBT_STAR scheme.
Best practices of Office.	Shr. A. D. Kondhavwale.	Administrative audit as best practices of office was discussed. Format of administrative audit is also discussed.	IQAC instructed administration to carry out Administrative audit of office as per format.


Dr. R. A. Pawar
 Coordinator, IQAC
Coordinator
 Internal Quality Assurance Cell
 BABURAOJI GHOLAP COLLEGE
 SANGVI, PUNE- 411027




Dr. M. G. Chaskar
 Chairperson, IQAC
PRINCIPAL
 Baburaoji Gholap College
 Sangvi, Pune - 411 027.