

PUNE DISTRICT EDUCATION ASSOCIATION'S
BABURAOJI GHOLAP COLLEGE, SANGVI, PUNE 411027
 Internal Quality Assurance Cell (IQAC)

ACADEMIC YEAR – 2020 – 2021
 IQAC meeting minutes and Action taken report: dated 24/9/2020

Agenda	Matters raised by/ suggestions given by	Outcome of discussions (minutes)	Action Taken
Review of last meeting conducted on 20/6/2020 (Online)	Dr. S. V. Jagtap	Coordinator of IQAC took review of status of work done with respect to last meeting	The concerned staff were informed to complete pending work if any.
To apply for NIRF ranking 2020 - 2021	Dr. Y. B. Khollam	It was decided to apply for NIRF ranking 2020 – 2021 and asked nodal officer Dr. S.V. Jagtap to collect required information from IQAC and administrative office.	The proposal for NIRF ranking 2020 - 2021 was submitted through online portal.
To take review of data collection for submission of AQAR for year 2019 - 2020	Dr. S.V. Jagtap	IQAC coordinator took review of the AQAR submission process. The majority data has been collected except results and student progression related information. To keep uniformity in online teaching, decision is taken to issue following guidelines.	The AQAR will be finalized after declaration SPPU examinations.
To implement uniformity in online teaching modes	Dr. N.L. Ghorpade	<ol style="list-style-type: none"> 1. All online lectures to be taken on Google meet 2. The Google meeting links should be mentioned in time table. 3. The teacher should use white board and/or power point presentation. 4. The teacher should maintain the record of lectures taken and students' attendance 5. All teachers should prepare e-contents and upload on LMS. 6. To avail facility of SPPU studio and record AV lectures. 	All the guidelines have been satisfactorily implemented.

PUNE DISTRICT EDUCATION ASSOCIATION'S
BABURAOJI GHOLAP COLLEGE, SANGVI, PUNE 411027

Internal Quality Assurance Cell (IQAC)
 ACADEMIC YEAR – 2020 – 2021

To decide the examination reforms during the pandemic situation	Dr. L.K. Nikam	The assignments should be uploaded on LMS. The internal examination can be conducted on LMS and this should be finalised after discussion with LMS and Examinations committees.	Internal evaluation was successfully conducted on LMS.
To take review ISO work	Dr. S.V. Jagtap	The academic and administrative processes prepared by sub-committees need to be refined and finalized.	The academic processes were refined and finalized.
To take review for updation of college website with respect to relevant information	Dr. Y. B. Kholam	The website should be regularly updated and interactive. The provision of taking feedback from alumni and parents should be made available.	The website committee took efforts in updating website in communication with website vendor- Tech Divinity Pvt. Ltd. The provision for feedback from alumni is made on website.



IQAC Coordinator
 Coordinator, IQAC
BABURAOJI GHOLAP COLLEGE
SANGVI, PUNE-411027




Principal and IQAC Chairman
PRINCIPAL
Baburaoji Gholap College
Sangvi Pune - 411 027