



Baburaoji Gholap College

Arts, Science & Commerce

Sangvi, Pune - 411 027. (Maharashtra) Ph. : 020-27280204 Fax : 020-27281722
 • E-mail : principal@bgc.pdeapune.org, bgc_sangvi@pdeapune.org • Website : www.bgc.pdeapune.org
 Affiliated to University of Pune (Id. No. PU/PN/ASC/073/1989) (Maharashtra)

• NAAC Reaccreditation "B+" Grade •

Outward No : BGCS/

Date :

IQAC Minutes of Meeting, 24/06/2022

President
Ajit Pawar
 Deputy Chief Minister
 Maharashtra State

Vice President
Rajendra Ghadge

Hon. Secretary
Adv. Sandeep Kadam

Treasurer
Adv. Mohanrao Deshmukh

Dy. Secretary
L. M. Pawar

Principal
Dr. Balkrishna Zaware

Agenda No.: 01 To take review of IQAC activities of Academic Year 2021 – 2022

Resolution: The review of previous meeting was made by IQAC Coordinator. In regards to uniformity in the name of college the correspondence has been made with respective authorities. The student satisfaction survey has been carried out by feedback committee using google form for academic year 2021-2022. The permission letters for additional construction above KRC and indoor hall are forwarded to PDEA. The various IQAC initiatives were discussed

Proposed by: Dr. Sangeeta V. Jagtap

Seconded by: Dr. Latesh K. Nikam

Agenda No.: 02 To discuss revised SSR format

Resolution: The cycle 3 re-accreditation of college by NAAC was held in October 2018. In order to undergo cycle 4 re-accreditation in second half of 2023, it is essential to begin the process of writing SSR. Hence current format of SSR given NAAC is discussed thoroughly in meeting with respect to qualitative and quantitative metrics as well as weightages allocated to different criterion

Proposed by: Dr. Medha S. Misar

Seconded by: Dr. Yogesh B. Khollam

Agenda No.: 03 To discuss information required as per SOPs provided by NAAC

Resolution: The standard operating procedures (SOPs) provided by NAAC were put forth in meeting. It contains the specific instructions with regards to the supporting documents. It was decided to adhere to these SOPs as reference for collecting the documents to support the responses given to various metrics. It is decided to provide these SOPs to all criterion coordinators and their team members.

Proposed by: Dr. Yogesh B. Khollam

Seconded by: Dr. Amruta M. Inamdar

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S. V. Jagtap
 Coordinator, IQAC
BABURAOJI GHOLAP COLLEGE
 SANGVI, PUNE-411027

Dr.
PRINCIPAL
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 Sangvi, Pune-411 027.



Agenda No.: 04 **To plan timeline for AQAR and SSR preparation**
Resolution: The link for uploading the AQAR of our college opens in month of November. Accordingly, the timeline for preparation and submission of AQAR for academic year 2021 – 2022 is decided. It is decided to complete the AQAR before 1st November 2022 and submit the same at an earliest. In order to avoid any break in the validity of accreditation status of college, it is essential to undergo Cycle 4 by November 2023. Hence, the timeline to begin SSR preparation is decided as commencement of second term of academic 2022 - 2023.

Proposed by: Dr. Amruta M. Inamdar
Seconded by: Dr. Latesh K. Nikam

Agenda No.: 05 **To discuss institutional preparedness for NEP**
Resolution: The Government of Maharashtra and Savitribai Phule Pune University (SPPU) have given guideline regarding the implementation of NEP – 2020 from next academic year 2023 – 2024. It has become essential to understand the provisions of NEP and create awareness about it. For this purpose, it is decided to arrange expert lectures or seminars for getting clarity about NEP. It is also decided to submit proposal to SPPU for availing grant to organize workshop on NEP.

Proposed by: Dr. Latesh K. Nikam
Seconded by: Dr. Nitin Ghorpade

Agenda No.: 06 **To take review on urgently required pending work**
Resolution: In view of shortage of lecture halls and laboratories, it was decided to build new halls and laboratories above the Fashion Technology building. Few institutional policies were decided to be revised, and implement from 2022-23. The compliance of recommendations given by NAAC peer team during their visit for cycle 3 were reviewed and discussion was done on fulfilment of pending recommendations.

Proposed by: Dr. Latesh K. Nikam
Seconded by: Dr. Nitin Ghorpade

Agenda No.: 07 **To discuss and make plan for curricular, co-curricular and extra-curricular activities for the year 2022 – 2023**

Resolution: It is decided to communicate all Head of Academic Departments, Library, Physical Education and college committee coordinators to prepare elaborate plan for academic year 2022 – 2023 containing curricular, co-curricular and extra-curricular activities. The plan should include CIE activities in addition to other departmental



activities. Further, academic calendar committee should be instructed to prepare overall plan for college.

Proposed by: Dr. Yogesh B. Kholam
Seconded by: Dr. Sangeeta V. Jagtap

Agenda No.: 08 **To sign MoUs with various organisations for academic excellence**

Resolution: It is decided to renew the MoUs in case where the validity of existing MoU is expired. Further, to maintain academic excellence and provide more learning and placement opportunities to students, Head of Department should be instructed to identify organization and make MoU with them. At least one activity mentioned in MoU must be organized to ensure that it remains functional

Proposed by: Dr. Sangeeta V. Jagtap
Seconded by: Dr. Latesh K. Nikam

Agenda No.: 09 **To plan for infrastructure augmentation – extension of FT building**

Resolution: It is plan to make new construction above existing Department of Fashion Technology. This new space should be partitioned into four compartments. Based on need, these compartments can be allocated to Botany Department / Fashion Technology/ other common amenity.

Proposed by: Mr. V.D. Ranpise
Seconded by: Dr. Nitin Ghorpade

Agenda No.: 10 **To discuss the necessary facilities to be added in newly developed laboratories**

Resolution: The necessary facilities for newly developed are discussed. The basic requirement in BTA lab such as mirrors and beauty products should be procured. In addition, all departments should identify their new requirements and communicate them with Principal further processing.

Proposed by: Dr. B.B. Kale
Seconded by: Dr. Nitin Ghorpade

Agenda No.: 11 **To review of the compliance of previous perspective plan**

Resolution: The inputs in perspective plan for academic year 2021 – 2022 are reviewed. The inputs- M.Sc. in Botany, M.Sc. in Environmental Science, payment gateway facility and application for NIRF ranking related to academics are fulfilled. As per SPPU approval, the renewal of Ph.D. center in Commerce is required to be done. It is decided to initiate the process of PhD center renewal. The IQAC organized research related two days' national seminar "GRIIPP –



The Research Pillars" focusing on Grants, Resources, Innovation, Intellectual Property and Publication. It is decided to make a proposal to avail institutional funds for research and forward it to PDEA for sanction

Proposed by: Dr. Sangeeta V. Jagtap
Seconded by: Dr. Nitin Ghorpade

Agenda No.: 12 **To start Ph.D. research centres in English and Political Science**
Resolution: Discussion was made on the existing research centres and their research activities. Considering the experience and expertise of research guides in English and Political Science subjects in the college, it is possible to start additional research centres in English and Political Science. For this, it is decided to make proposal for sanction to the relevant authorities.

Proposed by: Dr. Medha S. Misar
Seconded by: Dr. Nitin Ghorpade

Agenda No.: 13 **To plan IQAC initiatives for academic year 2022 - 2023**
Resolution: One initiative unanimously decided by all is to understand the provisions of NEP 2020. It is decided to organise seminars or workshop on NEP to create awareness about it. Other initiatives are related to patent and publications, facilitating for institutional financial support for conducting research; and initiating necessary measures to fulfil previous NAAC peer team recommendations.

Proposed by: Dr. Sangeeta V. Jagtap
Seconded by: Dr. Latesh K. Nikam

Agenda No.: 14 **To approve Syllabus of short term courses from the year 2022-23.**

Resolution: The college runs various add-on and short term courses. The existing syllabi need to be reviewed and approved by IQAC.

Proposed by: Mr. Prasad Jadhav
Seconded by: Dr. Latesh K. Nikam

First IQAC meeting in academic year 2022 - 2023 was held on 24th June 2021 in which following members were present.

Name	Designation	Signature
Adv. Sandeep Kadam	Management Representative	
Dr. Nitin Ghorpade	Principal and Chairperson	



Dr. Sageeta V. Jagtap	IQAC Coordinator	<i>SV Jagtap</i>
Dr. Latesh K. Nikam	Teacher's Representative	<i>[Signature]</i>
Dr. Medha S. Misar	Teacher's Representative	<i>Misar</i>
Dr. Yogesh B. Khollam	Teacher's Representative	<i>YB Khollam</i>
Dr. Amruta Inamdar	Teacher's Representative	<i>[Signature]</i>
Mr Vinod D. Ranpise	Administrative Officers	<i>Vinod</i>
Dr. B. B. Kale	Nominees from Local Society	<i>Bhakt Kale</i>
Dr. S.S. Kaptan	Nominees from Local Society	<i>S.S. Kaptan</i>
Mr. R. G. Nimbalkar	Nominees from Local Society - Senior Citizen	<i>R.G. Nimbalkar</i>
Mr. Prasad Jadhav	Alumni Repetitive	<i>Prasad</i>
Mr. Shubham Dound	Present Student	<i>[Signature]</i>
Mr. Jagdish Kadam	Nominees from employers-(Industry Representative)	<i>[Signature]</i>
Mr. Mangesh Pawar	Nominees from Parent Representative	<i>[Signature]</i>

SV Jagtap
Coordinator, IQAC
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President
Ajit Pawar

Deputy Chief Minister
 Maharashtra State

Vice President
Rajendra Ghadge

Hon. Secretary
Adv. Sandeep Kadam

Treasurer
Adv. Mohanrao Deshmukh

Dy. Secretary
L. M. Pawar

Principal
Dr. Balkrishna Zaware

IQAC Minutes of Meeting, 01/09/2022

- Agenda No.: 01** To take review of last meeting conducted on 24/6/2022
- Resolution:** The SOPs of the different metrics for AQAR are given to the criteria heads for preparing and collecting requisite supporting documents as per NAAC guidelines. The proposals for organising State and National level seminars on NEP are made for submission to SPPU. The academic calendar committee prepared the calendar of the college. The syllabi of the short term courses is approved at college level.
- Proposed by:** Dr. Latesh K. Nikam
Seconded by: Dr. Sangeeta V. Jagtap
- Agenda No.: 02** To revise the formats of AAA for academic department, college committee, administration, library, sports as per the requirements for revised AQAR
- Resolution:** The formats of AAA have been revised and aligned with AQAR requirements so as to obtain maximum information from them. The information thus collected together in desired formats will be helpful in uploading required data in AQAR on NAAC portal.
- Proposed by:** Dr. Medha S. Misar
Seconded by: Dr. Nitin Ghorpade
- Agenda No.: 03** To plan for submission of AQAR 2021 - 2022
- Resolution:** The review was taken on the work done in relation to AQAR of 2021-22. It was decided to submit AQAR in beginning of second term. However, the commencement date of second term and

IQAC Meeting 01092022

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 Coordinator, IQAC
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conclusion date of first term have been changed as per SPPU
such, it is decided to submit AQAR till 1st January 2023.

Proposed by: Dr. Sangeeta V. Jagtap
Seconded by: Dr. Nitin Ghorpade

Agenda No.: 04 To conduct AAA

Resolution: It is decided to conduct AAA of all departments and of Administrative office. It should be tentatively scheduled between 20th September to 28th September 2022. The notice of schedule should be circulated to all concerned.

Proposed by: Dr. Yogesh B. Khollam
Seconded by: Dr. Latesh K. Nikam

Agenda No.: 05 To apply for NIRF ranking 2021 - 2022

Resolution: The college is applying for NIRF ranking for last 2 years. In continuation, it is agreed by all to participate in NIRF ranking this academic year also in both college as well as overall levels. Hence, it is decided to collect data required for NIRF.

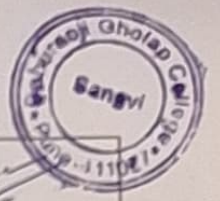
Proposed by: Dr. B.B. Kale
Seconded by: Dr. Nitin Ghorpade

Second IQAC meeting in academic year 2022 - 2023 was held on 01st September 2022 in which following members were present.

Name	Designation	Signature
Adv. Sandeep Kadam	Management Representative	
Dr. Nitin Ghorpade	Principal and Chairperson	
Dr. Sageeta V. Jagtap	IQAC Coordinator	
Dr. Latesh K. Nikam	Teacher's Representative	
Dr. Medha S. Misar	Teacher's Representative	
Dr. Yogesh B. Khollam	Teacher's Representative	

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Dr. Amruta Inamdar	Teacher's Representative	
Mr Vinod D. Ranpise	Administrative Officers	
Dr. B. B. Kale	Nominees from Local Society	
Dr. S.S. Kaptan	Nominees from Local Society	
Mr. R. G. Nimbalkar	Nominees from Local Society - Senior Citizen	
Mr. Prasad Jadhav	Alumni Repetitive	
Mr. Shubham Dound	Present Student	
Mr. Jagdish Kadam	Nominees from employers-(Industry Representative)	
Mr. Mangesh Pawar	Nominees from Parent Representative	

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• NAAC Reaccreditation "B+" Grade •

Outward No : BGCS/

Date :

IQAC Minutes of Meeting, 23/02/2023

President
Ajit Pawar
 Deputy Chief Minister
 Maharashtra State

Vice President
Rajendra Ghadge

Hon. Secretary
Adv. Sandeep Kadam

Treasurer
Adv. Mohanrao Deshmukh

Dy. Secretary
L. M. Pawar

Principal
Dr. Balkrishna Zaware

- Agenda No.: 01** **Review of last meeting conducted on 01/09/2022**
Resolution: The review of last meeting was taken by IQAC coordinator. The AAA formats are revised and internal AAA was conducted in the month of September 2022. Recommendation have been given to all departments and thereafter certificate have been issued to them. The applications for NIRF in college and overall are uploaded in stipulated time.
Proposed by: Dr. Medha S. Misar
Seconded by: Dr. Latesh K. Nikam
- Agenda No.: 02** **Review of AQAR work**
Resolution: The majority of AQAR information is completed. However, it is noted that the date for submission of AQAR is extended by NAAC office. Hence it is decided to recheck information and update AQAR with additional information and supporting document wherever required.
Proposed by: Dr. Sageeta V. Jagtap
Seconded by: Dr. Yogesh B. Kholam
- Agenda No.: 03** **To submit AQAR**
Resolution: It is decided to complete the AQAR with updated information in one months' time and upload it on NAAC portal.
Proposed by: Dr. Sageeta V. Jagtap
Seconded by: Dr. Medha S. Misar
- Agenda No.: 04** **Discussion of preparation of SSR**
Resolution: It is decided to start the SSR related work immediately after AQAR submission is completed. All NAAC committee members should be informed to study the revised SSR metric, understand SOP's, identify the requisite information against each metric and this should be discussed in detail in next meeting.

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Proposed by: Dr. Yogesh B. Kholam
Seconded by: Dr. Latesh K. Nikam

Agenda No.: 05 Steps towards the compliance of the NAAC recommendations

Resolution: The review regarding the different NAAC recommendation and their compliance taken so far is done. The discussions were carried about measures to be taken for fulfilling the pending recommendation at the utmost.

Proposed by: Dr. Latesh K. Nikam
Seconded by: Dr. Balkrishna N. Zaware

Agenda No.: 06 To discuss the review of AAA of department and college committees

Resolution: The AAA of all departments and college committee were completed and reviewed thoroughly. It is noted that across departments, documents of different individual metric are properly maintained. IQAC instructed the head of department and committee coordinators to interact with criteria coordinators for betterment of responses to all metrics. However, present AAA is satisfactory and it is decided to proceed with external AAA.

Proposed by: Dr. Amruta Inamdar
Seconded by: Dr. Latesh K. Nikam

Third IQAC meeting in academic year 2022 - 2023 was held on 23rd February 2023 in which following members were present.

Name	Designation	Signature
Adv. Sandeep Kadam	Management Representative	
Dr. Balkrishna N. Zaware	Principal and Chairperson	
Dr. Sageeta V. Jagtap	IQAC Coordinator	
Dr. Latesh K. Nikam	Teacher's Representative	
Dr. Medha S. Misar	Teacher's Representative	

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Dr. Yogesh B. Kholam	Teacher's Representative	<i>Yesholam</i>
Dr. Amruta Inamdar	Teacher's Representative	<i>Amruta</i>
Mr Vinod D. Ranpise	Administrative Officers	<i>Vinod</i>
Dr. B. B. Kale	Nominees from Local Society	<i>Bhant Kale</i>
Dr. S.S. Kaptan	Nominees from Local Society	<i>Sanjay Kaptan</i>
Mr. R. G. Nimbalkar	Nominees from Local Society - Senior Citizen	
Mr. Prasad Jadhav	Alumni Repetitive	<i>P. Jadhav</i>
Mr. Shubham Dound	Present Student	<i>Shubham</i>
Mr. Jagdish Kadam	Nominees from employers- (Industry Representative)	<i>J. Kadam</i>
Mr. Mangesh Pawar	Nominees from Parent Representative	<i>M. Pawar</i>

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Coordinator, IQAC
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IQAC Minutes of Meeting, 25/04/2023

President
Ajit Pawar
Deputy Chief Minister
Maharashtra State

Vice President
Rajendra Ghadge

Hon. Secretary
Adv. Sandeep Kadam

Treasurer
Adv. Mohanrao Deshmukh

Dy. Secretary
L. M. Pawar

Principal
Dr. Balkrishna Zaware

Agenda No.: 01 **Review of last meeting conducted on 23/02/2023**
Resolution: Review was taken on the decisions of previous meeting. AQAR of academic year 2021-22 is submitted on 29th March 2023. External AAA is completed. Review was taken on the SSR work that has begun. For fulfilling compliance of certain pending NAAC recommendations, discussion and communication with the higher authorities is in progress.

Proposed by: Dr. Sangeeta V. Jagtap
Seconded by: Dr. Latesh K. Nikam

Agenda No.: 02 **To undertake student satisfaction survey (SSS)**
Resolution: It is decided to give instructions to the feedback committee for undertaking the Student Satisfaction Survey for the academic year 2022-23. The questionnaire of the previous year should be used in this academic year as well. Thereafter, its analysis should be done.

Proposed by: Dr. Medha S. Misar
Seconded by: Dr. Yogesh B. Kholam

Agenda No.: 03 **To plan for infrastructure augmentation**
Resolution: The letters for obtaining permission to purchase new equipment in laboratories have been sent to PDEA office. It is planned to purchase these equipment immediately after sanction is obtained. It is planned to make new lecture stands in all classrooms. Also, it is decided that the newly constructed laboratories and classrooms need to be furnished. It is planned to renovate the existing Physics, Chemistry, Botany, Zoology, Mathematics, Computer Science, Computer Application and Vocation laboratories.

Proposed by: Dr. Latesh K. Nikam
Seconded by: Dr. Balkrishna N. Zaware

IQAC Meeting 25/04/2023

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- Agenda No.: 04** **To modify CO-PO attainment excel sheets**
Resolution: It is decided to simplify and reduce the number of Excel sheets for calculation of CO-PO attainment. This has become essential because majority of the staff found it tedious to complete all the existing Excel sheets.
- Proposed by:** Dr. Amruta Inamdar
Seconded by: Dr. Medha S. Misar
- Agenda No.: 05** **To take review of SSR preparation**
Resolution: All the members of NAAC committee have studied the SOPs and benchmarking for each metric. It is decided to compile the AQAR information from 2018-19 to 2021-22 to ease the responses to questions in SSR.
- Proposed by:** Dr. Sageeta V. Jagtap
Seconded by: Dr. Yogesh B. Kholam
- Agenda No.: 06** **To collect information and supporting documents as per revised SOPs and benchmarking provided by NAAC.**
Resolution: Discussions have been held amongst NAAC committee members for collecting the requisite supporting documents in correct formats; and difficulties faced in this process. It is decided to prepare an exhaustive list of documents as per template, SSR manual and SOPs provided by NAAC. This list should be used by all the departments and college committees in order to maintain uniformity in the documentation.
- Proposed by:** Dr. Yogesh B. Kholam
Seconded by: Dr. Latesh K. Nikam
- Agenda No.: 07** **To plan for preparation of AQAR 2022 – 2023**
Resolution: The college plans to appear for reaccreditation of cycle 4 in academic year 2023-24. This will require information of previous 5 years which includes academic year 2022-23. Hence it is decided to start preparing AQAR of 2022-23 and collect its information by end of June 2023.
- Proposed by:** Dr. Sageeta V. Jagtap
Seconded by: Dr. Medha S. Misar
- Agenda No.: 08** **To plan for Green audit, Energy audit and water audit of college**
Resolution: The previous audits are valid till 2022-23. It is planned to carry out Green audit, Energy audit and water audit in the beginning of academic year 2023-24. It is also decided to carry out these audits



Proposed by: from Government or private approved audit agencies.
Dr. B.B. Kale
Seconded by: **Dr. Balkrishna N. Zaware**

Agenda No.: 09 **To review the initiatives undertaken by IQAC**
Resolution: It is noted that most of the initiatives planned by IQAC have been acted upon. The major initiatives fulfilled are that three faculty members have been granted with five patents. IQAC and Academic Research Coordinator (ARC) of college have organised workshop on NEP focusing "multidisciplinary approach". College has also obtained sanction of seed money from PDEA for research. There is a need to promote staff to avail this facility in future. The routine initiatives of submitting AQAR, conducting AAA, applying to NIRF, signing of new MOUs, academic growth and infrastructure augmentation have been accomplished throughout the year.

Proposed by: **Dr. Sangeeta V. Jagtap**
Seconded by: **Dr. Latesh K. Nikam**

Agenda No.: 10 **To prepare combined booklets of 5 years activities**
Resolution: In order to depict the achievements of the college at a glance, it is decided to prepare booklets of combined activities and accomplishments of 5 years of reaccreditation period from 2018-2019 to 2022-2023. The booklets should be related to NSS activities, NCC activities, IQAC initiatives, Best practices, sports achievements etc.

Proposed by: **Dr. Yogesh B. Khollam**
Seconded by: **Dr. Balkrishna N. Zaware**

Fourth IQAC meeting in academic year 2022 - 2023 was held on 25th April 2023 in which following members were present.

Name	Designation	Signature
Adv. Sandeep Kadam	Management Representative	
Dr. Balkrishna N. Zaware	Principal and Chairperson	
Dr. Sageeta V. Jagtap	IQAC Coordinator	
Dr. Latesh K. Nikam	Teacher's Representative	



Dr. Medha S. Misar	Teacher's Representative	<i>S Misar</i>
Dr. Yogesh B. Khollam	Teacher's Representative	<i>Y B Khollam</i>
Dr. Amruta Inamdar	Teacher's Representative	<i>A Inamdar</i>
Mr Vinod D. Ranpise	Administrative Officers	<i>V D Ranpise</i>
Dr. B. B. Kale	Nominees from Local Society	<i>B B Kale</i>
Dr. S.S. Kaptan	Nominees from Local Society	<i>S S Kaptan</i>
Mr. R. G. Nimbalkar	Nominees from Local Society - Senior Citizen	<i>R G Nimbalkar</i>
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Mr. Shubham Dound	Present Student	
Mr. Jagdish Kadam	Nominees from employers- (Industry Representative)	<i>J Kadam</i>
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