



Baburaoji Gholap College

Arts, Science & Commerce

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 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, 24/06/2023

President
Ajit Pawar
 Deputy Chief Minister
 Maharashtra State

Vice President
Rajendra Ghadge

Hon. Secretary
Adv. Sandeep Kadam
 Senate Member
 Savitribai Phule Pune University, Pune

Treasurer
Adv. Mohanrao Deshmukh

Dy. Secretary
L. M. Pawar

Principal
Dr. Sangeeta Jagtap
 Management Council Member
 Academic Council Member
 Savitribai Phule Pune University

Agenda No.: 01 To take review of IQAC activities of Academic Year 2022 - 2023

Resolution: The review of IQAC activities conducted during the academic year 2022 -2023 is taken by IQAC Coordinator. The communication to parent institute PDEA is made for infrastructure augmentation. The new reforms for CO-PO attainment are provided for further processing. A comprehensive discussion is carried out on the preparation of SSR for the 4th cycle of accreditation and AQAR 2022 - 2023. It is decided to conduct the green, energy and environment audits from the academic year 2022-2023 as the validity of previous audit is upto April 2023. The Principal and IQAC agreed to compile together important data such as IQAC initiatives, NCC achievements, Best practices, extension activities, research publications, NSS activities, college achievements, college at the glance etc. in the form of booklets or leaflets as the ready reference for assessment and accreditation process.

Proposed by: Prof. Dr. Sangeeta V. Jagtap

Seconded by: Dr. Latesh K. Nikam

Agenda No.: 02 To study benchmark and discuss information required as per SOPs provided by NAAC

Resolution: The latest versions of the self-study report (SSR), standard operating procedure (SOPs), data templates and benchmarks posted by the NAAC, Bangalore are downloaded from NAAC



library. The committee instructed IQAC to study the benchmark noticeably for the data required against each quantitative metric. The committee further instructed the IQAC to study the SOPs and prepare the exhaustive list of requisite documents against each quantitative metric. It is decided to arrange the required documents exactly as per the SOPs.

Proposed by: Dr. Yogesh B. Kholam
Seconded by: Dr. Balkrishna N. Zaware

Agenda No.: 03 **To plan IQAC initiatives for academic year 2023 - 2024**

Resolution: All members discussed on the initiatives to be carried out in this academic year. It was decided to conduct Internal and External AAA, to do CO-PO attainment of all courses at UG and PG level, to undertake quality collaborative initiatives and to participate in NIRF ranking. It is further decided to submit routine AQAR and also IQA & SSR in this year. In view of NEP 2020 to be implemented from 204-2025 at UG level and PG part II level, it is decided to study the SPPU guidelines regarding the framework and create awareness.

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

Agenda No.: 04 **To plan timeline for AQAR and SSR preparation**

Resolution: It is known that the link for uploading the Annual Quality Assurance report (AQAR) of our college open in the month of November. Further, the validity of accreditation status of college is 02 November 2023. Hence, the timeline for the



preparation and submission of AQAR and SSR is required to define accordingly. It is agreed to finalize the AQAR for the academic year 2022-2023 in all respect by the October 2023 and submit the AQAR at an earliest immediately after opening link for the same. Further, in order to avoid any break in the validity of accreditation status of college, it is decided to submit the SSR before November 2023. In view of this, the IQAC must take care of pre-processing steps accordingly such as registration, submission of fees, submission of Institutional Information for Quality Assessment (IIQA) etc.

Proposed by: Prof. Dr. Sangeeta V. Jagtap

Seconded by: Dr. Medha S. Misar

Agenda No.: 05 **To take review on required pending work**

Resolution: The Principal instructed IQAC college members to take review of the pending work. During the previous assessment and accreditation in 2018 by NAAC, Bangalore, PTV has given eleven recommendations. Apart from these recommendations, some developments are essential in college to ensure fundamental requirements of academics, research, extension and infrastructure. In this respect, it is decided to prepare the complete list of pending work. The compliance of the attainment of pending work must reviewed thoroughly.

Proposed by: Dr. Balkrishna N. Zaware

Seconded by: Adv. Sandeep Kadam

Agenda No.: 06 **To discuss and make plan for curricular, co-curricular and extra-curricular activities for the year 2023 - 2024**



Resolution: IQAC decided to inform all Head of Academic Departments, Library, Physical Education and college committee coordinators to prepare action plan for academic year 2023 - 2024 containing curricular, co-curricular and extra-curricular activities. In addition to departmental activities, plan must include CIE activities. The Principal and IQAC decided to inform the academic calendar committee to prepare overall plan for college.

Proposed by: Dr. Medha S. Misar

Seconded by: Dr. Amruta M. Inamdar

Agenda No.: 07 To sign MoUs with various organisations for academic excellence

Resolution: The Principal and IQAC decided to take the review of existing memorandum of understanding (MoU). It is decided to check functionality of each MoU by auditing it properly. In order to maintain the functionality of each MoU, the committee decided to take requisite number of activities mentioned in the MoU and no MoU should be left unaddressed at the ends of both signing authorities. It is further finalised to renew the MoU in case where the validity of existing MoU is expired. In order to put forward the academic excellence, it is decided to instruct the Head of Departments to identify organizations in the areas of interest and make MoU with them. It is decided to give more emphasis on the skill based learning, on-job training, internship and placement opportunities while signing the MoU.

Proposed by: Dr. Amruta M. Inamdar



Seconded by: Dr. Yogesh B. Kholam

Agenda No.: 08 **To discuss the necessary additional infrastructure and facilities to be added**

Resolution: The college is applying for the Assessment and Accreditation by NAAC, Bangalore for its 4th cycle. The college has received recommendation from the NAAC during 3rd cycle of accreditation in 2018. In view of this, the discussion is carried out on the attainment of compliance of recommendation. It decided to review fulfilment of these recommendation and also identify necessary additional infrastructure and facilities on the priority basis. The Principal sir instructed IQAC college members to prepare the list for the same.

Proposed by: Dr. Balkrishna N. Zaware

Seconded by: Adv. Sandeep Kadam

Agenda No.: 09 **To review of the compliance of previous perspective plan**

Resolution: The college has well-defined perspective plan for the period of five years: 2020-2025. The perspective plan is made different heads of development/augmentation such as infrastructure, academic, research, students centric program and extension activities. In present IQAC committee meeting, it is decided to take the review of attainment perspective plan. On the basis of review, it is decided to make the list of activities for the academic year 2023- 2024, make plan and define the timeline for the completion of these initiatives.

Proposed by: Prof. Dr. Sangeeta V. Jagtap

Seconded by: Dr. Yogesh B. Kholam



Agenda No.: 10 **To start Ph.D. research centre in Political Science**

Resolution: Discussion was made on the existing research centres and their research activities during the previous IQAC meeting. Considering the experience and expertise of research guides in Political Science in the college, proposal for research center is submitted to SPPU for recognition. It is decided to instruct the teaching staff of Political Science to take follow-up for the execution of necessary procedure and activities for the recognition of research centre in Political Science.

Proposed by: Dr. Yogesh B. Khollam

Seconded by: Mr. Shankar V. Alkunte

Agenda No.: 11 **To give approval to syllabi of newly added add-on courses**

Resolution: College runs various add-on and short term courses. IQAC Principal sir discussed with IQAC regarding the starting of new courses and instructed IQAC college members to inform Head of Departments to conduct the survey for skill based requirement of manpower in neighbourhood industry and society. On the basis of such survey, academic department may start self-funded new add on courses. It is decided to review the syllabi of existing courses and give the approval to new courses by IQAC.

Proposed by: Dr. Medha S. Misar

Seconded by: Smt. Varsha S. Shinde

Agenda No.: 12 **To discuss the timeline for Internal and External AAA.**

Resolution: It is decided to complete Internal AAA of 2022-2023 in the mid of the first term. Certificates should be issued to the



departments after successful completion of AAA and relevant documents verification. The External AAA should be completed prior to submission of SSR.

Proposed by: Dr. Latesh K. Nikam

Seconded by: Dr. Amruta M. Inamdar

First IQAC meeting in academic year 2023-2024 was held on 24th June 2023 in which following members were present.

Name	Designation	Signature
Adv. Sandeep Kadam	Hon. Secretary, PDEA and Management Representative	
Dr. Balkrishna N. Zaware	Principal and Chairperson	
Prof. Dr. Sangeeta 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	
Dr. Amruta M. Inamdar	Teacher's Representative	
Mr. Shankar V. Alkunte	Administrative Officer	
Smt. Varsha S. Shinde	Administrative Officer	
Dr. B. B. Kale	Nominees from Local Society	
Prof. Dr. S.S. Kaptan	Nominees from Local Society	



Mr. R. G. Nimbalkar	Nominees from Local Society - Senior Citizen	<i>R. G. Nimbalkar</i>
Mr. Prasad Jadhav	Alumni	
Miss. Ritu Chaudhari	Present Student	<i>Ritu</i>
Mr. Jagdish Kadam	Nominees from employers- (Industry Representative)	
Mr. Mangesh Pawar	Nominees from employers- (Parent Representative)	<i>Mangesh</i>