

Minutes of the Meeting and Action Taken Report

The meeting of the IQAC with the teaching faculty of Arts, Science and Commerce College, Rahata was held on 02.06.2015 in the IQAC Cell at 12.30 p.m. The 24 members were present.

The minutes and the Action Taken thereafter are as follow

Sr. No.	Subject	Resolution and Action Taken
01.	Conformation of Minutes of last meeting 30.04.2015.	The Minutes were confirmed and accepted.
02.	To note the execution of the last meeting 30.04.2015.	Action taken report was discussed and approved.
03.	Preparation of new admission and efforts to increase admission	Staff members put forward the topic of efforts to be taken for increasing the admission for the academic year 2015-16. Handbills, pamphlets were distributed to the passed students at various places. Flex boards were also fixed at and around the places of Rahata Tahasil.
04.	Prospectus design	The Chairman of the Admission committee had shown the prospectus to all Present IQAC members and then finalized
05.	Preparation of Academic Calendar	IQAC coordinator was asked to prepare the academic calendar. According to it, important events, curricular, co-curricular, extra-curricular and extension activities were prepared. It will then Head of Departments for the deployment of the work and to plan departmental calendar accordingly
06.	Any Other	The discipline committee was formed under the chairmanship of Prof. S.V. Lahare for smooth conduct of Admission. Time table committee was formed and asked to prepare the time table for the academic year. Tree plantation program on 5 June in and around the Campus.
07.	Date of the Next Meeting.	04.07.2015 was finalized as the date for next meeting.

Minutes of the Meeting and Action Taken Report

The meeting of the IQAC with the teaching faculty of Arts, Science and Commerce College, Rahata was held on 04.07.2015 in the IQAC Cell at 12.15 p.m. The 24 members were present.

The minutes and the Action Taken thereafter are as follow

Sr. No.	Action Plan	Action Taken
01.	Conformation of Minutes of last meeting 02.06.2015.	The Minutes were confirmed and accepted.
02.	To note the execution of the last meeting 02.06.2015.	Action taken report was discussed and approved.
03.	Annual Report Preparation and Submission.	The Principal, gave the responsibility of preparing the Annual Report to Prof. V.P. Bhalekar and Mr. V.D. Kanawade. The Annual Report 2014-15 was prepared and submitted to the SPPU, Pune in time.
04.	Teacher Fellowship under FIP to Prof. G.D. Shirole.	The Principal brought the point into the notice of other faculty members that Prof. G.D. Shirole has applied to the Principal for the Permission to avail the Teacher Fellowship under UGCs Faculty Improvement Programme under XII Plan. The faculty unanimously decided that his application should be sent to the Executive Chairman of SSRI to get there permission. It was sent & the permission was sought. He was directed to do the needful like sending the proposal duly sign by the Principal to the UGC.
05.	Online Profile Updates	Prof. V.P. Bhalekar informed the faculty members that they should update their online Profiles of the BCUD, SPPU and submit the hard copy to the IQAC on or

		before 25.07.2015. The Faculty updated their Profiles and submitted to the IQAC in time.
06.	Result Analysis.	Result Analysis of the previous examinations was done by respective departments. Remedial Coaching classes were organized for the poor students in the subject like Physics, Maths, English, Accounts etc.
07.	SWO Programmes.	Different Seminars, Events run under the SWO were planned and executed by the respective faculty.
08.	NAAC Review.	The Principal Dr. B.K. Salalkar took the review of NAAC related work by the HODs and Chairman of Seven Criteria. Every HOD put forward the Progress like completion of various files, Research Work done by faculty in 2014-15 etc. The Chairman of each criterion presented the progress of his/her criterion.
09.	Date of the Next Meeting.	07.09.2015 was finalized as the date for next meeting.

Minutes of the Meeting and Action Taken Report

The meeting of the IQAC with the teaching faculty of Arts, Science and Commerce College, Rahata and other members, like the President and CO of Rahata Municipal Council, eminent citizens from the nearby villages, LMC Members was held at 07.09.2015 in the Seminar Hall of the College at 12.30 p.m. The 27 members were present.

The minutes and the Action Taken thereafter are as follow

Sr. No.	Action Plan	Action Taken
01.	Conformation of Minutes of last meeting 04.07.2015.	The Minutes were confirmed and accepted.
02.	To note the execution of the last meeting 04.07.2015.	Action taken report was discussed and approved.
03.	Organisation of Ganesh Festival.	Adv. Raghunath Bothe, The Chairman of LMC proposed the Resolution of organizing the Ganesh Cultural Festival 2015 in collaboration with the Arts, Science and Commerce College, Rahata Municipal Council. It was resolved unanimously. The dates of the festival were finalized as 03 rd September 2015 to 13 th September 2015.
04.	Planning of the Festival.	The CO of Rahata Municipal Council proposed that schools and colleges in the Rahata, Kopargaon and Shirampur Tahasil be invited to participate in the Cultural Programmes and the Schedule of 10 Days Programmes be finalized. It was resolved Unanimously. He appreciated the role of IQAC in the Cultural Development of the Community, Rural Masses and the involvement of the region in the National integration.

05.	Formation of Various Committees.	Various Committees were formed clubbing the staff members of ASC College and Rahata Municipal Corporation for the Smooth Conduct of the Ganesh Cultural Festival 2015. The Festival was successfully conducted during the period of 3 rd Sept. 2015 to 13 th Sept. 2015 in which around 1540 Students from various schools and colleges. Participated they were rewarded by Certificates.
06.	Date of the Next Meeting.	30/09/2015 is finalized as the date for next meeting.

Minutes of the Meeting and Action Taken Report

The meeting of the IQAC with the teaching faculty of Arts, Science and Commerce College, Rahata was held on 30.09.2015 in the IQAC Cell at 12.00 noon. The 24 members were present.

The minutes and the Action Taken thereafter are as follow

Sr. No.	Action Plan	Action Taken
01.	Conformation of Minutes of last meeting 07.09.2015.	The Minutes were confirmed and accepted.
02.	To note the execution of the last meeting 07.09.2015.	Action taken report was discussed and approved.
03.	Review of the Ganesh Cultural Festival.	The Principal, The Chairman of IQAC Congratulated all the Faculty Members for the successful conduct of Ganesh Festival as a part of Community Development. The Chairman of Various committees presented the review of their work.
04.	Review of the Seminar conducted under SWO.	Girls Personality Development Camp was organized on 5 th August, 2015 were Hon'ble Shalinitai Vikhe, The Chief Guest Guided the Girls Student. Prof .R.D. Kasar presented the review of the same. The IQAC appreciated the role of SWO in the empowerment of Women.
05.	University and Term End Exams 2015.	The IQAC members and the entire faculty unanimously decided and planned for the smooth conduct of Term end exam. 2015 as well as University. Oct. examination like Practical Exam., Oral Exam and written exams. All the Jr. Supervisors / Appointed Sr. supervisor and non-teaching staff were instructed regarding exam rules and the procedure for impartial and regular exam.
06.	Date of the Next Meeting.	05.12.2015 was finalized as the date for next meeting.

Minutes of the Meeting and Action Taken Report

The meeting of the IQAC with The Principal, The NSS Co-Ordinators and Members, The Sarpanch, The Vice Sarpanch, Village Panchayat Members and the Villagers of Kelwad was conducted in the Grampanchayat Office of Kelwad on 05.12.2015 at 10.00 a.m. The 20 members were present.

The minutes and the Action Taken thereafter are as follow

Sr. No.	Action Plan	Action Taken
01.	Conformation of Minutes of last meeting 30/09/2015.	The Minutes were confirmed and Accepted.
02.	To note the execution of the last meeting 30/09/2015.	Action taken report was discussed and approved.
03.	Resolution and Special Camp at Kelwad.	Prof. T.K. Kumkar, The Programme Officer of NSS of ASC College Rahata proposed a resolution of conducting the special Camp of NSS-2015 at Kelwad. The Sarpanch appreciated the decision and it was unanimously resolved.
04.	Schedule and Community Services done during ther Camp.	Prof. D.N. Nalage made the organization and actual work of the Camp. He also asked the villagers to provide the facilities like room, water etc. to students. It was passed and accepted by the villagers. Dr. M.S. Patgaonkar emphasized the role of the IQAC through NSS in the local community development. She gave a brief outlook of the work to be done during the camp like the survey of Toilets, Women Empowerment, AIDS Awareness, Non-renewable Energy use among the villagers etc. The NSS Camp was successfully conducted during the period of at Kelwad.

05.	Any Other Subject.	Mr. Subhash Game, a Senior Citizen and Social Worker of Kelwad proposed the resolution that the college should conduct such camps every year in their village which was unanimously resolved. The Principal Dr. B.K. Salalkar assured them that the IQAC with the help of NSS unit would certainly think of it.
06.	Date of the Next Meeting.	05.01.2016 was finalized as the date for next meeting.

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The Special Meeting of the IQAC with the Management, LMC Members and the Teaching and Non- Teaching staff of the Arts, Science and Commerce College, Rahata was held at 05.01.2016 in the Seminar Hall of the College at 11.00 a.m. The 58 members were present.

The minutes and the Action Taken thereafter are as follow

Sr. No.	Action Plan	Action Taken
01.	Conformation of Minutes of last meeting 07.12.2015.	The Minutes were confirmed and accepted.
02.	To note the execution of the last meeting 07.12.2015.	Action taken report was discussed and approved.
03.	Organisation of National and State Level Seminar.	Various committees were formed for the smooth conduct of various seminars at the local, state and national level.
04.	Management Staff Communication.	Dr. B.K. Salalkar, the Director of SSRI asked the staff to bring their problems or any other issues before the management. No such problem was brought forward. Hon'ble Dr. Balasaheb Vikhe Patil talked to the staff and appreciated their efforts in a frank manner.
05.	Relieving of Prof. G.D. Shirole on FIP.	The Principal Dr. B.K. Salalkar informed the management that the letter of sanction of FIP of Prof. G.D. Shirole, Chemistry, has been received and would be relieved for the FIP. The management, LMC and the IQAC approved the decision that Prof. G.D. Shirole would be relieved on 01.02.2016. He was relieved on 01.02.2016.
06.	Internal External Audit.	Mr. Kalwaghe, Senior Clerk of Accounts Department proposed the resolution of

		Audit for the Economic year 2015-16 should be done. It was decided that Internal Audit would be done. And External Audit by the M/s Kadam and Company, Ahmednagar after the completion of Economic Year. It was done as per the Guidelines.
07.	Date of the Next Meeting.	18.03.2016 was finalized as the date for next meeting.

Minutes of the Meeting and Action Taken Report

The meeting of the IQAC with the teaching and Non-teaching faculty of Arts, Science and Commerce College, Rahata was held on 18.03.2016 in the IQAC Cell at 12.30 p.m. The 32 members were present.

The minutes and the Action Taken thereafter are as follow

Sr. No.	Action Plan	Action Taken
01.	Conformation of Minutes of last meeting 05.01.2016.	The Minutes were confirmed and accepted.
02.	To note the execution of the last meeting 05.01.2016.	Action taken report was discussed and approved.
03.	Annual Exam. Planning- Non-teaching.	Dr. R. N. Wakchaure, the CEO of Arts, Science & Commerce College put the subject for discussion regarding the Practical / Oral / Written exams to be held in March / April 2016. The concerned non-teaching staff was given instructions regarding the issuing of hall ticket, displaying timetable of various exams in time. They were also instructed regarding the hospitality and remuneration of the external examiners for various examinations.
04.	Annual Exam. Planning- Teaching	The IQAC members and the entire faculty unanimously decided and planned for the smooth conduct of University Examination March/April 2016 like Practical Exam., Oral Exam and written exams. All the Jr. Supervisors / Appointed Sr. supervisor and non-teaching staff were instructed regarding exam rules and the procedure for impartial and regular exam.
05.	Date of the Next Meeting.	30.05.2016 was finalized as the date for next meeting.