

Minutes of the Meeting and Action Taken Report

The meeting of the Teaching and Non Teaching staff with the Principal of the Arts, Science & Commerce College, Rahata was held on 30.05.2016 at 12.00 p.m. in the IQAC Cell. 19 members were present at the meeting.

The minutes of the meeting are as follow.

Subject	-1 :-	Regarding of the minutes of previous meeting and confirmation.
Resolution	-1:-	The staff Secretary Prof. V. P. Bhalekar read the minutes and the last meeting & they were confirmed unanimously.
Subject	-2 :-	Preparation of new admission and efforts to increase admission
Resolution	-2:-	Staff members put forward the topic of efforts to be taken for increasing the admission for the academic year 2016-17. Handbills, pamphlets were distributed to the passed students at various places. Flex boards were also fixed at and around the places of Rahata tehasil.
Subject	-3 :-	Prospectus design
Resolution	-3:-	The Chairman of the Admission committee had shown the prospectus to all Present IQAC members and then finalized
Subject	-4 :-	Preparation of Academic Calendar
Resolution	-4:-	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
Subject	-5 :-	Discipline and Tree Plantation
Resolution	-5:-	The discipline committee was formed under the chairmanship of Prof. D.N. Dange 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.
Subject	-6 :-	Date of the next meeting
Resolution	-6:-	The date of the next meeting was finalized on 30.06.2016 at 11.00 a.m. in the IQAC Office.

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The IQAC held the meeting of the teaching faculty of Arts, Science & Commerce was held on 30.06.2016 at 12.30 p.m. in the IQAC Cell. 36 members were present at the time.

The minutes of the meeting are as follow.

Subject	-1 :-	Regarding of the minutes of previous meeting and confirmation.
Resolution	-1:-	The staff Secretary Prof. V. P. Bhalekar read the minutes and the last meeting & they were confirmed unanimously.
Subject	-2 :-	Review of the workload distribution and Teaching Plans
Resolution	-2:-	All the HoD presented in brief the distribution of workload that was finalized in the departmental meeting. They also presented the Annual Teaching Plans for the approval of the IQAC. They were approval by the Principal.
Subject	-3 :-	SWO Programmes.
Resolution	-3:-	Different Seminars, Events run under the SWO were planned and executed by the respective faculty.
Subject	-4 :-	Result Analysis.
Resolution	-4:-	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.
Subject	-5 :-	Annual Report Preparation and Submission.
Resolution	-5:-	The Principal, gave the responsibility of preparing the Annual Report to Prof. V.P. Bhalekar and Mr. V.D. Kanawade. The Annual Report 2015--16 was prepared and submitted to the SPPU, Pune in time.
Subject	-6 :-	Proposal to be sent to University for Financial assistance
Resolution	-6:-	The proposal committee was asked to make and send the proposal to get financial assistance for the national/state level seminars. The IQAC look after the development of the faculty, students in this regards. The proposals were made by the proposal committee with help of concerned HODs
Subject	-7 :-	Date of next meeting.
Resolution	-7:-	It was decided that the next meeting will be conducted on 13.08.2016

Minutes of the Meeting and Action Taken Report

The IQAC held the meeting of the teaching and Non Teaching faculty of Arts, Science & Commerce was held on 13.08.2016 at 12.00 noon. in the IQAC Cell. 28 members were present at the time.

The minutes of the meeting are as follow.

Subject	-1 :-	Regarding of the minutes of previous meeting and confirmation.
Resolution	-1:-	The staff Secretary Prof. V. P. Bhalekar read the minutes and the last meeting & they were confirmed unanimously.
Subject	-2 :-	Preparation of the Departmental Profile.
Resolution	-2:-	Dr.Mrs. M. S. Patgaonkar proposed the resolution that for the preparation of SSR for the Re-accreditation, every HoD should prepare the departmental profile. It was accepted and approved unanimously a month's time was given to prepare the profile. Every HoD prepared a detail profile as per the NAAC format.
Subject	-3 :-	Distribution of the Questionnaire the Chairman
Resolution	-3:-	Dr.Mrs. M. S. Patgaonkar, the NAAC co-ordinator distributed the questionnaires to the Chairman of each criterion. She proposed a resolution that for the final preparation of the RAR / SSR the evaluative report of each criterion need to be prepared. Mr. V. P. Bhalekar supported the resolution. It was approved unanimously. Considerable time was given to the evaluative report. It was decided that the concerned members of the criterion meet every day for an hour and prepare the report.
Subject	-4 :-	Eligibility and Scholarship
Resolution	-4:-	Mr. B.D. Shirole responsible person look for the eligibility and scholarship of the new entrant in time. He should display the notices, collects the filled forms and send the data accordingly. The IQAC and the institute is very keen and particular to in supporting the students in this regards.
Subject	-5 :-	Tutor and the student ward
Resolution	-5:-	IQAC coordinator put forward the topic of students mentor ship for discussion. All the faculty members have decided that faculty wise distribution of students would be done. Each faculty would keep the record of the. And also their problems being solved.
Subject	-6 :-	Date of next meeting.
Resolution	-6:-	It was decided that the next meeting will be conducted on 29.08.2016

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 29.08.2016 in the Seminar Hall of the College at 12.30 p.m. The 30 members were present.

The minutes and the Action Taken thereafter are as follow

Subject	-1 :-	Regarding of the minutes of previous meeting and confirmation.
Resolution	-1:-	The staff Secretary Prof. V. P. Bhalekar read the minutes and the last meeting & they were confirmed unanimously.
Subject	-2 :-	Organisation of Ganesh Festival.
Resolution	-2:-	Adv. Raghunath Bothe, The Chairman of LMC proposed the Resolution of organizing the Ganesh Cultural Festival 2016 in collaboration with the Arts, Science and Commerce College, Rahata Municipal Council. It was resolved unanimously. The dates of the festival were finalized.
Subject	-3 :-	Planning of the Festival.
Resolution	-3:-	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.
Subject	-4 :-	Formation of Various Committees.
Resolution	-4:-	Various Committees were formed clubbing the staff members of ASC College and Rahata Municipal Corporation for the Smooth Conduct of the Ganesh Cultural Festival 2016. The Festival was successfully conducted in which around 1540 Students from various schools and colleges. Participated they were rewarded by Certificates.
Subject	-6 :-	Date of next meeting.
Resolution	-6:-	It was decided that the next meeting will be conducted on 08.10.2016

Minutes of the Meeting and Action Taken Report

The IQAC held the meeting of the teaching and Non Teaching faculty of Arts, Science & Commerce was held on 08/10/2016 at 12.00 noon. in the IQAC Cell. 28 members were present at the time.

The minutes of the meeting are as follow.

Subject	-1 :-	Regarding of the minutes of previous meeting and confirmation.
Resolution	-1:-	The staff Secretary Prof. V. P. Bhalekar read the minutes and the last meeting & they were confirmed unanimously.
Subject	-2 :-	University and Term End Exams 2016.
Resolution	-2:-	The IQAC members and the entire faculty unanimously decided and planned for the smooth conduct of Term end exam. 2016 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.
Subject	-3 :-	Online Question Paper/Examination Reforms.
Resolution	-3:-	The CEO Dr. R.N. Wakchaure informed all faculty members that the SPPU, Pune publishes Online Question Papers. He asked for the Printer and Photocopy Machine. It was unanimously decided that separate Photocopy Machine would be provided to the exam department.
Subject	-6 :-	Date of next meeting.
Resolution	-6:-	It was decided that the next meeting will be conducted on 06.12.2016

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 06.12.2016 at 11.00 a.m. The 21 members were present.

The minutes and the Action Taken thereafter are as follow

Subject	-1 :-	Regarding of the minutes of previous meeting and confirmation.
Resolution	-1:-	The staff Secretary Prof. V. P. Bhalekar read the minutes and the last meeting & they were confirmed unanimously.
Subject	-2 :-	Resolution and Special Camp at Kelwad.
Resolution	-2:-	Prof. D.N. Dange, The Programme Officer of NSS of ASC College Rahata proposed a resolution of conducting the special Camp of NSS-2016 at Kelwad. The Sarpanch appreciated the decision and it was unanimously resolved.
Subject	-3 :-	Schedule and Community Services done during their Camp.
Resolution	-3:-	Dr. V.R. Pawade 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. J.R. Dighe 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.
Subject	-4 :-	Adoption of Kelwad Village.
Resolution	-4:-	Mr. Punjaji Game, a Senior Citizen 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 announced that the IQAC with the help of NSS unit has adopted Kelwad for 3 Years.
Subject	-5 :-	Date of next meeting.
Resolution	-5:-	It was decided that the next meeting will be conducted on 18.01.2017

Minutes of the Meeting and Action Taken Report

The IQAC held the meeting of the teaching and Non Teaching faculty of Arts, Science & Commerce was held on 18.01.2017 at 12.00 noon. in the IQAC Office. 32 members were present at the time.

The minutes of the meeting are as follow.

Subject	-1 :-	Regarding of the minutes of previous meeting and confirmation.
Resolution	-1:-	The Co-Ordinator of NAAC read the minutes and the last meeting & they were confirmed unanimously.
Subject	-2 :-	Resolution of Condolence of Hon'ble Padmabhushan Dr. Balasaheb Vikhe Patil.
Resolution	-2:-	Prof. S.V. Lahare proposed the Resolution of Condolence of Hon'ble Padmabhushan Dr. Balasaheb Vikhe Patil. It was unanimously Passed. The Silence for two minutes was observed.
Subject	-3 :-	Discuss development of NAAC work.
Resolution	-3:-	The Principal, Dr. B. K. Salalkar, Chairman of the IQAC discussed various issues related to NAAC work. In the meeting it was decided that to check the record of Dept. Meeting for last four years.
Subject	-4 :-	To review the progress of criterion of NAAC work.
Resolution	-4:-	Dr. S. B. Kadam discussed about criterion 1 – Curricular Aspects. The points related to Academic Calendar and college issues on website were discussed. In the same manner every chair person put forward the progress of his / her criterion. Dr. S. K. Pulate suggested about document collection.
Subject	-5 :-	Intellectual Property Right Seminar.
Resolution	-5:-	Intellectual Property Right Seminar on patent in Science was finalized in Feb. 2017.
Subject	-6 :-	Date of next meeting.
Resolution	-6:-	It was decided that the next meeting will be conducted on 20.02.2017

Minutes of the Meeting and Action Taken Report

The meeting of the teaching faculty of was held by IQAC of Arts, Science & Commerce in the IQAC Cell on 20.02.2017 at 1.00 p.m. in the IQAC Cell. 21 members were present at the time.

The minutes of the meeting are as follow.

Subject	-1 :-	Confirmation of minutes
Resolution	-1:-	Confirmed
Subject	-2 :-	Preparation of Final SSR.
Resolution	-2:-	Dr. M.S. Patgaonkar proposed the resolution that final SSR must be finalized by 15 th March 2017. It was unanimously decided that the IQAC Steering Committee would sit together and finalized the SSR.
Subject	-3 :-	Suggestion/Changes in SSR.
Resolution	-3:-	Every Chairman of Criterion presented the Evaluative Report. The IQAC suggested changes in to it.
Subject	-4 :-	To review the progress of criterion of NAAC work.
Resolution	-4:-	Each Chairman of Seven Criteria presented the progress of evaluative report.
Subject	-5 :-	Date of next meeting.
Resolution	-5:-	It was decided that the next meeting will be conducted on 08.03.2017

Minutes of the Meeting and Action Taken Report

The meeting of the faculty and the IQAC with the Alumni of Arts, Science & Commerce was held on 08.03.2017 in the Seminar Hall at 11.00 a.m. The Principal presided over the meeting. 90 members were present at the time.

The minutes of the meeting are as follow.

Subject	-1 :-	Confirmation of minutes of previous meeting.
Resolution	-1:-	Confirmed.
Subject	-2 :-	Involvement of Alumni.
Resolution	-2:-	The Alumni unanimously decided that they would guide the present students.
Subject	-3 :-	Shri. Anand Supekar involvement.
Resolution	-3:-	Shri. Anand Supekar helped students in the preparation of Annual Social Gathering.
Date of the next meeting 15/03/2017		

Minutes of the Meeting and Action Taken Report

The meeting of the teaching and Non Teaching faculty of was held by IQAC of Arts, Science & Commerce in the IQAC Cell on 15.03.2017 at 12.00 noon. in the IQAC Office. 21 members were present at the time.

The minutes of the meeting are as follow.

Subject	-1 :-	Confirmation of minutes
Resolution	-1:-	Confirmed
Subject	-2 :-	Resolution as per the guidelines of the NAAC.
Resolution	-2:-	Dr. M.S. Patgaonkar proposed resolution that NAAC is going to publish new guidelines in July 2017 therefore we should wait for guidelines. It was passed.
Subject	-3 :-	Annual Exam. Planning- Non-teaching
Resolution	-3:-	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 2017. The concerned non-teaching staff was given instructions regarding the issuing of hall ticket, displaying time-table of various exams in time. They were also instructed regarding the hospitality and remuneration of the external examiners for various examinations.
Subject	-4 :-	Annual Exam. Planning- Teaching
Resolution	-4:-	The IQAC members and the entire faculty unanimously decided and planned for the smooth conduct of University Examination March/April 2017 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.
Subject	-5 :-	Date of next meeting.
Resolution	-5:-	It was decided that the next meeting will be conducted on 24.04.2017

Minutes of the Meeting and Action Taken Report

The meeting of the faculty and the IQAC of Arts, Science & Commerce was held on 24.04.2017 in the IQAC Cell at 11.00 a.m. The Principal presided over the meeting. 35 members were present at the time.

The minutes of the meeting are as follow.

Subject	-1 :-	Confirmation of minutes of previous meeting.
Resolution	-1 :-	Confirmed.
Subject	-2 :-	PBAS / Self-Appraisal
Resolution	-2:-	Mr. V. P. Bhalekar, the co-coordinator of IQAC requested the teaching faculty to submit their duly filled in PBAS / Self-Appraisal forms to the IQAC by 15.05.2013. It was unanimously decided to submit the same. It was also further decided that it will be further cross verified by external authorities at the time of Career Advancement Scheme.
Subject	-3 :-	Admission committee for Academic Year 2017-18
Resolution	-3:-	The Principal, Dr. B. K. Salalkar Appointed an Admission Committee. The procedure, fee structure and the method of propaganda to increase the admission were finalized.
Subject	-4 :-	Declaration of the dates of Summer Vacation
Resolution	-4:-	The Principal, Dr. B. K. Salalkar announced that the summer vacation would start from 02.05.2017 and It will opened on 15.06.2017 for the new academic year 2017-18.
Subject	-5 :-	Date of next meeting.
Resolution	-5:-	It was decided that the next meeting will be conducted on 27.04.2017

Minutes of the Meeting and Action Taken Report

The meeting of the faculty and the IQAC with the Parents of Arts, Science & Commerce was held on 27.04.2017 in the Seminar Hall at 10.00 a.m. The Principal presided over the meeting. 150 members were present at the time.

The minutes of the meeting are as follow.

Subject	-1 :-	Confirmation of minutes of previous meeting.
Resolution	-1:-	Confirmed.
Subject	-2 :-	Facilities of Free Bus Service.
Resolution	-2:-	Mr. S.V. Shinde, a parent approved the decision of starting the bus facility on free basis for girl students.
Subject	-3 :-	Spoken English Course.
Resolution	-3:-	Ms. Rohini D. Kasar appealed the parents that they should ask their students to take benefit of spoken English course.
Subject	-3 :-	Resolution of Congratulations of Mr. Laxmanrao Gorde a Parent.
Resolution	-3:-	It was resolved and Mr. Laxmanrao Gorde was felicitated.
Date of the next meeting 31/05/2017		