



SHRI NARAYANRAO BABASAHEB EDUCATION SOCIETY'S

**SHRI VENKATESH MAHAVIDYALAYA, ICHALKARANJI**

(Affiliated to Shivaji University, Kolhapur)

ESTD:1983

Govindrao High School Campus, Rajwada Chowk, Ichalkarnji,  
PIN:416115, District: Kolhapur, State: Maharashtra

NAAC ACCREDITATION: 'B'

MINUTES BOOK OF

IQAC 2019-2020

Website: [www.venkateshcollege.com](http://www.venkateshcollege.com)

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**Shri N. B. Education Society's  
Shri VenkateshMahavidyalaya, Ichalkaranji**

**Minutes of the IQAC meeting with Administrative Staff (Meeting No. 01)**

**Date of Meeting:** 23 July, 2019

**Venue:** Principal's cabin

**Convened by:** Dr. S. N. Jarandikar

**Presided over by:** Prin. Dr. V. A. Mane

**Members present:**

- 1) Dr. V. A. Mane(Chairman)
- 2) Mrs. S. H. Ambawade
- 3) Dr. B. N. Kamble
- 4) Dr. S. N. Jarandikar(Coordinator)
- 5) Miss Mohini Anchaliya
- 6) Mr. K. B. Patil
- 7) Mr. A. S. Gaikwad
- 8) Mr. P. S. Mane
- 9) Mr. P. S. Chaudhari
- 10) Mr. A. J. Valvi
- 11) Mr. S. M. Kavatage
- 12) Mr. C. A. Yadav
- 13) Mr. P.S. Gaikwad
- 14) Mr. P. V. Satale
- 15) Mr. M. B. Chougule
- 16) Mr. U. B. Kamalakar

**Following members were absent for the meeting:**

- 1) Mr. H. S. Bohara
- 2) Mr. B. S. Vadinge
- 3) Mr. U. T. Lokhande
- 4) Mr. D. R. Charapale
- 5) Dr. N. M. Mujawar
- 6) Mr. Prakash Patil
- 7) Mr. B. N. Thigale
- 8) Mr. A. D. Kadam

Following are the minutes of the meeting held on 23<sup>rd</sup> July, 2019



**01.1 To read and confirm the minutes of the last meeting:**

**Resolution:** The minutes of the meeting held on 25<sup>th</sup> March 2019 were read and confirmed by the chairman.

**01.2 To review the status of admission procedure of all programmes**

**Resolution:** Admission committee reported the status of the students' admission where high demand for the admission for the B. Com stream was highlighted and the committee informed the complete observance of the Government rules and regulation related to the admission procedure.

**01.3 To discuss the work distribution for infrastructural maintenance and other office work**

**Resolution:** The O. S. communicated about the work distribution.

**01.4 To discuss the MIS of students and updating of software**

**Resolution:** It was resolved that all the students related data be collected and the office modules be updated. It was also resolved to purchase Word Microsoft license copies and additional server.

**01.5 To discuss the report of the financial Audit for the Financial Year 2018-19**

**Resolution:** The details of the Financial audit statement were read.

**01.6 Any other matter with the permission of the chairman**

**Resolution:** As there was no other matter to be discussed the meeting was concluded by proposing vote of thanks to the chairman.

Minutes read by

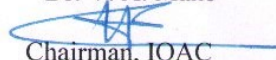


Dr. S. N. Jarandikar

Coordinator, IQAC

Minutes confirmed by

Dr. V. A. Mane



Chairman, IQAC

**PRINCIPAL,**

Shri Venkatesh Mahavidyalaya,  
ICHALKARANJI - 416 115.





**Shri N. B. Education Society's**

**Shri Venkatesh Mahavidyalaya, Ichalkaranji**

**Action Taken Report of IQAC Meeting Held on 23<sup>rd</sup> July, 2019 (Meeting No. 01)**

Item No on Agenda	Agenda	Action Taken
1.1	To read and confirm the minutes of the last meeting	The minutes of the last meeting were read and confirmed.
1.2	To review the status of admission procedure of all programmes	As per the state Government rules and guidelines, the admission procedure of B.Com, BBA and M.Com was completed.
1.3	To discuss the work distribution for infrastructural maintenance and other office work	The work distribution related to the office and Infrastructural maintenance was finalized and communicated to the concerned employees.
1.4	To discuss the MIS of students and updating of software	The data of all admitted students was compiled in form of MIS and MIS software was updated with advance version for which training workshop was also conducted in the academic year 2019-20. Microsoft license copies as well as server were purchased as per need of the office work.
1.5	To discuss the report of the financial Audit for the Financial Year 2018-19	The financial audit statement was read.
1.6	Any other matter with the permission of the chairman	-----

  
Dr. S. N. Jarandikar  
Coordinator, IQAC

  
Dr. V. A. Mane  
**PRINCIPAL,**  
Shri Venkatesh Mahavidyalaya,  
ICHALKARANJI - 416 115.





**Shri N. B. Education Society's**

**Shri Venkatesh Mahavidyalaya, Ichalkaranji**

**Action Taken Report of IQAC Meeting Held on 23<sup>rd</sup> July, 2019 (Meeting No. 01)**

Item No on Agenda	Agenda	Action Taken
1.1	To read and confirm the minutes of the last meeting	The minutes of the last meeting were read and confirmed.
1.2	To review the status of admission procedure of all programmes	As per the state Government rules and guidelines, the admission procedure of B.Com, BBA and M.Com was completed.
1.3	To discuss the work distribution for infrastructural maintenance and other office work	The work distribution related to the office and Infrastructural maintenance was finalized and communicated to the concerned employees.
1.4	To discuss the MIS of students and updating of software	The data of all admitted students was compiled in form of MIS and MIS software was updated with advance version for which training workshop was also conducted in the academic year 2019-20. Microsoft license copies as well as server were purchased as per need of the office work.
1.5	To discuss the report of the financial Audit for the Financial Year 2018-19	The financial audit statement was read.
1.6	Any other matter with the permission of the chairman	-----

  
Dr. S. N. Jarandikar  
Coordinator, IQAC

  
Dr. V. A. Mane  
**PRINCIPAL,**  
Shri Venkatesh Mahavidyalaya,  
ICHALKARANJI - 416 115.

**Shri N. B. Education Society's  
Shri Venkatesh Mahavidyalaya, Ichalkaranji  
Minutes of the IQAC meeting with faculty (Meeting No. 02)**

**Date:** 24 August 2019 **Time:** 12 noon

**Venue:** Principal's cabin

**Conveyed by:** Dr S. N. Jarandikar

**Presided by:** Prin. Dr V. A. Mane

Following members were present for the meeting:

- 1) Shri D R Charapale
- 2) Mrs. S. H. Ambawade
- 3) Dr B N Kamble
- 4) Shri A I Bandar
- 5) Mrs S T Biranje
- 6) Dr S R Thakar
- 7) Dr D S Kamble
- 8) Shri D R Kadam
- 9) Dr P N Devli
- 10) Miss N D Jagoje
- 11) Mrs A. R. Magdum
- 12) Miss S. V. Patil
- 13) Miss P P Sunke
- 14) Miss P P Daingade
- 15) Mrs. K V Jagnade
- 16) Mr. S. S. Salokhe
- 17) Miss D. A. Bagal

Following members were absent for the meeting:

- 1) DR N. M. Mujawar
- 2) Shri B N Nadaf
- 3) Shri A B Vibhute
- 4) Dr P. R. Gaikwad
- 5) Dr V.D. Sammyak



- 6) Dr P. B.Rote
- 7) Shri T. H. Naykwadi
- 8) Mrs S. S.Kadam

Following are the Minutes of the IQAC Meeting with Teaching Faculty

**2.1 Confirmation of the minutes of the last meeting:**

Minutes of the last meeting held on 25<sup>th</sup> March, 2019 were read and confirmed by the Chairperson.

**2.2 Discussion on Curriculum implementation and Certificate Courses Commencement**

Resolution: it was resolved that the approved short-term courses be commenced from second week of September 2019. It was also decided that curricular and extracurricular activities be conducted and implemented as per the academic calendar.

**2.3 Internal evaluation planning**

Resolution: It was resolved that the mid-term Semester Examination be scheduled in the first week of October and result be discussed immediately to the students for the preparation of the University Examinations.

**2.4 Submission of AQAR for the Academic Year 2018-19**

Resolution: as the rough draft of the AQAR was prepared with the help of the IQAC members and the staff and the same was resolved to be placed in the IQAC meeting and the final draft be placed in the CDC meeting.

**2.5 any other matter with permission of the Chairperson**

With the permission of the chairperson it was informed that the proposal for the workshop on revised syllabus of Accountancy for B.Com II was approved and workshop was scheduled to be conducted on 28<sup>th</sup> August, 2019 and responsibility be shouldered to Mrs. S H. Ambawade. As there was no further issue, the meeting came to an end with vote of thanks to the chairperson.

Minutes read by



Dr. S.N Jarandikar

Coordinator, IQAC

Minutes Confirmed by



Dr. V. A. Mane

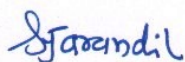
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**Shri N. B. Education Society's  
Shri Venkatesh Mahavidyalaya, Ichalkaranji**  
**Action Taken Report of IQAC meeting held on 24<sup>th</sup> August, 2019 (Meeting No. 02)**

No of Agenda	Agenda	Action Taken
2.1	Confirmation of the minutes of the last meeting	The minutes of the last meeting were confirmed.
2.2	Discussion on Curriculum implementation and Certificate Courses Commencement	The 8 short Term Certificate Courses and 2 Value Added Courses were introduced and completed in the academic year 2019-20.
2.3	Internal evaluation planning	The mid-Term Internal Examination was scheduled and the evaluation results were communicated to the students by each subject teacher of every class.
2.4	Submission of AQAR for the Academic Year 2018-19	The AQAR for the Academic year 2018-19 was placed in the CDC meeting held on 29th November, 2019 and the final draft was accepted by the members for its submission to NAAC. In regard to it the AQAR was submitted to NAAC Web Portal on 31 <sup>st</sup> December 2019.
2.5	any other matter with permission of the Chairperson	Workshop on Revised Syllabus of Advanced Accountancy was organized.



Dr. S. N. Jarandikar

Coordinator, IQAC



Dr. V. A. Mane

**PRINCIPAL,**

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ICHALKARANJI - 416 115.**



Shri N B Education Society's  
Shri VenkateshMahavidyalaya, Ichalkaranji

Minutes of the IQAC Meeting with Members (Meeting No. 03)

**Date of the meeting:** 30<sup>th</sup> August, 2019

**Time:** 11 am

**Venue:** Principal's Cabin

**Convened by:** Dr S.N. Jarandikar

**Presided by:** Dr V. A. Mane

Following are the Minutes of the IQAC Meeting held on 30<sup>th</sup> August, 2019:

Members Present:

Following members were present for the meeting:

- 1) Mr. H. S. Bohara
- 2) Mr. B. S. Vadinge
- 3) Prof. D. R. Charapale
- 4) Dr. N. M. Mujawar
- 5) Mrs. S. H. Ambawade
- 6) Mr. B. N. Kamble
- 7) Mr. K. B. Patil
- 8) Mr. A. S. Gaikwad
- 9) Mr. Prakash Patil
- 10) Mr. U. T. Lokhande
- 11) Miss Mohini Anchaliya

Following members were absent for the meeting:

Members Absent:

- 1) Mr. B. N. Thigale

As per the Agenda the following resolutions were passed in the meeting:

**3.1 Confirmation of the minutes of the last meeting**

The minutes of the meeting held on 20<sup>th</sup> April 2019 were read and confirmed.

**3.2 Conduct of Academic and administrative Audit**

Resolution: It was resolved that the AAA for the academic year be conducted in the coming month.

**3.3. Preparation and submission of AQAR for the academic year 2018-19**

Resolution: the rough draft of the AQAR was discussed in the meeting and it was resolved that the final draft should be placed in the CDC meeting and online submission be completed by the end of December, 2019.

### **3.4. Workshop on revised syllabus of B.Com II as per an approval by the university**

Resolution: As per the revised curriculum of B Com II the proposal for conducting Workshop in Accountancy subject was sent to the university and the college received the approval for the same. In this regard as discussed in the meeting with faculty Workshop on Accountancy was organised in September and Mrs. S. H. Ambawade reported about it to the IQAC members.

### **3.5. Measuring the best practices of last and new academic year**

As planned in the last academic year, efforts regarding 'women Empowerment' and creating awareness about research among students were discussed and the outcomes for the same were communicated to the members. The plans and implementation about the practices for the existing academic year were also communicated to the members.

### **3.6. Any other matter with the permission of the chairperson**

With the permission of the Chairperson the contribution of NSS Programme Officer and the Volunteers of the college in the flood affected area was appreciated. It was also resolved to put on the record a note of Condolence on the sad demise of the college student, Shubham Vayase (B.Com III) who passed away while serving in the flood affected area.

As there was no further discussion the meeting came to an end with vote of thanks to the Chairman.

Minutes read by



Dr. S. N. Jarandikar

Coordinator, IQAC

Minutes Confirmed by



Dr. V. A. Mane

**PRINCIPAL,**

Shri Venkatesh Mahavidyalaya,  
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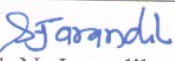



**Shri N B Education Society's**

**Shri Venkatesh Mahavidyalaya, Ichalkaranji**

**Action Taken Report of IQAC meeting held on 30<sup>th</sup> August, 2019 (Meeting No. 03)**

No of Agenda	Agenda	Action Taken
3.1	Confirmation of the minutes of the last meeting	Minutes of the meeting were read and confirmed.
3.2	Conduct of Academic and Administrative Audit	The Academic and Administrative Audit was conducted on 30 <sup>th</sup> September, 2019 for which Prin. Dr. Milind Hujare, Padmabhushan Vasantrao Dada Patil and Prin. Dr. Pravin Chaugule, D. R. Mane College, Kagal were invited as the External Audit Committee members.
3.3	Preparation and submission of AQAR for the academic year 2018-19	AQAR was finalised, and submitted on 31 <sup>st</sup> December 2019.
3.4	Workshop on revised syllabus of B.Com II as per an approval by the university	One Day University Level workshop on the revised syllabus of Accountancy for B.com II was organised on 28 <sup>th</sup> August, 2019.
3.5	Measuring the best practices of last and new academic year	Student centric practices were discussed and implemented throughout the year.
3.6	Any other matter with the permission of the chairperson	-----

  
Dr. S. N. Jarandikar  
Coordinator, IQAC

  
Dr. V. A. Mane  
**PRINCIPAL,**  
Principal  
Shri Venkatesh Mahavidyalaya,  
ICHALKARANJI - 416 115.

**Shri N. B. Education Society's  
Shri Venkatesh Mahavidyalaya, Ichalkaranji**

**Minutes of the IQAC meeting with students (Meeting No. 04)**

Date: 3 September, 2019  
Time: 11.30 am  
Venue: Principal's cabin  
Conveyed by: Dr S. N. Jarandikar  
Presided by: Prin. Dr V. A. Mane

Following are the minutes of the meeting held on 3<sup>rd</sup> September, 2019:

**4.1. To discuss the commencement of the short term courses:**

**Resolution:** In the meeting students were informed about the various short term courses to be conducted in the college and schedule of the same was communicated by the Course Coordinator Dr. B. N. Kamble.

**4.2. To discuss the Book bank, Earn and Learn Scheme and Mentor distribution**

**Resolution:** The newly admitted students were informed of these schemes of the college and were encouraged to take benefit of the same. The students were also informed about need of filling scholarship forms to get benefit of financial assistance in pursuing their higher education.

**4.3. To inform the strategies to develop qualitative performance of the college**

**Resolution:** The students were informed about the continuous internal evaluation, discipline Committee and the need of maintaining the qualitative performance in the college.

**4.4 Participation of students in co-curricular activities**

**Resolution:** The students were communicated about the different co-curricular activities run by the college Associations to develop their practical knowledge of the syllabus and were encouraged to participate in such activities.

**4.5. Any other matter with the permission of the chairperson**

**Resolution:** With the permission of the chairperson some of the students discussed about need of more computers and internet facilities to be provided and the honourable principal informed the students about future plans of modifying the computer lab with more no. of computers. As there was no further matter the meeting came to an end with the vote of thanks to the chairman.



Dr. S. N. Jarandikar

Coordinator, IQAC



Dr. V. A. Mane

**PRINCIPAL,**

Shri Venkatesh Mahavidyalaya,  
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**Shri N. B. Education Society's**

**Shri Venkatesh Mahavidyalaya, Ichalkaranji**

**Action Taken Report of IQAC Meeting Held with students (Meeting No. 04)**

No of Agenda	Agenda	Action Taken
4.1	To discuss the commencement of the short term courses	Short Term courses were introduced in the academic year 2019-20 in two semesters
4.2	To discuss the Book bank, Earn and Learn Scheme and Mentor distribution	Applications of the students for receiving Book Bank Schemes were recommended by the concerned mentor of the students and students were availed the facilities. Students took benefit of earn and learn scheme of the college and students were informed about mentor mentee scheme.
4.3	To inform the strategies to develop qualitative performance of the college	.Functioning of IQAC, and other disciplinary bodies was informed to the students
4.4	Participation of students in co-curricular activities	Several curricular, co-curricular activities were organised for the students by different Associations of the college
4.5	Any other matter with the permission of the chairperson	-----



Dr. S. N. Jarandikar

Coordinator, IQAC



Dr. V. A. Mane

**PRINCIPAL,**  
Shri Venkatesh Mahavidyalaya,  
ICHALKARANJI - 416 115.

**Shri N. B. Education Society's  
Shri Venkatesh Mahavidyalaya, Ichalkaranji  
Minutes of the IQAC meeting with Administrative Staff (Meeting No, 05)**

**Date:** 23 December, 2019

**Time:** 11.30 am

**Venue :** Principal's cabin

**Conveyed by:** Dr S. N. Jarandikar

**Presided by:** Prin. Dr V. A. Mane

Following members were present for the meeting:

1. V. A. Mane (Chairman)
2. Mrs. S. H. Ambawade
3. Dr. B. N. Kamble
4. Dr. S. N. Jarandikar (Coordinator)
5. Mr. K. B. Patil
6. Mr. A. S. Gaikwad
7. Mr. P. S. Mane
8. Mr. P. S. Chaudhari
9. Mr. A. J. Valvi
10. Mr. S. M. Kavatage
11. Mr. C. A. Yadav
12. Mr. P. S. Gaikwad
13. Mr. P. V. Satale
14. Mr. M. B. Chougule
15. Mr. U. B. Kamalakar

Following members were absent for the meeting:

1. Mr. H. S. Bohara
2. Mr. B. S. Vadinge
3. Mr. U. T. Lokhande
4. Mr. D. Charapale
5. Dr. N. M. Mujawar
6. Mr. Prakash Patil
7. Mr. B. N. Thigale
8. Mr. A. D. Kadam

Following are the minutes of the meeting held on 23<sup>rd</sup> December, 2019:

**5.1 To read and confirm the minutes of the previous meeting:**

**Resolution:** Minutes of the meeting held on 23<sup>rd</sup> July, 2019 were read and confirmed.

**5.2 To felicitate Mr. Gaikwad for the promotion as Head Clerk**



**Resolution:** Mr. Anoshgaikwad was felicitated by the Chairman and the committee members for being promoted as head clerk on 16<sup>th</sup> December 2019.

**5.3 To discuss the status of students scholarships and budget allocation for workshops / seminars**

**Resolution:** The Scholarship committee informed the status of the students' scholarship applications and its programme of compliance satisfactorily. It was resolved that the estimated budget for lead college workshops be formed and also the workshops to be conducted by IQAC be submitted by the concerned heads to the office.

**5.4 Any other matter with the permission of the Chairman**

**Resolution:** There was no further matter to be discussed in the meeting so meeting was concluded with the vote of thanks to the Chairman.

Minutes read by



Dr. S. N. Jarandikar

Coordinator, IQAC

Minutes confirmed by



Dr. V. A. Mane


**PRINCIPAL,**  
Shri Venkatesh Mahavidyalaya,  
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**Shri N. B. Education Society's**

**Shri Venkatesh Mahavidyalaya, Ichalkaranji**

**Action Taken Report of IQAC Meeting with Administrative Staff (Meeting No. 05)**

No of Agenda	Agenda	Action Taken
5.1	To read and confirm the minutes of the previous meeting:	Minutes of the last meeting held on 23rd July 2019 were read and confirmed.
5.2	To felicitate Mr. Gaikwad for the promotion as Head Clerk	Mr. Anosh Gaikwad as Head Clerk was felicitated in the meeting by IQAC members.
5.3	To discuss the status of students scholarships and budget allocation for workshops / seminars	The data of student's scholarship was communicated and lead college workshops and the workshop by IQAC was conducted for which the budget was sanctioned.
5.4	Any other matter with the permission of the Chairman	-----

  
Dr. S. N. Jarandikar  
Coordinator, IQAC

  
Dr. V. A. Mane  
Principal,  
Shri Venkatesh Mahavidyalaya,  
ICHALKARANJI - 416 115.



**Shri N. B. Education Society's**  
**Shri VenkateshMahavidyalaya, Ichalkaranji**  
**Minutes of Meeting of IQAC (Meeting No. 06)**

**Date of meeting:** 28<sup>th</sup> December, 2019  
**Time:** 10.30a.m.  
**Venue:** IQAC Room  
**Presided by:** Prin. Dr. V. A. Mane  
**Convened by:** Dr. S. N. Jarandikar

**Minutes of the Meeting**

Minutes of IQAC Meeting held on 28<sup>th</sup> December, 2019 at 10.30am in the IQAC Room.

Following members were present for the meeting:

Members Present:

- 1) Dr V. A. Mane (Chairman)
- 2) Mr. H. S. Bohara
- 3) Mr. B. S Vadinge
- 4) Mr. U.T. Lokhande
- 5) Mr. D. R. Charapale
- 6) Dr. S. H. Ambawade
- 7) Dr. B. N. Kamble
- 8) Mr. K. B. Patil
- 9) Mr. A. S. Gaikwad
- 10) Mr. Prakash Patil
- 11) Ms. Vruddhi Shaha
- 12) Dr. S. N. Jarandikar

Following members were absent for the meeting:

Members Absent:

1) Dr. N. M. Mujawar

2) Mr. B. N. Thigale

As per the Agenda the following resolutions were passed in the meeting:

**6.1: To read and confirm the Minutes of the last meeting:**

**Resolution:** The minutes of the last meeting held on 30<sup>th</sup> August, 2019 were read and confirmed by the chairman.

**6.2: To plan the Inter-collegiate event:**

**Resolution:** It was resolved to organize Intercollegiate Management Events in the college in the month of February. Miss P. P. Daingade was shouldered the responsibility of organizing the event.

**6.3 To open a new email account for students' feedback:**

**Resolution:** It was resolved to collect online feedback of the students and also the Online Students satisfaction Survey from the academic year 2019-20. For this purpose the separate email id for the feedback collection was resolved to be opened.

**6.4 To organize Industry-Academicians Meet in the college:**

**Resolution:** To enhance the students' employability skills and acquaint them with the actual market needs it was decided to organize Industry-Academicians Meet in the month of April for the final year students. Hon. Member Udayji Lokhande agreed to take lead for the meet.

**6.5 To reform the computer lab:**

**Resolution:** Due to the addition of practical component of computational Accounting in the curriculum of Accountancy the need of increasing and reforming the computer laboratory was discussed in the meeting and, Hon. Mr. Harishji Bohara, Chairman and the representative of the Management Body sanctioned the permission to initiate the procedure.

**6.6 To increase Library Resources:**

**Resolution:** It was resolved to renew the membership of N list and also purchase the reference books.

**6.7 To purchase a new camera and printer for IQAC Documentation:**

**Resolution:** It was resolved that for the purpose of accurate documentation and photographic evidences to be provided for accreditation new digital camera be purchased.



#### **6.8 To commence newly approved courses in the second semester**

**Resolution:** The college had decided to provide at least one professional skill based short term course to each student in the academic year 2019-20. In this regard the approval from Shivaji University was received and the proposal for the new courses designed by the college B o S were sent to university. It was resolved to commence these courses after the approval from the university.

#### **6.9 To review the academic and activity calendar and schedule programmes in the second semester:**

**Resolution:** The IQAC Coordinator presented the review of the plans and activities conducted in the semester I. It was discussed to organize workshops and seminars for the students and faculty through lead college and IQAC. The Capability enhancement activities and the other planned activities be conducted by rescheduling them. It was also resolved that for the next academic year the proposal for B. Voc be submitted to UGC. The responsibility of the same was entrusted with Mr. Khot D.S.

#### **6.10 Any other matter with the permission of the chairperson:**

With the permission of the chairperson the coordinator put on the record the felicitation of Mrs S.H. Ambawade who received Ph. D degree.

As there was no further matter the meeting came to an end with the vote of thanks to the chairman.

Minutes read by



Dr. S. N. Jarandikar

Coordinator, IQAC

Minutes confirmed by



Dr. V. A. Mane

**PRINCIPAL,**

Shri Venkatesh Mahavidyalaya,  
Principal  
ICHALKARANJI - 416 115.

**Shri N. B. Education Society's**


**Shri Venkatesh Mahavidyalaya, Ichalkaranji**


**Action Taken Report of IQAC Meeting Held on 28 December, 2019 (Meeting No. 06)**

No of Agenda	Agenda	Action Taken
6.1	To read and confirm the Minutes of the last meeting	Minutes were read and confirmed by the chairman.
6.2	To plan the Inter-collegiate event:	Inter-collegiate event Inspiro 2k20 was organised on 8 February 2020
6.3	To open a new email account for students feedback:	New email account for Feedback was opened and online feedback as well as SSS of the students was collected by feedback committee
6.4	To organize Industry-Academicians Meet in the college:	The Industry - Academicians meet had to be cancelled due to lock down.
6.5	To reform the computer lab:	The computer Lab of the college has been expanded and number of computers are added.
6.6	To increase Library Resources	The reference books for all programmes have been purchased by the library in the current academic year.
6.7	To purchase a new camera and printer for IQAC Documentation	A new camera has been purchased.
6.8	To commence newly approved courses in the second semester	3 Short term courses and 1 value added course was introduced in the second semester from 20 January 2020



6.9	To review the academic and activity calendar and schedule programmes in the second semester	<p>Workshop on IPR, New Education Policy, Research</p> <p>Methodology and Revised framework of NAAC were organised. Yoga training Programme, Bridge course etc. were conducted in the second semester. The proposal for B. VOC was sent in month of June 2020 to NSQF and the same was approved by UGC.</p>
6.10	Any other matter with the permission of the chairperson	-----

  
Dr. S. N. Jarandikar  
Coordinator, IQAC

  
Dr. V. A. Mane  
**PRINCIPAL,**  
Shri Venkatesh Mahavidyalaya,  
ICHALKARANJI - 416 115.

**Shri N. B. Education Society's  
Shri VenkateshMahavidyalaya, Ichalkaranji  
Minutes of the IQAC meeting with faculty (Meeting No. 07)**

**Date:** 10-1-2020  
**Time:** 1pm  
**Venue:** Principal's cabin  
**Conveyed by:** DrS. N. Jarandikar  
**Presided by:** Prin. Dr V. A. Mane

Following members were present for the meeting:

- 1)Shri D R Charapale
- 2) Dr. N. M. Mujawar
- 3) Dr. S. H. Ambawade
- 4) Dr B N Kamble
- 5)Shri A. I. Bandar
- 6) Mrs S T Biranje
- 7)Dr S. R. Thakar
- 8)Dr D. S. Kamble
- 9)Shri D. R. Kadam
- 10) MissN D Jagoje
- 11) Mrs. S. S. Kadam
- 11)Mrs A. R. Magdum
- 12)Miss S. V. Patil
- 13)Miss P. P. Sunke
- 14)Miss P. P. Daingade
- 15) Mrs. K. V. Jagnade
- 16)Mr. S. S. Salokhe



17) Miss Mohini Anchaliya

18) Mr. M. P. Kesarkar

19) Mr. T. H. Naykawade

20) Dr. P. R. Gaikwad

22) Mrs. A. S. Ghorpade

23) Mr. S. B. Malghan

Following members were absent for the meeting:

- 1) Shri B N Nadaf
- 2) Mr. J. B. Dake
- 3) Mr. A. B. Vibhute
- 4) Mrs. P. B. Rote
- 5) Mr. A. B. Khandekar
- 6) Miss D. A. Bagal

Following are the minutes of the meeting held on 10<sup>th</sup> January, 2020

**7.1 To read and confirm the minutes of the last meeting:**

Resolution: Minutes of the last meeting held on 24<sup>th</sup> August, 2019 were read and the same were confirmed by the Chairman.

**7.2 To review the activity reports and discuss the plans of the second semester**

Resolution: Due to flood calamity several of the co-curricular and extra-curricular activities had to be rescheduled. The committee/ Association Heads communicated the compliance report of the conducted activities as been planned in the academic and activities calendar and it was resolved that the schedule for the remaining activities be formed for the second semester.

**7.3 To discuss Mentor-Mentee activities**

Resolution: Mentors of the each students group informed about the activities and the meeting conducted with the mentees and it was resolved that the meeting for the second semester to be conducted as per need of the students and record of the same be submitted to the in-charge of the committee.

**7.4 To collect feedback and SSS from students**

Resolution: It was resolved that the feedback committee should open a separate email account and initiatives towards the online feedback from students and other stakeholders be collected and analysis report be submitted to IQAC. It was also resolved to go through online SSS.

**7.5 To collect data for website Updation**

Resolution: It was decided that the updated faculty resumes as well as modified policies and procedure of the college be uploaded on the college website. Dr. S.N.Jarandikar was shouldered the responsibilities of the same.

**7.6 Any other matter with the permission of the Chairperson**

With the permission of chairperson the faculty member and alumnus of the college, Mr.D.R..Kadam was felicitated for being qualified SET and NET Examinations. As there was no other matter meeting came to an end by proposing vote of thanks to the Chairman.

Minutes read by




Dr. S. N. Jarandikar

Coordinator, IQAC

Minutes confirmed by

Dr. V. A. Mane



Chairperson, IQAC

**PRINCIPAL,**  
Shri Venkatesh Mahavidyalaya,  
ICHALKARANJI - 416 115.



Shri N. B. Education Society's

Shri Venkatesh Mahavidyalaya, Ichalkaranji

**Action Taken Report of IQAC Meeting with Faculty (Meeting No. 07)**

No of Agenda	Agenda	Action Taken
7.1	<b>To read and confirm the minutes of the last meeting</b>	Minutes of the last in meeting with staff held on 24-8-2019 were read and confirmed.
7.2	<b>To review the activity reports and discuss the plans of the second semester</b>	The activities plan for the second semester was rescheduled and the planned activities were organised.
7.3	<b>To discuss Mentor-Mentee activities</b>	The activities reports by mentors were submitted.
7.4	<b>To collect feedback and SSS from students</b>	Online feedback and SSS were collected.
7.5	<b>To collect data for website Updation</b>	The data for the website was collected from the faculty as well as office to be uploaded on website.
7.6	<b>Any other matter with the permission of the Chairperson</b>	---



Dr. S. N. Jarandikar

Coordinator, IQAC



Dr. V. A. Mane

**PRINCIPAL,**  
Shri Venkatesh Mahavidyalaya,  
ICHALKARANJI - 416 115.

Shri N. B. Education Society's

Shri Venkatesh Mahavidyalaya, Ichalkaranji

**Action Taken Report of IQAC Meeting with Faculty (Meeting No. 07)**

No of Agenda	Agenda	Action Taken
7.1	<b>To read and confirm the minutes of the last meeting</b>	Minutes of the last in meeting with staff held on 24-8-2019 were read and confirmed.
7.2	<b>To review the activity reports and discuss the plans of the second semester</b>	The activities plan for the second semester was rescheduled and the planned activities were organised.
7.3	<b>To discuss Mentor-Mentee activities</b>	The activities reports by mentors were submitted.
7.4	<b>To collect feedback and SSS from students</b>	Online feedback and SSS were collected.
7.5	<b>To collect data for website Updation</b>	The data for the website was collected from the faculty as well as office to be uploaded on website.
7.6	<b>Any other matter with the permission of the Chairperson</b>	---



Dr. S. N. Jarandikar

Coordinator, IQAC



Dr. V. A. Mane

**PRINCIPAL,**  
Shri Venkatesh Mahavidyalaya,  
ICHALKARANJI - 416 115.



Shri N B Education Society's  
Shri VenkateshMahavidyalaya, Ichalkaranji  
Minutes of the IQAC Meeting (Meeting No. 08)  
(Academic Year 2019-20)

Date of the meeting: 11<sup>th</sup> February, 2020

Time: 10am

Venue: Principal's Cabin

Convened by: Dr S.N Jarandikar

Presided by: Dr V. A. Mane

Following are the Minutes of the IQAC Meeting held on February, 11, 2020:

Members Present:

Following members were present for the meeting:

- 1) Mr. Mujib M. Kutty
- 2) Mr. Amol V Patil
- 3) Mr. Amit K. Pote
- 4) Mr. Yogesh D. Kaundade
- 5) Dr. B. N. Kamble
- 6) Miss Mohini S Anchaliya
- 7) Dr. S. H. Ambawade
- 8) Mr. D. R. Kadam

As per the agenda, the following minutes were passed in the meeting.

**8.1. To read and confirm the minutes of the last meeting**

Resolution: The minutes of the last meeting held on 6<sup>th</sup> December, 2018 there read and confirmed.

**8.2 To discuss the membership of Alumni Association**

Resolution: It was resolved that the college alumni registration number be increased by communicating to the alumni and encouraging them through the executive body.

### **8.3 To discuss the submission of AQAR 2018-19**

Resolution: The IQAC Coordinator informed the Alumni executive members about the submission of AQAR for 18-19 and thanked the members for their contribution in the development of the college.

### **8.4 To review and discuss the contribution of Alumni Association**

Resolution: The overall contribution of Venkateshian as the alumni Association of the college was discussed and it was communicated to the executive members to encourage more participation of the college Alumni for the sustainable development of the college.

### **8.5 To take feedback of the alumni**

Resolution: It was resolved that Alumni feedback be collected with the help of the executive members of the Association.

### **8.6 Any other matter with the permission of the Chairman**

Resolution: With the permission of the chairperson the executive members of the Alumni Association expressed the note of condolence on the sad demise of their revered teacher of statistics Mr. D.R. Charapale. After that the members thanked the chairperson and meeting came to an end.

Minutes read by



Dr. S. N. Jarandikar

Coordinator, IQAC

Minutes confirmed by



Dr. V. A. Mane

**PRINCIPAL,**

**Shri Venkatesh Mahavidyalaya,  
ICHALKARANJI - 416 115.**



**Shri N. B. Education Society's**

**Shri Venkatesh Mahavidyalaya, Ichalkaranji**

**Action Taken Report of IQAC Meeting Held with Alumni Association (Meeting No. 08)**

No of Agenda	Agenda	Action Taken
8.1	To read and confirm the minutes of the last meeting	The minutes of the last meeting held on 6 <sup>th</sup> December, 2018 were read and confirmed.
8.2	To discuss the membership of Alumni Association	Alumni meet was organised and they were encouraged to register to the Alumni Association named <i>Venkateshians</i> .
8.3	To discuss the submission of AQAR 2018-19	-
8.4	To review and discuss the contribution of Alumni Association	-
8.5	To take feedback of the alumni	Feedback from the Alumni was collected online.
8.6	Any other matter with the permission of the Chairman	---



Dr. S. N. Jarandikar

Coordinator, IQAC



Dr. V. A. Mane

**PRINCIPAL,**  
Shri Venkatesh Mahavidyalaya,  
Principal  
ICHALKARANJI - 416 115.

Shri N B Education Society's  
Shri Venkatesh Mahavidyalaya, Ichalkaranji  
Minutes of the IQAC Meeting with parents (Meeting No. 09)  
(Academic Year 2019-20)

Date of the meeting: 25<sup>th</sup> February, 2020

Time: 10am

Venue: Room No. 2

Convened by: Dr S.N. Jarandikar

Presided by: Dr V. A. Mane

Following are the Minutes of the IQAC Meeting held on 25<sup>th</sup> February, 2020

**9.1 To modify the executive Committee of PTA**

Resolution: As per the discussion held during the meeting the executive committee do the PTA was modified and the parent to Miss Rutaja Patil, Mr. Patil was nominated as the president to PTA for the academic year 19-20 and 2020-21.

**9.2 To Review the academic and administrative policies of the college**

Resolution: The academic policies and procedure regarding the curriculum implementation and evaluation were communicated to the parents and they expressed the satisfaction about the college mechanism.

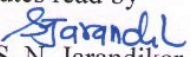
**9.3 To discuss need of feedback from parents**

Resolution: The need of feedback from the parents was pointed out by the honourable principal and parents were encouraged to fill the feedback forms for the qualitative development of the college. It was resolved to take the feedback of the parents on the curriculum and overall procedure of the college.

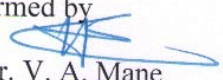
**9.4 Any other matter with the permission of the chairman**

Resolution: As there was no further discussion, one of the executive members, Mrs Phadake proposed the vote a thanks and the meeting came to an end.

Minutes read by

  
Dr. S. N. Jarandikar,  
Co-ordinator, IQAC

Minutes confirmed by

  
Dr. V. A. Mane  
PRINCIPAL,  
Shri Venkatesh Mahavidyalaya,  
ICHALKARANJI - 416 115.



Coordinator, IQAC

Principal

**Shri N. B. Education Society's**

**Shri Venkatesh Mahavidyalaya, Ichalkaranji**

**Action Taken Report of IQAC Meeting with Parents (Meeting No. 09)**

Following is the Action Taken Report of the minutes of the meeting held on 25th February, 2020 with the parents:

No of Agenda	Agenda	Action Taken
9.1	To modify the executive Committee of PTA	Executive Committee / Body of PTA was modified.
9.2	To Review the academic and administrative policies of the college	----
9.3	To discuss a need of feedback from parents	Feedback from the parents was collected.
9.4	Any other matter with the permission of the chairman	---



Dr. S. N. Jarandikar

Coordinator, IQAC



Dr. V. A. Mane

**PRINCIPAL,**  
Shri Venkatesh Mahavidyalaya,  
ICHALKARANJI - 416 115.

Shri N B Education Society's  
Shri Venkatesh Mahavidyalaya, Ichalkaranji  
Minutes of the IQAC Meeting (Meeting No. 10)  
(Academic Year 2019-20)

Date of the meeting: 2 May 2020

Time: 12pm

Venue: online

Convened by: Dr S.N Jarandikar

Presided by: Dr V. A. Mane

Following are the Minutes of the IQAC Meeting held on 2<sup>nd</sup> May, 2020

**10.1. To read and confirm the minutes of the previous meeting**

The minutes of the last meeting with faculty held on 10<sup>th</sup> Jan. 2020 were read and confirmed by the chairman.

**10.2 To discuss the submission of academic and activities reports for Sudarshan and AQAR19-20**

Resolution: Each Head of the Department and in charge of the Association submits the annual activity report to the Committee of sudarshan and IQAC. In this regard it was resolved that the Association wise and Department wise reports of the academic and other co-curricular, extracurricular activities be submitted in soft copy to both IQAC and sudarshan Committee up to the 15<sup>th</sup> of May 2020.

**10.3 To review the status of short term and value added courses**

The short term and value added courses commenced in the second semester were reviewed and the co-ordinators of each course provided the details regarding the compliance of the course. Due to covid-19 the examination schedule for the courses were withhold by the University. It was resolved that the students be communicated about it through the groups. And the syllabus components if incomplete be taught online if possible. The additional study material for the course work be provided as e-content to the students.

**10.4 To discuss subject wise CIE Reports**



The review of subject wise internal evaluation was taken by the Principal and the Assessed papers and result sheets were communicated to be the submitted after the opening of the next academic year.

#### **10.5 To form the Prospectus and Admission Committee for next year**

In accordance with the possible commencement of the new academic year the Prospectus committee for each programme as well as Admission Committee for each class were formed tentatively. It was resolved to compile the necessary data to be added in the prospectus and be submitted in the next committee meeting.

#### **10.6 To measure the best practices and plan for the next academic year**

The Best Practices implemented in the academic year 2019-20 were reviewed and the faculty were conveyed to come up with new Qualitative activities plan for the next academic year. It was resolved that in the next meeting faculty should communicate new addition practices to be implemented for the next academic year.

#### **10.7 To discuss the plan of action for the next academic year and students examination in the status of COVID**

Due to covid-19 the scheduled University Examination of all programmes were withhold. In this regard it was resolved as per the University schedule. The students be communicated about the examination by the Exam committee members and be kept in touch by the respective faculties through social media.

#### **10.8 Any other matter with the permission of the Chairman**

Resolution: With the permission of the chairman, it was resolved that the Corona Awareness Quiz for the stakeholders of the college be conducted online and N.S.S & IQAC should make efforts in communicating awareness about the decease to the community. As there was no further matters to be discussed the meeting came to an end by proposing vote of thanks to the chairman.

Minutes read by



Dr S. N. Jarandikar

Coordinator, IQAC

Minutes confirmed by



Dr V. A. Mane

**PRINCIPAL,**  
Shri Venkatesh Mahavidyalaya,  
ICHALKARANJI - 416 115.



**Shri N. B. Education Society's**

**Shri Venkatesh Mahavidyalaya, Ichalkaranji**

**Action Taken Report of IQAC Meeting Held with Faculty (Meeting No. 10)**

Agenda No.	Agenda	Action Taken
10.1	To read and confirm the minutes of the previous meeting	The minutes of the previous meeting held 10 <sup>th</sup> Jan 2020 were read and confirmed
10.2	To discuss the submission of academic and activities reports for Sudarshan and AQAR19-20	The academic, curricular, co-curricular and other departmental reports were collected and published in Annual college Report (magazine) 'Sudarshan'.
10.3	To review the status of short term and value added courses	The Teaching - Learning and evaluation process of all short term courses was completed.
10.4	To discuss subject wise CIE Reports	The faculty submitted the Tests reports of their respective courses.
10.5	To form the Prospectus and Admission Committee for next year	The prospectus and Admission Committees were formed and the admission procedure for the next academic year was completed.
10.6	To measure the best practices and plan for the next academic year	The report of the best practices was submitted to the principal and same was added in AQAR 2019-20.
10.7	To discuss the plan of action for the next academic year and students examination in the status of COVID	The tentative activity and academic Calendar was formed and as per university Schedule the examination of all programmes were communicated to the students and conducted in a stipulated university