



MAHARASHTRA EDUCATION SOCIETY'S  
(SINCE 1860)

# ABASAHEB GARWARE COLLEGE

Karve Road, Deccan Gymkhana, Pune - 411004, Maharashtra, India | Ph.: 020-41038200  
E-mail: abasahebgarwarecollege@gmail.com | www.garwarecollege.mespune.in



**Prof. (Dr.) P. B. Buchade**  
M.Sc., M.Phil., Ph. D.  
**Principal**

- NAAC Re-Accredited 'A' Grade
- Best College Award - Savitribai Phule Pune University
- Best Student Development Board Award - Savitribai Phule Pune University

- I.D. No.: PU/PN/A.S./009 (1945)
- JR. COLLEGE CODE: 11.003
- AISHE CODE : C-41477

Ref. No. :

Date :

## IQAC Meeting

Date: 16 September 2019

Venue: Principal's cabin


Time: 12.00 noon to 1.30 pm

## Agenda:

1. SSR discussion meetings
2. AQAR 2018-19 preparation and submission
3. International and national conferences to be held in college
4. NIRF
5. Students satisfaction survey
6. NAAC documentation.
7. Any other item with the permission of chair

  
Dr. P D Sonawane  
IQAC Coordinator  
**IQAC**  
**Co-ordinator**



  
Prof. (Dr.) P B Buchade  
Principal  
Principal  
**MES. Abasaheb Garware College**  
**Pune-4.**



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## Minutes of IQAC Meeting: Date: 16 September 2019

### Information

The meeting started with welcome by respected principal. Initially he mentioned about the Annual General Meeting (AGM) of the parent body Maharashtra Education Society (MES) that was held on 15<sup>th</sup> September 2019. He mentioned that now MES is focusing on colleges especially Abasaheb Garware College (AGC). In the meeting, there was discussion regarding the results of AGC in AGM meeting.

Later, IQAC coordinator, Dr. P D Sonawane welcomed everyone and explained agenda for this IQAC meeting. There were 6 important points to be discussed.

### Point No. 1.: Regarding SSR discussion meetings

Dr. P D Sonawane briefed all the members about the discussions meeting of SSR held so far on each Thursdays as per the resolution in the earlier meeting held on 30<sup>th</sup> July 2019, it was decided that every Thursday at 2.30 pm meeting will be organised for discussing one point from every criterion.

Until now there has been discussion on criteria 1, 2 4 and 5 but data for criteria 3 and 6 is not at all presented. Some points from criterion 7 have been discussed.

Several issues were raised during this meeting as follows:

- Dr. Suryawanshi submitted activity planer for 2019-20 related to research activities to Dr. Sonawane to be discussed with heads of all departments for its implementation.
- Dr. Agashe suggested that only pointers should be discussed urgently with proper focus. Discussion should be at 2 levels points and language.
- Dr. Bharambe suggested circulating previous SSR copy to all members for the reference.
- There was suggestion by Principal that two members should be appointed for studying exit committee report of last NAAC visit and preparation of compliance report should be made by them.
- Principal informed that budget for IQAC 2020-21 should be submitted on priority.
- Dr. Kasabe submitted recommendations for criterion V. She insisted scholarship related notices, banners should be displayed in college campus on priority.

**Resolutions:** Finally it was resolved by respected principal that meeting for SSR discussion should be continued and meetings will be held at 2.30 pm only and all members will have to make a point to attend it. If in charge is not being able to be present due to some reason, at least one member from the respective criterion should be present.

Dr. Agashe madam's suggestion should be implemented and initially only pointers should be discussed and the correct answers for be sought. It was also resolved that proper action be taken regarding the various issues (c) to (f) that were raised.



**Point No. 2. Regarding AQAR 2018-19 preparation and submission**

**Resolution (c):** Discussion regarding the preparation and submission of AQAR took place and it was resolved that Dr. Khairnar and Dr. Ade should be given the responsibility for the preparation and submission of AQAR. The deadline for the same was decided as 30<sup>th</sup> September 2019.

**Point No. 4. Regarding National and International conferences to be organised by college.**

**Resolution:** Discussion regarding the conferences and workshops to be held in the college took place and it was resolved that principal should initiate meetings with the HODs regarding it and finalize the tentative dates and topics of the conferences / workshops.

**Point No. 5. Regarding participation in NIRF and fixing its responsibility.**

**Resolution:** It was resolved that college should take part in NIRF ranking. The responsibility for the same is given to Dr. Supriya Patil and Dr. Rathod, nodal officer. Dr. Patil demanded for additional members for NIRF related work.

**Point No. 6. Regarding Students Satisfaction Survey**

Student satisfaction survey is an important part of NAAC and criterion II, so Dr. Supriya patil madam explained all the members about the process and need of SSS. She further stated that she will be completing the process regarding SSS as she being the in charge of criterion II and that she needs more members for completing the process.

**Resolution:** It was resolved that all the necessary requirement regarding SSS be provided to Dr. Supriya Patil madam for timely completion of the mock survey.

**Point No. 7. Regarding NAAC Documentation.**

Documentation is very important part of NAAC so timely compliance of all duties/ documentation by all heads, office, teaching and non-teaching staff is required.

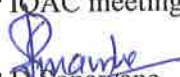
**Resolution:** It was resolved by Dr. Buchade to organise one day workshop for creating awareness regarding SSR preparation and timely submission and all the members agreed to it.

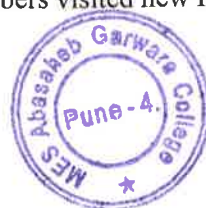
**Point No. 7. Regarding any other item with the permission of chair.**


As all the points on agenda were over, with the permission of chair, Dr. Nitin Ade raised a point regarding CAS related camp to be organised in our college. He suggested a notice regarding same should be displayed for information of all eligible candidates.

The meeting was concluded by Dr. Sonawane thanking all the members for their presence and valuable guidance/suggestions.

After IQAC meeting, all members visited new IQAC room in new educational building.

  
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IQAC Coordinator  
**IQAC**  
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Ref. No.: **Action Taken Report of IQAC Meeting: Date: 16 September 2019**

Date :

## Point No. 2. : Regarding SSR discussion meetings

**Action Taken (a) and (b):** The activity planner has been mailed to all HOD's and the planned activities for research were sought from them. The Principal commented that, more efforts should be taken by arts faculty for research grants

IQAC Coordinator, Dr. Sonawane also added that various certificate courses in foreign languages like French, Japanese should be started.

**Action Taken (c):** It was suggested that the SSR copy is available in the Library and those requiring it can avail from the library. Principal asked all members to refer to NAAC website and he stressed upon strengthening of college infrastructure and inputs of respective criterion in-charge and members are expected.

**Action Taken (d):** A three-member committee for the compliance of the NAAC Exit committee was made comprising of Dr. P D Sonawane, Dr. Sunita Bhagwat and Dr. Ankur Patwardhan and accordingly the work was distributed among them.

**Action Taken (e):** Provisional Budget for IQAC for the AY-2020-21 was submitted to the Registrar, of the college. The problem of budget allotment and communication was discussed.

**Action Taken (f):** The responsibility for the same is given to Dr. Kasabe. At the same time, Ms. Rutuja Joshi, Assistant prof. Statistics department is now appointed as statistical officer and is given responsibility of handling data related to Vridhhi software and to avail data to all the criteria in charges and IQAC members as per the need with the approval of IQAC Coordinator.

## Point No. 3. Regarding AQAR 2018-19 preparation and submission

**Action Taken:** Dr. Anil Khairnaar and Dr. Nitin Ade has successfully compiled the AQAR for the AY-2018-19, presented before the CDC, the suggestions from CDC were implemented and later the AQAR was submitted online.

## Point No. 4. Regarding National and International conferences to be organised by college.

**Action Taken:** Principal, has conducted meetings of all head of departments and following duties were assigned to various departments.

Chemistry and Microbiology- International Conference- 7 and 8 February 2020.

English- National Conference- 28 and 29 January 2020.

Maths- State level workshop - 3, 4<sup>th</sup> Jan 2020.

Library Science - State level workshop- 4 and 5<sup>th</sup> December 2019.

Dr. Preeti Kulkarni will be looking into arrangements for International conference.



**Point No. 5. Regarding participation in NIRF and fixing its responsibility.**

**Action Taken:** Additional members Shri. Vishal Landge, Ms. Swati Jadhav, Dr. Varsha Honmore, Dr. A D Padhye and Dr. Babasaheb Gavhane were given the responsibility as members for NIRF committee, as per the demand of Supriya Patil madam. The members have successfully collected the data and have submitted to NIRF under the in-charge ship of Dr. Supriya Patil madam

**Point No. 6. Regarding Students Satisfaction Survey**

**Action Taken:** The suggested members namely, Dr. Gauri Abhyankar, Dr. Varsha Todmal, Shri. Mangesh Kute and Dr. Leena Chandorkar were added to Criteria –II and they have successfully collected data for the SSS and a mock test for its working has been done.

**Point No. 7. Regarding NAAC Documentation.**

**Action Taken:** A one day workshop on Academic and Administrative Audit was organized in the month of December 2019. Three distinguished members from the IQAC Cluster India, Dr. B D Bhole, Dr. Pahade and Dr. Bharat Kangude were invited for the same and the workshop was conducted.


**Point No. 8. Regarding Any other item with the permission of chair**

As all the points on agenda were over, with the permission of chair, Dr. Nitin Ade raised a point regarding CAS related camp to be organised in our college. He suggested a notice regarding same should be displayed for information of all eligible candidates.

**Action Taken:** As per the suggestion a notice regarding the CAS was displayed on the notice board

  
Dr. P D Sonaware  
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**IQAC**  
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Principal  
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