



K. E. S. Anandibai Pradhan Science College, Nagothane.

Internal Quality Assurance Cell (IQAC)

Minutes of First Meeting of the IQAC for year 2020-21

2021/12/14 13

The first meeting of the IQAC for academic year 2020-21 was held on **10th August 2020** at 12.30 pm in NAAC room. Following members of the IQAC were present for the meeting.

Sr. No.	Designation	Name of the Member
1.	Chairperson	Prin. Dr. Sandesh S. Gurav
2.	Chief Executive Officer of the trust	Hon. Shri. Vinayak D. Khopkar
3.	Nominee from management	Hon. Shri. Narendra P. Jain
4.	Nominee from employer	Dr. Satish D. Patil
5.	Nominee from Industry	Dr. Nitin V. Dalave
6.	Teacher -Member	Dr. Shrikrishna D. Tupare
7.	Teacher -Member	Dr. Vijay D. Chavan
8.	Teacher -Member	Mr. Jayesh V. Patil
9.	Teacher -Member	Dr. Vilas R. Jadhavar
10.	Teacher -Member	Dr. Vikas S. Shinde
11.	Teacher -Member	Dr. Mrs. S. T. Morbale
12.	Librarian -Member	Mr. Hemant F. Jadhav
13.	Teacher -Member	Mrs. Nilam V. Mahale
14.	Senior administrative staff	Mrs. Jyoti P. Patil
15.	Nominee- Alumni	Adv. Mrs. Sonal H. Jain
16.	Nominee -Student	Miss. Janhavi J. Ghotgalkar
17.	IQAC-Coordinator	Dr. Dinesh V. Bhagat

Dr. Dinesh V. Bhagat, Coordinator IQAC has initiated the meeting. He welcomed Hon. Principal and all members of IQAC. The minutes of the last meeting and action taken report were approved by IQAC without any modification.

Agenda of the first meeting for year 2020-21 was as follows:

Agenda:

1. Brief discussion on preparation and submission of AQAR for academic year 2019-20.
2. Perspective plan for conduction of new academic year 2020-21.
3. Preparation and implementation of academic calendar.
4. Review of academic results of year 2019-20 (first half).
5. Analysis and review of admission status of Under Graduate and Post Graduate Courses.
6. Submission of proposal for additional batch of students for PG course M.Sc. Organic Chemistry.
7. To encourage the faculties and students to undergo research projects (MRP) from different funding agencies.
8. Submission of proposal for continuation of affiliation of unaided courses.
9. Publication of Books and Research Papers in reputed journals.
10. Preparation of Departmental perspective plan
11. Discussion on college level examinations
12. To conduct certificate courses in Water Analysis and Soil Analysis.
13. Participation of students and faculty in Avishkar Research Convention.
14. Enrollment of students for department of lifelong and learning activity.
15. Enrollment of student for National Service Scheme (N.S.S.) activity
16. Organization of induction programmes for fresher's of Under Graduate and Post Graduate.
17. Organization of programme for Alumni.
18. Organization of workshops for value aided courses.
19. To organize placement camp for UG and PG Students.
20. To organize Invited talks for competitive exams.
21. Any other relevant issue(s) with permission of the chairman

It was resolved that:

1. AQAR for the academic year 2019-20 should be prepared by IQAC committee in time and submitted to the NAAC office on or before 31 Dec. 2020 as the deadline of submission of AQAR was extended.
2. IQAC should chalk out perspective plan for academic and co-curricular activities and circulate among the faculties.
3. Academic calendar should be prepared in the beginning of academic year and should be strictly followed for smooth conduction of academics and co-curricular activities.
4. Review of the academic results of UG and PG classes should be taken by examination committee and corrective measures for improvement of the same should be communicated to the concerned Head/In-charge of Department.
5. Admission committee should complete admissions of UG and PG courses by the end of October 2020 and the enrolment of first year students should be completed before the deadline given by University of Mumbai.
6. Administrative office with consultation with the Head, Department of Chemistry should prepare proposal for an additional batch of PG course (M.Sc. Organic Chemistry) and submit to University of Mumbai.
7. Under the guidance of research committee department of science streams such as Chemistry, Physics, Botany, Zoology should submit research proposals to the funding agencies such as UGC, DST and University of Mumbai.
8. Proposal for continuation and affiliations for the unaided courses should be prepared by Administrative office and submit to the university in time.
9. Research committee should issue the notice and encourage faculty members to publish their books and research articles / papers in reputed National and International journals having high impact factor.
10. Head of departments / faculty In-charge should prepare time table, workload and allotment of teachers and then share with the faculties for the smooth conduction of departmental activities. Summary of all possible activities should be noted in "teachers dairy" which should be duly signed by teacher, HOD / In-charge and Principal.
11. College level ATKT and regular examinations of F.Y. and S.Y. should be conducted in the month of September and October 2020.
12. A certificate course in water analysis and soil analysis should be conducted for UG and PG students.

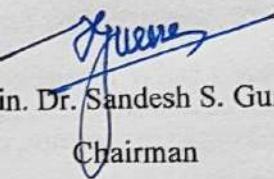
13. Students in large number should be encouraged to undertake research activity and participate in Avishkar research Convention at Zonal and University level by conducting orientation session by University officials.
14. DLLE In-charge / members should forward online notice for the enrolment followed by first term training of students under the guidance of University officials.
15. NSS Programme officers should forward online notice for the enrolment followed by orientation programme of students under the guidance of University officials.
16. IQAC should organize Induction Programme for freshers of UG and PG classes in the months of August and September 2020.
17. IQAC members should conduct the meeting with Alumni for the purpose of interaction, felicitation and collection of alumni funds for the development of college.
18. Workshops on value aided courses such as preparation of Purse, Bags and Flower should be conducted by woman development cell and department of chemistry.
19. Placement cell should organize placement camp for UG and PG Students for chemical and pharmaceutical Industries.
20. Career Guidance Cell Should organizes invited talks for competitive exams.


Dr. Dinesh V. Bhagat

Co-ordinator
Internal Quality Assurance Cell

IQAC Co-ordinator
K.E.S.A.P. Science College
Nagothane, Dist. Raigad (M.S.)




Prin. Dr. Sandesh S. Gurav

Chairman

Internal Quality Assurance Cell

PRINCIPAL
K.E.S.A.P. Science College
Nagothane, Dist. Raigad (M.S.)

Internal Quality Assurance Cell (IQAC)
2020-21
Action Taken Report

(With regard to the meeting of IQAC held on 10 August 2020)

Sr. No.	Particular	Action Taken
1.	Submission of AQAR for academic year 2019-20	The deadline of online AQAR (Annual Quality Assurance Report) submission to NAAC office is finalized as 31 st Dec. 2020. For that 7 criteria's are distributed among the committee members and IQAC coordinators has been taken review of work proceed towards the completion of AQAR.
2.	Perspective plan for Academic year 2020-21	IQAC formulated perspective plan comprising 25 – 30 academic and developmental activities to be carried out during the academic year 2020-21.
3.	Preparation and implementation of academic calendar	IQAC prepared Academic calendar in the beginning of academic year 2020-21 and made it available to all departments and committees for smooth conduction of academics and co-curricular activities. It is uploaded on College web-site and What's app group IQAC APSC .
4.	Review of academic Results of year 2019-20	Examination committee cognizance's the academic result of previous examinations. Concerned Head of the Departments were given suggestions to look after Qualitative results during the current academic year. First three toppers were honored and felicitated in a online Fresher's party.
5.	Review of admission status of UG and PG classes.	Admission Committee has taken review of the admission process for the academic year and it was decided to increase admissions of M.Sc. and B.Sc. (Computer Science). From the current year new batch of FY computer Science has been started with 9 students
6.	Submission of proposal for new programme	Administrative office with consultation with Department of Chemistry should prepare proposal for an additional batch of PG course (M.Sc. Organic Chemistry) and submit to University of Mumbai.

		10% additional strength (2 students) is permitted to admit for PG course from August 2020.
7.	Submission of research projects	<p>Under the guidance of research committee Department of science streams has submitted research proposals to the funding agencies such as UGC and University of Mumbai.</p> <p>4 MRP's are sanctioned for the 4 faculties of Chemistry by the University of Mumbai.</p> <p>The total amount sanctioned for MRP's is Rs. - 1,60,000/-</p>
8	Submission of proposal for continuation of affiliation for unaided courses.	Administrative office has prepared proposal for continuation and affiliations for the unaided courses such as B.Sc. Computer Science, B.Sc. I.T. and PG course M.Sc. (Organic Chemistry) and same has submitted to the university in time.
9	Publication of Research Papers in reputed journals and books	Under the guidance of research committee 19 research papers were published in reputed journals of International and National repute such as Scopus, UGC, Web of Science etc., 9 books are published by the faculty of science in National, International publications
10	Preparation of Departmental Perspective plan	<p>Head of departments has prepared perspective plans comprising workload, time table, and allotment of teachers and shared with the faculties for the smooth conduction of departmental activities. Summary of all possible activities should be noted in "teachers dairy".</p> <p>Teachers diaries are verify by signature of HOD/In-charge and Principal.</p>
11.	Discussion on college level examinations	Examination Committee prepared the time table for College level ATKT and regular examinations of F.Y.B.Sc. and S. Y. B. Sc. and successfully conducted in the month of September and October 2020.
12.	To conduct certificate courses in Water Analysis and Soil Analysis.	Under department of Chemistry, certificate courses in water and soil analysis suppose to conduct with the help of T.Y. B. Sc. Chemistry batch of 30 students. But

		because of pandemic situation some online lectures and practical demonstration were conducted for the knowledge of students.
13.	Participation of students and faculty in Avishkar Research Convention.	Science Association Committee motivated the students in large number to participate in Avishkar research Convention at Zonal and University level. Because of Pandemic situation, Avishkar research convention is conducted by presenting research proposal instead of research projects. This year 5 research proposals were presented online for the completions and one proposal is selected for University round.
14.	Participation of students in DLLE Activities	DLLE In-charge / members should forward online notice for the enrolment followed by first term training of students under the guidance of University officials. Invitation for First term training session is posted to Dr. Shivpuje, District co-ordinator DLLE, University of Mumbai for guiding students for the preparation of DLLE Students.
15.	Participation of students in NSS Activities	NSS programme officers should forward online notice for the enrolment followed by orientation programme of students under the guidance of University officials. Invitation for First term training session is posted to Prof. T. P. Mokal, District co-ordinator N.S.S., University of Mumbai for guiding students.
16.	Organization of online induction programmes for freshers of Under Graduate and Post Graduate.	Online Induction Programme for freshers of UG and PG classes has organised in the months of August and September 2020.
17.	Organization of programme for Alumni.	1) Meeting of Alumni was organised at Roha and discussion was raised to collect Alumni funds for the development of college. In this meeting 2 alumni are felicitated by offering Shawl, Shriphal and buckey. 2) Our Alumni Mr. Aniket Tatkare, MLA has donated

		100 cement sheets of amount Rs.- 30000/- for the development of college.
18.	Organization of workshops for value aided courses.	Workshops on value aided courses such as preparation of Purse, Bags and Flower making conducted by woman development cell and Department of Chemistry. Mrs. Manali Sahastrabudhdhe, Classic Bag makers, Nagothane was invited to guide and demonstrate the 26 participants of the workshop.
19.	To organize placement camp for UG and PG Students.	Proposal for conducting placement camp and invitee talk for UG and PG students was send to the following chemical and pharmaceutical industries, 1.Sudarshan Chemical Industries Ltd. Dhatav, Roha 2.Roha dye chem Pvt. Ltd, Roha 3.ELPEE chemicals Pvt. Ltd, Roha 4.Kores India Ltd. Roha 5.Nilicon Industries Ltd. Roha 6.FDC Ltd. Roha
20.	To organize Invited talks for competitive exams.	Proposal for conducting invitee sessions for UG and PG students for the sake of preparation of competitive exam was send to the following experts. 1. Dr. Bhagure G.R. Assist. Prof. in Chemistry, Satish Pradhan Dnyansadhana College, Thane 2. Mr. Suhas Patil- Ex.Assistant commissioner and faculty of National Academy of Custom, Excise and Narcotics, Mumbai.

Dr. Dinesh V. Bhagat

Co-ordinator

Internal Quality Assurance Cell

IQAC Co-ordinator
K.E.S.A.P. Science College
Nagothane, Dist. Raigad (M.S.)



Prin. Dr. Sandesh S. Gurav

Chairman

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K. E. S. Anandibai Pradhan Science College, Nagothane.

Internal Quality Assurance Cell (IQAC)

Minutes of Second Meeting of the IQAC for year 2020-21

The second meeting of the IQAC for academic year 2020-21 was held on 26th Oct. 2020 at 12.30 am in Principals cabin. Following members of the IQAC were present for the meeting.

Sr. No.	Designation	Name of the Member
1.	Chairperson	Prin. Dr. Sandesh S. Gurav
2.	Chief Executive Officer of the trust	Hon. Shri. Vinayak D. Khopkar
3.	Nominee from management	Hon. Shri. Narendra P. Jain
4.	Nominee from employer	Dr. Satish D. Patil
5.	Nominee from Industry	Dr. Nitin V. Dalave
6.	Teacher –Member	Dr. Shrikrishna D. Tupare
7.	Teacher -Member	Dr. Vijay D. Chavan
8.	Teacher –Member	Mr. Jayesh V. Patil
9.	Teacher –Member	Dr. Vilas R. Jadhavar
10.	Teacher –Member	Dr. Vikas S. Shinde
11.	Teacher –Member	Dr. Mrs. S. T. Morbale
12.	Librarian -Member	Mr. Hemant F. Jadhav
13.	Teacher –Member	Mrs. Nilam V. Mahale
14.	Senior administrative staff	Mrs. Jyoti P. Patil
15.	Nominee- Alumni	Adv. Mrs. Sonal H. Jain
16.	Nominee -Student	Miss. Janavi J. Ghotgalkar
17.	IQAC-Coordinator	Dr. Dinesh V. Bhagat

Dr. Dinesh V. Bhagat, Coordinator IQAC has initiated the meeting. He welcomed Hon. Principal and all members of IQAC and read the minutes of first meeting of IQAC for the academic year 2020-21. The minutes of the first meeting and action taken report were approved by IQAC without any modification.

Agenda:

1. Review and Criteria-wise presentation of data of AQAR 2019-2020
2. Online submission of AQAR of the academic year 2019-2020
3. Review and analysis of academic results of U.G. and P.G. courses.
4. Finalization of enrollment list and first term training of DLLE students for preparation of projects
5. Renovations of Gymkhana and purchase of sport material.
6. College and University level examination (Second Half).
7. Orientation and preparation of students for the participation in Avishkar research convention.
8. Organization of National & International level conference, workshop, webinar & seminars.
9. Celebration of Konkan Education Society Foundation Day.

It was resolved that:

1. Criteria wise data should revised and finalised for the AQAR to be submitted for the academic year 2019-20.
2. AQAR for the year 2019-20 should be finalised and submitted at the end of Dec. 2020.
3. Examination Committee should take initiatives of academic results of PG courses and forwarded to the head of Chemistry department for the quantitative analysis..
4. Enrollment list and first term training of DLLE students for preparation of projects should be finalized.
5. Previous Gymkhana has been shifted to the new hall and some new sports material is added of Rs. 15000/- is added.
6. Examination Committee should plan and make a time table to conduct college level ATKT and regular examinations in the month of October and November 2020.

7. Science Association Committee should motivate students to participate in Avishkar research convention of University of Mumbai. They should conduct a workshop for the preparation of research proposal by University officials.
8. Research Committee should take initiatives to organise workshop, seminar and conferences at National and International Level.
9. Konkan Education Society Foundation day should be celebrated in college campus.

Dr. Dinesh V. Bhagat
Co-ordinator
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Prin. Dr. Sandesh S. Gurav
Chairman
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Internal Quality Assurance Cell (IQAC)

2020-21

Action Taken Report

(With regard to the meeting of IQAC held on **26 October 2020**)

Sr. No.	Particular	Action Taken
1.	Criteria wise review and presentation of data of AQAR 2019-2020.	Each criteria In-Charge presented data of his respective criterion and it was asked to finalized with some corrections and additions suggested by Chairman and coordinator IQAC for the submission of AQAR 2019-20.
2.	Online submission of AQAR of the academic year 2018-2019	Compilation of all the criterions for AQAR 2019-20 is discussed with IQAC and asks to keep ready for the submission and it is supposed to upload to the NAAC office before deadline.
3.	Review of academic results of P.G. courses	Academic result of PG classes was reviewed and suggestion was given to the PG departments to attain quantitative results.
4.	Finalization of enrollment list and first term training of DLLE students for preparation of projects	Enrollment list of DLLE is finalized at the end of September 2020 where 77 students are enrolled and first term training of DLLE students for preparation of projects is conducted in Presence of Dr. Shrivpuje, District co-ordinator, DLLE, University of Mumbai.
5.	Renovations of Gymkhana and purchase of sport material.	Previous Gymkhana has been shifted to the new hall and some new sports material is added of Rs. 15000/- is added.
6.	College and University level examination (Second Half).	College and University level examinations were conducted as per the time-table formulated by the College Exam. Committee and University of Mumbai during October to December 2020

7.	Orientation and preparation of students for the participation in Avishkar research convention.	Science Association Committee motivates students to participate in Avishkar research convention of University of Mumbai by conducting a orientation session. They conduct a workshop for the prepartion of research proposal in presence of District Co-ordinator, University of Mumbai.
8.	Organization of National & International level conference, workshop & seminars.	One day webinar on Institutional training programme organised by Internal Quality Assurance Cell, Department of Physics and Petroleum Conservation Research Association (PCRA) Ministry of Petroleum and Natural Gas, Government of India.
9.	Celebration of Konkan Education Society Foundation Day	18 th Dec. is the foundation day of the Konkan Education Society. It was celebrated by Flag Hosting of KES followed by pledge and song of KES.

Dr. Dinesh V. Bhagat
Co-ordinator
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Prin. Dr. Sandesh S. Gurav
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Internal Quality Assurance Cell (IQAC)

Minutes of Third Meeting of the IQAC for year 2020-21

The third meeting of the IQAC for academic year 2020-21 was held on 4th January 2021 at 12.30 am in NAAC room. Following members of the IQAC were present for the meeting.

Sr. No.	Designation	Name of the Member
1.	Chairperson	Prin. Dr. Sandesh S. Gurav
2.	Chief Executive Officer of the trust	Hon. Shri. Vinayak D. Khopkar
3.	Nominee from management	Hon. Shri. Narendra P. Jain
4.	Nominee from employer	Dr. Satish D. Patil
5.	Nominee from Industry	Dr. Nitin V. Dalave
6.	Teacher –Member	Dr. Shrikrishna D. Tupare
7.	Teacher -Member	Dr. Vijay D. Chavan
8.	Teacher –Member	Mr. Jayesh V. Patil
9.	Teacher –Member	Dr. Vilas R. Jadhavar
10.	Teacher –Member	Dr. Vikas S. Shinde
11.	Teacher –Member	Dr. Mrs. S. T. Morbale
12.	Librarian -Member	Mr. Hemant F. Jadhav
13.	Teacher –Member	Mrs. Nilam V. Mahale
14.	Senior administrative staff	Mrs. Jyoti P. Patil
15.	Nominee- Alumni	Adv. Mrs. Sonal H. Jain
16.	Nominee -Student	Miss. Janavi J. Ghotgalkar
17.	IQAC-Coordinator	Dr. Dinesh V. Bhagat

Dr. Dinesh V. Bhagat, Coordinator IQAC has initiated the meeting. He welcomed Hon. Principal and all members of IQAC and read the minutes of second meeting of IQAC for the academic year 2020-21. The minutes of the second meeting and action taken report were approved by IQAC without any modification.

Agenda:

1. Online submission of AQAR of the academic year 2019-2020
2. Organization of degree certificate distribution ceremony.
3. Organization of National and International level conference, seminar.
4. Analysis of feedback from stake holders
5. Planning for Semester II and IV examinations
6. Infrastructure development.
7. Organization of workshop on value added courses
8. Organization of placement camp for UG and PG students.
9. Participation of students and faculty in Avishkar Research Convention.

It was resolved that:

1. As the deadline of online submission of AQAR is extended, AQAR for the year 2019-20 should be uploaded on or before 31 May 2021
2. Degree distribution ceremony should be organised in the third week of January 2020.
3. At least two workshops, two seminars should be conducted till the end of academic year.
4. IQAC should advise the feedback committee to take feedback from the various stakeholders at the end of each semester
5. Examination Committee should plan and formulate a time table to conduct college level ATKT and regular examinations in the month of March and April 2020.
6. The interior infrastructure of the new building should be completed till the end of academic year.
7. Department of Botany and Zoology should conduct a workshop on value added courses such as preparation of prawns pickle and ayurvedic cosmetics.
8. Career guidance and placement cell should organize placement camp for PG and UG students after completion of theory examination

9. The maximum number of research proposals should be prepared and submitted/uploaded to the University site to compete in zonal level Avishkar research convention.

Dr. Dinesh V. Bhagat

Co-ordinator

Internal Quality Assurance Cell

IQAC Co-ordinator
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Nagothane, Dist. Raigad (M.S.)



Prin. Dr. Sandesh S. Gurav

Chairman

Internal Quality Assurance Cell

PRINCIPAL
K.E.S. A. P. Science College
Nagothane, Dist. Raigad (M.S.)

Internal Quality Assurance Cell (IQAC)

2020-21

Action Taken Report

(With regard to the meeting of IQAC held on 4th January 2021)

Sr. No.	Particular	Action Taken
1.	Online submission of AQAR of the academic year 2019-2020	AQAR of academic year 2019-20 is keep ready for submission putting all additions and eliminating all corrections.
2.	Organization of degree certificate distribution ceremony	Degree certificate distribution ceremony was supposed to organize in the third week of January. However due to the pandemic situation degree certificates are distributing to the students in small groups by following all rules of Covid-19 suggested by the University and State Government.
3.	Organization of National and International level conference, seminar.	<p>Following online webinars are organized by WDC,</p> <ul style="list-style-type: none"> 1. Health Advice with reference to the Post Covid – 19 situation by Dr. Lakshmi Bharathi, Reliance Industries Limited, Nagothane 2. Hindu Marriage Act – The Current Scenario by Adv. (Mrs). Sonal J. Jain, Nagothane 3. Skill development program- ‘Bag and Purses making by Mrs. Manali Sahastrabudhdhe, Classic Bag makers, Nagothane 4. Webinar organized by Department of Information Technology on Microsoft.Net & Cloud by Mr. Vikrant Dinde, Technology Trainer Sr. Software developer
4.	Analysis of feedback from stake holders	IQAC and feedback committee analyse the feedback on teachers, infrastructure and courses from the different stakeholders and take corrective measurements for improvements.
5.	Planning for Semester II and IV examinations	Planning of examination of SEM II and SEM IV examination was made by Examination Committee and University of Mumbai during March to April 2021.

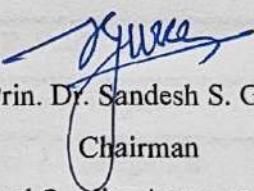
6.	Infrastructure development.	<ol style="list-style-type: none"> The interior infrastructure of the new building is completed by the end of April 2021. New shade on old building is constructed. Previous Gymkhana has been shifted to the new hall and some new sports material is added of Rs. 15000/- is added.
7.	Organization of workshop on value added courses	<p>Department of Botany and Zoology conducted a online workshop on value added courses such as preparation of prawns pickle and ayurvedic cosmetics on 18th May. 2021.</p> <p>Mrs. Shilpa Nikam was available as a resource person to guide and demonstrate for this workshop. 35 students were participated in the workshop.</p>
8.	Organization of placement camp for UG and PG students.	<p>For the organisation of Placement camp In-charge of Placement cell forwarded a letter to the Chemical Industries in Dhatav, Roha District- Raigad such as Sudarshan Chemicals, Industries Limited, Privi Organic Limited, Rathi Dye Chem Limited, Quiligance Pharmaceuticals Limited etc., Above Industries asked for the list of degree students for conducting interview.</p>
9.	Participation of students and faculty in Avishkar Research Convention.	<p>7 research proposals are prepared and submitted/uploaded to the University site to compete in zonal level Avishkar research convention. 1 research proposal is selected for the University level.</p>



Dr. Dinesh V. Bhagat
Co-ordinator

Internal Quality Assurance Cell

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K. E. S. Anandibai Pradhan Science College, Nagothane.

Internal Quality Assurance Cell (IQAC)

Minutes of Fourth Meeting of the IQAC for year 2020-21

The forth meeting of the IQAC for academic year 2020-21 was held on **10th May 2021** at 12.30 pm in NAAC room. Following members of the IQAC were present for the meeting.

Sr. No.	Designation	Name of the Member
1.	Chairperson	Prin. Dr. Sandesh S. Gurav
2.	Chief Executive Officer of the trust	Hon. Shri. Vinayak D. Khopkar
3.	Nominee from management	Hon. Shri. Narendra P. Jain
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11.	Teacher -Member	Dr. Mrs. S. T. Morbale
12.	Librarian -Member	Mr. Hemant F. Jadhav
13.	Teacher -Member	Mrs. Nilam V. Mahale
14.	Senior administrative staff	Mrs. Jyoti P. Patil
15.	Nominee- Alumni	Adv. Mrs. Sonal H. Jain
16.	Nominee -Student	Miss. Janavi J. Ghotgalkar
17.	IQAC-Coordinator	Dr. Dinesh V. Bhagat

Dr. Dinesh V. Bhagat, Coordinator IQAC has initiated the meeting. He welcomed Hon. Principal and all members of IQAC and read the minutes of third meeting of IQAC for the academic year 2020-21. The minutes of the third meeting and action taken report were approved by IQAC without any modification.

Agenda:

1. Plan of action for academic year 2021-2022
2. Planning for the online teaching of UG and PG courses
3. Planning of mechanism for Online Admissions of UG and PG classes
4. Organization of webinars, web conference
5. Perspective plan for academic year 2021-2022
6. Compilation of data for AQAR and documentation.
7. Review of quality initiatives taken during the year 2021-22
8. Placement to the UG and PG students.
9. Any other relevant issue (s) with the permission of chairman.

It was resolved that:-

1. IQAC will chalk out Plan of Action for academic year 2021-22 and will communicate to the Faculty / In-charge / HOD.
2. IQAC should chalk out planning for Online Teaching of UG and PG classes during lockdown period and monitor the same through the Time Table Committee.
3. Admission Committee should plan for Admissions of Second and Third Year of UG and Second Year of PG Programmes through online mode for academic year 2021-22. Further, admission of F. Y. B. Sc. (UG) and M.Sc. Part I (PG) classes should be completed as per the timelines given by University of Mumbai.
4. IQAC should plan for organization of National and Institute level webinars and web Conferences
5. IQAC should chalk out Perspective Plan for academic year 2021-22.
6. All criterion chairmen should compile all the data required for AQAR for the academic year and prepare criteria wise file of documents.
7. Quality initiatives should be continued during the year 2021-22

8. Placement Camp for the PG and UG students should be conducted through off campus and online selection method.

Dr. Dinesh V. Bhagat
Co-ordinator

Internal Quality Assurance Cell

IQAC Co-ordinator
K.E.S.A.P. Science College
Nagothane, Dist. Raigad (M.S.)



Prin. Dr. Sandesh S. Gurav
Chairman

Internal Quality Assurance Cell

PRINCIPAL
K.E.S. A. P. Science College
Nagothane, Dist. Raigad (M.S.)

Internal Quality Assurance Cell (IQAC)

2020-21

Action Taken Report

(With regard to the meeting of IQAC held on 10th May 2021)

Sr. No.	Particular	Action Taken
1.	Plan of Action for year 2021-22	<p>Plan of Action for year 2020-21</p> <ul style="list-style-type: none"> ❖ To conduct meetings of IQAC periodically. ❖ To submit AQAR for academic year 2020-21 in due time limit suggested by NAAC. ❖ To fulfil recommendations made by NAAC Peer Team ❖ To organize International and National Level Webinars and web conferences. ❖ To submit proposals for additional seats for M. Sc. Organic Chemistry ❖ To participate in NIRF 2021 ❖ To conduct the meeting with Alumni for felicitation and collection of Alumni funds for college development. ❖ To take review of academic results of UG and PG courses. ❖ To monitor online teaching Learning and evaluation process of college. ❖ To collect feedback from stakeholders for effective functioning of Institution. ❖ To take review of admissions and enrollment of students.
2.	Planning for the online teaching of UG and PG courses	Time table committee prepared planning of online Lectures, Practical's, Examination (Internal/ External) on Microsoft team app and successfully executed during the Lockdown Period.
3.	Planning of mechanism for Online Admissions of UG and PG classes	Admission Committee prepare program of Online admission and fee collection with the help of SBI Nagothane branch and successfully executed during the Lockdown Period.

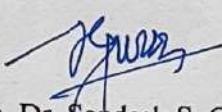
4.	Organization of webinars, web conference	One day National/ International Level web conferences are planned in the first half of 2021-22. One day webinar on, "Clean Energy Resources and Solid Waste Management" are planned in the first half of 2021-22.
5.	Perspective plan for academic year 2021-2022	IQAC prepared perspective plan for academic year 2021-2022 and share with academic departments for the effective execution.
6.	Compilation of data for AQAR and documentation	Each Criteria Chairman compiles the data for their respective criteria along with the supporting documents and kept ready for the preparation of AQAR 2020-21.
7.	Review of quality initiatives taken during the year 2020-21	Review of quality initiatives was taken by IQAC and decided to continue the same in the next academic Year.
8.	Placement to the UG and PG students	<p>Due to the Covid-19 Pandemic situation Campus placement could not possible.</p> <p>Proposal for conducting placement camp and invitee talk for UG and PG students was send to the following chemical and pharmaceutical industries,</p> <ol style="list-style-type: none"> 1. Sudarshan Chemical Industries Ltd. Dhatav, Roha 2. Roha dye chem Pvt. Ltd, Roha 3. ELPEE chemicals Pvt. Ltd, Roha 4. Kores India Ltd. Roha 5. Nilicon Industries Ltd. Roha 6. FDC Ltd. Roha <p>7 students were placed in Industries of MIDC Dhatav Roha and 4 students are selected for apprentice at R.C.F. Thal Alibag.</p>

Dr. Dinesh V. Bhagat
Co-ordinator

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