

Date - 12/02/2019

All members of IQAC are requested to remain present for the meeting on 21/02/2019 at 4 pm in Night College of Arts and Commerce, Kolhapur

### Members of IQAC

Sr.No.	Name of the Member		Signature
1	Prin. Dr.S.B.Patil	Chairman	Sah
2	Mrs.Rajanitai Magdum	Management Representative	MSS. R.V. Magchim
3	Shri.Prasad K.Kamat	Stakeholder, Council of Education	M.
4	Adv. V . N. Patil	Stakeholder, Council of Education	Fate
5	Prof.Dr. S.J.Farakate	Faculty	the/
6	Prof. Mrs. A A Gawade	Faculty	Paroud
7	Prof. Dr. A K Shinde	Faculty	of the second
8	Shri Ajit patil	Office Superitendent	Person
9	Shri V.K Kamat	Head Clerk	Hand
10	Aniket Powar	Alumni representative	Dr.
11	Miss Jui Maske	Student Representative	<del>I</del> maske
12	Prof. Abhijeet Kamble	Coordinator	ni



Academic Year 2018-19
The Agenda for Meeting of IQAC

The following agenda-topics shall be discussed in the Meeting of IQAC that has been scheduled to be held on 21-02-2019 at 4.00 pm in the office of the Council of Education, Kolhapur.

#### AGENDA:-

- 1. To confirm the minutes of the last meeting.
- 2. To review the achievements of the institution for the academic year 2018-19
- 3. AQAR for the academic year 2018-19
- 4. To consider the admission process for the academic year 2019-20
- 5. To arrange first convocation ceremony in college.
- 6 Any other item with the permission of Chair



PROCEEDINGS OF THE MEETING OF THE IQAC COMMITTEE MEETING HELD ON 21/02/2019 AT 4.00 P.M.

A Meeting of the Internal Quality Assurance Cell Committee was held on 21.02.2019 at 4.00 p.m. under the Chairmanship of Prin. Dr.S.B.Patil. The following members were present:

Sr.No.	Name of the Member		Signature
1	Prin. Dr.S.B.Patil	Chairman	Bah
2	Mrs.Rajanitai Magdum	Management Representative	Mrs. R.V. Magdyns.
3	Shri.Prasad K.Kamat	Stakeholder, Council of Education	Charles .
4	Adv. V . N. Patil	Stakeholder, Council of Education	Fatip
5	Prof.Dr. S.J.Farakate	Faculty	Au_
6	Prof. Mrs. A A Gawade	Faculty	Duvade
7	Prof. Dr. A K Shinde	Faculty	3/19/2
8	Shri Ajit patil	Office Superitendent	16907
9	Shri V.K Kamat	Head Clerk	Yares
10	Aniket Powar	Alumni representative	Du
11	Miss Jui Maske	Student Representative	*maske
12	Prof. Abhijeet Kamble	Coordinator	N/

### Night College of Arts & Commerce

### INTERNAL QUALITY ASSURANCE CELL



The agenda topics were taken up for the deliberations with the permission of the Chair.

Topic No. 1

: To confirm the minutes of the last meeting.

Resolution

: Resolved to confirm the minutes of the last meeting.

Proposed by : Prof. A.A.Gawade Seconder : Prof Abhijeet Kamble

The resolution is passed unanimously

Topic No. 2

To review the achievements of the institution for the academic year

2018-19 .

Resolution

: Resolved to take the review of the achievements of the institution as per the action plan and keep it the same in near future. In basketball and cricket our college won inter-zonal championship.

Proposed by: Dr. S. B. Patil

Seconder: Prof.Dr. S. J. Farakte

The resolution is passed unanimously

Topic No.3

AQAR for the academic year 2018-19

Resolution

To prepare the AQAR i.e. Annual Quality Assurance Report - It is resolved that to take meeting with all faculty members and non-teaching staffs in this regard and to get prepared the AQAR.

Proposed by: Prof Abhijeet Kamble Seconder: Dr. A. K. Shinde



Topic No.4

To consider the admission process for the academic year 2019-20

Resolution

It is resolved to give advertisement of Admission process in newspapers to aware the people that they can learn while earn.

Proposed by: Shri Ajit Patil

Seconder : Prof Mrs A A Gawade

The resolution is passed unanimously

Topic No. 5

To arrange first convocation ceremony in college

Resolution

It is resolved to make the plan for first convocation ceremony to be organized by college. As per the new guidelines from shivaji university each college will organize convocation ceremony of their students. College Examination committee will arrange this ceremony. All the necessary arrangements should be made for this ceremony.

Proposed by: Prof.A.K. Shinde

Seconder: : Shri Ajit Patil.

The resolution is passed unanimously

Topic No. 6

Any other issues with the permission of the chair.

Resolution

There is no any issue under discussion, So meeting is concluded.

Meeting concluded with thanks to Chair.

The resolution is passed unanimously

Prin. Dr. S B Patil

(Chairman, IQAC)

Prof. Abhijeet Kamble

A

(IQAC - Co-ordinator)

PRINCIPAL
NIGHT COLLEGE OF ARTS & COMMERCE,

KOLHAPUR.

IQAC Co-ordinator
Night College of Arts & Commerce,
Kolhapur





### **Action Taken Report**

Date of Meeting - 19/12/2018

Sr. No.	Agenda item	Action Taken	
1	To review the achievements of	Sports department provides the information about their	
	the institution for the academic	achievement during the year. Basketball team wins zonal	
	year 2018-19	and inter zonal competition. Mr. Yash padsolkar and	
		chaitany patil are selected for all India shooting	
		competition. In athletics we won one gold and one bronze	
		medal.	
2	AQAR for the academic year	All the departments and committees submitted the	
	2018-19	necessary reports for AQAR to IQAC Coordinator.	
3	To arrange first convocation	First convocation ceremony is arranged on 15 march	
	ceremony in college	2019. Dr. C D Lokhande, renowned international	
		researcher, is the chief guest of this function.	

Prof. Abhijeet Kamble

(IQAC - Co-ordinator)

IQAC Co-ordinator
Night College of Arts & Commerce,
Kolhapur

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Prin. Dr. S B Patil

(Chairman, IQAC)

PRINCIPAL.
NIGHT COLLEGE OF ARTS & COMMERCE,
KOLHAPUR.



Date - 10/12/2018

All members of IQAC are requested to remain present for the meeting on 19/12/2018 at 4 pm in Night College of Arts and Commerce, Kolhapur

### Members of IQAC

Sr.No.	Name of the Member		Signature
1	Prin. Dr.S.B.Patil	Chairman	3 eto
2	Mrs.Rajanitai Magdum	Management Representative	MSS. R.V. Magchum
3	Shri.Prasad K.Kamat	Stakeholder, Council of Education	1 Pr.
4	Adv. V . N. Patil	Stakeholder, Council of Education	tatif
5	Prof.Dr. S.J.Farakate	Faculty	12.
6	Prof. Mrs. A A Gawade	Faculty	Rawards
7	Prof. Dr. A K Shinde	Faculty	AMDE
8	Shri Ajit patil	Office Superitendent	May
9	Shri V.K Kamat	Head Clerk	Vand
10	Aniket Powar	Alumni representative	Day
11	Miss Jui Maske	Student Representative	zmaske
12	Prof. Abhijeet Kamble	Coordinator	DI



Academic Year 2018-19
The Agenda for Meeting of IQAC

The following agenda-topics shall be discussed in the Meeting of IQAC that has been scheduled to be held on 19-12-2018 at 4.00 pm in the office of the Council of Education, Kolhapur.

#### AGENDA:-

1.	To confirm the minutes of the last meeting.
2.	To arrange seminar under lead college activities
3.	To review the exam result of semester first.
4	To arrange traditional day under cultural activity
5	Any other item with the permission of Chair



PROCEEDINGS OF THE MEETING OF THE IQAC COMMITTEE MEETING HELD ON 19/12/2018 AT 4.00 P.M.

A Meeting of the Internal Quality Assurance Cell Committee was held on 19.12.2018 at 4.00 p.m. under the Chairmanship of Prin. Dr.S .B.Patil. The following members were present:

Sr.No.	Name of the Member		Signature
1	Prin. Dr.S.B.Patil	Chairman	Balo
2	Mrs.Rajanitai Magdum	Management Representative	M&S. R.N. Magolum.
3	Shri.Prasad K.Kamat	Stakeholder, Council of Education	And.
4	Adv. V . N. Patil	Stakeholder, Council of Education	Faty
5	Prof.Dr. S.J.Farakate	Faculty	the
6	Prof. Mrs. A A Gawade	Faculty	Rawas
7	Prof. Dr. A K Shinde	Faculty	A STOTE OF
8	Shri Ajit patil	Office Superitendent	Bry
9	Shri V.K Kamat	Head Clerk	Hand
10	Aniket Powar	Alumni representative	Day
11	Miss Jui Maske	Student Representative	*maske
12	Prof. Abhijeet Kamble	Coordinator	Al-



The agenda topics were taken up for the deliberations with the permission of the Chair.

Topic No. 1

: To confirm the minutes of the last meeting.

Resolution

: Resolved to confirm the minutes of the last meeting.

Proposed by: Prof.A .K. Shinde

Seconder: : Shri Ajit Patil

The resolution is passed unanimously

Topic No. 2

To arrange seminar under lead college activities.

Resolution

It is resolved that to arrange seminar under lead college activities by involving the students and teachers from various colleges coming under lead college cluster.

Proposed by: Prof Abhijeet Kamble Seconder: Dr. A. K. Shinde

The resolution is passed unanimously

Topic No.3

To review the exam result of semester first.

Resolution

It is resolved that every teacher should review student performance in

the exam. And also prepare result analysis.

Proposed by: Prof A A Gawade Seconder: Dr S B Patil



Topic No. 4

To arrange traditional day under cultural activity

Resolution

It is resolved that cultural committee organizes the traditional day in campus. This will help Students to know about our traditions. All the necessary arrangements should be made by cultural committee with the help of students.

Topic No. 5

Any other issues with the permission of the chair

Resolution

There is no any issue under discussion, So meeting is concluded.

Meeting concluded with thanks to Chair.

The resolution is passed unanimously

Prin. Dr. S B Patil

(Chairman, IQAC)

PRINCIPAL NIGHT COLLEGE OF ARTS & COMPEN

Prof. Abhijeet Kamble

Dlan

(IQAC - Co-ordinator)

IQAC Co-ordinator
Night College of Arts & Commerce,
Kolhapur



**Action Taken Report** 

Date of Meeting - 19/12/2018

Sr. No.	Agenda item	Action Taken
1	To arrange seminar under lead college activities	Seminars under lead college scheme organized on 4 & 5 January 2019 and 8 & 9 January 2019 by English ,Sociology, beti bachao committee and Marathi department respectively.
2	To review the exam result of semester first	All the subject teachers prepares the result analysis of their subjects and submitted to principal. Teachers also reviewed the results of slow learners whether it is improved or not
3	To arrange traditional day under cultural activity	Cultural committee organized Traditional day on 30 January 2019. Large numbers of students are present in a traditional wear like saree and Pheta and dhoti etc. Teachers also shared the importance of our tradition with the students.

Prof. Abhijeet Kamble

(IQAC - Co-ordinator)

IQAC Co-ordinator
Night College of Arts & Commerce,
Kolhapur

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Prin. Dr. S B Patil

(Chairman, IQAC)

PRINCIPAL
NIGHT COLLEGE OF ARTS & COMMERCE,
KOLHAPUR.



Date - 04/09/2018

All members of IQAC are requested to remain present for the meeting on 12/09/2018 at 4 pm in Night College of Arts and Commerce, Kolhapur

#### Members of IQAC

Sr.No.	Name of the Member		Signature
1	Prin. Dr.S.B.Patil	Chairman	Bah
2	Mrs.Rajanitai Magdum	Management Representative	MES, R.V. Magdum.
3	Shri.Prasad K.Kamat	Stakeholder, Council of Education	The same of the sa
4	Adv. V . N. Patil	Stakeholder, Council of Education	That
5	Prof.Dr. S.J.Farakate	Faculty	Ale/
6	Prof. Mrs. A A Gawade	Faculty	Rawases
7	Prof. Dr. A K Shinde	Faculty	3 mil
8	Shri Ajit patil	Office Superitendent	120
9	Shri V.K Kamat	Head Clerk	Hand
10	Aniket Powar	Alumni representative	Du
11	Miss Jui Maske	Student Representative	oknaske
12	Prof. Abhijeet Kamble	Coordinator	NI-a-



Academic Year 2018-19
The Agenda for Meeting of IQAC

The following agenda-topics shall be discussed in the Meeting of IQAC that has been scheduled to be held on 12/09/2018 at 4.00 pm in the office of the Council of Education, Kolhapur.

### AGENDA :-

1.	To confirm the minutes of the last meeting.	
2.	Discussion about semester examination	
3.	To review the functioning of alumni committee.	
4	Student participation in cultural festivals	
5	To organize study tours	
6	Any other item with the permission of Chair	



PROCEEDINGS OF THE MEETING OF THE IQAC COMMITTEE MEETING HELD ON 12/09/2018 AT 4.00 P.M.

A Meeting of the Internal Quality Assurance Cell Committee was held on 12.09.2018 at 4.00 p.m. under the Chairmanship of Prin. Dr.S .B.Patil. The following members were present:

Sr.No.	Name of the Member		Signature
1	Prin. Dr.S.B.Patil	Chairman	galio
2	Mrs.Rajanitai Magdum	Management Representative	MSS.R.V.Magohim.
3	Shri.Prasad K.Kamat	Stakeholder, Council of Education	W.
4	Adv. V . N. Patil	Stakeholder, Council of Education	Fati
5	Prof.Dr. S.J.Farakate	Faculty	AK.
6	Prof. Mrs. A A Gawade	Faculty	Aawades
7	Prof. Dr. A K Shinde	Faculty	O KINDIG
8	Shri Ajit patil	Office Superitendent	807
9	Shri V.K Kamat	Head Clerk	Homes
10	Aniket Powar	Alumni representative	Dav.
11	Miss Jui Maske	Student Representative	<del>I</del> maske
12	Prof. Abhijeet Kamble	Coordinator	n-°

## Night College of Arts & Commerce



INTERNAL QUALITY ASSURANCE CELL

The agenda topics were taken up for the deliberations with the permission of the Chair.

Topic No. 1

: To confirm the minutes of the last meeting.

Resolution

: Resolved to confirm the minutes of the last meeting.

Proposed by: Shri V.K Kamat

Seconder: : Dr. A. K. Shinde

The resolution is passed unanimously

Topic No. 2

: Discussion about semester examination

Resolution

: For above purpose it is resolved to discuss with exam committee about preparation of semester examination. Exam committee will prepares the list of senior supervisor and junior supervisor list for the said exam.

Proposed by: Dr. S B Patil

Seconder : Shri Ajit Patil.

The resolution is passed unanimously

Topic No.3

To review the functioning of alumni committee

Resolution

It is resolved to review the functioning of alumni committee in this academic year and also suggest to hold other programmes to strengthen the alumni association.

Proposed by: Dr. A. K. Shinde Seconder: Prof A A Gawade



Topic No. 4

Student participation in cultural festivals.

Resolution

It is resolved that cultural committee informs the student about cultural events and participate in various cultural events at university and state and national level.

Proposed by: Prof A A.Kamble

Seconder: : Dr. A. K. Shinde

The resolution is passed unanimously

Topic No. 5

To organize study tours

Resolution

It is resolved that all the teachers should organize the study tours for their respective departments. Proposal of the tours will be submitted to principal for sanction.

Proposed by: Aniket Powar

Seconder : Prof Mrs A A Gawade

The resolution is passed unanimously

Topic No. 6

Any other issues with the permission of the chair.

Resolution

There is no any issue under discussion, So meeting is concluded.

Meeting concluded with thanks to Chair.

The resolution is passed unanimously

Prin. Dr. S B Patil

(Chairman, IQAC)

Prof. Abhijeet Kamble

(IQAC - Co-ordinator)

IQAC Co-ordinator

Night College of Arts & Commerce,

Kolhapur

PRINCIPAL
NIGHT COLLEGE OF ARTS & COMMERCE,
KOLHAPUR.



### **Action Taken Report**

Date of Meeting - 12/09/2018

Sr. No.	Agenda item	Action Taken
1	Discussion about semester examination	Exam committee submitted the time table of all the examinations. Committee also prepares the list of senior and junior examiners.
2	To review the functioning of alumni committee	Alumni committee informs the alumini member about the activities to be taken for the college students.
3	Student participation in cultural festivals.	Students participated in cultural event organized at Mumbai. One Student win the first prize.
4	To organize study tours	Geography department organized study tours on 27 sept. 2018 . Environment club organized study tour on 16 sept. 2018

Prof. Abhijeet Kamble

(IQAC - Co-ordinator)

PRINCIPAL
NIGHT COLLEGE OF ARTS & COMMERCE,
KOLHAPUR.

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Prin. Dr. S B Patil

(Chairman, IQAC)

PRINCIPAL
NIGHT COLLEGE OF ARTS & COMMERCE,
KOLHAPUR.



Date - 02/07/2018

All members of IQAC are requested to remain present for the meeting on 09/07/2018 at 4 pm in Night College of Arts and Commerce, Kolhapur

### Members of IQAC

Sr.No.	Name of the Member		Signature
1	Prin. Dr.S.B.Patil	Chairman	Salo
2	Mrs.Rajanitai Magdum	Management Representative	MES. R. V. Magdum
3	Shri.Prasad K.Kamat	Stakeholder, Council of Education	Chil.
4	Adv. V . N. Patil	Stakeholder, Council of Education	Faty
5	Prof.Dr. S.J.Farakate	Faculty	The state of the s
6	Prof. Mrs. A A Gawade	Faculty	Barades
7	Prof. Dr. A K Shinde	Faculty	ANTO a
3	Shri Ajit patil	Office Superitendent	1800
9	Shri V.K Kamat	Head Clerk	Vand
10	Aniket Powar	Alumni representative	VPW.
1	Miss Jui Maske	Student Representative	zmaske.
2	Prof. Abhijeet Kamble	Coordinator	11-6-





Academic Year 2018-19
The Agenda for Meeting of IQAC

The following agenda-topics shall be discussed in the Meeting of IQAC that has been scheduled to be held on 09-07-2018 at 4.00 pm in the office of the Council of Education, Kolhapur.

#### AGENDA :-

- 1. To confirm the minutes of the last meeting.
- 2. Preparing Academic calendar, teaching plans etc
- 3. To encourage faculty to participate in faculty improvement programmes.
- 4 Taking review of results and student feed-back.
- 5 Mentor scheme and Slow and advance learners student list
- 6 To start Short term courses
- 7 Any other item with the permission of Chair



PROCEEDINGS OF THE MEETING OF THE IQAC COMMITTEE MEETING HELD ON 09/07/2018 AT 4.00 P.M.

A Meeting of the Internal Quality Assurance Cell Committee was held on 09.07.2018 at 4.00 p.m. under the Chairmanship of Prin. Dr.S.B.Patil. The following members were present:

Sr.	No. Name of the Member		Signature
1	Prin. Dr.S.B.Patil	Chairman	salo
2	Mrs.Rajanitai Magdum	Management Representative	MES . R. V. Megdun
3	Shri.Prasad K.Kamat	Stakeholder, Council of Education	
4	Adv. V . N. Patil	Stakeholder, Council of Education	Fati
5	Prof.Dr. S.J.Farakate	Faculty	1k
6	Prof. Mrs. A A Gawade	Faculty	Rawall
7	Prof. Dr. A K Shinde	Faculty	3/10/96
	Shri Ajit patil	Office Superitendent	mgo)
	Shri V.K Kamat	Head Clerk	1 mas
0	Aniket Powar	Alumni representative	√Pa ×
1	Miss Jui Maske	Student Representative	*maske
2	Prof. Abhijeet Kamble	Coordinator	AIS



The agenda topics were taken up for the deliberations with the permission of the Chair.

Topic No. 1

: To confirm the minutes of the last meeting.

Resolution

: Resolved to confirm the minutes of the last meeting.

Proposed by: Prof.A.K. Shinde

Seconder: : Shri Ajit Patil

The resolution is passed unanimously

Topic No. 2

Preparing Academic calendar, teaching plans etc..

Resolution

: It is resolved that to prepare the academic calendar for proper

functioning of programmes to be held during the year, Teaching plans

will be reviewed

Proposed by: Prof A A Gawade

Seconder

: Prof.A .K. Shinde

The resolution is passed unanimously

Topic No.3

To encourage faculty to participate in faculty improvement

programmes

Resolution

For above purpose it is resolved to encourage all faculty members by deputing and also by giving duty leave to participate in orientation, refresher, short term courses and such others to enrich their

knowledge.

Proposed by: Dr. S B Patil

Seconder : Shri Ajit Patil

### Night College of Arts & Commerce





Taking review of results and student feed-back

Resolution

It is resolved that feedback should be collected and analyzed. All the subject teachers should prepare result analysis of last semester.

Proposed by: Prof. Abhijeet Kamble

Seconder : Shri V.K Kamat

The resolution is passed unanimously

Topic No. 5

Mentor scheme and Slow and advance learners student list

Resolution

It is resolved that allocation of teachers should be made as mentor. Every teacher prepares necessary action plan for mentor scheme. From last year's result every department prepare the list of slow and advance learner student

Proposed by: Miss Jui Maske Seconder: Shri Ajit patil

The resolution is passed unanimously

Topic No.6

To start Short term courses

Resolution

It is resolved that short term courses will be started by the departments. All heads of the department should prepare the proposal for starting short term courses.

Proposed by: Shri V K Kamat Seconder: Aniket Powar

### Night College of Arts & Commerce

### **INTERNAL QUALITY ASSURANCE CELL**



Topic No.7

Any other issues with the permission of the chair.

Topic No.7

There is no any issue under discussion, So meeting is concluded.

Resolution

Meeting concluded with thanks to Chair.

The resolution is passed unanimously

Prin. Dr. S B Patil

(Chairman, IQAC)

Prof. Abhijeet Kamble

(IQAC - Co-ordinator)

PRINCIPAL NIGHT COLLEGE OF ARTS & COMMERCE, KOLHAPUR. IQAC Co-ordinator
Night College of Arts & Commerce,
Kolhapur



### **Action Taken Report**

Date of Meeting - 09/07/2018

Sr. No.	Agenda item	Action Taken	
1	Preparing Academic calendar, teaching plans etc	All the teachers prepared their future annual activities and submitted to IQAC Coordinator for preparation of academic calendar. Teaching plans preparedby all the faculty members and submitted to principal.	
2	Taking review of results and student feed-back	All the teachers are prepared result analysis and submitted to principal. Student feedback forms collected . Feedback committee is analyze it and prepared feedback action taken report.	
3	Mentor scheme and Slow and advance learners student list	Mentor scheme is explained by principal to every teacher. IQAC Coordinator distribute the students among teachers for this mentor scheme. From previous year's results list of slow and advance learners student list is prepared by all the teachers.	
4	Result analysis of the previous year	Every department head submitted their result analysis to principal.	
5	To start Short term courses	Short term course on stock market is started on 12 /09/2018 by department of commerce. Modi lipi course by Marathi department is started on 10 sept . 2018	

Prof. Abhijeet Kamble

(IQAC - Co-ordinator)

IQAC Co-ordinator
Night College of Arts & Commerce,
Kolhapur

Prin. Dr. S B Patil

(Chairman, IQAC)

PRINCIPAL
NIGHT COLLEGE OF ARTS & COMMERCE,
KOLHAPUR.