



“Education for Knowledge, Science and Culture”  
-Shikshanmaharshi Dr. Bapuji Salunkhe

**VIVEKANAND COLLEGE, KOLHAPUR**  
**(AUTONOMOUS)**  
**INTERNAL QUALITY ASSURANCE CELL**



**KOLHAPUR**

Date: 25.02.2021

## Notice of Meeting

All the members of Internal Quality Assurance Cell (IQAC) are hereby informed that a meeting of the IQAC shall be held on Friday, 5 March, 2021 at 10:00 am in the Board Room.

Please make it convenient to attend the meeting.

## Agenda

1. Confirmation of the minutes of the previous meeting.
2. To report the activities conducted in the first term of the academic year 2020-21.
3. To plan the activities to be conducted in the second term.
4. To discuss about the AAA (Academic and Administrative Audit) and external peer team evaluation format and schedule.
5. To report about the energy, green and gender audits.
6. To discuss about developing new infrastructure for the new courses.
7. Any other matter with the permission of the Chair.

(Dr. S. M. Joshi)

**Coordinator - IQAC**  
**Vivekanand College,**  
**Kolhapur**



(Dr. R. R. Kumbhar)

**Vivekanand College**  
**Kolhapur**

"Education for Knowledge, Science and Culture."  
 - Shikshanmaharshi Dr. Bapuji Salunkhe  
 Shri Swami Vivekanand Shikshan Sanstha's  
**VIVEKANAND COLLEGE, KOLHAPUR (Autonomous)**  
**Internal Quality Assurance Cell (IQAC)**

2020-21

Attendance

Date: 05.03.2021

Sr.	Designation	Name	Sign
1	Chairperson:	Dr. R.R. Kumbhar, Principal	
	A Senior Administrative Officer:	Mr. C. B. Dodamani, Registrar	
		Mr. Anil Pawar, OS	
3	Teachers:	1 Dr. Kailas S. Patil	
		2 Mr. D. M. Panhalkar	
		3 Dr. S. R. Kattimani	
		4 Dr. S. S. Kale	
		5 Dr. K. A. Undale	
		6 Ms. S. A. Farakate	
		7 Dr. P. A. Patil	
		8 Dr. K. D. Tiwade	
4	Invitees	1. Ms. R.Y. Patil	
		2. Mr. S.V. Malgaokar	
		3. Mr. Satish Uplawikar	
5	A Member from Management:	Prin. Abhaykumar Salunkhe, Chairman, Shri Swami Vivekanand Shikshan Sanstha, Kolhapur	
6	Member of Society:	Dr. B. M. Hirdekar Ex-COE, SUK.	
7	Students Representatives:	Ms. Akanksha Patil	
8	A Member of Alumni:	Mr. N. R. Ranbhare	
9	A Member from Industry:	Mr. Surendra Jain	
10	Coordinator:	Dr. S. M. Joshi	



**Vivekanand College, Kolhapur (Autonomous)**  
**Internal Quality Assurance Cell**  
Minutes of the Meeting held on 5<sup>th</sup> March 2021

A meeting of the Internal Quality Assurance Cell was held on 5<sup>th</sup> March 2021 at 10.00 a.m. in the Board Room of the College.

**Members Present:**

- 1) Shri. Abhaykumar Salunkhe, Management Representative
- 2) Dr. R. R. Kumbhar, Principal
- 3) Dr. S. M. Joshi, IQAC Coordinator
- 4) Dr. P. A. Patil, Teacher
- 5) Dr. Kavita Tiwade, Teacher
- 6) Mr. D. M. Panhalkar, Teacher
- 7) Dr. S. R. Kattimani, Teacher
- 8) Dr. S. S. Kale, Teacher
- 9) Dr. Kailas Patil, Teacher
- 10) Ms. S. A. Farakate, Teacher
- 11) Mr. Malgaonkar, Invitee
- 12) Mr. Upwalikar, invitee
- 13) Dr. B. M. Hirdekar, External expert
- 14) Mr. Ranbhare, Alumni member

**Members Absent**

- 1) Mr. Surendra Jain
- 2) Dr. K. D. Undale

The minutes of the meeting are as follows.

**Item No. I: Confirmation of the minutes of the last meeting.**

The minutes of the previous meeting held on 21<sup>st</sup> December 2020 were read out by the IQAC Coordinator Dr. Shruti Joshi and were confirmed by the members.

**Action Taken on the resolutions :**

Sr.	Item	Action Taken
	Confirmation of the minutes of the previous meeting.	Read and confirmed.  1. The perspective plan was presented and approved for the academic year 2020-21.  2. Due to pandemic situation, the college was closed and no Academic calendar was prepared.



	<p>3. The feedback forms on curriculum are prepared. Their links are ready which will be shared on the college website towards the end of the first term.</p> <p>4. Submission of AQAR for 2019-20 discussed.</p> <p>5. Due to the pandemic situation, the exam committee could not meet and schedule the evaluation. It will be done in the next term.</p> <p>6. A feedback form is being drafted for the responses to be taken from the non-teaching staff.</p> <p>7. A workshop on Digital Literacy for the non-teaching staff will be conducted in the second term.</p>
To discuss about the departmental activities to be conducted in the second term.	25 online and offline guest lectures were conducted by different departments (at least 1 by each as resolved) and the respective blogs were updated.
To discuss about the distribution of RUSA and Autonomy funds for the Academic Year 2020-21.	The heads of expenditure to certain departments/cells (for example, History, English, Hindi, RDPC, IQAC) were given and accordingly 7 multidisciplinary national level seminars/conferences were organized online/offline.
To discuss the proposals of new programmes (M.Sc. Inorganic Chemistry and PG Diploma in Geo-informatics).	The proposals of new programmes (M.Sc. Inorganic Chemistry and PG Diploma in Geo-informatics) were sent for the sanction of University and they have been forwarded for the government sanction. The programmes will be started from the academic year 2021-22.
To discuss regarding extra division of M.Sc. Physics.	The proposal for the extra division of M.Sc. Physics has been sent to the University and it has been forwarded for the government sanction.
To discuss about green, energy and gender audits to be done by outside agencies.	The responsibility of supervising the completion of green, energy and gender audits was given to Dr. Prabha Patil as head of Criterion VII. It was decided to contact CSIBER College, Kolhapur (for green and gender audit) and Engineering College of Rayat Shikshan Sanstha in Satara (energy



		audit) in this regard.
	To discuss about starting the newly approved B.Voc. and M.Voc. Programmes.	M. Voc. (Graphic Design and Foundry Technology), B.Voc. (Photography and Videography), CC Diploma (Event Photography) and CC Diploma (Cinematography) were approved by UGC and have been implemented.
	To plan the conduction of Graduate Excellence Examination (GEE).	The responsibility was given to Mrs. Pallavi Desai Madam. Twenty questions for the preparation of question papers were called from each department. Students have been registered and the examination will be conducted in the second term.

**Item No. 2: To report the activities conducted in the first term of the academic year 2020-21.**

IQAC Coordinator Dr. Shruti Joshi presented the activities carried out in the first term by IQAC and different departments . There were 26 major events/activities and 25 departmental guest lectures. The list is as follows.

Sr.	Name of activity	Department	Date
1	Five days training programme on "Self communication, positivity and life skills"	VVK	4-8 <sup>th</sup> May 20
2	A workshop on "Stress Management during Covid-19"	VVK	15-18 <sup>th</sup> May 20
3	National Webinar on 'Post Covid 19-Employment and entrepreneurship opportunities'	VVK	24 <sup>th</sup> June 2020
4	National Webinar on "Think Creative, Write Creative"	English	25 <sup>th</sup> July 20
5	National webinar on "Violence against women and children during Pandemic "	VVK	6 <sup>th</sup> Aug 20
6	Two days national webinar on "Career Opportunities for English Graduates"	English	18 <sup>th</sup> -19 <sup>th</sup> Dec 20
	RUSA sponsored National seminar on "Understanding NEP 2020"	IQAC	26/12/2020
8	Marathi Bhasha Pantharwada	Marathi	1-15 <sup>th</sup> Jan.21
9	Geo-Fest Week 2021	Geography	14-23 <sup>th</sup> Jan 21
10	RUSA sponsored National seminar on "Transcending the Boundaries of Gender"	IQAC and SSSCWS	22/01/2021
11	Blood donation camp	NSS	22 <sup>nd</sup> Jan 21
12	RUSA sponsored FDP for non-teaching staff on "Stress and Anger Management"	IQAC	28/01/2021
13	RUSA sponsored FDP for teaching staff on "Stress and Anger Management"	IQAC	29/01/2021
14	RUSA Sponsored national seminar on "Basics in Research and Securing IP"	IQAC and RDPC	1 <sup>st</sup> Feb 21
15	A Good will visit to SGM College, Karad to	IQAC	04/02/2021



	understand the development under Autonomy		
16	RUSA sponsored workshop on "Cos and Pos Mapping"	IQAC	09/02/2021
17	Seminar on Banking and Insurance Jobs	Commerce	
18	Workshop on "Personality development for corporate sector"	English	24 <sup>th</sup> Feb 21
19	National Symposium on "Performing Arts and Architecture in Medieval India"	History	26 <sup>th</sup> Feb 21
20	RUSA sponsored National Seminar "Anusandhan ke vividh Ayam"	Hindi	27 <sup>th</sup> Feb 21
21	Workshop on "Effective interview techniques"	English	6 <sup>th</sup> March 21
22	Maha Swacchata Abhiyan/ Vasundhara Abhiyan	NSS	Every Sunday
23	Distribution of medicine Arsenic Album in Pohale	NSS	September
24	Preparation and free Distribution of Masks at ST Stand	NSS	August
25	Participation in the campaign of removing keals from trees	NSS	January
26	Participation of student as Corona warriors to help the Police in anti-corona campaigns	NSS	July-August

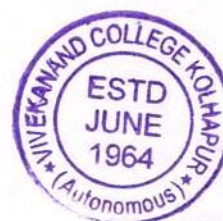
External members appreciated the number and content of the activities carried out irrespective of the pandemic situation. Dr. B.M. Hirdekar advised that the activities be advertised through digital marketing so that the society is made aware of our achievements and contribution to the outer world.

Dr. S. R. Kattimani presented the design and progress of the MOOC being created by department of History in collaboration with B.Voc. (Graphic Design) - Certificate Course in Modi Script. Mrs. R. Y. Patil reported about the four MOODLE courses launched by the department of Computer Science for which external students are enrolled. Dr.B.M. Hirdekar suggested that college should undertake credentialized certification stating the competencies/skills gained by the student in the certificate courses/ crash courses. The college should initiate and sell such courses ( Single skill-specific small courses).

It was resolved that crash courses like Mobile repair will be conducted by the department of Electronics.

Mrs. R. Y. Patil reported the collaboration with Quickheal and adoption of KMC school, Rajendranagar, Kolhapur for teachers' training in use of technology. Dr. B.M. Hirdekar suggested that school children be also given computer training by Computer Science students under such initiative.

**Item No. 3: To plan the activities to be conducted in the second term.**



Principal Dr. R. R. Kumbhar discussed about how we can produce the students different from the parent University. Dr. Hirdekar suggested that the college should decide the Graduate Attributes and map them in examinations and through stakeholder feedbacks. A comprehensive certification should indicate the specific competencies/ levels of skills/degree attained by students at the end of degree programme.

It was resolved that the following activities were decided to be undertaken by the college in the next term.

Sr.	Name of activity	Concerned department/teacher
1	Vivekanand Mahotsav	IQAC
2	E-content development	All departments/ MR. D. M. Panhalkar
3	AAA- University and Autonomy	IQAC and Office
4	Shikshak Aplya Dari	Dr. S.R. Kattimani
5	Academic Calender	Mr. H. P. Patil
6	Spandan 20-21 (B.Voc)	Mr. Satish Uplawikar
7	Job-fair	Dr. M.M.Karanjkar, Ms. R. Y.Patil, Mr. S.S. Kale
8	SSS	Mr. Kailas Patil, Samiksha Farakate
9	Mentor-Mentee	Mr. Kailas Patil, Dr. Kavita Tiwade
10	Orientation of 12 <sup>th</sup> Standard Students regarding autonomy	Dr. S. R. Kattimani, Mr. K.A.Undale, Dr. Shubhangi Kale
11	Conduction of Value Added Courses(30hrs)	Concerned Deans
12	Launching mobile friendly version of college web-site	MRs. R.Y. Patil, Dr. Kailas Patil
13	Submission of AQAR 2019-20	IQAC
14	Workshop on digital literacy for non-teaching staff	Dr. V.V. Vaghmare
	Inter-zonal Fencing and Badminton tournaments to be organized under University budget	Mr. Kiran Patil

**Item No. 4: To discuss about AAA (academic and Administrative Audit) and external peer team evaluation format and schedule.**

Dr. Hirdekar advised to plan the AAA (academic and Administrative Audit) with a methodical agenda that identifies NAAC Criterion wise deficiencies and suggests recommendations to fill the gaps. Gujarat Consortium Model for AAA guidelines should be followed in this regards. The newly formed external peer team for the Academic and Administrative Audit was declared by Prin. Dr.R.R.Kumbhar.



It was resolved that the AAA format will be prepared according to the suggestions and the External Peer Team visit will be planned accordingly. —

Proposed by: Dr. B.M. Hirdekar

Supported by: Dr. R.R. Kumbhar

**Item no. 5: To report about energy, green, gender audits.**

Dr. Prabha Patil reported that communication has been held with CSIBER College, Kolhapur for green and gender audit. It was decided that the energy audit will be carried out by Rayat Shikshan Sanstha's Engineering College, Satara. Dr. Hirdekar suggested to undertake IT audit also along with these.

**Item No. 6: Any other matter with the permission of the Chair.**

1. Graduate Excellence Examination – Dr. S. M. Joshi reported progress on GEE. Question paper formats are ready, Students have been registered for the examination and the examination will be held in the next term.
2. Principal Dr. R. R. Kumbhar reported the new B.Voc. and M. Voc. Programmes that have been started in the college. Shivaji University, Kolhapur has formed the committee for reviewing the proposals of six postgraduation programmes the sanction of which is pending with the University.
3. Mr. Ranbhare suggested that a workshop be taken on matrimonial relations and counselling for the UG and PG students.

As there was no other matter for discussion, the meeting ended with thanks to the Chair.

*R.R.*  
(Dr. R. R. Kumbhar)  
PRINCIPAL  
Vivekanand College  
Kolhapur

