



Estd. June 1964
"Dissemination of Education for Knowledge, Science and Culture."

- Shikshanmaharshi Dr. Bapuji Salunkhe

Shri Swami Vivekanand Shikshan Sanstha's

VIVEKANAND COLLEGE, KOLHAPUR

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UGC Recognition Under 2 F & 12(B) UGC Act 1956

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Internal Quality Assurance Cell (IQAC)

Notice of Meeting

Teacher -

All the members of the Internal Quality Assurance Cell (IQAC) are hereby informed that the meeting of the IQAC shall be held on Wednesday, 20 September, 2017 at 4.00 pm in the Principal's cabin.

Please make it convenient to attend the meeting.

AGENDA

1. Confirmation of the minutes of the previous meeting.
2. Revision of the college documentary.
3. Discussion on the desirability of enforcing uniform for B.A., B.Com., B.Sc. students.
4. Discussion on the plan of action for enforcement of Vidya Samiti guidelines regarding monthly report submission of departmental activities.
5. Acknowledgement of the progress on AQAR Report 2016-17.
6. Any other matter with the permission of the Chair.

Place: Kolhapur

Date: 19/09/2017

(Ms. S. M. Joshi)

Coordinator, IQAC

(Dr. S. Y. Hongekar)

PRINCIPAL

Vivekanand College

Kolhapur.

Internal Quality Assurance Cell (IQAC)

Minutes of the Meeting

A meeting of teacher members of the Internal Quality Assurance Cell (IQAC) was held on 20th September, 2017 at 4.00 pm in the Principal's cabin. The meeting was chaired by Prin. Dr. S. Y. Hongekar.

Members Present:

- 1) Prin. Dr. S.Y. Hongekar, Chairperson
- 2) Dr. D.B.Patil
- 3) Dr. K.P.Shinde
- 4) Mr. S.S. Kale
- 5) Mr. S.G. Kulkarni
- 6) Dr. P.A. Patil
- 7) Ms. S.A. Farakate
- 8) Ms. S.M. Joshi, Coordinator
- 9) Mr. C.B. Dodamani, Registrar

Members Absent:

None

The minutes of the meeting are as follows:

1. Confirmation of the minutes of the previous meeting:

The minutes of the last meeting held on 24 June, 2017 were read and confirmed in the meeting.

2. Revision of the college documentary:

Members watched the existing college documentary prepared in 2013. The Chairperson and the members put forth their observations regarding changes to be made in the content and pictorial representation. The list of alterations to be made was finalized. The script was handed over to the IQAC coordinator for incorporating the said changes.

3. Discussion on the desirability of enforcing uniform for B.A., B.Com., B.Sc. students:

Members gave their views on the desirability of having uniforms for students of conventional courses in the college. The need of the same for discipline purposes was underlined. The feedback taken from B.A. and B.Sc. students was discussed and analyzed. It was decided to approach students on this matter in a more consolidated manner and finalize the issue after democratic interaction with the stakeholders.

4. Discussion on the plan of action for enforcement of Vidya Samiti guidelines regarding monthly report submission of departmental activities:


The Principal read out the letter that came from Vidya Samiti notifying all colleges under the Sanstha to follow the process of monthly report writing of departmental activities more strictly and systematically. The IQAC coordinator reported that from the current month onward the report of Vivekanand College is going to be generated electronically at the end of every month through the web application created by Computer Science department of the college. It was decided to hold a meeting of all the teachers at the end of every month wherein all HoDs would read out the departmental activities of that month and submit the supporting documents. The date of this month's meeting was finalized and it is 29/08/2017.

5. Acknowledgement of the progress on AQAR Report 2016-17:

The IQAC coordinator reported it to the Chair that the writing of AQAR report would finish by the end of this week with the incorporation of relevant information from personal profiles of the teachers. Satisfaction was expressed over this fact.

6. Any other matter with the permission of the Chair:

- i) Mr. R. G. Chougule, head of the menial staff, was felicitated on his birthday and his dedication towards duty was acknowledged and upheld.


(Dr. S.Y. Hongekar)
PRINCIPAL
Vivekanand College
Koihapur.