



Shikshan Prasarak Mandal, Kamptee's

Seth Kesarimal Porwal College of Arts & Science & Commerce, Kamptee – 441 001

Affiliated to RTM Nagpur University, Nagpur, Maharashtra

NAAC Accredited with 'A' Grade

Website: www.skpckamptee.org

E-mail : iqac.skpc@gmail.com; principal@skpckamptee.org

Internal Quality Assurance Cell (IQAC)

Dr. M. B. Bagade
Principal

Dr. P. R. Dhongle
Co-ordinator

Date :

2020 – 2021

IQAC Meetings and Action Taken Reports

There were three IQAC meetings taken in the session 2020 – 2021 on the following dates:

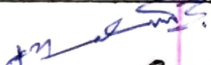
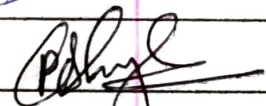
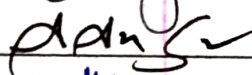
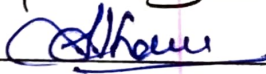
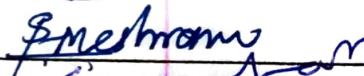
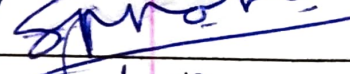
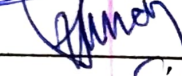
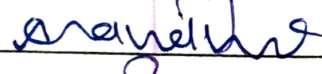

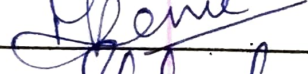

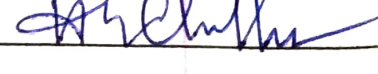
- ❖ 11th July 2020
- ❖ 16th October 2020
- ❖ 24th March 2021

The minutes of the above IQAC meetings and action taken reports are as below:

Minutes of the Meeting

A meeting of ISAC members is being taken on 11th July 2020 at 12:00 noon in the College Library Hall,

The following members are present for this meeting:

- | | |
|--------------------------|---|
| 1) Dr. M. B. Bagade |  |
| 2) Dr. P. R. Dhongle |  |
| 3) Dr. A. H. Ansari |  |
| 4) Vinay Chavan |  |
| 5) Dr. S. H. Meshram |  |
| 6) Dr. S. R. Dahat |  |
| 7) Dr. Vinod Shende |  |
| 8) Dr. Tushara Chaudhari |  |
| 9) S. N. Hirekhan |  |
| 10) Dr. R. A. Tiwari |  |
| 11) Dr. S. J. Chabande |  |
| 12) Dr. R. G. Chaudhary |  |

The following points are discussed in the meeting:

11th July 2020

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- 1) A presentation was given by Dr. S. J. Chahande on LMS - Myclass for facilitating online teaching in the college. A discussion was done on every aspect of the system so that online teaching can be started by the college. All the members were informed to search for other tools also which can be beneficial to students and can be easily adopted by teachers.
- 2) Discussion was done on the AQAR preparation for the session 2019-2020. All the Criteria Incharges were explained their parts and told to collect information and prepare their respective AQAR criterion.
- 3) The pending AQAR of the session 2018-2019 should also be finalized at the earliest and both AQAR can be submitted together.
- 4) Every department can organized some some Webinar for faculties or students on any platform of their choice.
- 5) Student Satisfaction Survey needs to be started for students.

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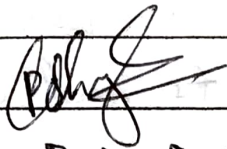
11th July 2020

12:00 Noon

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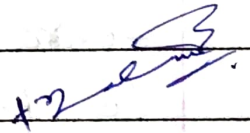
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- 6) The pending feedback analysis is to be completed by the committee.
- 7) The website of the college needs to be updated regularly.
- 8) Discussion was done on some activities that can be taken during session.



Dr. P. R. DHONGLE

IBAC Coordinator



Dr. M. B. BAGADE

Principal.



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Internal Quality Assurance Cell (IQAC)

Dr. M. B. Bagade
Principal

Dr. P. R. Dhongle
Co-ordinator

Date : 16/10/2020

Action Taken Report of IQAC Meeting on 11/07/2020

The following actions have been taken by the college on the basis of the discussions in the IQAC meeting taken on 11th July 2020:

1. College faculties were made aware about Zoom, Google Meet, Google Classroom and other ICT tools for conducting classes and continuous guidance, interaction with students during this pandemic period.
2. Six Days short term FDP on Developing ICT Skills for Teaching, Learning and Evaluation for staff members was organized by ICT Committee and IQAC.
3. The preparation of AQAR for session 2018–19 and 2019–20 are in progress.
4. One Day Interdisciplinary National E–Conference on Role of Holistic Approaches during COVID–19 was organized by Department of Physical Education.
5. The student satisfaction survey is to be taken in month of December.
6. Different Webinars were organized by Departments successfully during this period.
7. The Feedback analysis has been done.
8. The website of the college has been updated.




Principal
Seth Kesarimal Porwal College of
Arts & Science & Commerce, Kamptee

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16th Oct. 2020

1:00 pm

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DATE: / /

Minutes of the Meeting

A meeting of IQAC members is being taken on 16th Oct. 2020 at 1:00 PM in the college Library Hall.

The following members are present for this meeting:

- 1) Dr. M. B. Bagade
- 2) Dr. P. R. Dhongle
- 3) Dr. Renu A. Tewari
- 4) Dr. Tushar Chaudhari
- 5) Dr. Vinod Shende
- 6) Dr. Siddharth H. Meshram
- 7) Dr. S. R. Dahat

The following points are discussed in the meeting:

- 1) A detailed discussion was done on all the seven criterions for preparing the AQAR of 2019-2020.

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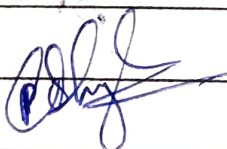
16th Oct. 2020

1:00 pm

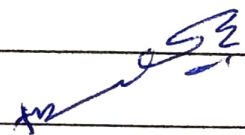
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- 2) All the queries and doubts of the Criteria Incharges regarding preparation of AQAR were answered and the necessary suggestions were given.
- 3) It was decided to conduct Academic Audit of all the departments in the month of December or January.
- 4) Every department must arrange some Webinars or e-conferences for staff and students.
- 5) The feedback committee must conduct the student satisfaction survey in the current session.



Dr. P. R. Dhongle
IBAC Coordinator



Dr. M. B. Bagade
Principal



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Internal Quality Assurance Cell (IQAC)

Dr. M. B. Bagade
Principal

Dr. P. R. Dhongle
Co-ordinator


Date : 24/03/2021

Action Taken Report of IQAC Meeting on 16/10/2020

The following actions have been taken by the college on the basis of the discussions in the IQAC meeting taken on 16th October 2020:

1. The Academic Audit of the Departments was conducted in December.
2. The student satisfaction survey has been conducted.
3. The preparation of AQAR for session 2018–19 and 2019–20 are in progress.
4. One Day Webinar on Intellectual Property Right with Special Reference to Copyright Issues and Concerns was organized by Library Department.
5. Webinars were organized by Department of Microbiology and Biochemistry.
6. Webinar was organized on International Women's Day.
7. Faculties are successfully conducting their teaching in online mode using different ICT tools.




Principal
Seth Kesarimal Porwal College of
Arts & Science & Commerce, Kamptee

24th March 2021

12:00 Noon

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Minutes of the Meeting

A meeting of IQAC members is being taken on 24th March 2021 at 12:00 Noon in the Principal's cabin.

The following members are present for this meeting:

- 1) Dr. M. B. Bagade
- 2) Dr. P. R. Dhongle
- 3) Dr. A. H. Ansari
- 4) Dr. R. G. Chaudhary
- 5) Dr. Tushar Chaudhari
- 6) Dr. T. M. Bambal
- 7) Dr. Vinod Shende
- 8) Dr. R. A. Tiwari
- 9) Mrs. S. N. Hisekhan
- 10) Dr. S. H. Meshram
- 11) S. R. Dahat
- 12) Vmay Chavan

The following points are discussed in the meeting:

24th March 2021

12:00 Noon

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- 1) The AQAR of 2018-2019 is finalized for uploading on NAAC website.
- 2) All the Criterion Incharges are informed to finalize the AQAR of 2019-2020 before 10th April 2021.
- 3) All the members are informed to do the preparation for preparing the SSR and collect all related documents needed for DVV.
- 4) It is decided to do the Green Audit of the college in the month of June/July.
- 5) The Gender Audit and the Energy Audit of the college is to be done in the month of April.
- 6) The Non-teaching staff meeting is to be taken in the month of April.
- 7) The Management is to be requested for doing the Administrative Audit.
- 8) The classroom furniture needs to be made and some repairing has to be done soon.
- 9) The name plates of all teaching & non-teaching staff members are to be made.

24th March 2021

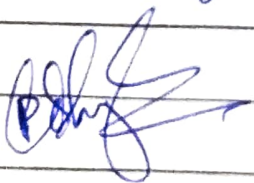
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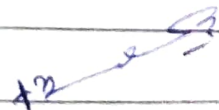
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- 10) The facilities and ambience of the Seminar room should be improved.
- 11) The Student Satisfaction Survey is to be done after winter-2020 examination.
- 12) All the staff members should be told to organize some Webinars, Lecture series & COVID-19 awareness programs.
- 13) The internet facility should be provided to all the departments and the Bandwidth is to be increased.
- 14) The Parent-Teacher Association meeting is to be taken in April.
- 15) A Notice Board is to be put for students showing the Significance of the day.
- 16) College will take the necessary steps for getting the NIRF certification.



Dr. P. R. Dhongle
IBAC Coordinator



Dr. M. B. Bagade
Principal



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Internal Quality Assurance Cell (IQAC)

Dr. M. B. Bagade
Principal

Dr. P. R. Dhongle
Co-ordinator

Date : 28/10/2021

Action Taken Report of IQAC Meeting on 24/03/2021

The following actions have been taken by the college on the basis of the discussions in the IQAC meeting taken on 24th March 2021:

1. The AQAR for session 2018–19 and 2019–20 have been submitted.
2. The preparations of SSR have started.
3. The college website has been updated.
4. The Energy Audit and Gender Audit have been done by the respective committees.
5. The data collection for Green Audit has been started.
6. The administrative audit has been done by Management.
7. The classroom furniture's have been repaired.
8. The feedbacks from stakeholders have been collected and analysis is being done.
9. Different Webinars were organized by Departments and Cells on various topics successfully during this period.
10. The college is participating in NIRF and have started necessary actions for it.




Principal
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