

**PES Modern College of Arts, Science & Commerce,**  
Ganeshkhind, Pune 411016

**Minutes of IQAC Meeting**  
**held on Saturday, 23<sup>rd</sup> April 2022 at 11:00 am**  
**Venue : Staff Room (A Building)**

**Following members were present for the Meeting :**

1. Dr. Sanjay S. Kharat, Chairperson, IQAC and Principal
2. Mr. Parag Shah, Coordinator, IQAC
3. Dr. Prakash Dixit, Visitor of the College and a Management Representative
4. Dr. Jyoti Gagangras, Teacher Representative
5. Dr. Shubhangi Joshi, Teacher Representative
6. Mrs. Swati Kandharkar, Teacher Representative
7. Dr. Shampa Chakravarthy, Teacher Representative
8. Dr. Vinay Kumar, Teacher Representative
9. Dr. Gauri Kopardekar, Teacher Representative
10. Ms. Vijaya Kulkarni, Teacher Representative
11. Dr. Sangeeta Dhamdhare, Teacher Representative
12. Mr. Jitender Kumar, Teacher Representative
13. Dr. Diprati Khandare, Teacher Representative
14. Mr. Prakash Renuse, Administrative Officer
15. Dr. Madhura Vipra, Director, Athena Consultancy, Nominee from employers
16. Mr. Kiran Desai, Nominee from Alumni
17. Mr. Rajeev Tulpule, Partner Retco Cable Corporation, Nominee from Industrialists
18. Dr. Ravindra Kshirsagar, Invitee

**A leave of absence was granted to...**

1. Prof. Suresh Todkar, Chairman, CDC and a Member from Management
2. Dr. B. D. Bhole, Nominee from local Society
3. Mrs. Maria D'Silva, Principal, Infant Jesus Scho, Wakad and a Parent Representative
4. Ms. Shrushti Joshi, Student Representative

**Agenda :**

1. Approval of minutes of previous meeting held on 4<sup>th</sup> December, 2021
2. Review of submission of Self Study Report and Preparation for Peer Team Visit
3. Review of admission policy for First Year Under-Graduate and First Year Post-Graduate Programmes under Autonomous status
4. Quality Initiatives and Policies related to Autonomous College
5. Institutional initiatives for implementation of New Education Policy, 2020
6. Any other matter with permission of the chair

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**The following business was transacted in the meeting :**

Principal Dr. Kharat welcomed the committee members.

IQAC put on record resolution congratulating following three teaching faculty members on getting SPPU award on University Foundation Day...

1. Ms. Vijayalaxmi Kulkarni for the prestigious Dr. G. B. Kulkarni Award for Best Teacher in Commerce,
2. Dr. Vinay Kumar for the Best Teacher Award
3. Dr. Sangeeta Dhamdere on her felicitation for contribution in library services and also for getting elected on DELNET Governing Body.

IQAC Coordinator, Mr. Parag Shah read the agenda of the meeting.

**1. Approval of minutes of previous meeting held on 4<sup>th</sup> December, 2021.**

Minutes of the meeting held on 4<sup>th</sup> December, 2021 were read and approved unanimously.

**Action Taken :**

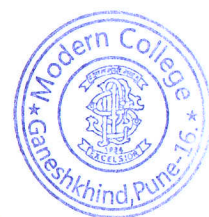
As the college has been recently granted autonomous status, it started the efforts in the right earnest. All the departments organised respective Board of Study (BoS) Meetings in the month of March 2022. Curriculum for the first year of UG and PG was designed. Minutes of BOS meetings were prepared, approved and forwarded to the university.

The first meeting of Academic Council was held on 25<sup>th</sup> March, 2022. University nominees, appointed experts and all the BOS chairpersons attended the meeting. The Council approved course structure, nomination of two subject experts and curriculum of FY UG and PG. Also, the first meeting of Governing Body was held on 28<sup>th</sup> March, 2022.

**2. Review of submission of Self Study Report and Preparation for Peer Team Visit**

The IQAC Coordinator gave a detailed overview of the entire process for the 4<sup>th</sup> cycle of accreditation by NAAC. He recounted the efforts taken by all the stakeholders of the institution who made this journey a success.

*IQAC in January 2021 chalked out a plan for working towards 4<sup>th</sup> cycle of NAAC accreditation. IQAC scheduled departmental presentations in February-March 2021. Criterion-wise data was collected along with its supporting documents till June 2021. Autonomy proposal was submitted on 7<sup>th</sup> June 2021. Academic and Administrative Audit data was collected in July-*



*August 2021. Criterion-wise presentations were conducted in September 2021.*

*This exercise helped the IQAC to face Academic and Administrative Audit. AAA visit was scheduled on 28<sup>th</sup> and 29<sup>th</sup> September, 2021. This exercise also helped in successfully interacting with the UGC team that visited the college for granting fresh autonomy on 25<sup>th</sup> and 26<sup>th</sup> October 2021. Principal presentation and Departmental presentations could be easily compiled due to background efforts taken by the teaching and administrative staff.*

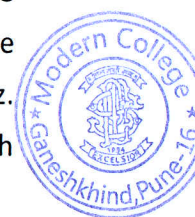
*Data for NAAC DVV templates along with answers to the Q<sub>L</sub>M and Q<sub>N</sub>M were filled during October to December 2021. The process involved the IQAC team, seven criterion in-charges along with their team members and College Data Validation and Verification team.*

*AQAR was submitted on 14<sup>th</sup> January 2022 and was accepted by NAAC after few clarifications on 2<sup>nd</sup> February, 2022. IIQA was submitted on 7<sup>th</sup> February, 2022 and was accepted on 18<sup>th</sup> February, 2022. College DVV team scrutinised all the supporting documents to be submitted. Data templates and supporting documents were checked and verified in March 2022 by DVV team. IQAC revised all the Q<sub>L</sub>M answers and uploaded all Q<sub>L</sub>M, Q<sub>N</sub>M with their supporting documents. SSR was successfully submitted on 29<sup>th</sup> March, 2022. SSS was immediately started on the same day. Such a strategic planning enabled the institution to understand its strengths and improvement areas.*

Principal, Dr. Sanjay Kharat lauded the efforts taken by the IQAC, DVV Committee, all the criterion In-charge and members, Technical Team and administrative staff for their continuous effort and efficient teamwork. He remarked that over 180 meetings of all the staff in the form of presentations and discussions were held to have a favourable outcome.

**3. Review of admission policy for First Year Under-Graduate and First Year Post-Graduate Programmes under Autonomous status.**

IQAC Coordinator informed that a meeting of management representatives and senior teaching staff was conducted to review admission policy for first year of UG and PG programmes under newly granted autonomous structure. It was suggested in the meeting that the college can conduct its own entrance test for first year of UG (viz. B.Voc., BCA Science, B.Sc. Blended etc.) to start with. Based on the experience, such entrance test could be conducted for remaining programmes.



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IQAC had a detailed discussion on admission policies to ensure quality education in Higher Education Institutions.

Dr. Prakash Dixit remarked that entrance exams should be conducted in some select courses of UG and all the courses of PG. Cut-off should be given priority in most programmes. A standard baseline cut-off should be considered. Entrance exams can be conducted on a trial and error basis. Entrance Exams can be considered for Biotechnology, B.Voc. and BCA Science.

Dr. Kshirsagar advised that a cut-off merit list should be displayed for admission in First Year programmes.

Dr. Madhura Vipra remarked that a balance between quality and quantity should be maintained. A long term goal should be there to ensure quality and gradually reaching the benchmark. Focus should be on sending out students who possess 'world-class' abilities.

Mr. Rajeev Tulpule agreed that there should a process of screening for certain academic programmes in the form of online or offline entrance, interview/interaction and a cut-off merit list. A formal procedure of admission should be introduced. Marketing of courses should also take place to familiarize students with the college and academic programmes run there. Certain activities could be organised to promote the same.

Dr. Gauri Kopardekar pointed out segregation of students in terms of courses, social background need to be done. Brand-building should be a priority to establish the identity of the college.

Dr. Jyoti Gagangras remarked that owing to students' socio-economic background, very few departments in Arts faculty are in a position to go through entrance exams.

Principal Dr. Sanjay Kharat advised that entrance exams can be conducted for Undergraduate admissions. He suggested that an out-of-the box approach keeping the traditional admission process in place, could be tried. Admission policies can be put in place at Micro and Macro levels. Segmentation needs be done and accordingly steps need to be taken. Dr. Kharat suggested that there should be atleast three channels of admission viz. Green channel, Entrance based and Merit based. Green channel would include students from other than Maharashtra and meritorious students to get admission on first-come-first basis. He said that different factors need to be considered in this regard;

- The college's journey of the past decade
- Quality

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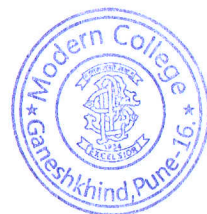


- Transition phase after Covid
- Location of the institution
- Identity of the institution

#### 4. Quality Initiatives and Policies related to Autonomous College.

An overview of the quality initiatives undertaken and policies implemented by the institution was given by the IQAC coordinator.

- A national webinar on 'Role of Non-teaching staff in effective administrative practices jointly with Arts, Commerce and Science College, Kille Dharur as a collaborative initiative on 5<sup>th</sup> December, 2021. Mr. Prakash Renuse OS coordinated the webinar.
- National FDP on new guidelines of AQAR from 20<sup>th</sup> to 23<sup>rd</sup> December, 2021. (85 participants)
- Guest lectures were organised to commemorate National safety week.
  - Women safety and civic awareness by Police Inspector Rajesh Puranik was organised on 8<sup>th</sup> March 2022 (78 participants)
  - Safety culture in industry by Rajendra Bharate on 10<sup>th</sup> March 2022 (72 participants)
  - E-poster competition on innovations in safety (43 participants)
- A day long district level session of Young Inspirators Network (YIN) of Sakal media group on 29 March 2022. This joint session passed resolutions on concerns of youth like education, employment, health, agriculture, women development and vision of youth. (99 participants)
- Department of Languages and Library initiatives...
  - Story telling competition in February 2022 (15 participants)
  - The Great Indian Book Tour, was a sponsored activity conducted from 6<sup>th</sup> to 8<sup>th</sup> April, 2022. 16 Authors interacted with students. Three workshops were organised viz. A Poetry Experiment, The Great Litreature Workshop and Visual Tales – Writing for Cinema and Web Series. Oddysey a



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magazine of English Department was unveiled in the event. On this occasion a Book Exhibition was also organised. (600 footfall in three days).

- District level workshop on reforms in 'Career Katta and its benefits in NAAC Accreditation' jointly with Ministry of Higher and Technical Education, Government of Maharashtra and Maharashtra Information Technology and Support Centre (19 April 2022) 106 Participants (Principals, IQAC Coordinators and Career Katta Coordinators in Pune District).

**Dr. Kharat** highlighted the guidelines of the UGC for Mentoring of teachers. He listed out three main commandments which are essential in maintaining quality in higher education institutions;

1. Exposure to teaching pedagogies like ICT
2. Exposure to teachers in administrative work
3. Exposure to teachers in financial activities

A workshop may be organized for mentoring of teachers, administrative staff to prepare them to take accountability and change their mindset.

He said that the universities and autonomous colleges can customize and implement UGC guidelines. Workshops can be conducted on NEP to spread awareness among teachers and administrative staff.

#### **5. Institutional initiatives for implementation of New Education Policy, 2020.**

IQAC discussed following institutional initiatives for implementing NEP 2020

- Multidisciplinary / inter-disciplinary
- Academic bank of credits
- Skill Development
- Outcome based education
- Distance education / Online Education

#### **6. Any other matter with permission of the chair...**

1. Exam automation and reforms- There is a need for transparency and automation in examination. Under autonomous structure, upgradation of current software or new software/ERP can be procured for smooth conduct of examinations.



2. Infrastructure Upgradation- IQAC suggested renovation of Chemistry, Microbiology and Biotechnology departments along with elevator a common facility.
3. Dr. Sangeeta Dhamdere informed the members about a National Seminar funded by ICSSR on 'Seventy Five Years of Journey of Libraries' to be organised in September 2022 under Azadi ka Amrut Mahotsav.
4. Dr. Vinay Kumar suggested that there should be complete Student-driven and Student-centric activities of academic nature to enhance their capability. Principal suggested that a capacity-building workshops can be organised for teachers so that they can contribute to student support. Dr. Madhura Vipra remarked that such steps must be taken to ensure overall development of students.

The meeting was concluded with a cordial vote of thanks to the chair.



**Parag Shah**  
Co-ordinator, IQAC



**Dr. Sanjay Kharat**  
Principal & Chairperson, IQAC