

Internal Quality Assurance Cell (IQAC) Minutes of Meeting

The Meeting of the Internal Quality Assurance Cell of SVIPE's Institute of Computer & Management Studies, Kasegaon, Pandharpur was held on 30th September, 2023 at 11.00 am in the Seminar Hall.

The Chairman of IQAC and Principal along with the IQAC Coordinator has welcomed all the members of IQAC for the first meeting. Further, following business was transacted during the meeting.

Item No. 1 Confirmation of the minutes of the last meeting.

Resolution The minutes of the last meeting held on 02/05/2023 were read and
No. 1 confirmed unanimously.

Item No. 2 About Action Taken Report on resolutions passed in the last meeting.

Resolution The Action Taken Report regarding various decisions taken by the
No. 2 meeting held on 02/05/2023 was put before the meeting.
Meeting took note of the action taken report and expressed satisfaction.

Item No. 3 About Objectives and Functions of IQAC.

Resolution The objectives and functions of IQAC as per the NAAC were briefed to
No. 3 the meeting.
The meeting took note of the same and expressed satisfaction about the functioning of IQAC.

Item No. 4 About revised NAAC Manual and SOP for affiliated colleges.

Resolution The changes/modifications in the revised NAAC Manual along with
No. 4 the documents required as per the Standard Operating Procedure (SOP) were put before the meeting.

Meeting took note of the same. Thorough discussion was made and it was resolved unanimously to follow the SOP for documentation in respect of all events/certificate courses/workshops/capacity building initiatives/sports and cultural activities, etc.



Item No. 5 **Review of Peer Team Visit Report for 1st cycle of NAAC Accreditation (SWOC and Recommendations)**

Resolution Following was brought to the notice of the meeting.

No. 5 1. NAAC Peer Team visited our Institute on 01/09/2023 and 02/09/2023. Based on the earlier Document Verification and NAAC PTV, the Institute has secured a B grade with a score of 2.36.

2. The suggestions and recommendations of the NAAC Peer Team were put before the meeting

3. The action plan for implementing the recommendations given by NAAC Peer Team was put before the meeting.

The meeting took the note and congratulated SVIPE's Institute of Computer and Management Studies, Kasegaon especially IQAC Coordinator Prof. K. S. Nalawade and Team for getting NAAC Accreditation and further resolved to implementation in respect of recommendations given by the NAAC Peer Team.

Item No. 6 **About organizing Workshops and FDPs/Professional Development Programs and participation of staff members in such programs.**

Resolution It was brought to the notice of the meeting that Workshops and

No. 6 FDPs/Professional Development Programs are required to be organized and further and participation of staff members in such programs need to be ensured.

Meeting took note of the same and it was resolved unanimously that a more number of FDPs/Professional Development Programs be organized and every faculty member should participate in at least one FDP/ Professional Development Program in a year.

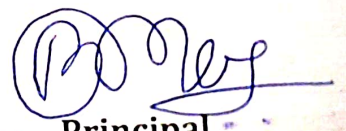
Item No. 7 **Issues with the Permission of the Chair.**

There being no further matters to discuss, the meeting was concluded by offering the vote of thanks to all present.



IQAC CO-Ordinator

IQAC Coordinator
Institute of Computer and Management



Principal
PRINCIPAL,

Institute of Computer and Management
Studies, Kasegaon. Tal. Pandharpur

Internal Quality Assurance Cell (IQAC) Minutes of Meeting

The Meeting of the Internal Quality Assurance Cell of SVIPE's Institute of Computer & Management Studies, Kasegaon, Pandharpur was held on 22nd December, 2023 at 11.00 am in the Institute Premises.

The Chairman of IQAC and Principal along with the IQAC Coordinator has welcomed all the members of IQAC for the meeting. Further, following business was transacted during the meeting.

Item No. 1 Confirmation of the minutes of the last meeting.

Resolution The minutes of the last meeting held on 30/09/2023 were read and
No. 1 confirmed unanimously.

Item No. 2 About Action Taken Report on resolutions passed in the last meeting.

Resolution The Action Reports regarding various decisions taken by the meeting
No. 2 held on 30/09/2023 was put before the meeting.
The Meeting took note of the action taken report and expressed satisfaction.

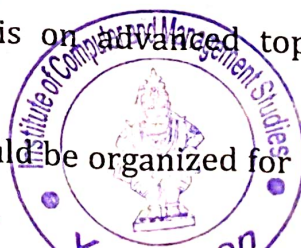
Item No. 3 About Review of Academic activities for Semester-1 of AY 2023-24 and Plan for Academic Activities for Semester II of AY 2023-24

Resolution The various academic activities for effective curriculum
No. 3 implementation were put in the meeting as follows:

- Academic Calendar preparation and implementation
- Teaching plan preparation
- Conducting the lectures and practicals
- Organizing Expert lectures, seminars/webinars
- Organizing Industrial visits
- Conducting Workshops/Courses with hands on sessions
- Use of visualizations like animations and videos
- Final Year Projects

Meeting took note of the same. Thorough discussion was made and it was unanimously resolved as follows:

1. Certificate courses/value added courses should be conducted for the students with emphasis on advanced topics in the stream/domain.
2. Minimum 6 expert lectures should be organized for every class per year.



3. Minimum one industrial visit should be organized per class per year.
4. The awareness sessions related to NPTEL courses should be conducted for faculty members and students also.
5. Students should be motivated for undergoing online courses, attending webinars, etc.

Item No. 4
Resolution
No. 4

About Feedback Mechanism

It was brought to the notice of the meeting that two different types of feedbacks are collected viz. feedback on the syllabus and related to academic performance. The feedback is obtained from the various stakeholders like Students, Teachers, Employers, Alumni, etc.

Meeting took note of the same and further, it was resolved as follows:

1. The analysis of feedback should be made and action should be taken accordingly.
2. The feedback should be obtained from parents also.

Item No. 5
Resolution
No. 5

Review of Extension Activities

The different extension activities conducted like Blood donation Camp, Swachha Bharat Abhiyan, water distribution camp during wari, tree plantation, etc. were put before the meeting.

The meeting took note of the same, Thorough discussion was made and it was unanimously resolved as follows:

1. The Red Ribbon Club should be formed and activities should be conducted through the club.
2. Electoral Literacy Club should be formed and activities should be conducted through the club.
3. Gender Equity programs should be organized.
4. Student's participation in outreach activities should be encouraged.

Item No. 6
Resolution
No. 6

Review of MOUs and collaborative activities

The review of functional MOUs was taken and the various collaborative activities like Industrial visits, Expert lecture, Internship, Guidance session for students and faculty members, etc. were put before the meeting. Meeting took note of the same and further, it was unanimously resolved to increase the collaborative activities.

Item NO. 7
Resolution
No. 7

Review of Training programs organized for students

The various training and placement related initiatives like sessions on Soft skills and communication skills, career guidance sessions, Industry/Academia Expert lectures, Alumni interaction/sessions, etc.



conducted were put before the meeting.

The meeting took note of the same and further resolved to conduct more training programs and also enhance the alumni interaction.

Item No. 8

Issues with the Permission of the Chair.

Item No. 8(1)

About organizing One Week FDP related to Innovative Teaching Learning Methods

The significance of various students centric methods like experiential learning, participative learning and problem solving methodologies were put before the meeting. Thorough discussion was made and it was unanimously resolved that a One Week FDP on Innovative Practices in Teaching Learning and Outcome Based Education should be organized.


Item No. 8(2)

About constituting various Cells/Committees for smooth and effective functioning of various activities

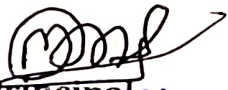
It was brought to the notice of the meeting that for effective functioning of various activities, various Cells/Committees are required to be constituted. Meeting took note of the same and it was unanimously resolved to constitute the following committees/Cells.

1. Entrepreneurship Development Cell
2. News Paper Cell
3. Extension activity Cell
4. MoU Cell
5. Online Education Cell (NPTEL)
6. Stakeholders Committee
7. Library Committee
8. Housekeeping Committee
9. Cultural and Sports Committee
10. Maintenance Committee

There being no further matters to discuss, the meeting was concluded by offering the vote of thanks to all present.


IQAC Coordinator
Institute of Computer and Management
Studies, Kasegaon, Tal. Pandharpur




PRINCIPAL
Institute of Computer and Management
Studies, Kasegaon, Tal. Pandharpur

Internal Quality Assurance Cell (IQAC) Minutes of Meeting

The Meeting of the Internal Quality Assurance Cell of SVIPE's Institute of Computer & Management Studies, Kasegaon, Pandharpur was held on 04th March, 2024 at 10.00 am in the Institute premises.

The Chairman of IQAC and Principal along with the IQAC Coordinator has welcomed all the members of IQAC for the first meeting. Further, following business was transacted during the meeting.

Item No. 1 Confirmation of the minutes of the last meeting.

Resolution The minutes of the last meeting held on 22/12/2023 were read and
No. 1 confirmed unanimously.

Item No. 2 About Action Taken Report on resolutions passed in the last meeting.

Resolution The Action Taken Report regarding various decisions taken by the
No. 2 meeting held on 22/12/2023 was put before the meeting.
Meeting took note of the action taken report and expressed satisfaction.

Item No. 3 Review of Teaching learning Process.

Resolution Teaching learning Process include the various activities like Teaching
No. 3 Plan preparation, conducting lectures and practical's along with the experts lectures organizing seminar, organizing workshops, use of animations and videos, industry visits, final year projects and feedbacks etc.

Item No. 4 About Sports and cultural activities.

Resolution The various sports and cultural activities conducted like kabbadi,
No. 4 kho-kho, Volley ball, long jump, speech competition, carrom, essay competition, celebration of Birth Anniversaries, Annual Gathering, etc. were put before the meeting.

Meeting took note of the same and further, it was suggested to continue with the different sports and cultural activities.



Item No. 5**About Green campus initiatives.****Resolution****No. 5**

The need for a sustainable and eco-friendly campus was discussed in detail. It was noted that the institution could do more to align with environmental best practices and create a green, sustainable campus. Current challenges include limited greenery, high use of non-recyclable materials, and inadequate awareness among staff and students about sustainability practices.

Use of single-use plastics will be banned on campus. Alternatives like reusable cups, plates, and eco-friendly packaging will be promoted in canteens and offices. Segregated waste bins will be installed at strategic locations for proper disposal and recycling of waste. Feasibility of installing solar panels on rooftops and LED lights in common areas will be assessed and implemented in phases.

Item No. 6**Issues with the Permission of the Chair.**

There being no further matters to discuss, the meeting was concluded by offering the vote of thanks to all present.

**IQAC CO-Ordinator**

IQAC Coordinator
Institute of Computer and Management
Studies, Kasegaon, Tal. Pandharpur

**Principal**

PRINCIPAL,
Institute of Computer and Management
Studies, Kasegaon, Tal. Pandharpur

Internal Quality Assurance Cell (IQAC) Minutes of Meeting

The Meeting of the Internal Quality Assurance Cell of SVIPE's Institute of Computer & Management Studies, Kasegaon, Pandharpur was held on 25th June, 2024 at 10.00 am in the Institute premises.

The Chairman of IQAC and Principal along with the IQAC Coordinator has welcomed all the members of IQAC for the first meeting. Further, following business was transacted during the meeting.

Item No. 1 Confirmation of the minutes of the last meeting.

Resolution No. 1 The minutes of the last meeting held on 04/03/2024 were read and confirmed unanimously.

Item No. 2 About Action Taken Report on resolutions passed in the last meeting.

Resolution No. 2 The Action Taken Report regarding various decisions taken by the meeting held on 04/03/2024 was put before the meeting.

Meeting took note of the action taken report and expressed satisfaction.

Item No. 3 About Academic Calendar for AY 2024-2025.

Resolution No. 3 Academic Calendar includes the regular academic activities performed such as Unit Tests, Prelim examination, expert lectures, industrial visits, workshops, FDPs, Certificate courses, extension activities, etc. The academic calendar prepared for A.Y. 2024-2025 was put before the meeting.

Meeting took note of the same. Thorough discussion was made and meeting accorded approval for Academic calendar for AY 2024-2025.

Item No. 4 About Certificate Courses planned for students.

Resolution Following was brought to the notice of the meeting:

- No. 4**
- Organizing certificate/add-on courses enhances students' industry-relevant skills, improving employability and providing practical exposure.
 - These courses foster holistic development and align with the goals of NEP 2020, preparing students for diverse professional challenges.



• A review of 3 certificate courses was presented to the meeting. Meeting took note of the same. Thorough discussion was made and following was resolved unanimously as follows:

- Minimum 6 Certificate courses should be organized in one academic year. Additionally at least 75% students (of total strength) should complete the certificate course.
- Efforts should be taken to create awareness about NPTEL Courses amongst students.

Item No. 5 **About organizing Workshops and FDPs/Professional Development Programs and participation of staff members in such programs.**

Resolution Following was brought to the notice of the meeting:

- No. 5**
- Workshops /FDPs are required to be organized for overall development of staff members.
 - Every faculty member should participate in workshops and FDPs/Professional Development.

Meeting took note of the same. Thorough discussion was made and following was resolved unanimously as follows:

- A One Day Workshop related to Publishing a Research Paper should be organized for faculty members, up to 31/08/2024.
- Minimum 2 FDPs/Professional Development Programs should be organized in one academic year.
- Every faculty member should participate in one FDP/ Professional Development Program organized by Institute and another 1 FDP/ Professional Development Program organized by other outside college.

Item No. 6 **About participation of faculty members in SWAYAM courses/other MOOCs.**

Resolution Following was brought to the notice of the meeting:

- No. 6**
- Participation in SWAYAM and other MOOCs allows faculty members to stay updated with the latest educational trends and teaching methodologies.
 - It enhances their knowledge and skills, contributing to professional development and improving the quality of teaching.

Meeting took note of the same. Thorough discussion was made and



following was resolved unanimously as follows:

- College should register for NPTEL Local Chapter up to 31/08/2024. Ms. A. D. Khandagale will act as a SPOC (Single Point of Contact) for NPTEL Local Chapter of our college.
- It was resolved that all faculty members should enroll, register and complete at least one SWAYAM-NPTEL or other MOOCs in an academic year.
- Efforts should be taken to create awareness about NPTEL Courses amongst students.
- Policy for financial assistance for SWAYAM-NPTEL courses is decided and recommended to put CDC meeting for approval.

Item No. 7 About Training programs organized for students

Resolution The various training and placement related activities like
No. 7 communication skill, soft skill, career guidance session, industry expert lectures, aptitude training, etc. were brought to the notice of the meeting.

The meeting took note of the same & following was unanimously resolved as follows:

- Mrs. Shamal Ingawale will act as a Training and Placement (TPO) Coordinator.
- More training programs are required to be conducted for students.
- More efforts are required for placement of students.

Item No. 8 Issues with the permission of chair.

There being no further issue to discuss, the meeting was concluded by offering the vote of thanks to all present.



IQAC CO-Ordinator
IQAC Coordinator
Institute of Computer and Management
Studies, Kasegaon, Tal. Pandharpur



Principal
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