

P. D. E. A's
Annasaheb Magar Mahavidyalaya, Hadapsar, Pune-411028.
Internal Quality Assurance Cell (IQAC)
A.Y. 2024-25 (First Term)



(Meeting – 1)

The IQAC meeting is scheduled on **04/07/2024** at 11.00 am. The agenda for the meeting is as follows. All members are requested to remain present and share their suggestions to improve academic quality of institution.

Agenda of meeting: -

1. To confirm minutes of previous meeting.
2. To discuss problems occurring in implementation of NEP structure for UG.
3. To review College Academic Calendar 2024-25.
4. To review Time Table and Workload for each department.
5. To plan Co-Curricular and Extra-Curricular activities for AY 2024-25.
6. To discuss organization of certificate courses.
7. To discuss introduction of new degree program.
8. To appoint mentors to monitor academic progress of students.
9. To organize guidance activities for Competitive Examination through "Carrier Katta".
10. To review preparation of Peer Team Visit scheduled on 31st July and 1st August 2024.


Co-ordinator
IQAC Committee
Annasaheb Magar Mahavidyalaya,
Hadapsar, Pune-28.


PRINCIPAL
Annasaheb Magar Mahavidyalaya,
Hadapsar, Pune-411028.



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Internal Quality Assurance Cell (IQAC)

Minutes of Meeting

2024-25 (First Term)

The IQAC meeting was conducted under the chairmanship of Principal Dr. Nitin L. Ghorpade on **04/07/2024** at 11.00 am. The following members were present for the meeting. The meeting started with welcoming of all the members of IQAC by the Coordinator Dr. Joshi R. P.

IQAC Committee

Sr. No.	Name of Teacher	Position	Signature
1.	Prin. Dr. Nitin L. Ghorpade	Chairman	
2.	Hon. Sandeep Kadam	Management Representative Member	
3.	Shri. Suresh Ghule	Alumni Representative Member	
4.	Shri. Suresh Umap	Local Community Representative Member	
5.	Shri. Prakash Mahajan	Employers / Industrialists Member	
6.	Shri. Ganesh Hargude	Employers / Industrialists Member	
7.	Dr. P. P. Mulay	Teacher Member	
8.	Dr. S. S. Auti	Teacher Member	
9.	Dr. L. K. Nikam	Teacher Member	
10.	Prof. N. R. Lagad	Teacher Member	
11.	Dr. R. U. Mene	Teacher Member	
12.	Mr. G. S. Sabale	Senior administrative official Member	
13.	Ms. Sanjana Chalwadi	Student Representative	
14.	Dr. R.P. Joshi	Coordinator	

Minutes of meeting

	Agenda	Discussion and Resolution	Action Taken
1.	To confirm minutes of previous meeting.	The minutes of previous meeting and action taken report were presented by IQAC coordinator and confirmed by the committee.	----
2.	To discuss problems occurring in implementation of NEP structure for UG.	<p>Thorough discussion was held on problems such as</p> <p>i) making group of subjects ii) Selection of OE/GE, SEC courses for each faculty from the basket and number of options offered, iii) Time- table iv) time frame to complete the syllabus and internal evaluation v) information to students regarding OE/GE and SEC.</p> <p>Hon'ble secretary suggested to offer sizable number of choices to students as well as create awareness regarding OE/GE and SEC courses during beginning lectures</p> <p>It is decided to take 1.0 h lecture for NEP-2020 and CBCS-19 Pattern to keep uniformity.</p>	<p>Groups of subjects formed for all faculties, OE/GE, SEC courses selected for each faculty and allotment of students is in process. Time-Table prepared considering 1.0 h lectures for all patterns. Teachers are creating awareness amongst students.</p>
3.	To review College Academic Calendar 2024-25.	Academic Calendar for the year 2024-25 has been placed before the committee for approval and resolved that it should be strictly adhered.	Academic calendar for the year 2024-25 has been communicated to faculty, and students and its implementation has been started
4.	To review Time Table and Workload for each department.	Review of Time -table and workload has taken by committee. It is decided to conduct 1.0 h lectures for each pattern and asked HoDs to revise workload accordingly.	Work-load is revised by all departments according to the policy decided by IQAC and Time-Table is implemented and
5.	To plan Co-Curricular and Extra-Curricular activities for AY 2024-25.	Various Committees should prepare plan for co-curricular and extracurricular activities for the year 2024-25. Focus should be on workshops, seminars, extension and outreach activities	Plan of Co-Curricular and Extra-Curricular activities for AY 2024-25 has been prepared by respective departments and committees.
6.	To discuss	Review of certificate courses of	Coordinators of certificate

	organization of certificate courses.	year 2023-24 has been taken and decided to continue all courses for the year 2024-25	courses are asked to plan for conducting courses.
7.	To discuss introduction of new degree program from AY 2025-26	Discussion was held on introducing new degree programs from the AY 25-26. It has been decided to introduce new UG programs such as BSc(Cyber Security), BSc(Data Science), BSc(AIIML)	Proposals will be submitted to SPPU in September 2024.
8.	To appoint mentors to monitor academic progress of students.	Discussion was held on implementation of Mentor-Mentees system and success of the system in last academic year 2023-24. It is unanimously decided to implement mentor-mentees system for the AY 2024-25 effectively and to take review periodically	Mentors are appointed for batch of 20-30 students of each class.
9.	To organize guidance activities for Competitive Examination through "Carrier Katta".	Committee appreciated the successfully implementation of Career Katta and receiving awards to college as well as principal and coordinator consecutively for third year. It is decided to organize guest lectures, Group discussions, counselling sessions, Classes at college level for MPSC through career kata.	Planning of activities mentioned is in process.
10	To review preparation of Peer Team Visit scheduled on 31 st July and 1 st August 2024.	Committee took review of planning for peer Team visit scheduled on 31 st July 2024 and suggested to make perfect planning of visit.	Detailed plan has been chalked out for visit of peer team.

The meeting was concluded with the vote of thanks to the Chairman and the IQAC committee members proposed by Dr. R. P. Joshi


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