



Indrayani Vidya Mandir's

# INDRAYANI MAHAVIDYALAYA

(Id No. SPU/PN/AC020/1968)

Talegaon Chakan Road, Talegaon Dabhade, Tal. Maval, Dist. Pune 410 507

Tel. : Office : (02114) 222225 E-mail : indrayanicollege@gmail.com Website : indrayanicollege.com

Vice President: Mr. Gorakhnath Kalokhe

President: Mr. Ramdas Kakade

Mr. Deepak Shah

Treasurer: Mr. Shailesh Shah

Secretary: Mr. Chandrakant Shete

Ref. No. : I.M.V. 2021-22/157

Date: 14/10/21

## Internal Quality Assurance Cell (IQAC)

### Notice

All the IQAC Members and HODs are hereby informed that the IQAC's 1st Meeting for the academic year 2021-22 is scheduled on 20/10/2021 in IQAC hall at 09:00 am. The brief agenda of the meeting is mentioned below. All are therefore requested to make it convenient to attend the meeting.

Dr. S.S. Mengal

**Co-ordinator**

**I. Q. A. C.**

**Indrayani Mahavidyalaya  
Talegaon Dabhade**

Dr. S.K. Malghe

**Off. Principal**

**Indrayani Mahavidyalaya  
Talegaon Dabhade, Tal. Maval,  
Dist. Pune-410507.**

### Agenda of the Meeting

1. To take a review of NAAC-III Cycle Accreditation
2. To discuss the recommendations made by NAAC peer team
3. Discussion on preparation and planning for NAAC-IV cycle
4. To form and finalize the composition of the IQAC as per the NAAC guidelines
5. To finalize the seven criterion heads and respective team members
6. To prepare AQAR for the academic year 2020-21
7. To develop and create updated dynamic websites (College & Departmental)
8. Submission of program and activities report in detail to IQAC
9. Discussion on online feedback collection & feedback analysis
10. Any other matter with the kind permission of the Hon. Chairperson

# Minutes of Meeting

The 1<sup>st</sup> meeting of the Internal Quality Assurance Cell (IQAC) for the academic year 2021-22 was held on 20/10/2021 at 09:00 am. in IQAC Office of Indrayani Mahavidyalaya. The meeting was chaired by Hon. Principal Dr. S.K. Malghe.


At the outset, Dr. S.S. Mengal welcomed the chairperson of the meeting Principal Dr. S.K. Malghe & All HOD's of various departments. The below mentioned **agenda items (Subjects)** were discussed during the meeting & it was **unanimously** resolved to implement them. The meeting was adjourned after the Vote of Thanks by Prof. D.B. Pethe.

Sr. No.	Agenda	Resolution
1	To take review of NAAC III cycle Accreditation	In his opening remark the Chairperson talked about NAAC III <sup>rd</sup> cycle accreditation. He highlighted where we all short in III <sup>rd</sup> Cycle, where we lost our marks, what improvements & measurements should be made now. NAAC coordinator Dr. S.S. Mengal also described criteria wise weakness & strengths of III <sup>rd</sup> cycle accreditation, through his power point presentation.
2	To discuss the recommendations made by NAAC team	Through his power point presentation Dr. S.S. Mengal stated the recommendation made by NAAC peer team. All members discussed on the III <sup>rd</sup> cycle NAAC Peer team recommendations & unanimously decided to implement them in IV cycle of the accreditation.
3	Discussion of preparation & planning for NAAC IV Cycle	Discussion took place on planning & strategies of preparation for NAAC IV <sup>th</sup> cycle. It is decided unanimously to start add on certificate courses & institute level research projects. The same is decided to communicate to the faculty members through Heads of respective departments.
4	To form & finalize the composition of the IQAC as per NAAC guidelines.	It was decided to setup a committee of IQAC as per the rules of NAAC. The members of IQAC were unanimously decided as mentioned below. 1. Principal- Chairperson 2. Teacher Representative - 3. Mangement Representative- Mr. Dipak Shah 4. O.S. - Tarate Mam 5. Industry Representative - 6. Employer - 7. Stackholders -

5	To finalize the seven criterion heads & respective team members.	To carry out all the works of IQAC criteria meticulously, it was decided to finalize the seven criterion heads & their respective team members. All members discussed on the finalization of seven criterion heads for IV cycle. At the end 7 criteria heads unanimously decided by the members. Members :- Criteria1-Dr.M.V.Deshmukh Criteria2-Prof.D.B.Pethe Criteria3-Dr.S.S.Mengal Criteria4-Prof.Vidya Bhegade Criteria5-Prof.R.R.Bhosale Criteria6-Prof.K.V.Adsul Criteria7-Dr.V.R.Khandare
6	To Prepare AQAR for the academic year 2020-21	Decision is taken to prepare AQAR for the academic year 2020-21. All the HOD's are advised to submit their departmental work within the given stipulated time.
7	To Develop & Create updated website ( College & Departmental )	Considering the errors in third cycle, it was decided that the college & each department should have a separate updated website.
8	Submission of programme & activity reports in detail to IQAC.	In his presentation IQAC coordinator Dr. S.S. Mengal stated the proper work flow of any program or activities, he explained the following things. 1. before the conduction of any program , it should be informed to the principal 2. Proper notice for the students should be displayed. 3. Conduction of program with attendance of student. 4. Photographs of the program with GPS Map. 5. Newspaper clipping of the respective program. 6. Reports should be submitted to IQAC with all above mentioned documents.
9	Discussion on online feedback collection & Feedback analysis.	Because of the pandemic of covid 19, it is unanimously decided to take online feedback of the students. It is decided to choose "Google Form" medium for online feedback & fare analysis.
10	Any other matter with kind permission of the Chairperson.	Nil

  
**Co-ordinator**  
**I.Q.A.C.**  
**Indrayani Mahavidyalaya**  
**Talegaon Dabhade**



  
**Off. Principal**  
**Indrayani Mahavidyalaya**  
**Talegaon Dabhade, Tal.Maval,**  
**Dist.Pune-410507.**

Following Members were present for this meeting.

**Present Members**

Sr.no	Name	Designation	Signature
1)	Dr. S.K. Malga	Principal	
2)	Mr Chandraband Shete	Management to Press	
3)	Pooj. Lepti Redhe	Asst. Coordinator	
4)	Dr. Madhukar Dashmukh	Hindi	
5)	Vidya Bhegade	H.O.D. BBA & BCA	
6)	V.R. Khanapur	member	
7)	K.V. Adwal		
8)	R.R. Bhosale	Commerce	
9)	Dr. S.S. Mengel	BBA & BCA Coordinator	
10)	Mrs. S.H. Tarate	Head Cric	
11)	Jagatap Samruddhi Ait		

**Co-ordinator**  
**I.Q.A.C.**  
**Indrayani Mahavidyalaya**  
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Vice President : Mr. Gorakhnath Kalokhe  
Mr. Deepak Shah

President : Mr. Ramdas Kakade

Treasurer : Mr. Shallesh Shah

Secretary : Mr. Chandrakant Shete

Ref. No. : I.m.v/2021-22/291

Date : 24/2/2022

## Internal Quality Assurance Cell (IQAC)

### Notice

All IQAC Members and the Criteria Heads are hereby informed that in the academic year 2021-22 the Second meeting of IQAC is scheduled on 26<sup>th</sup> Feb. 2022 in IQAC hall at 9.30 am. All are informed to attend the meeting at the given time.

Dr. S. S. Mengal  
Co-ordinator  
I. Q. A. C.

Indrayani Mahavidyalaya  
Talegaon Dabhade

Dr. S.K. Malghe  
Off. Principal  
Indrayani Mahavidyalaya  
Talegaon Dabhade, Tal. Maval,  
Dist. Pune-410507.

### Agenda of Meeting

1. To read & confirm the minutes of previous meeting.
2. Preparation & Submission of AQAR 2020-21.
3. Discussion on Online Feedback
4. Report Submission of various programs.
5. Strategic Planning for quality improvement in college (Slow learners, Advanced learners, Mentor-Mentee record, various courses.
6. Student counseling finalizing.
7. Working Status of committees.
8. Activities from Feb. to June 2022.
9. Other issues to ensure smooth functioning of committee along with IQAC.
10. Other issues with the permission of the chair.

Off. Principal  
Indrayani Mahavidyalaya

# Minutes of Meeting

The Second IQAC meeting of academic year 2021-22 was conducted on 26th Feb. 2022 in IQAC hall at 09.30 am. The Chairperson Principal Dr. S.K.Malghe welcomed the members followed by a review of previous meeting.

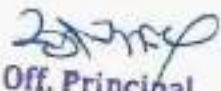
Sr. No.	Agenda	Resolution									
1	To read & confirm minutes of previous meeting.	<p>- Dr. S.S. Mengal welcomed Principal Dr. S.K. Malghe &amp; all the IQAC members. Prof. D.B. Pethe reviewed the minutes of meeting held on 26th Feb. 2022. The minutes are approved by the members with minor changes.</p> <p>The changes are: -</p> <ol style="list-style-type: none"> <li>1. In IQAC committee the employee Representative is Mr. Bhavesh Khare.</li> <li>2. Local Society Representative - Mr. Ranjit Kakade</li> </ol>									
2	Preparation & submission of AQAR 2020	<p>In his opening remark Dr. S.S. Mengal gave information about the submission of AQAR 2020-21, he pointed out some short Comings While filling AQAR these are mentioned below.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">I.</th> <th style="text-align: center;">Recommendations given by IQAC</th> <th style="text-align: center;">Action taken for implementation</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">A]</td> <td style="text-align: center;">Correction in submission result</td> <td>It is unanimously decided to submit proper year wise result. Examination cell is advised to submit the result to IQAC according to the norms of NAAC.</td> </tr> <tr> <td style="text-align: center;">B]</td> <td style="text-align: center;">Lack of research work.</td> <td>As it was observed that there is very less research work of professors in the college, Hon. Principal dr. S.K. Malghe suggested arrange a workshop on research for the professors. He also made it mandatory to all the professors to present at least 2 papers per annum. It is unanimously agreed by all the members</td> </tr> </tbody> </table>	I.	Recommendations given by IQAC	Action taken for implementation	A]	Correction in submission result	It is unanimously decided to submit proper year wise result. Examination cell is advised to submit the result to IQAC according to the norms of NAAC.	B]	Lack of research work.	As it was observed that there is very less research work of professors in the college, Hon. Principal dr. S.K. Malghe suggested arrange a workshop on research for the professors. He also made it mandatory to all the professors to present at least 2 papers per annum. It is unanimously agreed by all the members
I.	Recommendations given by IQAC	Action taken for implementation									
A]	Correction in submission result	It is unanimously decided to submit proper year wise result. Examination cell is advised to submit the result to IQAC according to the norms of NAAC.									
B]	Lack of research work.	As it was observed that there is very less research work of professors in the college, Hon. Principal dr. S.K. Malghe suggested arrange a workshop on research for the professors. He also made it mandatory to all the professors to present at least 2 papers per annum. It is unanimously agreed by all the members									

3	<b>Online Feedback.</b>	<ul style="list-style-type: none"> <li>- It is unanimously decided to take online feedback of the student for the academic year 2021-22. The new feedback forms prepared by IQAC in accordance with the framework of NAAC Accreditation may be circulated through online mode. The collection may be made online hereafter. The following types of feedback forms will be filled out.             <ol style="list-style-type: none"> <li>1. Students feedback on teacher.</li> <li>2. Students feedback on syllabus.</li> <li>3. Parents feedback on institute.</li> <li>4. Alumnus' feedback on institute.</li> </ol> </li> </ul>
4	<b>Report Submission of various programs.</b>	<ul style="list-style-type: none"> <li>- It has been found that despite of repeated requests, many departments do not submit reports in the format prescribed by IQAC. It has been also pointed out that many events have taken place during this academic year. Some of which have not yet been reported to IQAC. Chairperson of the meeting Dr. S. K. Malghe advised that the report should be submitted according to the format provided by IQAC. Students' and teachers' participation is mandatory in the programs.</li> </ul>
5	<b>Strategic planning for quality improvement in college (slow learners – advance learners, mentor mentee record, various courses)</b>	<ul style="list-style-type: none"> <li>- It is unanimously decided that all HODs have to outline a strategic planning for slow learners &amp; advance learners. The subjects should be allotted by the HOD's to the concern faculty members. Separate timetable should be prepared for slow learners &amp; advance learners. it is also decided that innovative work like 'Avishkar ' &amp; short-term courses Swayam, MOOCs should be introduced to slow learners &amp; advanced learners.</li> <li>- IQAC suggested to maintain Mentor – Mentee Record. It is also decided that the format of the same will be provided by IQAC. The below mention Mentor-Mentee allotment unanimously decided by all the HODs</li> <li>- Courses- it is unanimously decided that each department should introduce some short-term courses for the students. The details are mentioned below             <ul style="list-style-type: none"> <li>-BBA-BCA- 2 courses</li> <li>-English- 2 Courses</li> <li>-Economics -1 Course</li> <li>-Marathi-1 Course</li> <li>-Hindi-1 Course</li> </ul> </li> </ul>

		<p>Commerce – 5 Courses Science – 2 Courses</p> <p>It is unanimously decided that the proposal, objectives, syllabus, teaching plan &amp; examination &amp; Lecture attendance of the course should be submitted to IQAC.</p>
6	Working status of committees.	<p>- According to the rules &amp; regulation of UGC &amp; Savitribai Phule Pune University, various committees are formed by IQAC. The chairperson principal Dr. S. K. Malghe advised IQAC to take the report of performance from the secretaries of various committees.</p>
7	Activities from Feb to June 2022	<p>- To enhance &amp; maintain the internal quality of the college it is unanimously decided to conduct state &amp; national level seminars. Dr. S.K. Malghe suggested to conduct experts lecture for student development.</p>
8	Issues to ensure smooth functioning of committee along with IQAC.	<p>1. Principal Dr. S.K. Malghe suggested to mention Indrayani Vidya Mandir's village adoption policy in best practices</p> <p>2. IQAC Coordinator Dr. S.S. Mengal suggested to develop departmental website. Principal Dr. S.K. Malghe appointed Prof. Yogita Dahibahte &amp; Prof. Asha Shinde to work on the same &amp; it is unanimously approved by all.</p> <p>As there are no any other issues the meeting ended with the vote of Thanks by Prof. D.B. Pethe.</p>

  
**Co-ordinator**  
**I. Q. A. C.**  
**Indrayani Mahavidyalaya**  
**Talegaon Dabhade**



  
**Off. Principal**  
**Indrayani Mahavidyalaya**  
**Talegaon Dabhade, Tal. Maval,**  
**Dist. Pune-410507.**



Meet

Following Members were present for this meeting.

Present Members

Sr.no	Name	Designation	Signature
1)	Dr. S.K. Madghe	Principal	[Signature]
2)	Mr. Chandrakant Shete	management Representative	[Signature]
3)	Prof. D.B. Patil	Asst. Co-ordinator	[Signature]
4)	Dr. V.R. Khandare	member	[Signature]
5.	Dr. Madhukar Jashmukhi	member	[Signature]
6.	Vidya Bhagade	member	[Signature]
7.	R. R. Bhasale	member	[Signature]
8	K. X. Adsul	—	[Signature]
9.	Dr. S. S. Mengar	IQAAC Co-ordinator	[Signature]
10.	Ms. S.H. Torate	Head C/A	[Signature]
11	Jagatap Samruddhi Ajit		[Signature]

[Signature]

**Co-ordinator**  
**I.Q.A.C.**  
 Indrayani Mahavidyalaya  
 Talegaon Dabhade



[Signature]

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Mr. Deepak Shah

President : Mr. Ramdas Kakade

Treasurer : Mr. Shailesh Shah

Secretary : Mr. Chandrakant Shete

Ref. No. : I M V / 2021-22 / 46

Date : 12 / 05 / 2022

## Internal Quality Assurance Cell (IQAC)

### Notice

All the Faculty members of Arts, Commerce, Science, BBA, BBA-CA are hereby notified that IQAC's 3<sup>rd</sup> meeting is scheduled on Friday dated 13<sup>th</sup> May 2022, at 10.30 am. in the meeting hall of the college. All are informed to attend the same.

Dr. S.S. Mengal  
Co-ordinator  
I. Q. A. C.

Indrayani Mahavidyalaya  
Talegaon Dabhade

Dr. S.K. Malghe  
Off. Principal  
Indrayani Mahavidyalaya  
Talegaon Dabhade, Tal Maval,  
Dist. Pune-410507.

### Agenda of the Meeting

1. To read & confirm the minutes of previous meeting.
2. Criteria wise review of the work.
3. Committee wise plan & action to be undertaken till the end of the semester.
4. To take review of report submission of various programs.
5. To discuss the initiative taken research to promote research development.
6. To discuss the curricular aspects of the academic programmes & suggest improvements.- Short term courses, MOU, Mentor - Mentee Record, Slow & Advance learner's record, E-Content development & ICT tools.
7. To discuss innovative process adopted by the institution in teaching, learning evolution & Extra curricular activities- Seminars & Workshops, Gender equality programmes, Villages adoption policy.
8. To discuss about student, parent & Alumni feedback.
9. Preparation & planning to AQAR AY- 2021-22.
10. To discuss strategies for implementing future plans of action for the academic year 2022-23.
11. Any other point / subject with the permission of Chair.

# Minutes of Meeting

The first IQAC meeting of academic year 2021-22 was conducted on 13th May 2022 in IQAC hall at 10.30 am. The Chairperson Principal Dr. S.K.Malghe welcomed the members followed by a review of previous meeting.

Sr. No.	Agenda	Resolution
1	To read & confirm the minutes of previous meeting.	Dr. S.S.Mengal welcomed Principal Dr. S.K.Malghe and all the IQAC members. Prof. D.B. Pethe reviewed the minutes of previous meeting. The minutes are approved by the members with minor changes.
2	Criteria wise review of the work.	It is unanimously decided to submit proper year wise result examination cell is advised to submit the result to IQAC according to the norms of NAAC. Head of all the departments were advised to conduct departmental activities meticulously Criteria wise review was taken from the respective professor in charge.
3	Committee wise plan & action to be undertaken till the end of the semester.	According to the rules and regulations of UGC and Savitribai Phule Pune University, various committees are formed by IQAC Chairperson of the meeting. Dr. S.K. Malghe advised IQAC to form committee wise plan and action to be undertaken till the end of semester from the professor in-charge of various committees.
4	To take review of report submission of various programs.	It has been found that despite of repeated requests many departments do not submit reports in the format prescribed by IQAC. It has been also pointed out that many events have taken place during academic year, some which have not yet been reported to IQAC.
5	To discuss the initiative taken research to promote research development.	As it was observed that there is very less research work of professor in the college. Hon. Prin. Dr. S.K. Malghe suggested to arrange a workshop on research for the professors. It also made mandatory to all the professors to present at least 2 papers per annum. It is unanimously agreed by all the members.
6	To discuss the curricular aspects of the academic programmes & suggest improvements. - Short term courses, MOU, Mentor - Mentee Record.	It is unanimously decided that all Hod's to have to outline a strategic planning for slow learners and advanced learners. The subjects should be allotted by the HOD to the concern faculty member, separate time table should be prepared for slow learners and advanced learners. Principal Suggested to Conduct Short Term Courses for quality improvement.

	<i>Slow &amp; Advance learner's record, E-Content development &amp; ICT tools.</i>	
7	To discuss innovative process adopted by the institution in teaching, learning evolution & Extracurricular activities- <i>Seminars &amp; Workshops, Gender equality programmes, Villages adoption policy.</i>	Principal Dr. S.K.Malghe advised to all the Hods to organize below mentioned program <ol style="list-style-type: none"> <li>1. Seminars</li> <li>2. Workshops</li> <li>3. Gender equality programmes</li> <li>4. Villages adoption policy</li> </ol> It is unanimously agreed by all.
8	To discuss about student, parent & Alumni feedback.	It is unanimously decided to take online feedback of the students for the academic year 2021-22. The new feedback forms prepared by IQAC in accordance with the framework of NAAC Accreditation mode be circulated through online mode. The collection may be made online hereafter. The following types of feedback forms will be filled out <ol style="list-style-type: none"> <li>1. Students Feedback on Teacher</li> <li>2. Students Feedback on Syllabus</li> <li>3. Parents Feedback on Institute</li> <li>4. Alumnus Feedback on Institute</li> </ol>
9	Preparation & planning to AQAR AY- 2021-22.	In his remark Dr. S.S. Mengal gave information about the submission of AQAR 2021-22. He also pointed out some shortcomings in teaching learning process.
10	To discuss strategies for implementing future plans of action for the academic year 2022-23.	It is unanimously decided that Preference should be given to Research. In his remark Principal Dr. S.K. Malghe advice to organize value added, Ad-On Courses and seminars for the overall development of the students. He also advice to all Hod's to prepare effective plan for the academic year 2022-23
11	Any other point / subject with the permission of Chair	As there are no any other issues the meeting ended with the vote of Thanks by Prof. D.B. Pethe.



**Co-ordinator**  
**I. Q. A. C.**  
**Indrayani Mahavidyalaya**  
**Talegaon Dabhade**




**Off. Principal**  
**Indrayani Mahavidyalaya**  
**Talegaon Dabhade, Tal. Maval,**  
**Dist. Pune-410507.**

17/11/21  
Following Members were present for this meeting.

Present Members

Sr.no	Name	Designation	Signature
1)	Dr. S.K. Malghe	Principal	[Signature]
2)	Mr. Chandrakant Shete	management representative	[Signature]
3)	Prof. D. B. Redhe	Asst. co-ordinator	[Signature]
4)	Dr. V.R. Khandare	member	[Signature]
5.	Dr. Madhukar Dashmukh	member	[Signature]
6.	Vidya Bhagade	Member	[Signature]
7.	R. R. Bhasale	member	[Signature]
8.	K. V. Adsu	—	[Signature]
9.	Dr. S.S. Mengel	IQAAC co-ordinator	[Signature]
10.	Ms. S.H. Tarate	Head C/A	[Signature]
11	Jagatap Samruddhi Ait		[Signature]

[Signature]  
Co-ordinator  
I. Q. A. C.  
Indrayani Mahavidyalaya  
Talegaon Dabhade



[Signature]  
Off. Principal  
Indrayani Mahavidyalaya  
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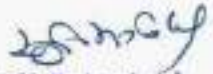
# Action Taken Report

A.Y. 2021-22

1. Online learning was supported using online learning plat forms like zoom, Google Tools & OBS
2. A Tentative annual plan for IQAC activities for the academic year was finalized.
3. Necessary modification was made to the strategic plan in the light of New Education policy.
4. The IQAC NAAC Coordination team started organizing separated interface meetings with each and every department of the college in preparation of the 4<sup>th</sup> cycle accreditation.
5. Teaching reports and teaching plans & biannual reports were collected by IQAC for monitoring the effectiveness of teaching learning process.
6. Mentor-mentee program for the current Year was initiated with circulars.
7. IQAC facilitated signing of MoU for various purposes.
8. Students Induction program was organized for the freshers. An entry level test was conducted at the end of Induction program to identify Advanced learners & Slow learners.
9. Feedback of effectiveness of teaching was taken from the students to take corrective measures. The analysis was availed to the principal.
10. During the current academic year, value added courses were conducted for the students for skill enhancement.
11. Preparation of revised syllabus in line with the paradigm of outcome Based education was completed.
12. IQAC conducted SWOC analysis as a measure of quality enhancement to identify strength, weakness, opportunities & challenges to the college.
13. Various co-curricular & extra-curricular activities were conducted during the year.
14. Certificate course in communication skills Talley... etc. Placement drive, formation of various clubs, Nirbhay kanya Abhiyan, health checkup camp, study tour, & field visit, career guidance & personality development program, various days, Indian Constitution, National voter day, Marathi Rajbhasha Din, Hindi din, Earn & Learn scheme, voter awareness program, Depart lectures, swacch Bharat Abhiyan structured feedback on students... etc.

  
**Co-ordinator**  
**I. Q. A. C.**  
**Indrayani Mahavidyalaya**  
**Talegaon Dabhade**



  
**Off. Principal**  
**Indrayani Mahavidyalaya**  
**Talegaon Dabhade, Tal. Naval,**  
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