

**Rayat Shikshan Sanstha's**  
**KARMAVEER BHAURAO PATIL COLLEGE, VASHI**  
**INTERNAL QUALITY ASSURANCE CELL**  
**MEETING NOTICE**

**Date:18/04/2021**

This is to inform all the IQAC members that a online meeting of Internal Quality Assurance Cell of Karmaveer Bhaurao Patil College, Vashi is organized on 20<sup>th</sup> April 2021 at 11.30 am under the chairmanship of I/C Principal Dr. Shubhada Nayak. All the members are requested to attend the meeting.

**AGENDA**

1. Welcome.
2. Significant matters since last IQAC meeting.
3. Starting of singing and music certificate courses. [Criterion I]
4. Application for the NCC unit [Criterion I]
5. Teachers' training on online teaching & e-content development [Criterion II]
6. Up-gradation of ICT infrastructure in the classrooms. [Criterion II]
7. Enhancement of research and research output. [Criterion III]
8. Organization of Innovation and Entrepreneurship cell activities [Criterion III]
9. Conduct structural audit for augmentation [Criterion IV]
10. Institutional Scholarships/ fellowships/ awards. [Criterion V]
11. Augmentation of Placement and Competitive Exam Center activities. [Criterion V]
12. Promotion of college consultancy activities [Criterion VI]
13. Green audit / Energy audit / Environmental audit [Criterion VII]
14. Any other business with permission of the Chair.
15. Closing remarks.

Mr.C.D.Bhosale  
Coordinator, IQAC  
KBP College, Vashi

Signature Report:

<b>Sr. No.</b>	<b>Name</b>	<b>Designation</b>	<b>Position</b>	<b>Signature</b>
1	Dr. Shubhada Nayak	I/C Principal	Chairman	
2	Mr. C.D.Bhosale	Vice- Principal	Coordinator	
3	Dr.Rajeshri Ghorpade	Vice- Principal	Member	
4	Dr. K.S.Shinde	Faculty Member	Member	
5	Dr. V.A.Thakur	Faculty Member	Member	
6	Dr. B.M.Mundhe	Faculty Member	Member	
7	Mr.Y.A.Gaikwad	Faculty Member	Member	
8	Mr. Sarang Bhagwat	Faculty Member	Member	
9	Dr.Paresh Gaikar	Faculty Member	Member	
10	Dr. Archana Chavan	Faculty Member	Member	
11	Mr.Balkrishna Dagade	Head Clerk	Member	
12	Mr. Pratapsigh Deshmukh	Industrialist and Patron	Member	
13	Dr. Rita Mukhopadhaya	Scientist and Educationist	Member	
14	Dr. Lalitha Dhareshwar	CDC Member	Member	
15	Mr. Manoj Jalnawala	Alumni and Journalist	Member	
16	Ms.Saloni Godbole	Alumni and Women Entrepreneur	Member	
17	Ms. Rutuja Udeshi	Student	Member	

## INTERNAL QUALITY ASSURANCE CELL

### Minutes of the Meeting

IQAC Meeting [Online]for the academic year 2020-21 called to order on 20<sup>th</sup> April 2021 at 11.30 am by meeting chairman Dr. Shubhada Nayak [I/c Principal].

#### Members present:

Sr. No.	Name	Designation	Position	Signature
1	Dr. Shubhada Nayak	I/C Principal	Chairman	
2	Mr. C.D.Bhosale	Vice- Principal	Coordinator	
3	Dr.Rajeshri Ghorpade	Vice- Principal	Member	
4	Dr. K.S.Shinde	Faculty Member	Member	
5	Dr. V.A.Thakur	Faculty Member	Member	
6	Dr. B.M.Mundhe	Faculty Member	Member	
7	Mr.Y.A.Gaikwad	Faculty Member	Member	
8	Mr. Sarang Bhagwat	Faculty Member	Member	
9	Dr.Paresh Gaikar	Faculty Member	Member	
10	Dr. Archana Chavan	Faculty Member	Member	
11	Dr. Rita Mukhopadhaya	Scientist and Educationist	Member	
12	Dr. Lalitha Dhareshwar	CDC Member	Member	
13	Mr. Manoj Jalnawala	Alumni and Journalist	Member	
14	Ms.Saloni Godbole	Alumni and Women Entrepreneur	Member	
15	Ms. Rutuja Udeshi	Student	Member	

The meeting was started with the welcome of all the members by the Mr.C. D Bhosale which was followed by the agenda reading.

### **Reading of Agenda:**

- Motion from Mr.C.D.Bhosale: To approve the agenda for 20<sup>th</sup> April 2021. Vote:  
All infavor.  
Resolved: **Motion carried.**

Agenda for the meeting on 20<sup>th</sup> April 2021 was approved without modification.

### **Business:**

- Motion 1[from Mr.C.D.Bhosale]: Significant matters since last year 2020-21  
IQAC meeting

Discussion: Mr.C.D.Bhosale informed about the activities conducted by college in the first term of the academic year 2020-21. He explained how the college teachers are conducting on line teaching, learning and evaluation activities. He informed about the digital platforms which the college is using for the academic activities. He presented the data of teacher's research publication and patents registration. He informed about the coursera for campus status received by our college which is beneficial to students to join online certificate courses available from reputed international universities at free of cost. He presented the activities conducted by IQAC and college in the first term. All members appreciated the work done by college during lockdown period.

Vote: All in favor.

Resolved: **Motion carried.**

- Motion 2: Starting of singing and music certificate courses. [Criterion I]

Description: In the last NAAC pear team visit, considering more percentage of girl students of the institute, members of peer team recommended to start course on performing art, music and dance.

Discussion: Mr.C.D.Bhosale informed the committee members that college applied to University of Mumbai for permission to start the course, but University is not giving permission to institutes as they have their separate department. So we decided to start certificate course by inviting proposals from outside professionals. We received proposal

from Mr. Anurag Naik who is a Sangit Visharad and professional singer and student can take it for giving the exam of Gandharva Vishwa vidyalaya. There will small batches and will be evening classes for vocal and instrumental music.

Vote: All in favor.

Resolved: Motion carried.

- Motion 3: Application for permission to start NCC unit [**Criterion I**]

Description: There is one more suggestion from Peer members to start independent NCC unit. Institute is trying from last 10 years to establish separate unit and also applied for that to the Commanding Officer NCC Office, Mumbai. As every state has some quota for financial grant and number of units, applicants for NCC unit are on waiting list. Commanding Officer NCC Office is granting permission to start Unit on self-finance basis. Committee decided to go for starting NCC unit on self-finance basis.

Discussion: committee suggested to collect the information of expenditure to be incurred for NCC unit from nearly college NCC units and decided to submit fresh application for self-finance NCC Unit

Vote: All in favor.

Resolved: **Motion carried.**

- Motion 4: Teachers' training on online teaching & e-content development [**Criterion II**]

Discussion: As teaching, learning and assessment activities are online, Mr.C.D.Bhosale informed about the need for teachers training on on line teaching and e-content development. Dr.Rita Mukhopadyaya suggested Coursera online certificate course for teachers. It was decided to arrange teachers training programme on line teaching and e-content development.

Vote: All in favor.

Resolved: **Motion carried.**

- Motion 5: Up-gradation of ICT infrastructure in the classrooms [**Criterion II**]

Discussion: IRS is a German IT based tech having a small equipment like small tube light it hangs to a wall and any surface can turn in to interactive board It interacts with laptop and LCD It is touch screen kind of thing by which we can draw, write can show PPT, video etc. College installed tow lecture capturing studios for capturing lectures. Committee appreciated the ICT infrastructure of the college

Vote: All in favor.

Resolved: **Motion carried.**

- Motion 6: Enhancement of research and research output. [Criterion III]

Discussion: Mr.C.D.Bhosale presented the data of teacher's research paper publication and patent registration. Mr.Manoj Jalnawala asked about the provision made by college to motivate the faculty research. Hon. Prin. Dr.Shubhada Nayak informed about the incentive schemes and distribution of seed money used for research promotion. Committee recommended to make provision for seed money for teachers research by considering the cost of research of the project

Vote: All in favor.

Resolved: **Motion carried.**

- Motion 7: Organization of Innovation and Entrepreneurship cell activities [Criterion III]

Discussion: .Shubhada Nayak informed the members about the CIII Kharghar center and as Mumbai and Navi Mumbai is an expensive city people startup infrastructure cost is so high co-working space but we do not have labs there, therefore she need of finance Dr.Lalitha Dhareshwar and Dr.Rita Mukhopadhaya informed about the CIBA and Father Agnel incubation centers and assured to provide information about formation of center of excellence in Bio Tech.Manoj Jalanawal suggested to collect the information of State and Central Govt. schemes for start-up purpose accordingly we can gear up the activities of CIII. Ms.Saloni suggested starting the approach to the students' right from the first year students by establishing separate cell .Small projects can be given to them where thinking can starts towards entrepreneurship.

Vote: All in favor.

Resolved: **Motion carried.**

- Motion 8: Conduct structural audit for augmentation [Criterion IV]

Discussion: Mr. C.D.Bhosale explained the need for structural audit for augmentation purpose.

All members agreed to go for structural audit

Vote: All in favor.

Resolved: **Motion carried.**

- Motion 9: Institutional Scholarships/ fellowships/ awards. [Criterion V]

Discussion: Dr,Rita Mukhopadhaya suggested to collect the data about deserved students and requirement of scholarship amount how much investment is required. Hon. Principal Madam appealed alumni members to think about Corpus fund from Alumni and they agreed to do needful for that.

Vote: All in favor.

Resolved: **Motion carried.**

- Motion 10: Augmentation of Placement and Competitive Exam Center activities.

[Criterion V]

Discussion: Hon. Prin.Dr.shubhada Nayak informed about the working of placement committee and requested Mr.Manoj Jalnawal to share contacts of alumni to increase placement he agreed to look in to this matter. Rita Mukhopadhaya madam suggested having a retrospective data where our students are placed and accordingly, we can focus on that area. She also suggested following Make in India policy of the Government to increase self employment [Entrepreneurship] of students by providing CIII facilities.

Vote: All in favor.

Resolved: **Motion carried.**

- Motion 11: Promotion of college consultancy activities [Criterion VI]

Discussion: Mr.C.D.Bhosale informed about the testing service which the Chemistry and Micro depart met is providing to outsiders. It was suggested that as there are other departments like Physics, Information Technology. Computer science etc. should use their expertise for consultancy service

Vote: All in favor.

Resolved: **Motion carried.**

- Motion 12: Green audit / Energy audit / Environmental audit [Criterion VII]

Mr. C.D.Bhosale informed that institute conducted energy audit in the year 2017-18.College has separate garbage composting and zero garbage campus. It is now necessary to conduct Energy audit / Environmental audit. All members agreed. Mr.Manoj Jalanawala suggested for Oxygen park and Bambu cultivation on the back side of Main building.

Vote: All in favor.

Resolved: **Motion carried**

The meeting was concluded with the vote of thanks given by Mr.Sarang Bhagwat

Mr.C.D.Bhosale  
Coordinator,IQAC

Dr. Shubhada Nayak  
I/C Principal



**Rayat Shikshan Sanstha's**  
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Action Taken Report of IQAC meeting held on 20/04/2021

Sr. No.	Particulars	Suggestion	Action Taken
1	Starting of singing and music certificate courses. [Criterion I]	To start certificate course by inviting proposals from outside professionals.	Contacted Mr. Anurag Naik who is a Sangit Visharad and professional singer and asked to submit proposal to put before CDC for discussion on approval purpose
2	Application for the NCC unit [Criterion I]	To start NCC unit on self-finance basis	Proposal sent to CDC for approval purpose.
3	Teachers' training on online teaching & e-content development [Criterion II]	To arrange training activity	Necessary instructions are given to Criterion No.II chairperson for arranging teachers training workshop.
4	Enhancement of research and research output. [Criterion III]	To make provision for seed money for teacher's research by considering the cost of research of the project.	Resolution sent to Academic Council for Approval purpose.
5	Organization of Innovation and Entrepreneurship cell activities [Criterion III]	To start approaching the students' right from the first-year students by establishing separate cell. Small projects can be given to them where thinking can start towards entrepreneurship.	Necessary instructions are given to Entrepreneurship cell chairperson.
6	Conduct structural audit for augmentation [Criterion IV]	To conduct structural Audit of Main and Administrative building	Proposal sent to CDC for approval purpose.
7	Augmentation of Placement and Competitive Exam Center activities. [Criterion V]	To have a retrospective data where our students are placed and accordingly preparing action plan for training and placement of students	Necessary instructions are given to Training and placement officer.
8	Green audit / Energy audit / Environmental audit [Criterion VII]	To conduct Green and Energy Audit.	Proposal sent to CDC for approval purpose.

Mr.C.D.Bhosale  
Coordinator,IQAC

Dr. Shubhada Nayak  
I/C Principal