

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

**NOTICE**

**Date: 10/04/2020**

This is to inform all the IQAC members that a meeting [ online] of Internal Quality Assurance Cell of Karmaveer Bhaurao Patil College, Vashi is organized on 16<sup>th</sup> April 2020 at 3.00 pm under the chairmanship of Principal Dr. V. S. Shivankar. All the members are requested to attend the meeting.

**Agenda:**

1. Approval of minutes of previous meeting and presentation of action taken report.
2. Organization of online workshops/seminars/FDP. [Criterion III]
3. Application for B.Voc. programme. [Criterion I]
4. Research Paper Publications. [Criterion III ]
5. Various infrastructural upgrades –Shed on Main Building. [Criterion IV]
6. Preparation Question bank for various online examinations. [Criterion II]
7. Discussion on revised assessment and accreditation frame work guidelines. [Criterion VI]
8. Any other matter with prior permission of the chairman.

Dr. Shubhada Nayak  
Coordinator, IQAC  
KBP College, Vashi

Signature Report:

Sr. No.	Name	Designation	Position	Signature
1	Dr. V.S.Shivankar	Principal	Chairman	
2	Dr. Shubhada Nayak	Vice- Principal	Coordinator	
3	Mr. C.D.Bhosale	Vice- Principal	Member	
4	Mrs. S.S.Patil	Vice- Principal	Member	
6	Dr. K.S.Shinde	Faculty Member	Member	
7	Dr. P.J.Hajare	Faculty Member	Member	
8	Dr. B.M.Mundhe	Faculty Member	Member	
9	Dr. V.A.Thakur	Faculty Member	Member	
10	Mr. Sarang Bhagwat	Faculty Member	Member	
11	Mr. Sunil Thombare	Office Superintendent	Member	
13	Mr. Pratapsigh Deshmukh	Industrialist and Patron	Member	
14	Dr. Bakhtawer Mahajan	Scientist and Educationist	Member	
15	Mr. Manoj Jalnawala	Alumni and Journalist	Member	
16	Dr. Lalitha Dhareshwar	CDC Member	Member	
17	Ms. Parbony Dey	Student	Member	

Dr. Shubhada Nayak [IQAC Co-coordinator] extended welcome to all the members of IQAC cell.

Reading of Agenda:

- Motion from Dr. Shubhada Nayak. To approve the agenda for 16<sup>th</sup> April 2020.

Vote: All in favor.

Resolved: **Motion carried.**

Agenda for the meeting on 16<sup>th</sup> April , 2020 approved.

**Business:**

Motion 1: Reading and approval of minutes of previous meeting

**Discussion:** The Dr. Shubhada Nayak Read the minutes held 14<sup>th</sup> December, 2019 and action taken report of the same for approval.

Vote: All members voted in favor of the motion.

Resolved: **Motion carried.**

Motion 2: Discussion on organization of online workshops/seminars/FDP.

**Discussion:** Because of pandemic situation it was necessary to finish the syllabus by using online platform. It was decided to use work from home period for attending and conducting Online Workshops, Seminars & Faculty Development programmes

Vote: All members voted in favor of the motion.

Resolved: **Motion carried.**

Motion 3: Application for B.Voc. Programmes [Criterion I]

**Discussion:** Dr. Shubhada Nayak presented the status of B.Voc program in Food tech 7 Suggested to apply for other B,Voc. programs which are suitable to local need. It was decided to apply for Logistic and Supply Chain Management, Medical Laboratory Technology and Software Development B.Voc. programmes.

Vote : All members voted in favor of the motion.

Resolved: **Motion carried.**

Motion 4: Research Paper Publications.[Criterion III]

**Discussion:** As work from home situation is best for literature review and conducting research related work , it was decided to use this time for research paper publications.

Vote: All members voted in favor of the motion.

Resolved: **Motion carried.**

Motion 5: Various infrastructural upgrades –Shed on Main Building. [CriterionIV]

**Discussion:** As per the Building & maintenance committee recommendations , it is necessary to go for construction of shed over the roof of main building to avoid leakage in rainy season and to protect the building from damage. It is decided to prepare budget for shed over the roof of main building

Vote: All members voted in favor of the motion.

Resolved: **Motion carried.**

Motion 6: Preparation Question bank for various online examinations. [Criterion II]

**Discussion:** Due to uncertainty about the conduction of examination created by pandemic situation, it was decided to prepare question bank for online examinations.

Vote: All members voted in favor of the motion.

Resolved: **Motion carried.**

Motion 7: Discussion on revised assessment and accreditation frame work guidelines. [Criterion VI]

**Discussion:** Dr. Shubhada Nayak briefed the new assessment and accreditation framework Guidelines. It is decided to arrange online guideline sessions for the teachers in the month of May.

Vote: All members voted in favor of the motion.

Resolved: **Motion carried.**

Motion 8. Other matter with prior permission of the chairman.

**Discussion:** No other matter was presented for discussion.

**Vote: All in favour.**

**Resolved: Motion carried.**

The meeting was concluded with the vote of thanks given by Dr. B.M. Munde.

Dr. Shubhada Nayak  
Coordinator, IQAC

Dr. V.S.Shivankar  
Principal

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Action Taken Report of IQAC meeting held on 16/04/2020

Sr. No.	Particulars	Suggestion	Action Taken
1	Organization of online Workshops/seminars/FDP.	To arrange Workshop on e-learning & e-assessment	Contacted to SNDT Education Technology department for arranging online FDP on e-assessment and e-learning
2	Application for B.Voc. programme.	To make application to UGC for B.Voc. Programmes	Necessary instructions are given to BMS.CS and Microbiology department.
3	Research Paper Publications.	To use work from home period for research paper publications	Necessary guidelines are given to teachers in online HOD meeting
4	Various infrastructural upgrades –Shed on Main Building.	To construct shed on the roof of M-Building	Proposal sent to CDC for approval purpose.
5	Preparation Question bank for various online examinations.	To prepare objective type question bank of three time more than the questions to be asked in examination	Necessary guidelines are given to teachers in online meeting.
6	Discussion on revised assessment and accreditation frame work guidelines.	To arrange separate online session for discussion on revised assessment and accreditation frame work guidelines.	Separate meeting is scheduled

Dr. Shubhada Nayak  
Coordinator, IQAC

Dr. V.S.Shivankar  
Principal

