


Rayat Shikshan Sanstha's
KARMAVEER BHAURAO PATIL COLLEGE, VASHI
INTERNAL QUALITY ASSURANCE CELL
MEETING NOTICE Date:16/10/2018

This is to inform all the IQAC members that a meeting of Internal Quality Assurance Cell of Karmaveer Bhaurao Patil College, Vashi is organized on 16th October 2018 at 3.00 pm under the chairmanship of Principal Dr. V. S. Shivankar. All the members are requested to attend the meeting.

Meeting Venue: **Board Room, Library Building.**


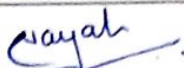
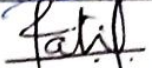

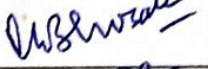
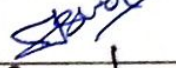
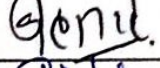

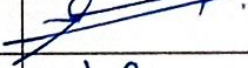
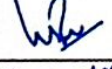
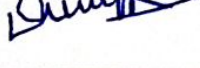
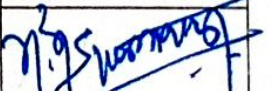
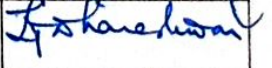
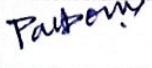
Agenda:

1. Approval of minutes of previous meeting and presentation of action taken report.
2. Starting Center for Skill Development with support from RUSA 2.0 grant. [Criterion I]
3. Promote internship activities in all the departments. [Criterion I]
4. Up-gradation of ICT infrastructure in the classrooms. [Criterion II]
5. Development of Lecture Capturing Studio. [Criterion II]
6. Reforms and Best Practices in evaluation process. [Criterion II]
7. Enhancement of research and research output. [Criterion III]
8. Organization of workshops on IPR, Research Ethics and Scientific writing. [Criterion III]
9. Various infrastructural upgrades. [Criterion IV]
10. Purchase of software for various purposes. [Criterion IV]
11. Comprehensive/ Annual Maintenance Contracts. [Criterion IV]
12. Institution of Scholarships/ fellowships/ awards. [Criterion V]
13. Augmentation of Placement and Competitive Exam Center activities. [Criterion V]
14. Environment Consciousness activities and Societal Responsibility Activities as part of CIE.
[Criterion VII]
15. Any other matter with prior permission of the chairman.


Dr. Shubhada Nayak
Coordinator, IQAC
KBP College, Vashi

IQAC MEETING ON 16/10/2018

Signature Report:

Sr. No.	Name	Designation	Position	Signature
1	Dr. V.S.Shivankar	Principal	Chairman	
2	Dr. Shubhada Nayak	Vice- Principal	Coordinator	
3	Mrs. S.S.Patil	Vice- Principal	Member	
4	Dr. P.G.Pawar	Vice- Principal	Member	
5	Mr. C.D.Bhosale	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	Mr. Sarang Bhagwat	Faculty Member	Member	
10	Mr. B.V.Dagade	Head clerk	Member	
11	Mr. Pratapsigh Deshmukh	Industrialist and Patron	Member	
13	Dr. Bakhtawer Mahajan	Scientist and Educationist	Member	
14	Mr. Manoj Jalnawala	Alumni and Journalist	Member	
15	Dr. Lalitha Dhareshwar	CDC Member	Member	
16	Ms. Parbonee Dey	Student	Member	

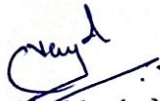
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KARMAVEER BHAURAO PATIL COLLEGE, VASHI
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7. Enhancement of research and research output. [Criterion III]
8. Organization of workshops on IPR, Research Ethics and Scientific writing. [Criterion III]
9. Various infrastructural upgrades. [Criterion IV]
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Dr. Shubhada Nayak
Coordinator, IQAC
KBP College, Vashi

INTERNAL QUALITY ASSURANCE CELL

Minutes of the Meeting

IQAC Meeting for the academic year 2018-19 called to order on 16th October 2018 at 3.00 pm by meeting chairman Dr. V. S. Shivankar [Principal].

Members present:

Sr. No.	Name	Designation	Position
1	Dr. V.S. Shivankar	Principal	Chairman
2	Dr. Shubhada Nayak	Vice- Principal	Coordinator
3	Dr. P.G. Pawar	Vice- Principal	Member
4	Mrs. S.S.Patil	Vice- Principal	Member
5	Dr. K.S.Shinde	Faculty Member	Member
6	Mr. C.D.Bhosale	Faculty Member	Member
7	Dr. P.J.Hajare	Faculty Member	Member
8	Dr. B.M.Mundhe	Faculty Member	Member
9	Mr. Sarang Bhagwat	Faculty Member	Member
10	Mr. A.M.Jadhav	Office Superintendent	Member
11	Dr. Lalitha Dhareshwar	CDC Member	Member
13	Mr. Manoj Jalnawala	Alumni and Journalist	Member
14	Ms. Parbonee Dey	Student	Member

Reading of Agenda:

- Motion from Dr. Shubhada Nayak: To approve the agenda for 16th October 2018.

Vote: All in favor.

Resolved: **Motion carried.**

Agenda for the meeting on 16th October 2018 was approved without modification.

Business:

- Motion 1[from Dr. Shubhada Nayak]: **To approve the minutes for IQAC meeting held on 10th February 2018.**

Vote: All in favor.

Resolved: **Motion carried.**

Minutes from the meeting on 10th February 2018 approved without modification.

- Motion 2: Starting Center for Skill Development with support from RUSA 2.0 grant.
[Criterion I]

Discussion: Several Skill development programs are already undertaken by the college. These are 1 or 2 credit programs. To improve on skill development, a centre dedicated to the activity will be started and it will be named as "Rayat Centenary Entrepreneurship Development Cell and Skill Hub"

Vote: All in favor.

Resolved: **Motion carried.**

- Motion 3: **Promote internship activities in all the departments. [Criterion I]**

Discussion: All departments should design the annual academic plan and curricula in a way that the students can be sent to the respective industries for the purpose of training. Research institutes can also be sought for this intervention.

The following suggestions were given by Hon'ble members:

- i) For Masters' program, the vacation between first and second year should be utilized for training.
- ii) The training should be conducted for a period of 2-3 months.
- iii) Marks should be allotted to the training program completion.

Vote: All in favor.

Resolved: **Motion carried.**

- Motion 4: **Up-gradation of ICT infrastructure in the classrooms. [Criterion II]**

Discussion: The college is well equipped with multiple ICT classrooms. There needs to be an addition in the number of ICT equipped classrooms to facilitate better teaching-learning and evaluation. 15 additional classrooms will be made ICT enabled. 5 classrooms will be fitted with Smart Boards.

Vote: All in favor.

Resolved: **Motion carried.**

- Motion 5: **Development of Lecture Capturing Studio. [Criterion II]**

Discussion: With an aim of having e-form of study/ reference material for students and also keeping a record of the prominent lectures conducted, it was proposed that the college should develop a Studio for capturing lectures. Selective lectures could also be displayed on the college website.

Vote: All in favor.

Resolved: **Motion carried.**

- Motion 6: **Reforms and Best Practices in evaluation process. [Criterion II]**

Discussion: In order to improve the process of evaluation, certain actions have been taken by IQAC and the Examination Committee. For instance, question papers for semester end examinations (SEE) are set by external examiners, an Examination Board has been established to ensure the smooth functioning of all exams in the college. Moreover, all rules and regulations regarding ATKKT, evaluation patterns, etc. are well-structured. Variety of formative assessment methods should be introduced.

Vote: All in favor.

Resolved: **Motion carried.**

- **Motion 7: Enhancement of research and research output. [Criterion III]**

Discussion: Since research and research output are not at par with the expectations, we need to promote research activities and enhance facilities for research. The teachers should be motivated to conduct research themselves and also involve students in it. Provision of seed money, granting awards and felicitating the achievers are some steps that can be taken in this regard.

Vote: All in favor.

Resolved: **Motion carried.**

- **Motion 8: Organization of workshops on IPR, Research Ethics and Scientific writing. [Criterion III]**

Discussion: Workshops on IPR, Ethics and Scientific writing should be organized. This will further help build research aptitude in the faculty and students.

Vote: All in favor.

Resolved: **Motion carried.**

- **Motion 9: Various infrastructural upgrades. [Criterion IV]**

Discussion: Rayat Shikshan Sanstha has asked all the colleges under its' auspices who have been accredited by NAAC with A+ grade should select an area to be developed as "Center of Excellence". In addition, setting up of laboratory for B.Voc., upgradation of Microbiology Laboratory and Physics Lab, installing new water coolers and water purifiers, tagging of Library books etc. is required.

Vote: All in favor.

Resolved: **Motion carried.**

- **Motion 10: Purchase of software for various purposes. [Criterion IV]**

Discussion: Installation of new soft-wares for OSM, programs for IT-CS, soft-wares to check on plagiarism, RFID-related software etc. is required.

Vote: All in favor.

Resolved: **Motion carried.**

- Motion 11: **Comprehensive/ Annual Maintenance Contracts. [Criterion IV]**

Discussion: AMC should be obtained for PCs, ACs and instruments in various laboratories. This practice will save revenue on random maintenance work of the machines.

Vote: All in favor.

Resolved: **Motion carried.**

- Motion 12: **Institution of Scholarships/ fellowships/ awards. [Criterion V]**

Discussion: Students should be informed in advance about scholarships. Various methods can be availed for the same. For instance, notices can be displayed digitally or on notice board and they can be put up on website of college.

Vote: All in favor.

Resolved: **Motion carried.**

- Motion 13: **Augmentation of Placement and Competitive Exam Center activities. [Criterion V]**

Discussion: On campus placement should be increased. This can be done by coordinating with ex-students and different industries in the vicinity.

Vote: All in favor.

Resolved: **Motion carried.**

- Motion 14: **Environment Consciousness activities and Societal Responsibility Activities as part of CIE. [Criterion VII]**

Discussion: Activities to promote societal responsibility should be conducted frequently.

Vote: All in favor.

Resolved: **Motion carried.**

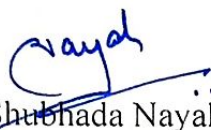
- Motion 15: **Any other matter with prior permission of the chairman.**

Discussion: No other matter was presented for discussion.

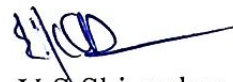
Vote: All in favor.

Resolved: **Motion carried.**

The meeting was concluded with the vote of thanks given by Dr. Keshav Shinde.




Dr. Shubhada Nayak
Coordinator, IQAC




Dr. V.S. Shivankar
Principal

ACTION TAKEN REPORT
[w.r.t. meeting on 16th October 2018]

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Coordinator, IQAC


PRINCIPAL
Karmaveer Bhaurao Patil College
Vashi, Navi Mumbai - 400 703.
Dr. V.S. Shivankar
Principal