




Rayat Shikshan Sanstha's
KARMAVEER BHURAO PATIL COLLEGE, VASHI
INTERNAL QUALITY ASSURANCE CELL
MEETING NOTICE Date: 08/10/2019

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 18th October 2019 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. Promote internship activities in all the departments. [Criterion I]
3. Up-gradation of ICT infrastructure in the classrooms. [Criterion II]
4. Development of Lecture Capturing Studio. [Criterion II]
5. Preparation of Unit wise course outcomes as per revised Bloom's Taxonomy. [Criterion II]
6. Enhancement of research and research output by providing incentives. [Criterion III]
7. Organization of workshops on online teaching learning and assessment methods. [Criterion III]
8. Various infrastructural upgrades. [Criterion IV]
9. Comprehensive/ Annual Maintenance Contracts. [Criterion IV]
10. Providing help desk for economically and socially backward students to apply for Scholarships/ free ship schemes [Criterion V]
11. Placement and Competitive Exam Center activities. [Criterion V]
12. Extension activities by establishing linkage with NGOs. [Criterion VII]
13. 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	



INTERNAL QUALITY ASSURANCE CELL

Minutes of the Meeting

IQAC Meeting for the academic year 2019-20 called to order on 18th October 2019 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	Mr. C.D.Bhosale	Vice- Principal	Member
4	Mrs. S.S.Patil	Vice- Principal	Member
5	Dr. K.S.Shinde	Faculty Member	Member
6	Dr. V.A. Thakur	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. Sunil Thombare	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 18th October 2019.
Vote: All in favor.
Resolved: **Motion carried.**
Agenda for the meeting on 18th October 2019 was approved without modification.

Business:

- Motion 1 [from Dr. Shubhada Nayak]: **To approve the minutes for IQAC meeting held on 22nd March 2019.**
Vote: All in favor.
Resolved: **Motion carried.**
Minutes from the meeting on 22nd March 2019 approved without modification.
- Motion 2: **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 and it should be a part of Post graduate program curricula having separate additional credits.
Vote: All in favor.
Resolved: **Motion carried.**
- Motion 3: **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. 30 classrooms will be fitted with Smart Boards.
Vote: All in favor.
Resolved: **Motion carried.**
- Motion 4: **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 as per the guidelines given in the previous meeting.



Vote: All in favor.

Resolved: **Motion carried.**

- Motion 5: **Preparation of Unit wise course outcomes as per revised Bloom's Taxonomy. [Criterion II]**

Discussion: In order to map Program Outcomes with Course Outcomes and for the assessment of attainment of course outcomes, it is decided to prepare unit / module wise outcomes of each course based on revised Blooms Taxonomy.

Vote: All in favor.

Resolved: **Motion carried.**

- Motion 6: **Enhancement of research and research output by providing incentives. [Criterion III]**

Discussion: Since research and research output are not at par with the expectations, hence it is decided to link the monitorial incentives with the paper publication and research project for the management appointed teachers.

Vote: All in favor.

Resolved: **Motion carried.**

- Motion 7: **Organization of workshops on online teaching learning and assessment methods. [Criterion III]**

Discussion: Considering the importance of online teaching, learning and assessment methods it is decided to arrange hands on training for the faculties on different e-tools and techniques.

Vote: All in favor.

Resolved: **Motion carried.**

- Motion 8: **Various infrastructural upgrades. [Criterion IV]**

Discussion: Setting up of laboratory for Psychology & Geography department for their Post Graduate Programs started in this academic year., installing new water coolers and water purifiers in the college garden, leveling of play ground for organizing zonal level competitions on behalf of University of Mumbai etc. is required.

Vote: All in favor.



Resolved: **Motion carried.**

- Motion 9: **Comprehensive/ Annual Maintenance Contracts. [Criterion IV]**

Discussion: AMC should be obtained for Pest control, Fire extinguishers is necessary. It will help in protecting the record of the college

Vote: All in favor.

Resolved: **Motion carried.**

- Motion 10: **Providing help desk for economically and socially backward students to apply for Scholarships/ free ship schemes [Criterion V]**

Discussion: Students should be informed in advance about scholarships. Various methods can be availed for the same. For applying for scholarship and free ship only online platform is available, it is necessary to provide help desk as well as computer facility to complete the procedure in time.

Vote: All in favor.

Resolved: **Motion carried.**

- Motion 11: **Campus Placement and Competitive Exam Center activities. [Criterion V]**

Discussion: Navi Mumbai is growing city different service sector as well as other industries are in the vicinity of the institute. It is possible to increase on campus placement by establishing Industry –academia linkages. Also it is necessary to motivate students for enrolling their name for competitive examination cell.

Vote: All in favor.

Resolved: **Motion carried.**

- Motion 12: **Extension activities by establishing linkage with NGOs. [Criterion VII]**

Discussion: There are different NGOs working in Navi Mumbai for social activities. It is possible to increase extension activities of the students by establishing linkages with NGOs like Lions Club etc.

Vote: All in favor.

Resolved: **Motion carried.**

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

Vote: All in favor.

Resolved: **Motion carried.**

Motion 13: Any other matter with prior permission of the chairman.

Discussion: It is decided to plan for RUSA funding activities which will available under soft component.

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

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Action Taken Report of IQAC meeting held on 18/10/2019

Sr. No.	Particulars	Suggestion	Action Taken
1	Promote internship	To make internship project compulsory for PG students	HOD's are informed to pass the resolution in BOS meetings
2	Upgrade ICT facilities	To install projectors and Wi-Fi equipments in the classrooms	Necessary instructions are given to Infrastructure committee
3	Installation of lecture capturing system	To install lecture capturing system.	Proposal submitted for CDC permission.
4	Workshop on online teaching learning and assessment	To arrange workshop on Workshop on online teaching learning and assessment	Prepared plan for arrangement of Workshop on online teaching learning and assessment
5	AMCs for physical/ academic Infrastructure maintenance	To appoint agencies for physical/ academic Infrastructure maintenance	Instructions are given to Maintenance committee
6	Helpdesk for Scholarship/Free ship form filing	To arrange helpdesk for filling the Scholarship/Free ship form	Special cell arranged the helpdesk in Commerce Lab.


Dr. Shubhada Nayak

Coordinator IQAC Committee


PRINCIPAL
Karaveer Bhaurao Patil College
Vashi, Navi Mumbai 400 703
Principal