

Rayat Shikshan Sanstha's
KARMAVEER BHAURAO PATIL COLLEGE, VASHI
INTERNAL QUALITY ASSURANCE CELL
MEETING NOTICE Date:10/02/2018

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 10th February 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.
2. Starting of following programmes/courses from the next academic year.
3. Preparations for Autonomous status that is due in near future.
4. Organization of workshops/training sessions on use of ICT and research based pedagogy.
5. Discussion on activities of Innovation and Entrepreneurship Cell.
6. Various infrastructural upgrades.
7. Measures to be taken to increase participation of alumni in college development.
8. Discuss current status of activities under DBT-STAR College Scheme and DST-FIST Scheme.
9. Development of Center for Excellence [Parent Institute level] in Value Based Education.
10. 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	Dr. D.T. Shinde	Vice- Principal	Member	
4	Dr. P.G.Pawar	Vice- Principal	Member	
5	Mrs. S.S.Patil	Vice- Principal	Member	
6	Dr. K.S.Shinde	Faculty Member	Member	
7	Mr. C.D.Bhosale	Faculty Member	Member	
8	Dr. P.J.Hajare	Faculty Member	Member	
9	Dr. B.M.Mundhe	Faculty Member	Member	
10	Mr. Sarang Bhagwat	Faculty Member	Member	
11	Mr. A.M.Jadhav	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	Mr. Dashrath Bhagat	LMC Member	Member	
17	Mr. Shailesh Shetty	Student	Member	

INTERNAL QUALITY ASSURANCE CELL

Minutes of the Meeting

IQAC Meeting for the academic year 2017-18 called to order on 10th February 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. Bakhtawer Mahajan	Scientist and Educationist	Member
13	Mr. Manoj Jalnawala	Alumni and Journalist	Member
14	Mr. Dashrath Bhagat	LMC Member	Member
15	Mr. Shailesh Shetty	Student	Member

Reading of Agenda:

- Motion from Dr. Shubhada Nayak: To approve the agenda for 10th February 2018.

Vote: All in favor.

Resolved: **Motion carried.**

Agenda for the meeting on 10th February 2018 approved without modification.

Business:

- Motion 1[from Dr. Shubhada Nayak]: **To approve the minutes for IQAC meeting held on 17th July 2017.**

Vote: All in favor.

Resolved: **Motion carried.**

Minutes from the meeting on 24th April 2017 approved without modification.

- Motion 2: **Starting of following programmes/courses from the next academic year.**

Discussion: In order to strengthen Art faculty, it was suggested that following courses can be started in near future.

- a. Ph.D. in Economics
- b. M.A. in Psychology
- c. M.A. in Geography
- d. Bachelor of Performing Arts

Vote: All in favor.

Resolved: **Motion carried.**

- Motion 3: **Preparations for Autonomous status that is due in near future.**

Discussion: In view of positive steering committee report, preparations for autonomous status of the institute should be enhanced. Departments should be guided on curriculum design, evaluation methods, grading pattern etc. Visits to autonomous colleges can be organized for interface with counterparts. Experts on various aspects of functioning of

autonomous colleges can be invited for providing guidance. Students, Parents and non-teaching staff have to be informed about autonomy and their opinion has to be sought.

Vote: All in favor.

Resolved: **Motion carried.**

- Motion 4: **Organization of workshops/training sessions on use of ICT and research based pedagogy.**

Discussion: Experiential learning provides better understanding of the subject. UG students should be motivated to undertake mini research projects. This will also increase the interest in the subject. Many modern tools are available for effective teaching, learning and evaluation. SNTD University specializes in these subjects. Experts from this university can be invited to conduct workshops for faculty members.

Vote: All in favor.

Resolved: **Motion carried.**

- Motion 5: **Discussion on activities of Innovation and Entrepreneurship Cell.**

Discussion: Innovation and Entrepreneurship Cell is established in the college in this academic year. The scope of the committee involves development of ecosystem to promote innovation and entrepreneurial skills amongst students. A three-day workshop on “Entrepreneurship Awareness Camp” was organized on December 4-6, 2017, in collaboration with Science and Technology Park, Pune and funded by DST. 160 students participated in this workshop. Teachers also are required to be trained in this aspect for providing guidance to the students. A Faculty Development Programme on Entrepreneurship will be organized in third week of February. A “Bioincubator” can be started in Center for Research, Consultancy and Technical Services”.

Vote: All in favor.

Resolved: **Motion carried.**

- Motion 6: **Various infrastructural upgrades.**

Discussion: As per the suggestions from teaching and non-teaching staff and students following infrastructural upgrades are necessary:

- a. Renovation of administrative office.
- b. Development of vacuum suction pump system in department of chemistry.
- c. Construction of compost pit in the garden and laying of new water pipelines.
- d. AMC for all high-end instruments to be renewed.
- e. UPC batteries in Computer laboratory are to be replace.
- f. Fire extinguishers are to be refilled.

The college received “Cleanest College in Navi Mumbai” award under “Swachha Bharat Abhiyaan 2018”.

Vote: All in favor.

Resolved: **Motion carried.**

- **Motion 7: Measures to be taken to increase participation of alumni in college development.**

Discussion: Department-wise alumni meet have to be conducted to increase their involvement. Prominent alumni have to be appealed for support in placement, guidance to current students, entrepreneurship development etc.

Vote: All in favor.

Resolved: **Motion carried.**

- **Motion 8: Discuss current status of activities under DBT-STAR College Scheme and DST-FIST Scheme.**

Discussion: Department of Biotechnology is now included under STAR College Scheme of DBT, Govt. of India. The department has been sanctioned the grant of Rs. 25 Lakhs. Next year Computer Science, IT and Geography can apply for the grant. Advisory Committee meeting of STAR College Scheme is organized in second week of March 2018. DST-FIST review meeting was conducted on 30th October 2017 at Chennai. College made presentation on contribution of this scheme in up-gradation of research activities.

Vote: All in favor.

Resolved: **Motion carried.**

- **Motion 9: Development of Center for Excellence [Parent Institute level] in Value Based Education.**

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". This college has selected "Value Based Education". As the college is conducting this activity for last four years, it has all the expertise to promote value based education in other branches of sanstha.

Vote: All in favor.

Resolved: **Motion carried.**

ACTION TAKEN REPORT

[w.r.t. meeting on 10th February 2018]

1. Affiliation Committee and concerned departments are instructed to apply for following programmes/courses in next academic year.
 - a. Ph.D. in Economics b. M.A. in Psychology
 - c. M.A. in Geography d. Bachelor of Performing Arts
2. A meeting of all the faculty members was called and discussion was held regarding curriculum design. A special workshop was earlier held by Dr. Vivian Amonkar on “Curriculum Design”. Dr. Vijay Joshi [Principal, K. J. Somaiya College, Vidyavihar] was specially invited to provide guidance on “Functioning of Autonomy”. Meetings of parents, students and non-teaching staff were also called for providing information on Autonomy and their opinion on the subject were sought.
3. Workshops/training sessions on use of ICT and research based pedagogy will be organized at the beginning of the next academic year.
4. Bio-Incubator facility is started in Center for Research Consultancy and Technical Services.
5. Vacuum Suction Pump system is set in department of chemistry. New compost pit is prepared in the garden and water pipelines are laid. AMC for various advance instruments are extended. UPC batteries for CS department are purchased. AC units in IT department are replaced. Renovation of administrative office will be completed in the month of May.
6. Departments are instructed to conduct alumni meets. An alumni registration form is uploaded on the institute website.
7. Departments covered under DBT-STAR College Scheme and DST-FIST Scheme are informed about forthcoming meetings of the Govt. departments regarding up-gradation or continuation of the support.
8. Proposal regarding development of Center for Excellence [Parent Institute level] in Value Based Education is presented to the parent institute.

Dr. Shubhada Nayak
Coordinator, IQAC

Dr. V.S.Shivankar
Principal