



Konkan Education Society's
Dr. C. D. Deshmukh Commerce &
Sau. K. G. Tamhane Arts College
Roha

MINUTES OF IQAC MEETINGS
AND
ACTION TAKEN REPORT (ATR)

MINUTES OF IQAC MEETINGS (2021-22)

IQAC- Meeting held on 7th June, 2021

Place: CDCC-IQAC-Roha

The meeting of Internal Quality Assurance Cell was called on 07.06.2021 at 12.00 pm. All the members were requested to attend the meeting through the notice of the meeting and following agenda was placed and discussed in the meeting.

Agenda

1. Finalization of the minutes of the last meeting.
2. Preparation of Academic Calendar.
3. Discussion on Online Teaching and Teaching Aids.
4. Preparation of Departmental Annual Planning
5. Compilation of Academic Performance Indicator (API) of faculty.
6. Discussion on any other point rose with the permission of the Chairperson.

Following members of IQAC were present in the meeting.

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|-----------------------------|---|-------------------------------|
| 1) Prin. Dr. Atul Salunkhe | – | Chairperson |
| 2) Mr. Vinayak Khopkar | – | Representative of KES, Alibag |
| 3) Adv. Hemant Gangal | – | Member from Management |
| 4) Dr. Kamalakar Kamble | – | Teacher Member |
| 5) Mr. Shatrughana Lohakare | – | Teacher Member |
| 6) Mr. Tulshidas Mokal | – | Teacher Member |
| 7) Mr. Anil Shinde | – | Teacher Member |
| 8) Mrs. Seema Bhosale | – | Teacher Member |



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|--------------------------|---|----------------------------|
| 9) Mr. Amit Athavale | – | Nominee from Local Society |
| 10) Miss. Priyanka Joshi | - | Student |
| 11) Dr. Samrat Jadhav | – | Coordinator of IQAC |


The members present in the meeting have shown active participation in healthy discussion and constructive suggestions. The meeting unanimously passed the following resolutions.

Resolutions

1. It was resolved that the minutes of the preceding meeting be finalized.
2. It was resolved that Academic Calendar is to be prepared and published
3. It was resolved that teaching-learning process should be supplemented by various ICT based teaching aids.
4. It was resolved that teachers should assist students through online as well as offline mode of teaching.
5. It was resolved that the heads of various departments, committees, Units and Cells should prepare departmental annual planning.
6. It was resolved that all the teachers should be intimated to prepare their API and submit to the IQAC for verification.

The meeting was ended with the votes of thanks by Dr. Samrat A. Jadhav to all IQAC members.




Dr. Atul H. Salunkhe
Principal
K.E.S. Dr.C.D.Deshmukh
Comm. & Sau. K.G.T Arts
College, Roha - Raigad

The meeting of Internal Quality Assurance Cell was called on 29.09.2021 at 12.00 pm. All the members were requested to attend the meeting through the notice of the meeting and following agenda was placed and discussed in the meeting.

Agenda

1. Finalization of the minutes of the last meeting.
2. Preparation of Questions Bank as per University Guidelines
3. Provide and develop of E-content for students
4. Preparation to conduct Online Examinations.
5. Spreading awareness about prevention against COVID-19.
6. Discussion on any other point rose with the permission of the Chairperson.

All members of IQAC were present in the meeting.

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|-----------------------------|---|-------------------------------|
| 1) Prin. Dr. Atul Salunkhe | – | Chairperson |
| 2) Mr. Vinayak Khopkar | – | Representative of KES, Alibag |
| 3) Adv. Hemant Gangal | – | Member from Management |
| 4) Dr. Kamalakar Kamble | – | Teacher Member |
| 5) Mr. Shatrughana Lohakare | – | Teacher Member |
| 6) Mr. Tulshidas Mokal | – | Teacher Member |
| 7) Mr. Anil Shinde | – | Teacher Member |
| 8) Mrs. Seema Bhosale | – | Teacher Member |
| 9) Mr. Amit Athavale | – | Nominee from Local Society |
| 10) Miss. Priyanka Joshi | – | Student |
| 11) Mr. Yash Onkar | – | Student |
| 12) Mr. Satish Mahadik | – | Industrialist/Stakeholder |
| 13) Dr. Samrat Jadhav | – | Coordinator of IQAC |

The members present in the meeting have shown active participation in healthy discussion and constructive suggestions. The meeting unanimously passed the following resolutions.




Resolutions

- 1) It was resolved that the minutes of the preceding meeting is approved and finalized.
- 2) It was resolved that all teachers should prepare subject-wise Questions Banks by strictly following University guidelines and also to be submitted to Examination Department within given time.
- 3) It was resolved that teacher should provide subject-wise e-content available on open sources and also create their own e-content in form of PPTs, PDFs and Videos.
- 4) It was resolved that members of examination department and IT Co-ordinators should be present to perform Online Exam Demo Session conducted by the University.
- 5) It was resolved that all the teachers should spread awareness about COVID-19 among students through questionnaires and social media.
- 6) It was resolved that proper authorities should be persuade and convince for availability of vaccination facility in college campus for students and teachers

The meeting was ended with the votes of thanks by Dr. Samrat Jadhav to all IQAC members.




Dr. Atul H. Salunkhe
Principal
K.E.S. Dr.C.D.Deshmukh
Comm. & Sau. K.G.T Arts
College, Roha - Raigad

The meeting of Internal Quality Assurance Cell was called on 16.11.2021 at 12.00 pm. All the members were requested to attend the meeting through the notice of the meeting and following agenda was placed and discussed in the meeting.

Agenda

1. Finalization of the minutes of the last meeting.
2. Preparation for conducting Dr. Chintamanrao Deshmukh State Level Elocution Competition, 2022
3. Organization of PG Students Research Project Presentation
4. Preparation for PG Examinations and ATKT Examinations
5. Discussion on any other point rose with the permission of the Chairperson.

Following members of IQAC were present in the meeting.

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|-----------------------------|---|-------------------------------|
| 1) Prin. Dr. Atul Salunkhe | – | Chairperson |
| 2) Mr. Vinayak Khopkar | – | Representative of KES, Alibag |
| 3) Adv. Hemant Gangal | – | Member from Management |
| 4) Dr. Kamalakar Kamble | – | Teacher Member |
| 5) Mr. Shatrughana Lohakare | – | Teacher Member |
| 6) Mr. Tulshidas Mokal | – | Teacher Member |
| 7) Mr. Anil Shinde | – | Teacher Member |
| 8) Mrs. Seema Bhosale | – | Teacher Member |
| 9) Mr. Amit Athavale | – | Nominee from Local Society |
| 10) Miss. Priyanka Joshi | – | Student |
| 11) Mr. Yash Onkar | – | Student |
| 12) Mr. Satish Mahadik | – | Industrialist/Stakeholder |
| 13) Dr. Samrat Jadhav | – | Coordinator of IQAC |

The members present in the meeting have shown active participation in healthy discussion and constructive suggestions. The meeting unanimously passed the following resolutions.



Resolutions

- 1) It was resolved that the minutes of the preceding meeting be finalized.
- 2) It was resolved that Dr. Chintamanrao Deshmukh State Level Elocution Competition, 2022 is to be conducted through Online Mode.
- 3) It was resolved that M.Com. Students' Research Project Presentation should be conducted followed by Viva through external examiner.
- 4) It was resolved that online preparation of PG Examinations and ATKT Examinations should be demonstrated.
- 5) It was resolved that National Level Workshop is to be conducted on IPR or on Research Methodology.

The meeting was ended with the votes of thanks by Dr. Samrat Jadhav to all IQAC members.



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Dr. Atul H. Salunkhe

Principal

K.E.S. Dr.C.D.Deshmukh
Comm. & Sau. K.G.T Arts
College, Roha - Raigad

IQAC- Meeting held on 10th Feb., 2022

Place: CDCC-IQAC-Roha

The meeting of Internal Quality Assurance Cell was called on 10.02.2022 at 11.30 am. All the members were requested to attend the meeting through the notice of the meeting and following agenda was placed and discussed in the meeting.

Agenda

1. To discuss on organization of National Workshop on Intellectual Property Right (IPR)
2. To discuss any point raised through Chairman of IQAC

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|-----------------------------|---|-------------------------------|
| 1) Prin. Dr. Atul Salunkhe | – | Chairperson |
| 2) Mr. Vinayak Khopkar | – | Representative of KES, Alibag |
| 3) Adv. Hemant Gangal | – | Member from Management |
| 4) Dr. Kamalakar Kamble | – | Teacher Member |
| 5) Mr. Shatrughana Lohakare | – | Teacher Member |
| 6) Mr. Tulshidas Mokal | – | Teacher Member |
| 7) Mr. Anil Shinde | – | Teacher Member |
| 8) Mrs. Seema Bhosale | – | Teacher Member |
| 9) Mr. Amit Athavale | – | Nominee from Local Society |
| 10) Miss. Priyanka Joshi | – | Student |
| 11) Mr. Yash Onkar | – | Student |
| 12) Mr. Satish Mahadik | – | Industrialist/Stakeholder |
| 13) Dr. Samrat Jadhav | – | Coordinator of IQAC |

The members present in the meeting have shown active participation in healthy discussion and constructive suggestions. The meeting unanimously passed the following resolutions.



Resolutions

- 1) Resolved that the National Level Workshop should be organized in March, 2022 on the Birth Anniversary of Late Loknete Hon'ble Datta Patil.
- 2) Resolved that National Level workshop should be organized on IPR/Research Methodology in collaboration with reputed and renowned institute

The meeting was ended with the votes of thanks by Dr. Samrat Jadhav to all IQAC members.



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Dr. Atul H. Salunkhe

Principal

K.E.S. Dr.C.D.Deshmukh
Comm. & Sau. K.G.T Arts
College, Roha - Raigad

The meeting of Internal Quality Assurance Cell was called on 30.04.2022 at 12.00 pm. All the members were requested to attend the meeting through the notice of the meeting containing date, time, place and agenda of the meeting. Following agenda was placed before the meeting for discussion.

Agenda

1. Finalization of the minutes of the last meeting.
2. Analysis and interpretations of feedback forms collected from students.
3. Discussion on Government Supported Platform- Career Katta.
4. Review of activities conducted during the year 2021-22.
5. Redevelopment of college's official website.
6. Committee Reconstruction and Preparation of Prospectus for 2022-23.
7. Discussion on any other point rose with the permission of the Chairperson.

Following eleven members of IQAC were present in this meeting.

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|-----------------------------|---|----------------------------|
| 1) Prin. Dr. Atul Salunkhe | – | Chairperson |
| 2) Dr. Kamalakar Kamble | – | Teacher Member |
| 3) Mr. Shatrughana Lohakare | – | Teacher Member |
| 4) Mr. Tulshidas Mokal | – | Teacher Member |
| 5) Mr. Anil Shinde | – | Teacher Member |
| 6) Mrs. Seema Bhosale | – | Teacher Member |
| 7) Mr. Amit Athavale | – | Nominee from Local Society |
| 8) Miss. Priyanka Joshi | – | Student |
| 9) Mr. Yash Onkar | – | Student |
| 10) Mr. Satish Mahadik | – | Industrialist/Stakeholder |
| 11) Dr. Samrat Jadhav | – | Coordinator of IQAC |

The members present in the meeting have shown active participation in healthy discussion and constructive suggestions. The meeting unanimously passed the following resolutions to be implemented and fulfilled in coming academic year.



Resolutions

- 1) It was resolved that the minutes of the preceding meeting be finalized.
- 2) It was resolved that feedback analysis and interpretation to be completed and to be forwarded to the Principal.
- 3) It was resolved to encourage student for enrolling competitive exams and skilled courses planform – Career Katta.
- 4) It was resolved that college official website should be redeveloped from NAAC expectations point of view by giving digital details of all academic transactions.
- 5) It was resolved that wherever required committees are to be restructured or reconstructed and Prospectus for 2022-23 is to be prepared.

The meeting was ended with the votes of thanks by Dr. Samrat Jadhav to all IQAC members.



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Dr. Atul H. Salunkhe

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Comm. & Sau. K.G.T Arts
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Konkan Education Society's
Dr. C. D. Deshmukh Commerce &
Sau. K. G. Tamhane Arts College

Roha


ACTION TAKEN REPORT (2021-22)

IQAC- Meeting held on 07.06.2021

Following actions were taken on the resolutions passed in IQAC meeting held on 7th June, 2021.

- 1) Academic Calendar was prepared and published on notice board and on college website. All activities were monitored by IQAC through Academic Departments and various other Committees, Units and Cells.
- 2) Teachers started using ICT tools in teaching-learning process
- 3) Teachers started assisting students online as well as direct contact guidance by following all COVID-19 prevention and safety rules, regulations and norms.
- 5) All departmental heads have prepared Departmental Annual Planning and submitted to IQAC.
- 4) APIs submitted by the faculties with required documentations were collected and verified.





Dr. Atul H. Salunkhe
Principal
K.E.S. Dr.C.D.Deshmukh
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College, Roha - Raigad

IQAC- Meeting held on 29.09.2021

Following actions were taken on the resolutions passed in IQAC meeting held on 29th Sept., 2021.

- 1) All teachers have prepared subject-wise Questions Banks by in accordance with University guidelines and submitted PDF as well as printed copies to Examination Department.
- 2) All teachers have provided subject-wise e-content available on open sources and also from their own creations such as PPTs, PDFs and Videos.
- 3) IT Co-ordinators from Examination Department has successfully performed Online Exam Demo Session conducted by the University.
- 4) Demo of Online Examinations for the students were conducted.
- 5) COVID-19 Vaccination Camp was conducted on 26th Oct.,2021 jointly with Civil Hospital, Roha. Sixty-two students have taken benefit of it.




Dr. Atul H. Salunkhe
Principal
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College, Roha - Raigad

IQAC- Meeting held on 16.11.2021

Following actions were taken on the resolutions passed in IQAC meeting held on 16th Nov., 2021.

- 1) Dr. Chintamanrao Deshmukh State Level Elocution Competition was conducted through Online Mode by inviting Videos.
- 2) M.Com. Students' Research Project Presentation followed by Viva was conducted through External Examiner.
- 3) IT Co-ordinators have successfully conducted Online Demo of PG Examinations and ATKT Examinations.
- 4) National Workshop on Intellectual Property Rights was conducted.



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Dr. Atul H. Salunkhe


Principal
K.E.S. Dr.C.D.Deshmukh
Comm. & Sau. K.G.T Arts
College, Roha - Raigad

IQAC- Meeting held on 10.02.2022

Following actions were taken on the resolutions passed in IQAC meeting held on 10th Feb., 2022.

- 1) National Level Workshop on Intellectual Property Rights (IPRs) was organized on 4th March, 2022.
- 2) This workshop was organized jointly with Office of Controller General of Patents, Designs & Trade Marks, Mumbai




Dr. Atul H. Salunkhe
Principal
K.E.S. Dr.C.D.Deshmukh
Comm. & Sau. K.G.T Arts
College, Roha - Raigad

IQAC- Meeting held on 30.04.2022

Following actions were taken on the resolutions passed in IQAC meeting held on 30th April, 2022.

- 1) Activities conducted during the year 2021-22 were broadly reviewed.
- 2) Feedback analysis were made and presented to Principal for further action.
- 3) The Digital College Committee started working on redevelopment of college website as they have been given responsibility of upgradation and setting up layout of college website.
- 4) Wherever required committees and cells were restructured or reconstructed and Online Copy of Prospectus for 2022-23 was prepared.



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Dr. Atul H. Salunkhe

Principal

**K.E.S. Dr.C.D.Deshmukh
Comm. & Sau. K.G.T Arts
College, Roha - Raigad**