

Minutes of Meeting (IQAC+D-IQAC)

Members Present:

Dr. Ravindrasing Pardeshi, Dr. Nitin Kulkarni, Dr. Chitra Sreedharan (English), Dr. Minakshi Mahajan (Botany), Smt. Jaya Gadgil (French), Smt. Charuta Dabir (Statistics), Dr. Sonali Joshi (Biotechnology), Dr. Sheetal Ruikar (Psychology), Smt. Anuradha Wagh (Chemistry), Dr. Ishita Ghoshal (Economics), Dr. Ashish Yengantiwar (Physics), Dr. Nirmala Talape (Economics), Smt. Arati Khatu (Political Science), Dr. Shivaji Waghmare (Microbiology), Dr. Ashish Mane (Environmental Science), Shri. Ankit Rawal (Sanskrit), Shri. Jeevan Limaye (Computer Science), Smt. Vrushali Limaye (IMCA), Shri. Shivaji Kokate (Geology), Shri. Sanjay Supalkar (Accounts Office), Dr. Radhika Jadhav (Philosophy), Dr. Sanket Tembe (Biotechnology), Shri. Prasad Shukla (Animation), Shri. Ravindra Shinde (Zoology), Smt. Swati Satpute (Computer Science), Dr. Vijay Labde (Electronic Science), Smt. Swati Jogalekar (Computer Science), Shri. Manish Agalave (Mathematics), Smt. Lochana Mahajan (Computer Science), Smt. Sreelalitha Talluri (Computer Science) and Dr. Samir Terdalkar (Zoology)

1. The meeting began with a brief introduction of new methodology of assessment and accreditation of autonomous colleges, by Dr. Ravindrasing Pardeshi, Principal
2. As discussed and decided in the previous IQAC meeting, Departmental IQAC team was formed (**Team NAAC-IV**) which will be working for data collection, presentation of data as per new format and help IQAC in preparing Self Study Report (SSR). The NAAC-IV Team is as follows:

Sr. No.	Criterion	Name of the Members
1.	Criterion I: Curricular Aspects	Dr. Chitra Sreedharan
		Dr. Minakshi Mahajan
		Smt. Jaya Gadgil
		Smt. Charuta Dabir
2.	Criterion II: Teaching, Learning and Evaluation	Dr. Sonali Joshi
		Dr. Shital Ruikar
		Smt. Anuradha Wagh
		Dr. Ishita Ghoshal
3.	Criterion III: Research, Innovations and Extension	Dr. Ashish Yengantiwar
		Dr. Nirmala Talape
		Smt. Arati Khatu
		Dr. Shivaji Waghmare
		Dr. Ashish Mane
4.	Criterion-IV: Infrastructure and Learning Resources	Shri. Ankit Rawal
		Shri. Jeevan Limaye
		Smt. Vrushali Limaye
		Shri. Shivaji Kokate
5.	Criterion-V: Student Support and Progression	Shri. Sanjay Supalkar
		Dr. Radhika Jadhav
		Dr. Sanket Tembe
		Shri. Prasad Shukla

		Shri. RavindraShinde
6.	Criterion-VI: Governance, Leadership and Management	Smt. Swati Satpute Dr. Vijay Labde
7.	Criterion-VII: Institutional Values and Best Practices	Smt. Swati Joglekar Shri. Manish Agalave
	Web Team:	Smt. Lochana Mahajan Smt. SreelalithaTalluri
	Overall Co-ordination:	Dr. Nitin Kulkarni VicePrincipal Dr. Samir Terdalkar IQAC Co-ordinator

3. Dr. Samir Terdalkar presented briefly about the important changes/ revisions made in the process of assessment and accreditation. The major highlights of presentation were as follows:

NAAC 4th Cycle needs:

- Strategic and Systematic Planning of all activities to enhance quantitative data (numbers)
- Proper and timely implementation of Activities and other Academic processes.
- Extensive use of ICT and LMS.
- Structured/ Well defined Documentation Method
- Shift to e-governance (Paperless)

The Assessment and Accreditation Process

- Totally On-Line Process
- Window System: 1st may to 30th June
Or
1st November to 31st December
- Implementation of Metric System (Quantitative and Qualitative) Process
- On-Line submission of IIQA (Institutional Information for Quality Assessment)
- On line submission of SSR within 45 days after submission of IIQA (Institutional Information for Quality Assessment)
- Sections of SSR: 136 Metrics
 - Quantifiable facts/ figures QnM...70%
 - Qualitative metrics ..descriptive responses Q1M ..30%

Pre Qualification for Assessment and Accreditation

- (a) Introducing pre-qualifier for peer team visit, as 30% of System Generated Score (SGS).
 - (b) Institutions securing 30% on the quantitative metrics will qualify for onsite peer review/ assessment. The pre-qualifier scores are exclusive of the Student Satisfaction Survey (SSS).
 - (c) At least 10% / or 100 students should respond to SSS which will be conducted by NAAC.
 - (d) Quantitative metrics of SSR will be sent to Data Validation Verification (DVV) process. Based on their deviation report the A and A process will proceed
 - (e) If DVV has deviated $\leq 10\%$ will proceed for peer team visit
 - (f) If DVV has deviated $> 10\%$ and $\leq 15\%$ will be issued cautionary notice and will be debarred from peer team visit till next window
 - (g) Institutions whose metrics have deviated by $> 15\%$ will be debarred from A and A process.
 - (h) Maximum weightage of metrics that can be opted out shouldn't exceed 50 weightage(up to 5%).
 - (i) Metrics with maximum of total 20 weightage per criteria can be opted out.
 - (j) Criteria 7 is essential .No metrics can be opted out.
 - (k) Metrics identified as essential cannot be opted out (list of essential metrics are enclosed).
 - (l) Qualitative metrics cannot be opted out and
4. Parameters of Student Satisfaction Survey (SSS) were also discussed and SSS has been integrated with ERP system. As discussed in the previous meeting the link for SSS will be activated at the end of academic year.
 5. All the prerequisites of compiling data according to Criteria were discussed by all the Members. Criterion In-Charges were also given file which had all the guidelines/ formats for respective criterion for their ready reference.
 6. The meeting ended with vote of thanks and it was decided to present the new guidelines in common staff meeting at the end of semester.

Dr. Samir Terdalkar
Coordinator, IQAC

Dr. Ravindrasing Pardeshi
PRINCIPAL