

**Dombivli Shikshan Prasarak Mandal's  
K.V. Pendharkar College (Autonomous), Dombivli (E)**

**Minutes of the IQAC meeting held on 5<sup>th</sup> August 2021**

**Venue: Board Room**

**Time: 2.00 p.m.**

**Agenda of the meeting:**

- 1) To review and confirm the minutes of the last meeting.
- 2) Action taken report for the last meeting.
- 3) To review the research promotion policy.
- 4) To review the report of Students' Satisfaction Survey of 2020-21 & plan suitable measures, if any for improvement.
- 5) To plan a Workshop for teaching staff under the Professional Development Programme.
- 6) To consider KVP Edu-funding Scheme & plan suitable steps for its effective implementation
- 7) To form committees to draft institutional policy on Anti-Ragging, Students' Grievance Redressal Cell & Prevention, Prohibition and redressal of sexual harassment
- 8) Any other relevant and important issue.

Members Present		Signature
1	<b>Chairperson</b>	I/C Principal Dr. S. S. Mahajan
2	<b>Senior Administrative officers</b>	Mr. Vinayak Dalvie Expert on Quality Management & Former Joint Secretary to Governor of Maharashtra
		Ms. Kavita Parab Public Relation & Liaison officer of Dombivli Shikshan Prasarak Mandal
3	<b>Teacher Representatives</b>	1. Sr. Vice Principal K. P. Phalak 2. Mr. G.B. Sangle 3. Mr. D. T. Pagare 4. Dr. K.R. Jagdeo 5. Dr. S. J. Mishra 6. Dr. A. V. Sahasrabudhe 7. Dr. Jagruti Suroshe
4	<b>Member from the Management</b>	Dr. (Mrs.) Suchitra P. Kamath
5	<b>Nominee from local society</b>	Ms. Neha Narkar
	<b>Student Representative</b>	Ms. Anvita Shetty (S.Y.B.Sc.)
	<b>Alumni Representative</b>	Mr. Rohan Bhagat Scientist 'B', Bombay Natural History Society, Mumbai
6	<b>Representative from Industry</b>	Shri. Anand Acharya Director, Acharya Group of Companies
7	<b>Coordinator</b>	Vice Principal B.T. Shirsath

**Leave of Absence was granted to the following member:**

- 1) Vice Principal: Ms. Ashwini Bagkar (Secretary, Academic Council)

The Meeting was chaired by the I/C Principal Dr. S.S. Mahajan

At the outset of the meeting IQAC Coordinator Mr. B.T. Shirsath welcomed the Chairperson of the meeting, I/C Principal Dr. S.S. Mahajan, Expert on Quality Management Mr. Vinayak Dalvie and all the members of Internal Quality Assurance Cell of the College. IQAC Coordinator explained the reason & apologizes to all the members for postponing the meeting which was earlier scheduled on 29<sup>th</sup> July 2021. He then briefed all the members about agenda of the meeting. IQAC members, after exchange of ideas and thoughts made the following resolutions:

**Agenda Item 1:** To review and confirm the minutes of the last meeting.

Since minutes of previous meeting was circulated to all the members in advance, IQAC coordinator to save on time directly asked the members for corrections in the minutes, if any. Minutes were approved by all the members without any changes.

**Proposed by: Mr. K. P. Phalak**

**Seconded by: Mr. G.B. Sangle**

**Agenda Item 2:** Action Taken Report for the last meeting

IQAC Coordinator read out ATR for the last meeting. It was unanimously approved by all the committee members.

**Proposed by: Mr. G. B. Sangle**

**Seconded by: Mr. D. T. Pagare**

**Agenda Item 3:** To review the Research Promotion Policy.

IQAC Coordinator briefed all about the need of Research Promotion Policy for the college. Dr. K.R. Jagdeo, read out the proposed draft of policy to all committee members. There was an elaborate discussion on various points of the draft. Mr. Vinayak Dalvie, Expert on Quality Management gave his valuable inputs regarding aims and objectives of the Research Promotion Policy. Mr. Anand Acharya, Expert from Industry insisted on Industry-Academia interface with an emphasis on saleable products. Mr. Rohan Bhagat, Alumni Representative, on 'How to write good research proposals'. Mr. Dalvie suggested replacing word 'Encourage' by 'Strive'. It was decided that point number 6 and 7 under Research Promotion heading to be dropped. Regarding point number 9, i.e. seed funding, it was decided to be kept on hold. Pertaining to this point Mr. D.T. Pagare suggested the concept of repayment or refunding to the college. Apart from this few other points from policy also were discussed during the meeting.

Resolution: Principal in consultation with Chairman Sir will form a sub-committee to ensure that desired changes have been incorporated in the policy document.

**Proposed by: Mr. Vinayak Dalvie**

**Seconded by: Dr. S.S. Mahajan**

**Agenda Item 4:** To review the report of Students' Satisfaction Survey of 2020-21 and plan suitable measures, if any for the improvement.

IQAC Coordinator read out the entire survey report and explained analysis part in detail. Mr. Dalvie insisted that there should be a comparative account of analysis for last three years to obtain overall satisfaction figure. He also suggested next year survey form should be finalized in consultation with psychology and statistics teachers to check Satisfaction Survey Index or Happiness Index.

IQAC coordinator explained, since the parameters of assessing satisfaction changed in 2020-21 due to complete online mode of education, comparative analysis is not possible. Question was raised on reliability of the data as both regular as well as irregular students had responded simultaneously. Mr. Dalvie said expectations of students in first year need to be understood and satisfaction level of students at the entry point need to be compared with their satisfaction level at the time of exit. He further added that there should be some questions to check the integrity of the respondents and survey report should be correlated with Students' Feedback on individual teachers to identify teachers with average/low performance.

**Resolution:** Suggestions received from the Students under survey along with the detailed analysis are to be shared with all the concerned for further improvements.

**Proposed by: Mr. V.V. Dalvie**

**Seconded by: Mr. Anand Acharya**

**Agenda Item 5:** To plan a workshop for teaching staff under the Professional Development Programme.

IQAC Coordinator emphasized the need of orienting staff on curriculum designing process and suggested to arrange a workshop on the same. Mr. Dalvie supported the view of the Coordinator and suggested resource persons for the same.

**Resolution:** A Workshop on 'Curriculum Designing & Development' to be arranged. Dr. V. Magare will be the Chief Guest, Dr. (Mrs.) Madhuri Pejaver will be the resource person and Professor from universities of Western Australia / Deakin University to be called for the valedictory.

**Proposed by: Mr. V. V. Dalvie**

**Seconded by: Mr. G. B. Sangle**

**Agenda Item 6:** To consider KVP Edu-Funding Scheme and plan a suitable step for its effective implementation.

IQAC coordinator explained the concept of KVP Edu-Funding to all committee members and Dr.S.S. Mahajan threw light on the Guidelines of the scheme. Mr. Dalvie asked whether administration has taken permission from the management before finalizing the scheme and raised following questions pertaining to the scheme:

1. From where fund will be generated?
2. How we will analyze the needy students?
3. How much amount staff members will contribute?

IQAC coordinator answers the questions and then discussion took place on the composition of the Committee for implementation of the scheme. Mr. Dalvie suggested deciding the bare minimum amount of contribution which staff can contribute voluntarily and amount above than to be accepted as donation, if anyone wishes to do so

**Resolution:** The scheme proposed was accepted and It was resolved that the Principal will form a committee of three teachers including a teacher from self-finance section, clerk and two members with highest donation for effective implementation of the Scheme.

**Proposed by: Dr. Abhijit Sahasrabudhe**

**Seconded by: Mr. Rohan Bhagat**

**Agenda Item 7:** To form committees to draft institutional policy on Anti-ragging, Students' Grievance Redressal Cell and Prevention, Prohibition and Redressal of Sexual harassment.

IQAC Coordinator explained to all the members the need of having Institutional policies on Anti-ragging, Students' Grievance Redressal Cell and Prevention, Prohibition and Redressal of Sexual harassment to deal with sensitive issues more diligently.

**Resolution:** Sr. Vice Principal Mr. Phalak will form the committees in consultation with the management to prepare the draft Institutional policy on Anti-ragging, Students' Grievance Redressal Cell and Prevention, Prohibition and Redressal of Sexual harassment.

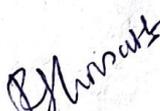
**Proposed by: Mr. G. B. Sangle**

**Seconded by: Mr. D. T. Pagare**

**Agenda Item 8:** Any other relevant and important issue.

Besides above points no other point was discussed, meeting was concluded at 4.32 p.m.

I/C Principal Dr.S.S. Mahajan proposed formal vote of thanks at the end of the meeting.

  
B.T. Shirsath  
IQAC Coordinator



  
(Dr. S.S. Mahajan)  
I/C Principal  
D.S.P.M.S.K.V. PANDHARKAR COLLEGE  
Dombivli

## Action Taken/Compliance Report

Compliance Report in order to implement the resolutions made in the IQAC meeting, which was held on 05<sup>th</sup> August 2021 following efforts were taken.

Agenda Item No.	Resolution	Action Taken/Compliance
<b>Agenda Item 3:</b> To review the Research Promotion Policy.	Principal in consultation with Chairman Sir will form a sub-committee to ensure that desired changes have been incorporated in the policy document.	<p>Committee of following members:</p> <ol style="list-style-type: none"><li>1.Mr.G.B. Sangle</li><li>2.Dr.S.J. Mishra</li><li>3.Dr. J Suroshe</li></ol> <p>On the basis of recording of meetings ensured that the desired changes have been made in the policy document.</p> <p>On 21<sup>st</sup> October, 2021 through staff meeting suggestions were also invited from the staff for research promotion and the same were considered for further improvisation of the draft of policy.</p> <p>Besides this 02 meetings (23<sup>rd</sup> December, 2021 &amp; 13<sup>th</sup> January, 2022) were held under the Guidance of Academic advisor Shri. V.V Dalvie to fine tune the draft.</p>
<b>Agenda Item 4:</b> To review the report of Students' Satisfaction Survey of 2020-21 and plan suitable measures, if any for the improvement.	Suggestions received from the Students under survey along with the detailed analysis are to be shared with all the concerned for further improvements.	Suggestions received from the students under students satisfaction survey along with the detailed analysis was shared with all the degree College teachers, examination section and the administrative block of the College on 09 <sup>th</sup> September, 2021.

<p><b>Agenda Item 5:</b> To plan a workshop for teaching staff under the Professional Development Programme.</p>	<p>A Workshop on 'Curriculum Designing &amp; Development' to be arranged. Dr. V. Magare will be the Chief Guest, Dr. (Mrs.) Madhuri Pejaver will be the resource person and Professor from universities of Western Australia / Deakin University to be called for the valedictory.</p>	
<p><b>Agenda Item 6:</b> To consider KVP Edu-Funding Scheme and plan a suitable step for its effective implementation.</p>	<p>The scheme proposed was accepted and It was resolved that the Principal will form a committee of three teachers including a teacher from self-finance section, clerk and two members with highest donation for effective implementation of the Scheme.</p>	<p>A committee of following members was formed: Dr. Sharad Mahajan Mr. Sanjay Abhyankar Ms. Priyanka Ambre &amp; Mr. Vijay Gangurde Two members with highest donation will be decided post collection of funds.  The Committee formed had its first meeting with Principal Sir on 07<sup>th</sup> December, 2021 to plan effective implementation of the scheme and its working on the same.</p>
<p><b>Agenda Item 7:</b> To form committees to draft institutional policy on Anti-ragging, Students' Grievance Redressal Cell and Prevention, Prohibition and Redressal of Sexual harassment.</p>	<p>Sr. Vice Principal Mr. Phalak will form the committees in consultation with the management to prepare the draft Institutional policy on Anti-ragging, Students' Grievance Redressal Cell and Prevention, Prohibition and Redressal of Sexual harassment.</p>	<p>After having discussion with the it was realized we can not draft institutional policy on Anti-ragging, Students' Grievance Redressal Cell and Prevention, Prohibition and Redressal of Sexual harassment when UGC has already published comprehensive guidelines for the same through Gazette.</p>



*[Signature]*  
Co-ordinator  
I.Q.A.C. Committee  
DSPM'S K. V. Pendharkar College  
Dombivli.

**DOMBIVLI SHIKSHAN PRASARAK MANDAL'S**  
**K.V. PENDHARKAR COLLEGE OF ARTS, SCIENCE & COMMERCE,**  
**(AUTONOMOUS) DOMBIVILI (EAST)**

**Minutes of Staff Meeting on Research Promotion Policy held on Thursday, 21<sup>st</sup> October,  
2021 at 03.00 p.m. on Zoom platform.**

**Agenda of the Meeting: Brainstorm on Research Promotion Policy**

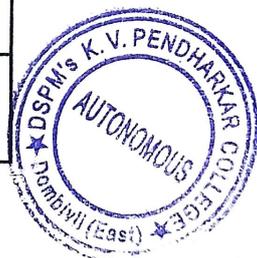
The meeting was attended by following Members:

I/C Principal Dr.S.S.Mahajan

Special Invitees: Academic Advisors Mr.Vinayak Dalvie & Mr.Ananad Acharya

IQAC Coordinator: Mr.B.T.Shirsath

Sr. No.	Name of the staff members
1.	Dr.B.T.Mukerjee
2.	Dr.K.R.Jagdeo
3.	Mr.Vikas Gupta
4.	Dr. Abhijit Sahasrabudhe
5.	Dr. Nisha Vealyudhan
6.	Dr. Ajaykumar Lokhande
7.	Dr. J.S. Hotkar
8.	Dr.Jagruti Suroshe
9.	Dr. Kavita Kamat



10.	Dr.N.S.Suryawanshi
11.	Ms. Usha Gupta
12.	Mr.Suyash Prasad
13.	Ms.Utkarsha Dhuri
14.	Dr. Varsha Narwade
15.	Dr. Balasaheb Lahore
16.	Dr.Suman Satyarum

The meeting was coordinated by the IQAC Coordinator Mr. B.T.Shirsath. At the outset of the meeting Mr. B.T. Shirsath welcomed the academic advisor Mr. Vinayak Dalvie, Mr. Ananad Acharya, I/C Principal Dr. S.S. Mahajan and all the staff members of the college.

Mr.Vinayak Dalvie through his opening remark brief the attendees about the agenda of the meeting gave the right direction for the discussion. Mr. Shirsath emphasized the need of having research promotion policy and opened the topic for the discussion by encouraging the staff members to share their relevant ideas about research promotion.

#### Suggestions/Ideas of the Staff:

1. **Dr. B.T.Mukherjee:** I) Infrastructure: Additional lab space is to be created, if feasible.

II) Ph.D. guides should carry out some other research work apart from the research work with their Ph.D. students.

2. **Dr.K.R.Jagdeo:** (I) Time constraints: Research labs can be kept open till 8.00 p.m. in the evening instead of 5.00 p.m.

II) Basic facilities: Basic Facilities required to carry out the research work in the lab such as Gas, DM motors should be provided fast.

III) Relaxation time: All the staff members are engaging 24 lectures in a week, a researcher should be provided with some relaxation time.

3. **Dr. S.S. Mahajan:** Emphasized on the need of having an interdisciplinary approach in the research work, by citing the example of his own research work carried & published in collaboration with two English teachers.
4. **Mr. Vikas Gupta:** A permission can be given to researchers to go outside the college premises during working hours for research work, as sometimes researchers need to visit IIT/ICT research labs for analysis work.
5. **Dr. Abhijit Sahasrabudhe:** same suggestions as given by Dr. K.R. Jagdeo
6. **Dr. Nisha Velayudhan:** Funding can be provided from the college for undertaking small research projects.
7. **Dr. Ajaykumar Lokhande:** Department of history with the support of college, promoting research among the students by motivating them to participate and present research papers in the conferences and seminars. Similar support is expected in the future also.
8. **Dr. Jagruti Suroshe:** (I) Research award: While awarding the staff with the “Best researcher of the year”, along with the impact factor of the journal of publication, the number of citations of research articles must be considered.

(II) We can have a centralized instrumentation facility, if economically viable.

(III) Research Corner: A board/display can be kept in the college premises on which recent information related to research/research articles/achievements of staff & students in the research can be displayed frequently to motivate others.

(IV) Software: “SciFinder N”, a software to check whether research on a particular topic has already been done or not? can be procured by the college.

9. **Dr. Kavita Kamath:** Approval for the teachers working in the self-finance section can be sought from the University, as unapproved teachers are not able to participate in certain research competitions and not able to undertake research projects funded by the government agencies.

10. **Dr. Suryawanshi:** Basic requirements for research such as computer, Printer & journals to be provided to the research students.
11. **Ms. Usha Gupta:** Teachers should be given time relaxation for participating in conferences and seminars.
12. **Mr. Suyash Prasad:** Same suggestions as given by Dr. B.T.Mukherjee
13. **Ms. Utkarsha Dhuri:** Small research projects can be given to the students as a part of their internal evaluation.
14. **Dr. Varsha Narwade:** (I) Tie up with a publication house for fast publication of research work.  
(II) A small amount of money can be given to each department of the college for research work.
15. **Dr. Balasaheb Lahore:** (I) Research centre for Marathi to be continued. (II) New books and journals to be procured for research work.
16. **Dr. Suman Satyarum:** Can we provide financial support to the students to undertake innovative research projects through funding agencies?

Mr. Anand Acharya, extended thanks to all researchers for sharing their thoughts on research promotion and asked a question to all, Do we prepare a structured proposal in terms of specific goal, budget and timeline before undertaking a research project?

In response to the question Mr. Vinayak Dalvie replied, that it is mandatory for an individual to submit the proposal in a structured format, when he/she is registering for Ph.D./M.Phil Programme or applying for a grant from research funding agencies, but if research is being carried out at the college level by researcher on his own it is not so structured. Dr. S.S. Mahajan supported the views expressed by Mr. Dalvie.

Mr. Dalvie, further elaborated his views by saying that when individual is preparing the research paper two things are generally lacking in the college (I) Pre plan: discussion before paper writing & (II) Quality after delivery, i.e. assessing the quality of research paper, actually as per UGC norms there has to be a committee at the college level to check all these aspects (quality of research)

Mr. Anand Acharya asked the reason to Dr. Mukherjee and Dr. Suryawanshi for their number of publications (08 and 06 respectively) in a span of last one year, in response to this Dr.



Mukherjee said, it is partly because of pandemic and partly because of delay in the publication of his earlier research work.

Mr. Anand appreciated the staff for participating in the brainstorming session and identifying what is needed for research and expressed his desire to have the next session on What we want to do in research?

Mr. Dalvie in his concluding remark said, 'We should have quality research, like when we are saying about index, it should be Scopus index and we are talking about impact factor it should be from international agencies and not from an Indian agency, citation index, H-index should be given importance, research paper must be published in the UGC recognized journals, application must be made to research funding agencies to equip your laboratory with high tech equipment like teachers in the other colleges are doing.

He also said that, whatever feasible and practical suggestions given by the staff, will be considered. Mr. Dalvie then requested Honourable Chairman sir to say a few words to the gathering. On the request, Chairman Sir gave his best wishes to all for their research endeavours.

Towards the end Mr. Shirsath proposed a formal vote of thanks to all and the meeting got concluded at 03.56 p.m.



  
B.T. Shirsath

Vice Principal & IQAC Coordinator

**VICE PRINCIPAL**  
K. V. PENDHARKAR COLLEGE OF  
ARTS, SCIENCE & COMMERCE  
DOMBIVLI (EAST)

**Dombivli Shikshan Prasarak Mandal's**  
**K. V. Pendharkar College of Arts, Science & Commerce (Autonomous)**  
**Dombivli-(E)**

**IQAC**

**15<sup>th</sup> January, 2022**

**Notice & Agenda of the Meeting**

A meeting of Internal Quality Assurance Cell members is arranged on **Thursday i.e. 20<sup>th</sup> January, 2022** at **01.00 p.m.** All the members are requested to attend the same.

**Venue: Auditorium (1<sup>st</sup> floor)**

**Agenda of the Meeting:**

- 1) To read and confirm the minutes of the last meeting.
- 2) Action taken report for the last meeting.
- 3) To review the AQAR (Annual Quality Assurance Report) of 2020-21
- 4) To assess the proposals of certificate courses to be introduced in the academic year 2022-23.
- 5) To review the activities conducted by the Committees & Departments in the first half of academic year 2021-22.
- 6) To review the research promotion policy.
- 7) To review the Certificate Courses introduced in the year 2021-22.
- 8) Any other relevant and important issue.

  
**Dr.S.V.Lasune**

**PRINCIPAL  
PRINCIPAL**

**K. V. PENDHARKAR COLLEGE OF  
ARTS, SCIENCE & COMMERCE  
DOMBIVLI (EAST)**

  
**B.T.Shirsath**

**IQAC Coordinator**

**EXPLANATORY NOTES TO THE AGENDA FOR THE MEETING OF INTERNAL QUALITY ASSURANCE CELL**  
**TO BE HELD ON THURSDAY, 20<sup>th</sup> Jan, 2022.**

**Agenda Item 1 & 2:** IQAC Coordinator will read out the minutes of the meeting conducted on 05<sup>th</sup> August, 2021 to seek the confirmation for the same from all the members and brief about the action taken on the resolutions passed in the last meeting.

**Agenda Item 3:**

The College is in the process of submission of the Annual Quality Assurance Report for the academic 2020-21 to the NAAC. Data required for the said report under all the seven criteria was collected by the centralized data management committee of the College and same has been compiled and verified by all the criteria in-charges. Post compilation, criteria wise meetings were conducted under the guidance of Principal of the College to assess the entire report, suggestions received during the meetings have been incorporated in the report. IQAC Coordinator will give brief overview of the entire report; IQAC Members are requested to give their approval for the same based on their perusal.

**Agenda Item 4:**

Holistic development of students is the main purpose of the curriculum and this is attempted through prescribing dynamic and updated curricular inputs, besides this the College is expected to have provision for add on courses to facilitate curriculum enrichment leading to holistic development of the students. Department of Geography & Department of B.Com. in Banking and Insurance have prepared proposals of certificate courses namely "Quantum GIS software –A Beginners tool" and "Preparatory course for IBPS" respectively. IQAC members are expected to go through the said proposals and suggest modifications in it, if any, to make the proposed courses more students centric and viable.

**Agenda Item 5:**

To enrich the learning experience of the students and also to facilitate their all-round development, besides certificate courses, departments and various Co-curricular and extracurricular committees formed by the college are expected to arrange various student's centric activities. Review regarding the activities arranged by the departments and the committees from the 14<sup>th</sup> June, 2021 to 15<sup>th</sup> January, 2022 will help the IQAC members to identify the non- performing departments and the committees and accordingly same can be instructed to arrange some activities in the remaining part of academic year 2021-22.

**Agenda Item 6:** Having a well-defined research promotion policy is the primary need for promoting research culture in the institution. A draft of research promotion policy prepared by a team of enthusiastic researchers including Dr. K. R. Jagdeo, Dr. A. Sahasrabudhe, Dr. Kavita Kamath & Dr. A. P. Lokhande

was discussed thoroughly in the previous IQAC meeting (on 05<sup>th</sup> August, 2021), where all the members gave valuable inputs on the policy draft. Besides IQAC meeting, on 21<sup>st</sup> October, 2021 through staff meeting suggestions were also invited from the staff for research promotion and the same were considered for further improvisation of the draft of research promotion policy.

IQAC members are expected to go through the revised draft and come up with suggestions to make it more effective. Subsequently the same policy will be sent to the Governing council for approval.

**Agenda Item 7:** To facilitate curriculum enrichment IQAC had recommended 11 certificate courses to the academic council towards the end of academic year 2020-21 of which 08 courses subsequently approved by the academic council and the governing council of the college and same have been introduced to the students in the academic year 2021-22 by the concerned departments. Review of such courses in terms number of enrolments and their status (commenced or not) will give an idea to the IQAC members to plan suitable steps, if any for the successful launch of upcoming courses.

**Agenda Item 8:** Any IQAC members with the permission of Chairperson of IQAC can bring out any other relevant and important point for the discussion.



**Dr.S.V.Lasune**

**PRINCIPAL**

**PRINCIPAL**

**K. V. PENDHARKAR COLLEGE OF  
ARTS, SCIENCE & COMMERCE  
DOMBIVLI (EAST)**



**B.T.Shirsath**

**IQAC Coordinator**

### Flow of the Meeting

Sr. No	Sequence	Time
1.	Welcoming the all IQAC members by the Coordinator	01.00 to 01.02 p.m.
2.	Opening remark by Principal Dr. V.S. Lasune	01.02 to 01.04 p.m.
2.	Reading the minutes of previous meeting to seek confirmation –by B.T.Shirsath	01.04 to 01.10 p.m.
3.	Reading of Action taken report of previous meeting- by B.T.Shirsath	01.10 to 01.15 p.m.
4.	Highlights of AQAR 2020-21- B.T.Shirsath	01.15 to 01.25 p.m.
5.	Presenting the proposals of new certificate courses to be introduced by the concerned course coordinators	01.25 to 01.45 p.m.
6.	Briefing the members about the activities conducted by the Departments by Dr.S.S.Mahajan	01.45 to 01.55 p.m.
7.	Briefing the members about the activities conducted by the Committees by Mr.G.B. Sangle	01.55 to 02.05 p.m.
8.	Reading of Research Promotion Policy document by Dr. K.R. Jagdeo	02.05 to 02.35 p.m.
9.	Briefing the members about the Status of certificate courses introduced in the academic year 2021-22 by Vice-Principal Ms. Ashwini Bagkar	02.35 to 02.45 p.m.
10.	Vote of Thanks by Dr. Jagruti Suroshe	02.45 to 02.47 p.m.

## Composition of IQAC for the Academic Year 2021-22

Chairperson		Principal Dr. S. V. Lasune
Members	Senior Administrative officer	Mr. Vinayak Dalvie Expert on Quality Management & Former Joint Secretary to Governor of Maharashtra
	Member from the Management	Dr. (Mrs.) Suchitra P. Kamath
	Representative from Industry	Shri. Anand Acharya Director, Acharya Group of Companies
	Administrative officer	Ms. Kavita Parab Public Relation & Liaison officer of Dombivli Shikshan Prasarak Mandal
	Teacher Representatives	i) Sr. Vice Principal Mr. K. P. Phalak ii) Vice Principal Ms. Ashwini Bagkar (Secretary, Academic Council) iii) Mr. G. B. Sangle iv) Mr. D.T. Pagare v) Dr. K.R. Jagdeo vi) Dr. S. S. Mahajan vii) Dr. A.V. Sahasrabudhe viii) Dr. Jagruti Suroshe
	Nominee from local society	Ms. Neha Narkar
	Student representative	Ms. Anvita Shetty (S.Y.B.Sc)
	Alumni representative	Mr. Roshan B Bhagat Scientist B in Bombay Natural History Society, Mumbai.
	Coordinator	Vice Principal Mr. B.T. Shirsath

  
Dr.S.V.Lasune

PRINCIPAL  
PRINCIPAL

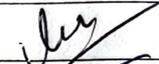
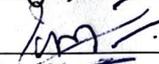
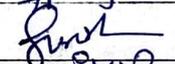
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B.T.Shirsath

IQAC Coordinator

**Dombivli Shikshan Prasarak Mandal's**  
**K.V. Pendharkar College of Arts, Science and Commerce (Autonomous)**  
**IQAC Meeting (20<sup>th</sup> January 2022) at 1.00 p.m., Auditorium**

**Attendance**

Sr. No.	Name of the Committee Member	Signature
1.	Mr. Vinayak Dalvie	
2	Mr. Anand Acharya	
3	Dr. Suryakant Laxane	
4	Ms. Ashwini Bagkar	
5	Mr. K.P. Phalak	
6	Mr. D.T. Pagare	
7	Mr. G.B. Sangle	
8	Dr. S.S. Mahajan	
9	Dr. K.R. Jagdeo	
10	Dr. A.V. Sahasrabudhe	
11	Dr. Jagruti Surashe	
12	Ms. Kavita Parab	 20/01/2022
13	Mr. B.T. Shirseth	
14		
15		
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20		

**Dombivli Shikshan Prasarak Mandal's  
K.V. Pendharkar College (Autonomous), Dombivli (E)**

**Minutes of the IQAC meeting held on 20<sup>th</sup> January 2022**

**Venue: Auditorium**

**Time: 1.00 p.m.**

**Agenda of the meeting:**

- 1) To read and confirm the minutes of the last meeting.
- 2) Action taken report for the last meeting.
- 3) To review the AQAR (Annual Quality Assurance Report) 2020-21.
- 4) To assess the proposals of Certificate Courses to be introduced in the academic year 2022-23
- 5) To review the activities conducted by various Committees and Departments in the first half of the academic year 2021-22.
- 6) To review the Research Promotion Policy
- 7) To review the certificate courses introduced in the academic year 2021-22.
- 8) Any other relevant and important issue.

Following members were present for the said meeting

<b>Members Present</b>		
<b>1</b>	<b>Chairperson</b>	<b>Principal Dr. S.V. Lasune</b>
<b>2</b>	<b>Senior Administrative officers</b>	<b>Mr. Vinayak Dalvie Expert on Quality Management &amp; Former Joint Secretary to Governor of Maharashtra</b>
		<b>Ms. Kavita Parab Public Relation &amp; Liaison officer of Dombivli Shikshan Prasarak Mandal</b>
<b>3</b>	<b>Teacher Representatives</b>	<b>1. Sr. Vice Principal K. P. Phalak</b>
		<b>2. Ms. Ashwini Bagkar Secretary, Academic Council</b>
		<b>3. Dr. S. S. Mahajan</b>
		<b>4. Mr. G.B. Sangle</b>
		<b>5. Mr. D. T. Pagare</b>
		<b>6. Dr. K.R. Jagdeo</b>
		<b>7. Dr. A. V. Sahasrabudhe</b>
		<b>8. Dr. Jagruti Suroshe</b>
<b>4</b>	<b>Representative from Industry</b>	<b>Shri. Anand Acharya Director, Acharya Group of Companies</b>
<b>5</b>	<b>Coordinator</b>	<b>Vice Principal B.T. Shirsath</b>

**Leave of Absence was granted to the following member:**

- 1) Dr. (Mrs.) Suchitra Kamath, Member from the Management
- 2) Mrs. Neha Narkar, Nominee from the Local Society
- 3) Mr. Rohan Bhagat, Alumni representative
- 4) Ms. Anvita Shetty, Student representative

The Meeting was chaired by the Principal, Dr. S. V. Lasune

At the outset of the meeting IQAC Coordinator and other members formally welcomed newly appointed Principal Dr. S. V. Lasune. Principal gave his opening remarks in the meeting. Sir has appreciated the preparation of AQAR report by the IQAC Coordinator. He also discussed about preparation of NAAC visit, focus to fulfill vision and mission of the college. He insisted that college should strive to start at least five new certificate courses from the upcoming year 2022-23.

**Agenda Item 1:** To review and confirm the minutes of the last meeting.

IQAC Coordinator, B.T. Shirsath read out the minutes of the last IQAC Meeting held on 5<sup>th</sup> August 2021. Mr. V. V. Dalvie insisted that his name not to be mentioned separately but should be included under IQAC Committee members only. It was resolved that the minutes of the last meeting to be confirmed the with incorporation of changes suggested.

**Proposed by: Mr. V. V. Dalvie**

**Seconded by: Mr. K. P. Phalak**

**Agenda Item 2:** Action Taken Report for the last meeting

IQAC Coordinator read out ATR for the last meeting. ATR of last meeting was confirmed subject to the changes suggested by the committee members are incorporated properly.

**Proposed by: Mr. D. T. Pagare**

**Seconded by: Mr. G. B. Sangle**

**Agenda Item 3:** To review the AQAR (Annual Quality Assurance Report) 2020-21.

IQAC Coordinator, B. T. Shirsath gave a small power point presentation of the AQAR 2020-21. He highlighted criteria wise important points to all members. Mr. Dalvie gave couple of suggestion in the Part A of report and suggested to replace second Best Practice shown in the report.

**Resolution:** The AQAR of 2020-21 can be submitted to the NAAC latest by 15<sup>th</sup> March, 2022 after incorporating the changes suggested.

**Proposed by: Mr. Vinayak Dalvie**

**Seconded by: Dr. S.S. Mahajan**

**Agenda Item 4:** To assess the proposals of Certificate Courses to be introduced in the academic year 2022-23.

Three new certificate courses were proposed by the respective course coordinators

**A. Preparatory Course for IBPS examinations by Ms. Priyanaka Ambre**

Mr. G. B. Sangle opposed the number of credits assigned to the course. Mr. Dalvie stated that the course should not be restricted to Banking and Insurance students only. Principal Dr. S. V. Lasune said there should be everyday one-hour lecture for Competitive Exam Course. Mr. Dalvie suggested calling upon

IAS officer conduct motivational lectures. Syllabus covered in three years should include history, general knowledge, and current affairs etc.

It was resolved that with the content IBPS course a center for IBPS Exam coaching to be started from the academic year 2022-23.

**B. Ms. Sheetal Dhoble proposed certificate course in "QUANTUM GIS SOFTWARE-A BEGINNERS TOOL"**

Committee members praised about the course and gave few suggestions. Principal Dr. Lasune suggested running the course in an online mode like SWAYAM portal.

### **C. Certificate Course in Apiculture**

Mr. Vinayak Dalvie said as the above course was offered to the students in academic year 2020-21, hence there is no need to propose the same once again and same can be continued for academic year 2022-23.

**Proposed by: Mr. G. B. Sangle**  
**Seconded by: Dr. S. S. Mahajan**

**Agenda Item 5:** To review the activities conducted by various Committees and Departments in the first half of the academic year 2021-22.

Mr. G. B. Sangle gave overview about the activities conducted by various committees in the first half of current academic year.

Dr. S.S. Mahajan briefed all about the activities conducted by various departments in the first half of current academic year.

Mr. Dalvie appreciated the activities arranged by the NSS and NCC units of the College.

**Resolution:** Mr. Sangle and Dr. Mahajan can identify departments and committees which have not organized any event /activity in the first half of academic year and administrative body should encourage concerned committees and departments to arrange some students' centric activities.

**Proposed by: Mr. D. T. Pagare**  
**Seconded by: Dr. A. V. Sahasrabudhe**

**Agenda Item 6:** To review the Research Promotion Policy

Dr. K. R. Jagdeo presented Research Promotion Policy to all the members. Mr. Dalvie and Mr. Acharya suggested few corrections in the draft and insisted that it should be revised once again by Research Promotion Committee under the guidance of Principal.

**Resolution:** A draft of research promotion policy to be revised by Research Promotion Committee under the guidance of Principal and the same can be to be shared to the governing council for final approval.

**Proposed by: Mr. Anand Acharya**

**Seconded by: Mr. Vinayak Dalvie**

**Agenda Item 7:** To review the certificate courses introduced in the academic year 2021-22.

Ms. Ashwini Bagkar, Secretary, Academic Council briefed about the present status of certificate courses started in 2021-22. She told out of eight courses, only three courses have students' enrollment while others are yet to start. She also explained how pandemic situation has affected the enrollment for these courses.

**Resolution:** It was resolved that more efforts need to be taken to motivate students to join these courses.

**Proposed by: Mr. G. B. Sangle**

**Seconded by: Dr. Jagruti Suroshe**

**Agenda Item 8:** Any other relevant and important issue.

- a) Principal Dr. Lasune briefed the members about deficit for certain UG and PG programmes and opened the matter of fee revision of under graduate and post graduate programmes from the academic year 2022-23:

**Resolution:** A Committee of Mr. Anand Acharya (as a chairperson), Principal Dr. S. V. Lasune, Sr. Vice Principal Mr. K.P. Phalak and Vice Principal Ms. Ashwini Bagkar should study and give recommendation to the competent authority to take decision on the matter.

**Proposed by: Dr. Abhijit Sahasrabudhe**

**Seconded by: Dr. Jagruti Suroshe**

- b) IQAC Coordinator briefed all the members about the tentative academic calendar for the academic Year 2022-23 with possible dates of reopening, commencement of examinations and vacation period. Sr. Vice- Principal Mr. K. P. Phalak gave couple of suggestions regarding the commencement of FY classes and the term end exams.

**Resolution:** Academic Calendar for the academic year 2022-23 to be prepared according to the suggestions given by the members.

**Proposed by: Mr. G B Sangle**

**Seconded by: Dr. Abhijit Sahasrabudhe**

- c) Ms. Ashwini briefed the members regarding completion of formalities in connection with the MoUs and tie ups with Banks and Insurance company and this was appreciated by all the members

Formal vote of thanks was proposed by Dr. Jagruti Suroshe

  
IQAC Coordinator  
Co-ordinator  
I.Q.A.C. Committee  
DSPM'S K. V. Pendharnar College  
Dombivli

**Dombivli Shikshan Prasarak Mandal's  
K.V. Pendharkar College of Arts, Science and Commerce (Autonomous),  
Dombivli (E), Thane 421203**

**Governing Council Meeting**

Minutes of the Forth Governing Council Meeting of Dombivli Shikshan Prasarak Mandal's K. V. Pendharkar College (Autonomous) was held at 3:00 PM on 16<sup>th</sup> April 2022 via Virtual Mode on Zoom Platform.

The list of attendees is given below: -

No. of Members	Category	Name	Signature
5 Members	Management	1. Hon. Shri. Prabhakar R. Desai (Chairman)	
		2. Hon. Dr. Prashanth Rao	
		3. Hon. Dr. Abhijit Desai	
		4. Hon. Dr. Pradeep Rao	
		5. Hon. Shri. Anand Acharya	
2 Members	Teachers of the College	6. Mr. Kishor Phalak	
		7. Dr. Mrinal Kulkarni	
1 Member	Educationist Member of the Management	8. Shri. Vinayak Dalvie	
1 Member	UGC Nominee	9. Prof. Shekhar Adhikari	
1 Member	State Nominee	10. Dr. Sanjay Jagtap	
1 Member	Member Secretary	11. Dr. Suryakant V. Lasune	

**Members Absent**

- University Nominee

**The Agenda of the Meeting was discussed as under:**



**Agenda Item 1: To Welcome all the members of Governing Council by Member Secretary.**

The Chairman and all the members of the governing council were welcomed by Member Secretary Dr. Suryakant V. Lasune.

**Agenda Item 2: To confirm and approve the minutes and action taken report of the last Governing Council Meeting held on 27<sup>th</sup> May 2021 at 5:30 pm via online mode.**

The minutes and the action taken report of the last governing council meeting which was held on 27<sup>th</sup> of May 2021 via online mode were approved in this meeting. **As annexed here to (Annexure No.)**

Proposed by: Shri. Vinayak Dalvie

Seconded by: Mr. K.P. Phalak

**Agenda Item 3: To seek guidance and clarifications of UGC Notification for Autonomous College dated 12<sup>th</sup> February 2018 Clause No. 3.7, 3.9, 3.10, of U/s. 3, 4.3 of U/s 4 and 5.2 U/s 5.**

The member secretary Dr. Suryakant V. Lasune with the permission of the Chair asked for the clarification from the UGC nominee Prof. Shekhar Adhikari regarding some points mentioned in the notification.

The clarification given by Prof. Shekhar Adhikari is as under-

- Token amount of money is to be given to university, which depends upon university to university.
- For appointment of Principal and teaching staff the procedure laid down by the university and state government has to be followed.
- For appointment of administrative staff permission from the state government is necessary.

To this the Joint Director Dr. Sanjay Jagtap added-

- 11 teaching posts are sanctioned to K.V. Pendharkar College but it is delayed due to restructuring of reservation policy and for the remaining vacant posts two CHB appointments against one vacant post can be appointed following the procedure.

However, it was felt that the sharing of various fees components with the university and state government, freedom for selection and appointment of academic staff, etc. are need to be

settled at appropriate competent forum for implementation of autonomous status in true sense adhering the spirit and the letter of conferment of autonomy by the UGC.

Proposed by: Dr. Prashanth Rao

Seconded by: Dr. Abhijit Desai

**Agenda Item 4: To Consider and approve the following recommendations along with the other recommendations as mentioned in the minutes of IQAC meeting.**

- a. **To consider and approve academic calendar 2022-23.**As annexed here to (Annexure No.)
- b. **To consider and approve Research Promotion Policy.** As annexed here to (Annexure No.)

The academic calendar and research promotion policy were approved unanimously along with all other recommendations of IPSE.

Proposed by: Mr. K.P. Phalak

Seconded by: Dr. Mrinal Kulkarni

**Agenda Item 5: To consider and approve the following recommendations along with the other recommendations as mentioned in the Academic Council Meeting.**

- a. **To consider and approve UG & PG revised Syllabi & Evaluation patter.**
- b. **To consider and approve introduction of M.Sc. Organic Chemistry in place of Inorganic Chemistry as suggested by Academic Council.**
- c. **To introduce various certificate courses recommended by various departments.**
  - i. **Certificate Course in “e-filling of Income Tax returns” – Department of Accounting and Finance. (Intake Capacity – 50, Duration: - 30 hours, Fees: - 1,300).**
  - ii. **Certificate Course in “Personality Development & Soft Skills”- Department of B.M.S. (Intake Capacity- 50, Duration – 30 Hours, Fees: - 1,200)**
  - iii. **Certificate Course in “REBT (Rational Emotive Behavioral Therapy)- Department of Psychology” (Intake Capacity- 30, Duration – 30 Hours, Fees: - 1,400)**
  - iv. **Certificate Course in “Mushroom Cultivation- Department of Botany” (Intake Capacity- 40, Duration – 40 Hours, Fees: - 1900)**
  - v. **Certificate Course in “Quantum of GIS software- tools for beginner”- Department of Geography” (Intake Capacity- 30, Duration – 30 Hours, Fees: - 1100)**
  - vi. **Certificate Course in “Centre for Banking Examination Training – Department of Banking & Insurance” (Intake Capacity: 40, Duration: - 100 hours, Fees: - 4,000)**

- d. To consider and approve proposal to start centre for Ph.D. in the subject of Commerce.**

The recommendations of academic council as envisaged in the minutes were as annexed here to (Annexure No.) unanimously accepted and approved. Further

- On Syllabi of UG PG as also the evaluation pattern was rectified
- It was accepted to replace Inorganic chemistry by organic chemistry at PG from the academic year 2022-23 progressively.
- The contents and the fees structure of the following certificate courses were approved to be implemented from the academic year 2022-23
- It was also unanimously resolved to establish research centre for PhD in commerce after following the necessary procedure.

However, a short-term certificate program in mushroom culture as recommended was kept at bay for implementation for the want of desired space.

Proposed by: Shri. Vinayak Dalvie

Seconded by: Dr. Pradeep Rao

**Agenda Item 6: To consider and approve the following recommendations along with the other recommendations as mentioned in the minutes of Finance Committee Meeting.**

- a. To consider and approve revised fee structure and charges.**
- b. To consider and approve the Budget 2022-23.-**

It was unanimously resolved to accept the recommendations of finance committee as envisaged in the minutes, there too.

- Accordingly, the budget and recommended fee structure were approved and accepted. As annexed here to (Annexure No.)

Proposed by: Shri. Anand Acharya

Seconded by: Mr. K.P. Phalak

**Agenda Item 7: To consider and approve the recommendations as mentioned in the minutes of College Development Committee Meeting.**

Minutes of the college development committee were approved and accepted for implementation. **As annexed here to (Annexure No.)**

Proposed by: Dr. Abhijit Desai

Seconded by: Mr. K.P. Phalak

**Agenda Item 8: To consider and approve the proposal for funding from UGC as approved by Finance Committee.**

The college was conferred autonomy in the current academic year 2021-22 and hence the expenditure incurred in this financial year under the appropriate heads of budget recommend by the UGC was presented. **As annexed here to (Annexure No.)** It was decided to submit the statement of expenditure along with the necessary documents and performance to the western regional centre of UGC, Pune at the earliest for reimbursement of Rs.20,00000 + Rs.2,00000 (NCC) out of the total expenditure of Rs. 48,33,499/-. Joint Director Dr. Jagtap suggested to submit the DPR with Chairman Permission and submit the proposal of 5 Crores to RUSA.

Proposed by: Shri. Vinayak Dalvie

Seconded by: Shri. Anand Acharya

**Agenda Item 9: To discuss and approve admission strategy.**

An exercise was conducted by Prof. Phalak and Prof. Ashwini Bagkar with Shri. Vinayak Dalvie at the departmental level with a view to conduct SWOT analysis of each department and give appropriate suggestions at micro level to enhance the quality. One of the outcomes was a structured conscious effort to develop admission strategies which not only would ensure breakeven point but encourage more applications thus generating merit list attracting quality students.

Proposed by: Dr. Prashanth Rao

Seconded by: Mr. K.P. Phalak

**Agenda Item 10: Any other item with the permission of Hon. Chairman.**

Shri Vinayak Dalvie with the permission of the Chair brief the house about need to take further steps after successful implementation of autonomy in the last two years making it pertinent more so while entering the final phase of the third year. He proposed to consider introducing BSc. Culinary Art with a canteen/ restaurant being managed by the staff and the students of the said program providing hands on training and opportunity for earn while learn. These skill-

based program will fall in the lines of new education policy with flexibility of multiple exists providing desired trained manpower to the industry falling in different cadre.

Introducing honest program would befit the opportunity extend their autonomy it was there for suggested to form a subcommittee of Dr. Madhu Naik (Former Dean of university), Prof. Gopal Krishnan (Former Principal) and Dr. Lohar (from Government of Maharashtra's IY College) to explore the possibility of upgrading B.com syllabus while making it compatible to the CA as parents.

Both the suggestions are for mid/long-term planning though its preparation maybe initiated in desirable time.

Proposed by: Shri. Anand Acharya

Seconded by: Dr. Pradeep Rao

**Agenda Item 11: Vote of Thanks by the Secretary.**

Besides the above points no other point was discussed. The meeting concluded at 00:00 p.m.

The Member Secretary Dr. Suryakant V. Lasune proposed the formal vote of thanks at the end of the meeting.



**(Dr. Suryakant Lasune)**  
**Member Secretary**  
**Governing Council**

**(Shri. Prabhakar Desai)**  
**Chairman**  
**Governing Council**