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6.5.1: Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

1. In the first year of current cycle College installed INFLIBET, Washrooms were renovated, internal academic audit was introduced, and National Workshop on Stetching of exercise was organized.
2. In the second year of the current cycle, Thrust was given on increasing research guides since college had got permission to run PH. D. Programme in five subjects. Library audit was suggested. National and int4ernal journals for the library were suggested. Value added course on Shakespearean Studies was conducted, some courses were planned by dept. of Commerce & Dept. of Ambedkar Thought. Which were conducted in the following sessions. Solar system and rain water harvesting was a l;ong time suggestion was given which was implemented in the following session. ICT based classes were increased after IQAC pursuit to the teachers.
3. In the third year of the current cycle, Updation of library infrastructure and increasing references and books were suggested, inculcation of Indian knowledge system in the college academic activities increased, International Yoga day and activities based on Indian cultural heritage were regularly organized. Since Lock Down was started due to Corvid 19 Pandemic, Online classes were started to help stranded students. Study material through College Official website and Video-Tutorial through two of college YouTube Channels were introduced which become popular amongst students as a best practice. Many webinars were organize to sensitize social and Health issues, Teachers were constantly engaged in the research and online teaching learning and creation of quality study material to the students, etc.
4. In the fourth year of the current cycle, Bridge course and Value added course were organized through online mode and later hybrid mode. Suggestion for Updating of College Library and Language laboratory were suggested. Green audit, Energy Audits and environmental audit were conducted regularly. Major infrastructure development and repair for washrooms and class rooms were suggested and got it implemented. Programme on Self-employment and entrepreneurship were focused, MoU were increased. A Buddhist tourism in Vidarbha Course was planned. Solar Plant was planned

in the previous session was installed in the session. Science stream was planned along with two optional subjects Psychology and Music.

5. Since College was running two major streams i.e. Arts and Commerce. For a long time college was trying to introduce new stream. With the pursuit of IQAC college has introduced Science stream from the current session. From the repeated demands from the English Medium students, college also introduced two new optional subjects i.e. Psychology and Music for BA. Registration of Alumni Association was planned. To foster Alumni activities in college Swar Snadhy (with the College Guinness Book Record Holder student in nonstop singing) was organized on 27th April 2022. Some more value added courses were organized.
6. Incubation centre was fostered with the Women's cell and two Women's Entrepreneurs' expo were organized to promote local products of cottage industry.
7. College has a big Library having more than 45000 books and references, till the previous session the issue -return of books were done with the traditional method. With the pursuits of IQAC, the library committee decided to introduce complete automation of the library works which was started from the current session. Besides, College admission was introduced with cloud based software, scholarship works is also shifted to complete online mode.
8. To foster teaching learning in the college and to help students under Covid 19 Lockdown during most of the part of the session college introduced Website based Study material and Video Tutorial through its channel PWS Teachers (Official). Dept. of English and Political Science conducted Value added Courses. To foster entrepreneurship college conducted Two Day Webinar on "Entrepreneurship Development" from 11/08/2021 To 12/08/2021, to foster incubation Activities of the Women's cell Women's Entrepreneur's Expo was organised on 25 & 26th February 2022 and to give a job opportunity to college students BAGAP Mega Job fair and Placement Drive on 21/05/2022
9. To prepare for NAAC accreditation and supporting the New education Policy 2020, college conducted various seminars :(a) One Week International Workshop on Yoga from 21 to 26 June 2021, (b) National Webinar on "Guidance for NAAC revised Accreditation Framework 2020", (c) Online National Workshop on Intellectual Property Rights Patents and Design Filing on 28 January 2022 (d) One Day National Webinar on " New Education Policy" on 13th May 2022, (e) Workshop on Research methodology from 29 July to 5th August 2022.
10. During the session college added two ICT based new classrooms. To support the Teaching & Non-teaching staff welfare; emergency medical assistance through PWS Cooperative society was increased to Rs. 30, 000 also personal loan was increased from 3 lac to 5 lac with 8.5 % interest only. Supporting the environmental activities vermi compost pit was started. College made compost only used for college garden and trees.
11. IQAC constantly create a dialogue with the teaching and Non-teaching departments through the year. Constantly provide them essential inputs towards quality enhancement in education and help them organize essential activities to fulfill the criteria of department as expected to NAAC

12. IQAC is in regular communication with the Principal to bring in essential measure for discipline, planning and implementation of policies to foster quality teaching learning in the camps. Time to time updation of college infrastructure, automation process, welfare measures for staff and students, healthy dialogue amongst all the stakeholders, are few of such things come through IQAC core committee in the college.
13. IQAC coordinator is essentially taken on each committee boards so that he can suggest the procedure and essential inputs for the working of the committee.

Quality assurance initiatives of the institution

1. Regular IQAC & Staff Council Meeting to create healthy dialogue amongst the staff members. Keeping its minutes open for public through official website.
2. Regular College Development Committee (CDC) Meetings for the planning and implementation of policies towards quality education through the institution
3. Regular meeting with Head of the Departments and Committee conveners to look into proper implementation of academic calendar of the institution
4. Feedback from Students, Parents and employees and analysis with action taken
5. Students Satisfaction Survey and Action Taken
6. Preparation of AQAR regularly
7. Submission of AISHE and MIS reports
8. Internal Academic Audit through the committee
9. Financial Audit at the end of the financial year
10. CAG Audit time to time.
11. Organising NAAC, Intellectual Property Rights (IPR), New Education Policy (2020) related orientation and conferences
12. Faculty Development Programme (FDC)
13. Regular Environment, Green and Energy Audit through the recognized agency
14. Submission of Academic Report for Continuation of Affiliation to RTM Nagpur University
15. Inviting Local Enquiry Committee (LEC) of RTM Nagpur University at the due date for continuation of affiliation.

Action Taken Report on IQAC Minutes

Session 2017-2018

SN	Date	Decisions taken in IQAC	Action Taken with Date
1.	14/02/2017	Dept. of Commerce was encouraged to organize more skill based and entrepreneurship development based activities	<p>Skill Development programm by Commerce Dept. 16/12/2017, 23/12/2018, 16/10/2021, 12/2/2022</p> <p>Proficiency Development Programme (PDP) 4-5th Jan 2019</p> <p>Rotary Ishanaya's Skill Development program-5/10/2019</p> <p>Workshop on Entrepreneurship and Skill Development 8/1/2018, 13/03/2019, 6/3/2021 13th March 2019</p> <p>Webinar on Entrepreneurship Development 11-12th August 2021</p> <p>Competitive Guidance Programme 11/1/2018</p>
2.	29/4/2017	Internal Academic Audits to be undertaken more efficiently	<p>Internal Academic Audits were undertaken on 28/4/2018 17/4/2019 14/7/2020 24/7/2021 26/04/2022</p>
3.		All the teaching departments and committees to update their documentation and records and to be checked by Core committee members	Covered under Academic Audit
4		The Stationary material required by the departments were sanctioned by LMC	Regular Stationary Materials were provided by the principal
5		Non-teaching staff will also be included in the second round of Internal Academic Audit	Covered under Internal Academic Audit undertaken during last 5 years
6	17/06/2007	The pending renovation work to be completed	Renovation works completed in the following session-Revamp of Principal's office, NAAC Room, Washrooms,

7		Installation of 'INFLIBNET'	Subscribed IFLIBNET in 2021
8	1/3/18	Reshuffling of IQAC	Reshuffled IQAC in December 2018. Dr. Sudesh Bhowat was appointed as NAAC Coordinator
9	24/9/18	Action will be taken to reduce absenteeism	All the Depts were instructed to maintain attendance, and track the absent students
10		Will be having mentorship	Class teachers were appointed as mentor
11		UG and PG for Psychology will be approved	Psychology as an optional subject in BA was introduced from the session 2021-22
12		Skill based programs for six months in collaboration with University	<ol style="list-style-type: none"> 1. A 3-months course on "Panchayat Raj" was conducted by Dept of Political Science Granted by Dept of Extension and Lifelong learning, RTMN Nagpur University. 2. Certificate course in Buddhist Heritage and Tourism in Vidarbha 28/2/23-28/3/23 Granted by Dept of Extension and Lifelong learning, RTMN Nagpur 3. Certificate Course in Communicative English from 10/3/23 to 10/5/23 Granted by Dept of Extension and Lifelong learning, RTMN Nagpur

The Plan of the action chalked out by the IQAC in the beginning of the year towards Quality enhancement and the outcome achieved by the end of the year (2017-18)

Plan of Action	Achievements

<p>1. Renovation and Infrastructural modification of washrooms and hall</p> <p>2. Preparation for third cycle of NAAC accreditation</p> <p>3. Academic audit to conduct</p> <p>4. Installation of INFLIBNET</p> <p>5. Post accreditation, peer team report to share and discuss the possible strategy to implement peer team suggestions.</p> <p>6. To organize pending UGC sponsored National workshop by Sports dept.</p> <p>7. To discuss new Guideline of NAAC with college staff and to organize National Seminar on Intellectual Property rights</p>	<p>It was expected to be done in the summer vacation. It was ready to be the beginning of this session.</p> <p>Committees were formed, accommodation for peer team, visit schedule, etc were properly organized</p> <p>In the beginning of the session internal academic audit was completed.</p> <p>Library purchased it and opened it for all its users</p> <p>The peer team report was shared with the steering committee members. It was decided to monitor the absenteeism in the college and new skilled based courses were planned. New IQAC was also formed with the new member</p> <p>A National workshop was granted by UGC few years back but due to some reason it was delayed. The workshop on “Importance of Stretching of Exercise” was organized by Sports dept. on 24/02/2018</p> <p>i) A two day NAAC new guideline related workshop was organized in college for staff on 9 & 10 April 2018 . Members were made aware about the changes and possible change in the working style in the college.</p> <p>ii) A national seminar on intellectual property right was organized on 25th April 2018.</p>
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Action Taken Report on IQAC Minutes

Session 2018-2019

SN	Date	Decisions taken in IQAC	Action Taken with Date
1.	29/12/2018	Programs on PET should be conducted by Research Center	Guidance for research was given to PG students during Students Seminar by the Depts of Social Sciences every Year
2.		Number of Research Guides and students should be increased	<ol style="list-style-type: none">1. In 2017, five research center were granted and in 2021, four research centers were granted by RTMNU2. 11 Research Guides are Available at college3. Upto RRC March 2022 32 Ph.D. scholars have enrolled in the college
3.		Permission to Non-teaching staff to attend short term course	Every year Non-teaching staff members attend various training sessions, organized by Joint Director of Higher Education, Dept of Social welfare, Masters of web Solution and RTM Nagpur University
4		Minor and major research projects should be taken up by the teachers	Proposal was sent to ICSSR by Manohar Yerkalwar, It was not approved due to large number of applications in the area
5		Budget for research should be framed	A provision is made in the college budget from the following session
6		Research based award should be introduced	It is under consideration
7		MOUS with industries for training and job should be carried out	List of MOUS and Linkages are uploaded on College official Website
8		Stock Register should be maintained	Suggestion was sent to account section to maintain Stock Register
9		Library Audit will be done in the month of April	It is covered under Internal Academic Audit

10		The need of Department wise books in the library should be fulfilled	Book requirements of each department were taken by the Librarian and accordingly books and references were purchased
11		No of national and international journals should be increased in the library	College IQAC sent a note to all departments to prepare a list of required journals and to give it to the librarian
12		INFLIBNET should be repurchased	Subscribed in 2021
13		Value added courses should be conducted	Value Added Courses: <ol style="list-style-type: none"> 1. Shakespeare Certificate Course 22-31rd 2019 organized by Shakespeare Society of Central India (SSCI) 2. Online Course in 'English for Competitive Exams' (Banking, Railway, SSC and Other Equivalent to Exams) 18 to 23rd April 2022 3. Course on 'Income Tax' 7 -13th April 2022 4. Certificate course on Dr. Ambedkar Studies. 2 – 19th March 2022 5. Certificate course on Dr. Ambedkar Studies. 16 – 18th May 2020 6.
14		Environmental awareness, Solar system and Rain Water harvesting need to be streamlined	<ol style="list-style-type: none"> 1. Guest Lecture by Dr. Mane (Geologist) on "Development of Ground water an Cleanliness" 18/6/2021 2. Tree Plantation 6/8/2019 3. Solar panel was installed in 2021 4. Rain Water harvesting is already in place 5. Compost Pit is in place 6. Vermi-pit was introduced in 2021-22 7. Plastic Free Campus
15		Decided to Apply to RUSA for funding	Dr. Vivek Chavan attended a workshop organized by RUSA. Proposal to funding is in progress
16	6/2/19	Complete study notes should be provided to the students for better results	Study notes of all the UG and PG Students are uploaded on College Official Website, Vedio tutorials are also uploaded on You Tube channel- PWS Teachers Official
17		Parents should be informed about their ward's absence	Parents are informed in Parent teacher meetings that are conducted regularly

18		PPT based teaching and learning should be adopted	<ol style="list-style-type: none"> 1. It was decided in every department to conduct ICT based classes at 4-5 days a month. 2. 2 ICT based classrooms were introduced in 2019-20
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The Plan of the action chalked out by the IQAC in the beginning of the year towards Quality enhancement and the outcome achieved by the end of the year (2018-19)

Plan of Action and Outcome 2018-19		
Sr. No.	Plan of Action	Achievement / Outcome
1	Introducing Single Window for students	Implemented from 16th June 2018
2	To establish Centralised Computer laboratory with 50 computers	Centralised Computer laboratory was inaugurated on 29th January 2019.
3	To establish a Project as Best Practice "Helping the Needy"	Inaugurated on 29th January 2019
4	To mentor maximum sportsperson in the session	12 Sportspersons of the college represented on State/ Level
5	To mentor Meritorious students	4 PG Students short Listed as Merit by RTM Nagpur University
6	Revised Admission Process with Spot Examination and Scholarship form submission	The process successfully implemented
7	Documentation of college History on the occasion of its Golden Jubilee	A Souvenir Pragyapath was released on 29th January 2019 on the occasion of Golden Jubilee Celebration.

Action Taken Report on IQAC Minutes

Session 2019-2020

SN	Date	Decisions taken in IQAC	Action Taken with Date
1	17/1/2020	The newly appointed convener of Alumni Committee, Dr. Sumedh Nagdeve was suggested to initiate the process of registration of the Alumni Association	From the instruction received from the Principal upon registration of the Alumni association But due to CoVid 19 Lockdown process of registration held up.
2	22/1/2020	Updation of the Library and maintenance work was assured by the Librarian	Digitisation of the library books initiated in February 2020 but stopped due to Lockdown from March 2020.
3		Dr. Y. V Patil the convener of Purchase committee and Annual Budget Committee assured of updating and submitting the relevant documents to NAAC Office	Principal Dr. Yeshwant patil immediately o 23/01/2021 instructed admin staff to update the important records
4		Sports Committee would organize workshops and training sessions for college sportspersons.	Due to Lockdown no workshop was organized. But on 21 June 2020 Sports dept organized international Yoga day on hybrid mode.

5		Women's Cell convener was suggested to work for Self-help groups of women and Bachat Gat	Women Cell which was working local self-help group comes up with a plan to start incubation centre with the colleges and local organization under MoU.
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Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year (2019-20)

Plan of Action	Achievements/Outcomes
To updates the departmental and admin records and update the library	After the unlocking in the beginning of next session teachers and non-teaching staff updated the record.
To increase the college passing percentage	Even due to lockdown , teachers efforts Under lockdown by taking classes online help students clear
To organise international and national webinar to keep the college teachers engaged in research and interactive activities under lockdown	six department have successfully conducted international and NATIONAL WEBINARS
to upload the complete study material of even semester on college website for students who are in home under lockdown	All teacher have uploaded the study material and it helped students prepare their examinations
To host and organise History conference in college	The department of History with the college team under the guidance of IQAC successfully
To organise proficiency Development Programme	The PDP Committee have conducted the course successfully
To organise two each guests lectures by departments	Every departments have organised guest lectures which left a great impact on students
To organse bridge course for Freshers	Department of English, Economics and Political science have conducted courses
To organise value added courses through various departments	Department of English conducted course on Shakespearean studies

Action Taken Report on IQAC Minutes

Session 2020-2021

SN	Date	Decisions taken in IQAC	Action Taken with Date
1		Bridge courses and valued added courses to be implemented	Bridge Courses were conducted by Department of English (5 to 12 August 2021), Department of Economics (01/09/2021 to 18/09/2021) and Department of Political Science (26/07/2021 to 31/07/2021) in the month of August
2		Library resources should be updated	Library committee was informed by the IQAC to undertake updating of library.
3		Language Laboratory should be updated	HoD of English consulted principal regarding the updating of the Language laboratory. Since language labortery was established in 2010 with windows XP, updation of computer and software was not possible. Technician advised for replacement of computer and software. We mutually decided to continue with the existing setup until sound financial condition of college.

4		Green audit should be done	Nutan Urja Solutions done the Green, Energy and environment audits.
5		Staff washroom should be repaired	Principal assured the appropriate action by consulting the message.
6	5/3/21	All the departments and teachers were instructed to submit Departmental reports and teachers' profile by 15th March 2021	All reports are received.
7		Student Centric research was emphasized to be taken up	Research cell was instructed to conduct workshop on research methodology.
8		Each department was asked to identify the two best practices on college level and departmental level	All department assured to implement the suggestion form the coming session.
9		Students Centric digitalized activities was emphasized	All department were instructed to continue with online teaching and depositing videos to college you tube channel.
10		It was decided to conduct bridge courses, Value added courses, projects and webinars on department level	All heads were instructed in the college staff council meeting (24/03/2021) to implement bridge course, value added course in the department.
11		The principal instructed to keep the record of the five research centers	In the staff council (24/03/2021) principal instructed the HoDs of the five research centre

12		The eligible teachers were appealed to apply for Ph.D. supervisor ship	Message was conveyed in the staff council meeting (24/03/2021)
13		INFLIBNET is required in the college	Librarian informed in the staff council (24/03/2021) meeting that he had already applied for the same.
14		The Principal suggested to maintain the record of daily register	Principal sir instructed the college accountant to update the daily register
15		Programme on Self-employment	Dept of commerce and economics organised webinar on 11/08/2021 to 12/08/2021
16		Outdoor activities through NSS in the adopted village Kawatha and activities based on environment emphasized to be undertaken	NSS conducted various activities in the coming session. Details are given in NSS reports.
17		Incubation center and start-ups should be introduced	Department of Economics initiated Incubation centre for the self-help groups.
18		MOUs should be increased	Some 14 MoUs signed by college with various institutions and NGOS till 2023.
19		A Buddhist Tourism Course in collaboration with Department of Archaeology will be organized	The course was applied in the session 2021-22 but the course was started in the session 2022-23.
20		UG and PG University examination to be conducted by the college as per University notification during pandemic	The college appointed examination incharge

			and the examination conducted smoothly.
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Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year (2020-21)

Plan of Action	Achievements/Outcomes
To introduce two Youtube channel to live sessions of Webinars and Video Tutorials	College has introduced DMWPWS Webinar YouTube Channel for conducting Live webinars and workshop on 2nd May 2020. and PWS Teachers YouTube channel in July 2020.
To organise NAAC webinar to develop awareness for regular accreditation	Due to online teaching and importance of value added courses for students, college teachers are asked to participate in National webinars on NAAC accreditation organized by NAAC Bangalore or any National repute institutions. Maximum teachers are reported to attend such webinars.
To install Solar Plant	Solar Plant was installed in college in 30 March 2021
To introduce Science Stream	BSC College applied for science stream for the session 2021-22 and the university initiated LEC process scheduled in June /July 2021 for preparing report about college preparation for the course. Science laboratories were installed in May/ June 2021.
To introduce two optional subjects i.e. Music and Psychology in BA	College has applied for the additional course in BA i.e. Music and Psychology. LEC of university visit is expected in June/July. In the light of LEC visit Music room and Psychology lab were installed in May 2021.
	The infrastructure for B.Sc. classrooms and labortaries of Physics, Chemistry, Botany and Zoolgy were created during January to May 2021 in the light of LEC (Local Enquiry

Committee of RTM Nagpur University) visit in June.

Action Taken Report on IQAC Minutes

Session 2021-2022

SN	Date	Decisions taken in IQAC	Action Taken with Date
1	22/12/2021	All departmental records to be updated	In the meeting with staff all the teaching staff was instructed to update the departmental records for the NAAC ROOM.
2	13/1/2022	To conduct National workshop on IPR	The IPR workshop was conducted on 28/01/2022
3	6/4/2022	Two day workshop on Research Methodology	The workshop was conducted on April 22-23 rd , 2022
4		Counseling Cell 'Yuti Samopudeshion Kendra' to be established	The women cell decided to shoulder the responsibility through its regular activities.
5		Alumni cell to be solidified	Alumni association decided to organize various activities to foster ties with the college Alumni.
6		MOU with Nalanda University	Due to retirement of of Dr. Pakhide who worked on Nalanda university, the plan was delayed.
7		Computer MIS System in the Library to be implemented	The library automation was underway in the session.
8		Departmental internal audit, library audit, financial audit are to be done	Academic auditr was conducted by the Internal audit committee in April 2022.
9		Recreation program for non-teaching staff was planned	The recreation activities were organized in April 2022.

10	18/4/22	Registration of Alumni Association before submitting SSR	Alumni association started the process of reformation of the committee and later they decided to go in for registration process.
11		The Alumni Association will organize an even “Swar-Sandya”	Swar sandha was organised on 27 th April 2022.
12		National webinar on NEP	One Day National Webinar on “ New Education Policy” was organized on 13th May 2022
13	13/10/2021	Various add-on, value added courses, academic calendar, academic audit and Library audit will be carried out	<ol style="list-style-type: none"> 1. Online lecture series by 5/8/21 to 12/8/21 2. Value added course by dept English 18/04/2022 To 23/04/2022 3. Value added course on self-employment by dept of economics 25/04/2022 To 01/05/2022 4. Certificate course on Ambedkar studies 02/03/2021 to 19/03/2021 5. Lecture series on Indian freedom struggle from 19/07/21 To 24/07/2021 6. Azadi ka Amrit mahaotsav 19/11/2021 23/11/2021 7. Lecture series on Fortes in Maharashtra 27/04/2022 to 28/04/2022 8.
14		Women’s Cell would invite applications for Savitribai Fule award	Women cell initiated process and decided to felicitate Aruna Sabane on 3 rd January 2022.

15		A workshop on Research Methodology will be organized for research students	Workshop on research methodology was organized from 29 th July to 5 th August 2022
16	16/3/2022	The non-teaching staffs were instructed to keep record of their respective department like admission, enrolment, examination, scholarship, results etc.	Principal instructed the non-teaching staff in the informal meeting on 17 th /0/2023.
17		Binding of TR copy, TC Register and Old records	Instruction were given to college concern clerks by the principal
18		The activities like health checkup, recreation, etc. will be organized for non-teaching staff	Recreation activities were organized for Non-Teaching staff in April 2022.
19		A requirement of Strong room to keep records came up	The existing strong room was modified and created additional space for University examination works.
20		Two guest lectures on work efficiency and stress management will be conducted	A guest lecture and workshop was organized during the recreation activities for the non-teaching staff in April 2022.
21	29/3/2022	Two Guest lectures will be organized by the departments of psychology	Since the department is new all care was taken for the development of the departmental activities. Incharge Dr. Manisha Nagpure (HoD Marathi was advised to help the CHB Teacher in the dept of psychology to organize student centric activates and to keep the record.
22		A student seminar will be organized	All PG departmental organize student's seminar

			as a part of end semester assignment.
23	30/3/2022	The department of Music should keep the record of practices and external experts	Though dept of music is not having full time faculty yet the CHB teacher was asked to keep the departmental records updated. Also the incharge of the department Dr. Pradnaya Bagade (HoD Economics) was advised to instruct the teacher in Psychology.
24		Two guest lectures will be organized by the department of Music	The department organized guest lectures and competitions for students.
25		One week certificate course will be organized on 'Alankar'	
26		A music competition will be organized	
27	31/3/2022	Equipment related to Dept of Science will be sourced	Required equipment and essentials were provided to the all science departments.
28		Field visit to bio-diversity park was planned by Dept of Science	Postponed due to examination schedule.

Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year (2021-22)

Plan of Action	Achievements/Outcomes
To undertake complete Library Automation	Library functioning shifted from traditional method to Automation from the current session.
Organise Seminars To foster NAAC related activities, Research, and preparedness of New Education Policy	College conducted various seminars:(a) One Week International Workshop on Yoga from 21 to 26 June 2021, (b) National Webinar on "Guidance for NAAC revised Accreditation Framework 2020", (c)Online National Workshop on Intellectual Property Rights Patents and Design Filling on 28 January 2022 (d) One Day National Webinar on " New Education Policy" on 13th May 2022, (e) Workshop

	on Research methodology from 29 July to 5 th August 2022.
To update college records and to foster quality work culture, Internal Academic Audit was to be conducted	IQAC constituted Internal Audit committee in 2018, through which annual Internal Audit is being done in April every year.
Introducing four new Subjects in the Centre for Higher Learning	College received four subjects for Ph. D. Research on 11th May 2022.
To Introduce few ICT based classrooms in the college	College management granted two ICT based classroom in the session
To foster Women's entrepreneurship college women's cell started Incubation centre for Self-help groups. it was decided to create a platform for them	The Women's cell under incubation organised Women's Entrepreneur's Expo on 25 & 26th February 2022.
To support and to create good work culture in the college to organise recreation activities in the college	A workshop on Developing Work Efficiency & Recreation Activities of Non-teaching Staff on 19th March 2022 Saturday. Also a workshop on increasing work efficiency by Dr. Mili Baby (Professor of Psychology) was organised.
To foster Teaching Learning and to increase college results	Dept. of English, Political & economics have organised Bridge Courses. Dept. of English, Dept. of Political Science have organised Value added Courses and Dept. of Commerce organised Workshop on Entrepreneurship development. All depts. Have organised guest lectures and syllabus related symposiums and workshops.
To enter into more MoUs with the different organisation for more practical learning experiences, Skill based Training and Job Opportunities	Dept. of Social Sciences, Sociology English, History, Economics and Women's Cell entered into new MoUs and Linkages in the current session
To work on Placements of college students	BAGAP Mega Job fair and Placement Drive on 21/05/2022
To conduct environmental related audits	Regular Green, Energy & Environmental audit is done.

Action Taken Report on IQAC Minutes

Session 2022-2023

SN	Date	Decisions taken in IQAC	Action Taken with Date
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1.	6/8/2022	Girls' toilet would be constructed	Since college is in need of another Girls toilet on the second and third floor, IQAC has requested the principal to look into the urgent requirement. After meeting with management Principal sir assured of initiation of works in the coming vacations.
2.		A washroom in science wing	
3.		The Facility of Canteen will be made available	The canteen which was closed during Lockdown, it was revamped and given to another person Mr. Ajay. The modified canteen is in function.
4		Botanical plants and a tank will be provided	After enquiry an artificial Botanical pond was decided to be put up shortly.
5		A space for indoor will be provided	Some indoor games like Chess, Table tennis, Shooting etc started in the Siddhartha auditorium. Principal sir informed the meeting of introducing some more indoor games as per the need.
6		The need of digital classrooms in ratio of students admitted	Two more digital classrooms were added in the session.
7		The requirement of Wi-Fi for students will be fulfilled	Wi-fi in college is existing but bandwidth is low due to old connections by BSNL. Principal sir assured of putting a requests to BSNL about the same and also he decided to add more modem for more wi-fi facilities.
8		The process for permanent affiliation will be initiated	The process of the permanent affiliation was completed on 27 th May 2023 but on 3 rd June 2023 university informed us that it cannot be given until

			college completes the NAAC reaccreditation process.
9	29/9/22	Integrated Library Management System, automation of library , wi-fi	Library management system and automation has already been completed in the Library in the session
10		Gymnasium should be functional	Gymnasium was functional before the lockdown. After the offline mode of college Principal sir accepted the request to bring the gymnasium with modified facilities shortly.
11		MOUs should be done, Dept of History will be organizing a programme under MOU with BARTI	Dept of History signed few MoUs with Ashoka Archeological society and Ambedkar Mission, but MoU with BARTI is under process.
12		Dept of Commerce and Economics will be having MOU with Industry and BAGAP	Since BAGAP Job fairs in two consecutive years becomes successful, college IQAC advised Dept of Economics, Commerce and Employment and Placement cell to sign an MoU with BAGAP and other industry for the employment possibilities of the college students through campus selection.
13		Website needs to be updated	New incharge Dr. Vivek Chahan and Dr. Megha Ramtek were given adequate information as to how website needs to be modified for NAAC process. A meeting of the conveners and IQAC coordinator was done with the website provider for essential modification.
14		Star Alumni Chart should be displayed	

15	11/1/2023	Standard procedure of each department and committee will be prepared	Standard procedure for the functioning of various committees were prepared and uploaded to college website under IQAC menu.
16		Library Committee should keep the year wise records of purchases and budget	Library committee and the librarian were given essential instructions on the following day of IQAC meeting about the records updating.
17		Action taken reports are to be prepared by respective Committee and Dept.	All essential Action taken report by the committees were received and after editing uploaded to college website.
18		Feedback should be taken from all the stakeholders	Feedback committee was instructed to prepare the reports of feedback taken from the stakeholders. Some reports has already been uploaded to college website.
19		Activities in the adopted village 'KAwatha' will be carried on	NSS and Extension cell were advised to increase some vibrant activities in the adopted village Kawatha in the remaining session.
20		'Jivan Ashray' Charity work would be carried on	A donation to Jeewan Ashray old age home is continued in the current session as per the extension cell. Record of the same is maintained.
21	11/3/23	All the Staff members were informed to submit the confidential forms	Principal sir informed the IQAC about the receipt of all confidential forms in the end of the April.
22	3/4/2023	Signboards, and other installations will be urgently done	Orders by the respective department s were placed, some sign boards were already fixed but some sign boards were

			decided to put up in the beginning of the fresh session.
23		A one-to-one meeting of over 100 students will be done in lieu of NAAC visit	All departments were asked to provide a list of students to the feedback committee. An interaction was initiated with the students.
24		Action should be taken to improve the results and attendance	After corona Lockdown the students offline strength was dropped. All departments were instructed to engage students in creative activities and assignments to ensure the attendance in the classes.
25		The college magazine "Maitri" should be published soon	During the Lockdown the College magazine was not published. The Magazine incharge Dr. Sumedh Nagdewe was advised to publish the current year Maitree as soon as possible.
26	8/4/23	To maintain the course outcome report of the teachers	The course outcome was already uploaded on college website. Teachers were instructed to look into the same to modify the same if required.
27		5 NAAC related files to be updated	Internal Audit committee completed the internal audit in the last week of April. According to the committee all the record of the session are updated. The report was submitted to the principal for perusal.
28		All SSR related documents will be uploaded shortly	IQAC has already been in the process of NAAC accreditation. IQA was already submitted therefore, required documents

			are being uploaded to the college website.
29		The process of change in the name of the college to be initiated by the principal	The college name second timely is changed due to additional science stream. IQAC requested principal to initiate the process of name change in the university. Principal sir accepted the request and assured of initiation of process in the coming session.
30		5 Research Centers to be renewed	The uploading of research centre documents and application is being underway during April and May 2023.
31		2 LCD/ Projector Based classrooms will be made available	With the introduction of science stream the need of more digital and LCD based classrooms has been increased. Principal sir assured of increasing the smart classroom in the coming session.
32		Chemicals for BScs Dept and Lab for Dept of Psychology are required	According to the principal it is a routine demand and it is been fulfilled time to time.

Reviews of teaching learning Process

The IQAC conduct periodical meetings with the departments, Heads of the depts., Examination Committee, various Committee Convener, the Principal, College Development Committee throughout the academic year in the presence of the IQAC coordinator.

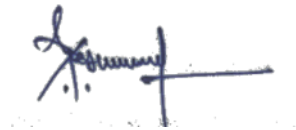
College has Internal Academic Audit Committee common to all Arts, Commerce and Science streams. The **internal Academic Audit Committee conducts an academic review** of all departments collecting information on academic activities, such as completion of study

programs, unit tests, assignments, seminars, group discussion, quiz, education tour and other activities. Faculty Head (HOD) meet regularly with relevant services to assess academic and administrative issues. Important questions are discussed in meetings with IQAC and Faculty heads. The teachers and students are interacted regarding the changes in the curriculum, new teaching methods and ICT use.

Periodic meeting of staff council is also done in the session. Minimum two and more meetings are called. In the staff council the distribution of academic works and committee works is done. The first meeting is generally opens with the planning of the various committee and department works. The closing of the meeting is based on review of the work done especially in teaching learning. New staff council committees are formed in the closure of the session for the smoothly working of admission and examination works in the following session and Departments. A healthy discussion is allowed for the better ideas and working procedure. Ideas and procedure finalized and adopted by the Principal and the Coordinator for the implementation in the session.

In every Staff council meeting NAAC related works agenda is essentially scheduled. IQAC coordinator brief about the work done and proposes a few works for the committee

This setup has evolved into successful review methodology for improvement in teaching and learning process. Through this system of review, the IQAC observed the continuous development of teaching-learning process.



Principal

Dr. Yeshwant Patil