

Satara Maratha Vidya Prasarak Samaj, Satara

**ARTS AND COMMERCE COLLEGE, SATARA**

(National Assessment and Accreditation Council (NAAC) Re-Accredited, 'C' Grade with CGPA 1.71)

51, Yadogopal Peth, Satara. 415 002

Ph. no. 02162- 280235 Fax no. – 02162- 280235

E-mail : [accollegeiqac@rediffmail.com](mailto:accollegeiqac@rediffmail.com)Website : [www.artsandcommercecollegesatara.com](http://www.artsandcommercecollegesatara.com)Dr. Ravindra Chavan  
Coordinator, IQACPrincipal Dr. Yashwant Sambhajirao Patne  
M.A., B.Ed., M.Phil., Ph. D

A&amp;CC/31/ IQAC/ /2015-16

Date- 04/02/2016

TO,  
Hon. Members, IQAC,  
Arts and Commerce College,  
Satara**INTERNAL QUALITY ASSURANCE CELL (IQAC)****Notice of the meeting**(3<sup>rd</sup> Meeting in A.Y.2015-16)

A meeting of the Internal Quality Assurance Cell (IQAC) will be held on **Wednesday, 10<sup>th</sup> February, 2016** at 10.00 am in the staff room of Arts and Commerce College, 51, Yadogopal Peth, Satara. All the members are requested to remain present at the meeting.

**Agenda of the meeting**

- 1) To confirm the minutes of the previous meeting.
- 2) Receive the action taken on the minutes of the meeting of the IQAC held on 5<sup>th</sup> January, 2016.
- 3) To discuss the Academic and Administrative (AAA) audit report of the year 2014-15.
- 4) To develop system of e-communication for all the departments & committees of College.
- 5) To review work of IEMS (Internal Evaluation Management System).
- 6) To prepare the budget of IQAC for A.Y.2016-17.
- 7) To form the committee for preparation of college budget for A.Y. 2016-17
- 8) To review work done by NSS in special campaign Programme
- 9) To review work done by NAAC steering committee.
- 10) To discuss publication of the college magazine
- 11) Any other subject with prior permission of the chairperson

  
Coordinator  
IQAC  
Arts & Commerce College,  
Satara.



  
Chairperson  
Internal Quality Assurance Cell  
Arts and Commerce College Satara

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Dr. Ravindra Chavan  
Coordinator, IQAC

Principal Dr. Yashwant Sambhajirao Patne  
M.A., B.Ed., M.Phil., Ph. D

A&CC/31/ IQAC/by hand/2015-16

Date- 21/04/2016

TO,  
Hon. Members, IQAC,  
Arts and Commerce College,  
Satara

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

### Minutes of the meeting

(3<sup>rd</sup> Meeting of A.Y.2015-16)

A meeting of the Internal Quality Assurance Cell (IQAC) was held on **Tuesday 10<sup>th</sup> Feb., 2016** at 10.00 am in the staff room of Arts and Commerce College, 51, Yadogopal Peth, Satara. The following members were present at the meeting.

Sr. No	Name of the Member	Designation
1	Prin. Dr. Y.S.Patne	Chairperson
2	Shri S.D.Jadhav	Member
3	Shri R.S.Thakre	Member
4	Shri P.V.Satpute	Member
5	Dr. U.M.Lokhande (I/C Librarian)	Member
6	Shri V.A.Pawar	Member
7	Shri R.B. Satpute	Member
8	Smt S.N.Kamble	Member
9	Shri J.I.Momin	Member
10	Shri R.P.Chetiwal	Member
11	Shri S.B.Patil	Member
12	Prof. U.A. Naikwade	Member
13	Dr. Avinash Pol	Member
14	Shri R.M.Ghadge	Member
15	Shri Shrikant Pawar	Member
16	Dr.R.K.Chavan	Coordinator

### Agenda of the meeting

- 1) To confirm the minutes of the previous meeting.

**The minutes of the previous meeting were confirmed unanimously**

- 2) Receive the action taken on the minutes of the meeting of the IQAC held on 5<sup>th</sup> January, 2016.

**ATR is received and confirmed**

- 3) To discuss the Academic and Administrative (AAA) audit report of the year 2014-15.

**The AAA was discussed in detail. The members suggested to implement the suggestions given by the Academic Committee through AAA.**

- 4) To develop system of e-communication for all the departments & committees of College.

**Resolution-** Every department & committee shall open its e mail account for further official communication.

**Suggested by-** Smt. S.N.Kamble

**Seconded by-** Shri R.M.Ghadge

- 5) To review work of IEMS (Internal Evaluation Management System).  
The review was taken in detail.

**Resolution** - To purchase new software module for preparation of Internal Examination Results.

**Suggested by-** Dr.R.K.Chavan

**Seconded by-** Shri R.P.Chetiwal

- 6) To prepare the budget of IQAC for A.Y.2016-17.

**The budget of IQAC for A.Y.2016-17 is prepared.**

- 7) To form the committee for preparation of college budget for A.Y. 2016-17

**The committee for preparation of college budget was formed under the chairmanship of Principal. All the heads of the departments will be the members of the budget preparation committee.**

- 8) To review work done by NSS in special campaign Programme

**The report of work done by NSS in special camp at Village 'Kshetra Mahuli' was read by Programme officer of NSS Smt. S.N.Kamble**

- 9) To review work done by NAAC steering committee.

**The NAAC and IQAC coordinator will organise the orientation programme series for all staff members regarding preparation of SSR for third cycle.**

10) To discuss publication of the college magazine

**The college magazine will be published in the last meeting of IQAC on 30<sup>th</sup> April, 2016**

11) Any other subject with prior permission of the chairperson  
1) To sign MoU with Mandeshi Foundation Mhaswad

**Resolution-** To empower girl students through various skill based courses it was unanimously decided to sign MoU with Mandeshi Foundation. The responsibility was assigned to Smt. Dr. M.B.Jadhav (Coordinator, Girl Student Welfare Committee)

**Suggested by-** Shri J.I.Momin

**Seconded by-** Dr. U.M.Lokhande

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## ATR

### (Action Taken Report)

(Meeting held on Monday 10<sup>th</sup> February, 2016)

Item No.:-6 To prepare the budget of IQAC for A.Y.2016-17.

**The Budget of IQAC as per the UGC Guidelines is prepared**

Item No. 7 - To form the committee for preparation of college budget for A.Y. 2016-17

**The budget was prepared and sanctioned by LMC**

Item No. 9 To review work done by NAAC steering committee

**The work done by NAAC steering Committee was reviewed. The NAAC coordinator and IQAC coordinator have organised the orientation programme series for all staff members regarding preparation of SSR for third cycle.**

11.1 To sign MoU with Mandeshi Foundation Mhaswad  
MOU is Signed.

  
**Co-Ordinator,**  
Internal Quality Assurance Cell  
Arts and Commerce College Satara



  
**Chairperson**  
Internal Quality Assurance Cell  
Arts and Commerce College Satara