

*SSES's*

## **Swaraj College of Commerce and Computer Studies**

**Taljai Pathar, Dhankwadi, Pune – 411043.**

### **Internal Quality Assurance Cell (IQAC)**

#### **IQAC Meetings Minutes and Action Taken Report**

##### **Academic Year 2021-22 First Meeting**

**Date: 12/03/2022**

**Venue: IQAC Room**

##### **Agenda**

1. Discussion on the recent experience of NAAC peer team visit for 1<sup>st</sup> cycle of Accreditation (2016-17 to 2020-21) in February 2022.
2. Discussion was made regarding the distribution of each criterion among teachers.
3. Discussion on AQAR format and implementation of the guidelines of AQAR properly.
4. Detailed discussion was made on the internal evaluation e.g. practical, internal exams, journal completion etc. of second term of academic year 2021-22 on the background of post lockdown semester.
5. Meeting ended with vote of thanks.

##### **Action Taken**

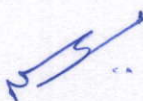
1. Faculties have shared their valuable experiences of 1<sup>st</sup> accreditation cycle and gave their suggestions further.
2. AQAR Criteria were distributed among the faculties.
3. Instructions were given to all faculties regarding internal evaluation pattern and its implementation.



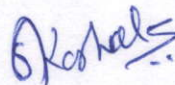


Following members were presented in the meeting.

Sr. No.	Name	Designation of IQAC
1	Dr. Nanaware Shivlal Namdeo	Chairperson
2	Prof. Pawar Alok Arjun Aika	Teacher Representative
3	Prof. Shinde Preeti Pradeep	Teacher Representative
4	Prof. Shah Shreya Sameer	Teacher Representative
5	Prof. Mohite Ashwini Rohit	Teacher Representative
6	Mr. Mitkari Atul Kalyan	Alumni Nominee
7	Mr. Daware Suryakant Dnyanoba	Administrative Officer
8	Prof. Pawar Swapnali Alok	Coordinator

  
Principal  
**PRINCIPAL**  
Swaraj College of Commerce  
and Computer Studies  
Bhankawadi, Pune- 43



  
Coordinator, IQAC  
**IQAC Co-Ordinator**  
Swaraj College of Commerce  
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### **Internal Quality Assurance Cell (IQAC)**

#### **IQAC Meetings Minutes and Action Taken Report**

##### **Academic Year 2021-22 Second Meeting**

**Date: 04/04/2022**

**Venue: IQAC Room**

##### **Agenda**

1. Discussion was made on completion of syllabus.
2. Detailed discussion was made on the university final examination conduct, internal practical of second term of academic year 2021-22 on the background of post lockdown semester.
3. Discussion regarding safety measures during internal and final examination.
4. Discussion regarding challenges faced in each criterion while preparing for AQAR.
5. Discussions on special efforts need to be taken to increase the student's participation in college and inter college activities.
6. Meeting ended with vote of thanks.

##### **Action Taken**

1. Instructions were given to faculties to collect the internal evaluation submissions from students in time.
2. Faculties and administrative staff contributed with their ideas regarding safety measures on the background of pandemic and notice was published according to that.
3. Instructions were given to cultural officer to conduct programs / events for students' participation on college level.
4. IQAC coordinator has conducted sessions with each criterion head.





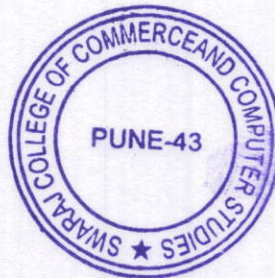
Following members were presented in the meeting.

Sr. No.	Name	Designation of IQAC
1	Dr. Nanaware Shirlal Namdeo	Chairperson
2	Prof. Pawar Alok Arjun Aika	Teacher Representative
3	Prof. Shinde Preeti Pradeep	Teacher Representative
4	Prof. Shah Shreya Sameer	Teacher Representative
5	Prof. Mohite Ashwini Rohit	Teacher Representative
6	Dr. Shete Rajkumar V.	Management Representative
7	Mr. Mitkari Atul Kalyan	Alumni Nominee
8	Mr. Daware Suryakant Dnyanoba	Administrative Officer
9	Prof. Pawar Swapnali Alok	Coordinator

Principal

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*(Signature)*

Coordinator, IQAC

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### **Internal Quality Assurance Cell (IQAC)**

#### **IQAC Meetings Minutes and Action Taken Report**

#### **Academic Year 2021-22 Third Meeting**

**Date: 17/05/2022**

**Venue: IQAC Room**

#### **Agenda**

1. Discussion made that college needs to have frequent interaction with alumni students.
2. Discussion on increase in teacher's participation in research activities.
3. Discussion was made on AQAR submission.
4. Discussion on planning the final examination in college in offline mode after pandemic.

#### **Action Taken**

1. Instruction given to respective faculty to communicate alumni students regularly and arrange some sessions for them.
2. Experienced faculties have given guidelines and directions to other faculties regarding increasing participation in research activities.
3. IQAC coordinator was taking regular follow up with each criterion head and checking the work progress.

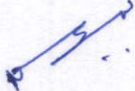
Following members were presented in the meeting.


<b>Sr. No.</b>	<b>Name</b>	<b>Designation of IQAC</b>
1	Dr. Nanaware Shivrul Namdeo	Chairperson
2	Prof. Pawar Alok Arjun Alka	Teacher Representative





3	Prof. Shinde Preeti Pradeep	Teacher Representative
4	Prof. Shah Shreya Sameer	Teacher Representative
5	Prof. Mohite Ashwini Rohit	Teacher Representative
6	Mr. Mitkari Atul Kalyan	Alumni Nominee
7	Prof. Pawar Swapnali Alok	Coordinator

  
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### **Internal Quality Assurance Cell (IQAC)**

#### **IQAC Meetings Minutes and Action Taken Report**

#### **Academic Year 2021-22 Fourth Meeting**

**Date: 18/07/2022**

**Venue: IQAC Room**

#### **Agenda**

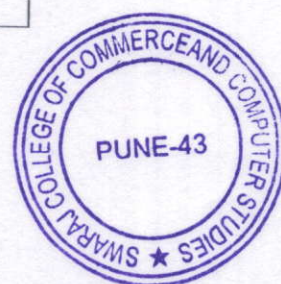
1. Discussion made that college needs to manage all the important things related to final examination considering the delay in exam due to pandemic.
2. Discussion on the preparation of AQAR of A.Y. 2021-22.
3. Discussion on the analysis of coming up result according to the guidelines of NAAC.

#### **Action Taken**

1. Exam controller given the important instructions regarding temporary changes given by university about conducting the final exam e.g. extension in time during exam, internal evaluation etc.
2. Every criterion head gave the updates to coordinator about their work progress and data collection.
3. Principal has given the instructions regarding the result analysis to all faculty.


Following members were presented in the meeting.

<b>Sr. No.</b>	<b>Name</b>	<b>Designation of IQAC</b>
1	Dr. Nanaware Shirlal Namdeo	Chairperson





2	Prof. Pawar Alok Arjun Alka	Teacher Representative
3	Prof. Shinde Preeti Pradeep	Teacher Representative
4	Prof. Shah Shreya Sameer	Teacher Representative
5	Mr. Mitkari Atul Kalyan	Alumni Nominee
6	Prof. Pawar Swapnali Alok	Coordinator



Principal

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Coordinator, IQAC

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