



**SAMAJ SHIKSHAN MANDAL'S**  
**AMRUTESHWAR ARTS, COMMERCE & SCIENCE COLLEGE**

At Post Vinzar, Tal. – Velhe, Dist. – Pune. 412 213

[ID NO. PU/PN/AC 121 / (1997)]

NAAC REACREDITATION 'B'

Email – amruteshwar13@gmail.com

website:

Amruteshwar.com

Date : 12/03/2021

**DEPARTMENT OF INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**Notice**

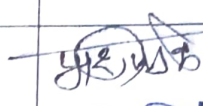
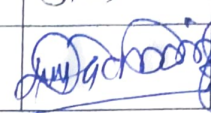
All the members of IQAC are hereby informed that IQAC meeting will be held on 16<sup>th</sup> March 2021 at 1.30 pm at Hall No 3. Subjects will be discuss in this meeting as follows:

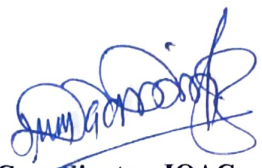
**AGENDA OF THE IQAC MEETING**

1. To Read & confirm the minutes of previous meeting
2. Preparation of students satisfaction survey
3. Preparation of feedback analysis system
4. Regarding Grivance Redressal Policies
5. Discussion on best practices report for the year 2020-21
6. Discussion on any other topics with permission of chair



Sr. No.	Name of the Member	Designation	Signature
01	Dr. Sanjeev S. Late	Chairperson Head of Institution	
02	Mr. Vijay M. Limhan	Member of Administrative Officer	
03	Dr. Seema A. Bagul	Member of Teaching	
	Dr. Yogesh N. Shrikhande	Member of Teaching	
	Dr. Rahul D. Kamble	Member of Teaching	
	Dr. Deepak B. Shelke	Member of Teaching	
	Prof. Manoj R. Tapre	Member of Teaching	
	Prof. Vijay Bapu Kadam	Member of Teaching	
	Prof. Sujitkumar T. Mane	Member of Teaching	
04	Prof. Dr. Ritesh V. Wangwad	NAAC Responsibility	
05	Mr. Ajay Raju Khopde	Member of Students & Alumni	

06	Mr. Mandar Phadke	Member of Stakeholder	
07	Mr. Pradip Phadake	Member of Management	
08	Dr. Mahadev Dattu Dongare	IQAC Co-coordinator	

  
**Co-ordinator, IQAC**  
 (Dr. Mahadev Dattu Dongare)

**I.Q.A.C.**  
**Amruteshwar Arts, Commerce**  
**& Science College, Vinzar,**  
**Tal. Velhe, Dist. Pune,**

**Principal & Chairperson of IQAC**  
 (Dr. Sanjeev Sampat. Late)

  
**Principal**  
**Amruteshwar Arts, Commerce & Science**  
**College, Vinzar, Tal. Velha. Dist. Pune**







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Date : 16/03/2021

**DEPARTMENT OF INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**Proceeding of the meetings held on 16/03/2021**

Following were present for the meeting :

1. Dr. Sanjeev S. Late Chairperson Head of Institution
2. Mr. Vijay M. Limhan Member of Administrative Officer
3. Dr. Seema A. Bagul Member of Teacher
4. Dr. Yogesh N. Shrikhande Member of Teacher
5. Dr. Rahul D. Kamble Member of Teacher
6. Dr. Deepak B. Shelke Member of Teacher
7. Prof. Manoj R. Tapre Member of Teacher
8. Prof. Vijay Bapu Kadam Member of Teacher
9. Prof. Sujitkumar T. Mane Member of Teacher
10. Prof. Dr. Ritesh V. Wangwad NAAC Responsibility
11. Mr. Ajay Raju Khopde Member of Students & Alumni
12. Mr. Mandar Phadke Member of Stakeholder
13. Mr. Pradip Phadake Member of Management
14. Dr. Mahadev Dattu Dongare IQAC Co-coordinator



At the outset Dr. Mahadev Donagare, Coordinator (IQAC) welcomed the Principal and Chairperson (IQAC), Dr. Sanjeev Late and members of the Internal Quality Assurance Cell (IQAC), briefed about the agenda of the meeting and requested the Principal to chair the meeting.

Principal Dr. Sanjeev Late in his initial remarks explained the need for feedback mechanism in the quality enhancement process. It was rightly said by the principal that teaching is a noble profession and we are ultimately responsible for our output i.e. students. We are also answerable to the society



and stakeholders. Therefore, taking feedback from them and learning from those feedback is very important.

After brief forward by the chairman following agenda were taken for discussion.

**7. To Read & confirm the minutes of previous meeting**

The minutes of the previous meetings were read by the Dr. Mahadev Donagare, Coordinator (IQAC). He also highlighted the most important points that we have achieved. As decided in the previous meeting, all agenda items were discussed and the action plan was presented.

**Decision** – IQAC noted the ATR and approved the minutes and ATR

Proposed by : Dr. R. D. Kamble

Seconded by : Dr. J. T. Bhate.



**8. Preparation of Student satisfaction Survey 2020-2021**

There were detailed discussion on the Student Satisfaction Survey (SSS). It was put forward by the Principal that the satisfaction of the students is an important parameter for the academic performance of the teacher. We the teachers should take the student satisfaction survey as prescribed by the UGC and try to improve the lacunas if any. The responsibility of conducting online student satisfaction survey as per the prescribed questionnaire by the UGC is given to Dr. Yogesh Shrikhande.

**Decision** – IQAC has decided to prepare the student satisfaction survey and the responsibility is given to the Head of the department commerce Dr. Yogesh N. Shrikhande.

**9. Preparation of Feedback Analysis System.**

IQAC Coordinator put forward the importance of the preparation of the feedback analysis system in the college where all the stakeholders of the institution give their feedback. Principal sir also highlighted the importance of the feedback system from the stakeholders. The responsibility of the same is given to Dr. Seema Bagul and Dr. Anuja Gawade.

**Decision** – IQAC decided to prepare and circulate the Feedback analysis from the stakeholders as per the format of the UGC. The responsibility is given to Dr. Seema Bagul and Dr. Anuja Gawade.

**10. Regarding Grievance Redressal Policy.**

IQAC has decided to frame the formal Grievance Redressal Policy. The policy document for the Grievance Redressal Policy is to be prepared by Grievance Redressal Committee. It was further quoted by the principal that institution has already established Anti ragging committee and Vishakha committee. The Grievance Redressal Committee formally constituted as per the rules and regulations of the UGC is already in place. The need of the formal grievance redressal policy was underlined by all the IQAC members and therefore Grievance Redressal Committee is given with this work

**Decision** – IQAC has taken the decision to prepare the rough draft of the Grievance Redressal Policy. The Responsibility is given to the Grievance Redressal Committee for the same.

**11. Discussion on best practices report for the year 2020-21**

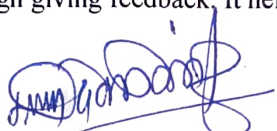
IQAC has discussed the and sought out the best practices of the institution. By considering the vision and mission of the college and the background of the college students some unique practices or best practices followed by the institution. IQAC discussed various extension activities run by the college and

IQAC committee has come out with the best practices that has maximum impact on the students and society as a whole. The responsibility is given to Prof. Sujitkumar Mane to articulate and present the best practices of the institution in written format.

**Decision** – IQAC has discussed various extension activities of the college and on the basis of the overall impact to students and society as a whole some activities are decided as best practices of the college. Prof. Sujitkumar Mane given with the responsibility to write down the same. **Discussion on any other topics with permission of chair**

Nil

Dr. Yogesh N. Shrikhande proposed the Vote of Thanks. He mentioned that the process of IQAC meeting and preparation of AQAR is really adding the value to the overall performance of the teaching learning process. It is really nice that all the stakeholders and students are also giving their contribution through giving feedback. It helps institution to grow further.



**Co-ordinator, IQAC**  
(Dr. Mahadev Dattu Dongare)

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Tal. Velhe, Dist. Pune.

**Principal & Chairperson of IQAC**  
(Dr. Sanjeev Sampat, Late)



**Principal**  
Amruteshwar Arts, Commerce & Science  
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Date : 30/04/2021

**DEPARTMENT OF INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**Action Taken Report Of the meetings held on 16/03/ 2021**

**1. To Read & confirm the minutes of previous meeting**

Read and confirmed the minutes

**2. Preparation of Student satisfaction Survey 2020-2021**

**Decision** – IQAC has decided to prepare the student satisfaction survey and the responsibility is given to the Head of the department commerce Dr. Yogesh N. Shrikhande.

**3. Preparation of Feedback Analysis System.**

**Decision** – IQAC decided to prepare and circulate the Feedback analysis from the stakeholders as per the format of the UGC. The responsibility is given to Dr. Seema Bagul and Dr. Anuja Gawade.

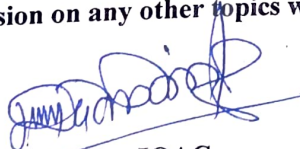
**4. Regarding Grievance Redressal Policy.**

**Decision** – IQAC has taken the decision to prepare the rough draft of the Grievance Redressal Policy. The Responsibility is given to the Grievance Redressal Committee for the same.

**5. Discussion on best practices report for the year 2020-21**

**Decision** – IQAC has discussed various extension activities of the college and on the basis of the overall impact to students and society as a whole some activities are decided as best practices of the college. Prof. Sujitkumar Mane given with the responsibility to write down the same.

**6. Discussion on any other topics with permission of chair : Nil**

  
**Co-ordinator, IQAC**  
(Dr. Mahadev Dattu Dongare)

  
**Principal & Chairperson of IQAC**  
(Dr. Sanjeev Sampat Late)

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**Principal**  
**Amruteshwar Arts, Commerce & Science**  
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