**Minutes of IQAC meetings in the Year 2019-20**

**Meeting No. 1**

**4 July, 2019**

**Minutes**

* Minutes of previous meeting held on 05. 03.2019 approved.
* Detailed annual planning in view of Plan of Action for the year 2019-20
* IQAC Coordinator, Principal to conduct department –wise discussions for the implementation of the departmental Business Plans.
* Explore the possibility and apply for organization of Satara Zonal Sports Meet of Shivaji University, Kolhapur.
* Organization of Revised Syllabus Workshop of Shivaji University, Kolhapur

**Meeting No. 2**

**31 July 2019**

**Minutes**

* Minutes of the first meeting dated 4 July 2019 approved.
* Review of action taken on the resolutions of the first meeting
* Revised Syllabus Workshop of Shivaji University, Kolhapur for BA II English Optional (Partition Literature) for teachers applied for and sanctioned
* Introduction of new skill development courses( College level and University level)
* Appointment of ad-hoc teaching staff
* Tree plantation drive

**Meeting No. 3**

**13 Aug. 2019**

**Minutes**

* Minutes of the second meeting dated 31 July 2019 approved.
* Planning of Revised Syllabus Workshop organization
* Conducting various awareness activities for students, sanitation drive
* Compilation of AQAR 2018-19 – planning and implementation
* Activity Report Format formulated by IQAC Coordinator for uniformity in documentation of activities undertaken

**Meeting No. 4**

**16 Sept. 2019**

**Minutes**

* Minutes of the previous meeting dated 13 Aug. 2019 approved.
* Introduction of New Skill Development Courses and Employment Oriented Courses; renewed implementation of successful courses from previous year
* New Courses introduced- Yoga Shikshak ( Centre for Lifelong Learning of Shivaji University, Kolhapur), Mehandi, (basic to bridal)- College level, Cakes and Pastries Making- College level, Psychological Counselling Course- college level
* Outreach activity: Spoken English Course for teachers of Primary and Pre-primary schools of the Sanstha
* Planning and preparation for Satara Zonal Sports Meet of Shivaji University, Kolhapur scheduled between 10 and 12 Oct. 2019

**Meeting No 5**

**12 Oct. 2019**

**Minutes**

* Minutes of the previous meeting dated 16 Sept. 2019 approved.
* Finalization of AQAR 2018-19, to be submitted by 31 Dec. 2019
* Undertaking AAA by Dec. 2019, Green Audit (internal) 2019 by Dec. 2019
* Preliminary discussions regarding College annual budget and Business plans for 2020-21
* Purchase of new Photocopying machine and CCTV cameras for Central Library

**Meeting No 6**

**13 Jan. 2020**

**Minutes**

* Minutes of the previous meeting held on 12 Oct. 2019 approved.
* Impetus to organization of activities in collaboration with various GOs, NGOs, Industry and other academic institutions
* Organization of Food Festival on inter-collegiate level to mark the silver jubilee of the activity
* Organization of various competitions, annual sports meet, cultural programme, annual Prize Distribution etc.
* Organization of Lead College Activities/ seminars/ workshops
* Finalization of Annual Budget and Business Plans for 2020-21

**Meeting No 7**

**17 Feb. 2020**

**Minutes**

* Minutes of the previous meeting held on 13 Jan. 2020 approved
* Planning of activities for 2020-21 in accordance to the Perspective Plan and recommendations of the Peer Team in the third cycle of accreditation