



University of Mumbai

Kharepatan Panchakroshi Shikshan Prasarak Mandal, Kharepatan's

# ARTS, COMMERCE AND SCIENCE COLLEGE, KHAREPATAN

(Affiliated to Mumbai University No. ICM / I / 558 / 2012 - 13)

At. Swatntrya Sainik Guruvariya Veer Shankarrao G. Pendharkar Educational Campus, Kharepatan

Tal. Kankavli, Dist. Sindhudurg - 416 703 - (MS) India



Dr. Atmaram Deu Kamble

Principal

O. W. No.: ACC / IQAC / 2019-20 / 06

Date: 3<sup>rd</sup> July 2019

## MEETING NOTICE

All the members of the Internal Quality Assurance Cell (IQAC) are hereby informed that a meeting will be held as per the details of the are as follows:

**Date:** Friday - 9th July 2019**Time:** 12:30 PM to 02:30 PM**Venue:** Staff Room**Agenda:**

1. To review and confirm the minutes of the last meeting.
2. Discussion on Arrangement of terms - Preparation of Academic Calendar, Time Table, Seating Arrangement.
3. To Discuss about the teaching and administrative plan.
4. Admission for the current academic year 2019 – 2020.
5. Discussion on composition of various college committee's.
6. Discussion on student participation in District Level Youth Festival competition.
7. To discuss regarding maintaining discipline in the college campus.
8. To plan orientation of students on college rules, attendance system, university syllabi and examination system.
9. Instructions related to Library.
10. Discussions various activities regarding cultural, sports, NSS, DLLE etc.
11. Regarding purchase of Books, Chemicals, Journals, Equipment's and other necessities.
12. To discuss and plan for organizing online/offline conferences, webinars and workshops.
13. To organize scholarship/free-ship awareness drive.
14. To discuss about Annual Budget.
15. To discuss about the IQAC activities of the year.
16. Any other matter with the permission of the Chair.

*Your presence and active participation in this meeting are highly encouraged to ensure the successful functioning of the IQAC in our college.*

  
NAAC Co-ordinator / IQAC Co-ordinator  
Co-ordinator

Internal Quality Assurance Cell (IQAC)  
Arts, Commerce And Science College Kharepatan  
A.P. Kharepatan, Tal. Kankavli, Dist. Sindhudurg - 416703



  
Principal  
PRINCIPAL

Arts, Commerce & Science College, Kharepatan,  
A.P. Kharepatan, Tal. Kankavli, Dist. Sindhudurg.

# Minutes of Meeting

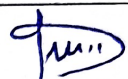
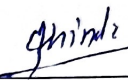
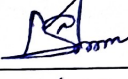

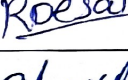
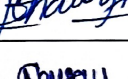
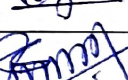

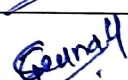



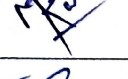


Date: Friday - 9th July 2019

Time: 12:30 PM to 02:30 PM

Venue: Staff-room

Convenor: Shri. Vaseem Hanif Sayyed

## List of Attendances

Sr. No.	Name of the Person	Designation / Status	Designation in IQAC	Signature
1.	Prof. (Dr.) Atmaram Deu Kamble	Principal	Chairman	
2.	Shri. Prakash Ghatu Shinde	Assistant Professor (Geography)	Representatives from the Teachers	
3.	Shri. Mohamed Ali Abdul Sattar Munshi	Assistant Professor (Commerce)	Representatives from the Teachers	
4.	Dr. Vnadana Rajesh Shinde -Vhatkar	Assistant Professor (History)	Representatives from the Teachers	
5.	Shrimati. Rashmi Ramesh Desai	Assistant Professor (Marathi)	Representatives from the Teachers	
6.	Shri. Gajanan Prakash Vhankali	Assistant Professor (Hindi)	Representatives from the Teachers	
7.	Shri. Nayan Nandakumar Ugale	Assistant Professor (Botany)	Representatives from the Teachers	
8.	Shri. Yashwant Chandrakant Raibagkar	Librarian	Internal Member	
9.	Shri. Pravin Digambar Lokare	President of KPSPM, Kharepatan	Representative from the Management	
10.	Shri. Shrikrishna Ganesh Ranade	Senior Clerk	Representative from the Non-teaching	
11.	Kumari. Pranali Prakash Panchal	Student	Nominee from the Students	
12.	Kumari. Dashrath Vilas Ingale	Student	Nominee from the Students	
13.	Shri. Sushant Sudhakar Gurav	Self Employed	Nominee from the Alumni	
14.	Shri. Mohan Bhaskar Kavale	Businessman	Nominees from the Employers / Industrialists	
15.	Shri. Vaseem Hanif Sayyed	Assistant Professor (Commerce)	Coordinator of the IQAC	



Coordinator  
Internal Quality Assurance Cell (IQAC)  
Arts, Commerce And Science College Kharepatan  
A.P. Kharepatan, Tal. Kankavli, Dist. Sindhudurg-416703

  
PRINCIPAL

Arts, Commerce & Science College, Kharepatan  
A.P. Kharepatan, Tal. Kankavli, Dist. Sindhudurg



# MINUTES OF THE MEETING

**Date:** Friday - 9th July 2019

**Time:** 12:30 PM to 02:30 PM

**Venue:** Staff Room

**Convener:** Shri. Vaseem Hanif Sayyed

The meeting commenced at **Staff Room** on **12:30 PM** with **Shri. Vaseem H. Sayyed**, welcoming all staff members present. The convener thanked everyone for their attendance and active participation. The convener then requested the principal, **Dr. Atmaram D. Kamble**, to accept the chair and lead the meeting.

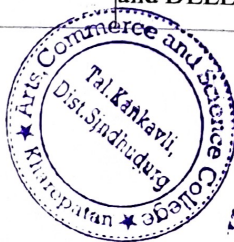
The principal accepted the chair and expressed gratitude for the opportunity to lead the session. The principal then outlined the agenda and set the stage for discussion on the key topics.

Sr. No.	Agenda	Resolution
1.	To review and confirm the minutes of the last meeting.	The minutes of the last meeting were reviewed and confirmed.
2.	Discussion on Arrangement of terms - Preparation of Academic Calendar, Time Table, Seating Arrangement.	The arrangement of terms, including the preparation of the academic calendar, time table, and seating arrangement, was discussed.
3.	To Discuss about the teaching and administrative plan.	The teaching and administrative plan was discussed.
4.	Admission for the academic year 2019 – 2020.	Admission procedures for the academic year 2019 -2020 were discussed.
5.	Discussion on composition of various college committee's.	The composition of various college committees was discussed.
6.	Discussion on student participation in District Level Youth Festival competition.	Student participation in the District Level Youth Festival research competition was discussed.
7.	To discuss regarding maintaining discipline in the college campus.	Measures to maintain discipline in the college campus were discussed.
8.	To plan orientation of students on college rules, attendance system, university syllabi and examination system.	An orientation plan for students on college rules, attendance system, university syllabi, and examination system was devised.
9.	Instructions related to Library	Instructions related to the library were discussed.
10.	Discussions various activities regarding cultural, sports, NSS, DLLE etc.	Various activities regarding cultural, sports, NSS, and DLLE were discussed.



**Coordinator**

Internal Quality Assurance Cell (IQAC)  
Arts, Commerce And Science College Kharepatan  
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**PRINCIPAL**

Arts, Commerce & Science College, Kharepatan,  
A.P. Kharepatan, Tal. Kankavli, Dist. Sindhudurg.

11.	Regarding purchase of Books, Chemicals, Journals, Equipment's and other necessities.	The purchase of books, chemicals, journals, equipment, and other necessities was discussed.
12.	To discuss and plan for organizing online/offline conferences, webinars and workshops.	Plans to organize online/offline conferences, webinars, and workshops were discussed.
13.	To organize scholarship/free-ship awareness drive.	An awareness drive for scholarships/free-ships was organized.
14.	To discuss about Annual Budget.	The annual budget was discussed.
15.	To discuss about the IQAC activities of the year.	The IQAC activities for the year were reviewed and discussed.
16.	AOB - Any other matter with the permission of the Chair.	There was no other matter scheduled for discussion.

After due deliberations on the points in the agenda, since, the meeting concluded with closing remarks by the Principal.

  
**NAAC Co-ordinator / IQAC Co-ordinator,**  
 Co-ordinator  
 Internal Quality Assurance Cell (IQAC)  
 Arts, Commerce And Science College Kharepatan  
 A.P. Kharepatan, Tal. Kankavli, Dist. Sindhudurg-416703



  
**PRINCIPAL**  
 Arts, Commerce & Science College, Kharepatan,  
 A.P. Kharepatan, Tal. Kankavli, Dist. Sindhudurg.



# ACTION TAKEN COMPLIANCE (ATR)

The Compliance Action Taken Report (ATR) of the Internal Quality Assurance Cell (IQAC) serves as a comprehensive record detailing the resolution of issues. This report outlines compliance with proactive measures and corrective actions taken by IQAC to address issues.

ATR aims to ensure continuous improvement in quality assurance practices and maintain organizational standards of excellence by documenting issue resolution processes and implementing related actions.

Sr. No.	Subject	Action Taken Compliance (ATR) based on the resolutions:
1.	To review and confirm the minutes of the last meeting.	The minutes of the last meeting were confirmed and documented for future reference.
2.	Discussion on Arrangement of terms - Preparation of Academic Calendar, Time Table, Seating Arrangement.	The academic calendar, time table, and seating arrangement were prepared and distributed among the departments.
3.	To Discuss about the teaching and administrative plan.	The teaching and administrative plan was developed and implemented accordingly.
4.	Admission for the academic year 2019-20.	The admission procedures for the academic year 2019-20 were finalized and initiated.
5.	Discussion on composition of various college committee's.	Various college committees were reconstituted with updated members.
6.	Discussion on student participation in District Level Youth Festival competition.	Efforts were made to ensure student participation in the District Level Youth Festival research competition.
7.	To discuss regarding maintaining discipline in the college campus.	Disciplinary measures and protocols were reinforced across the campus.
8.	To plan orientation of students on college rules, attendance system, university syllabi and examination system.	An orientation program covering college rules, attendance, university syllabi, and examination systems was conducted for new students.
9.	Instructions related to Library	Library instructions were updated and communicated to all users.
10.	Discussions various activities regarding cultural, sports, NSS, DLLE etc.	Cultural, sports, NSS, and DLLE activities were planned and executed as per the schedule.
11.	Regarding purchase of Books, Chemicals, Journals, Equipment's and other necessities.	Required books, chemicals, journals, equipment, and other necessities were purchased.
12.	To discuss and plan for organizing online/offline conferences, webinars and workshops.	Several online/offline conferences, webinars, and workshops at various levels were organized.
13.	To organize scholarship/free-ship awareness drive.	A scholarship/free-ship awareness drive was successfully conducted.
14.	To discuss about Annual Budget.	The annual budget was finalized and approved.
15.	To discuss about the IQAC activities of the year.	IQAC activities for the year were planned and initiated.

NAAC Co-ordinator / IQAC Co-

  
Co-ordinator

Internal Quality Assurance Cell (IQAC)  
Arts, Commerce And Science College Kharepatan  
A. Kharepatan Tal. Kankavali Dist. Sindhudurg-416703



  
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Tal. Kankavli, Dist. Sindhudurg - 416 703 - (MS) India

Dr. Atmaram Deu Kamble

**Principal**

O. W. No.: ACC / IQAC / 2019-20 / 07

**Date:** 1st October 2019

### MEETING NOTICE

All the members of the Internal Quality Assurance Cell (IQAC) are hereby informed that a meeting will be held as per the details of the are as follows:

**Date:** Tuesday - 8<sup>th</sup> October 2019

**Time:** 12:30 PM to 01:30 PM

**Venue:** Staff Room

**Agenda:**

1. To review and confirm the minutes of the last meeting.
2. Discussions about implementation of bridge and remedial courses.
3. General guidelines by IQAC regarding preparation of documents for the academic Year.
4. Discussion regarding the Internal and University exams.
5. To discuss about celebration of Traditional day / week / Sports day / week and other days.
6. To discuss about Prize Distribution ceremony in the college.
7. Discussion on data collection for college magazine "Spandan".
8. Discussion on organization of State level elocution competition on the occasion of Birth Anniversary of Sanstha Founder Shri. Shankarrao G. Pendharkar.
9. AOB – Any other matter with the permission of the Chair.

*Your presence and active participation in this meeting are highly encouraged to ensure the successful functioning of the IQAC in our college.*

  
NAAC Co-ordinator / IQAC Co-ordinator  
Co-ordinator  
Internal Quality Assurance Cell (IQAC)  
Arts.Commerce And Science College Kharepatan  
A.P.Kharepatan, Tal. Kankavli, Dist. Sindhudurg-416703



  
PRINCIPAL

Arts, Commerce & Science College, Kharepatan,  
A.P. Kharepatan, Tal. Kankavli, Dist. Sindhudurg.



# Minutes of Meeting

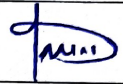





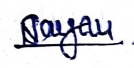



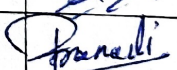
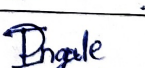
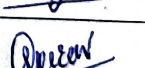

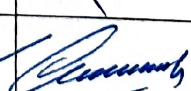
Date: Tuesday - 8<sup>th</sup> October 2019


Time: 12:30 PM to 01:30 PM

Venue: Staff-room

Convenor: Shri. Vaseem Hanif Sayyed

## List of Attendances

Sr. No.	Name of the Person	Designation / Status	Designation in IQAC	Signature
1.	Prof. (Dr.) Atmaram Deu Kamble	Principal	Chairman	
2.	Shri. Prakash Ghatu Shinde	Assistant Professor (Geography)	Representatives from the Teachers	
3.	Shri. Mohamed Ali Abdul Sattar Munshi	Assistant Professor (Commerce)	Representatives from the Teachers	
4.	Dr. Vnadena Rajesh Shinde -Vhatkar	Assistant Professor (History)	Representatives from the Teachers	
5.	Shrimati. Rashmi Ramesh Desai	Assistant Professor (Marathi)	Representatives from the Teachers	
6.	Shri. Gajanan Prakash Vhankali	Assistant Professor (Hindi)	Representatives from the Teachers	
7.	Shri. Nayan Nandakumar Ugale	Assistant Professor (Botany)	Representatives from the Teachers	
8.	Shri. Yashwant Chandrakant Raibagkar	Librarian	Internal Member	
9.	Shri. Pravin Digambar Lokare	President of KPSPM, Kharepatan	Representative from the Management	
10.	Shri. Shrikrishna Ganesh Ranade	Senior Clerk	Representative from the Non-teaching	
11.	Kumari. Pranali Prakash Panchal	Student	Nominee from the Students	
12.	Kumari. Dashrath Vilas Ingale	Student	Nominee from the Students	
13.	Shri. Sushant Sudhakar Gurav	Self Employed	Nominee from the Alumni	
14.	Shri. Mohan Bhaskar Kavale	Businessman	Nominees from the Employers / Industrialists	
15.	Shri. Vaseem Hanif Sayyed	Assistant Professor (Commerce)	Coordinator of the IQAC	

  
Co-ordinator

Internal Quality Assurance Cell (IQAC),  
Arts, Commerce And Science College Kharepatan  
A.P. Kharepatan, Tal. Kankavali, Dist. Sindhudurg-416703

  
PRINCIPAL

Arts, Commerce & Science College, Kharepatan  
A.P. Kharepatan, Tal. Kankavali, Dist. Sindhudurg



# MINUTES OF THE MEETING

**Date:** Tuesday - 8<sup>th</sup> October 2019

**Time:** 12:30 PM to 01:30 PM

**Venue:** Staff Room

**Convener:** Shri. Vaseem Hanif Sayyed

The meeting commenced at Staff Room on 12:30 PM with Shri. Vaseem H. Sayyed, welcoming all staff members present. The convener thanked everyone for their attendance and active participation. The convener then requested the principal, Dr. Atmaram D. Kamble, to accept the chair and lead the meeting.


The principal accepted the chair and expressed gratitude for the opportunity to lead the session. The principal then outlined the agenda and set the stage for discussion on the key topics.

Sr. No.	Agenda	Resolution
1	To review and confirm the minutes of the last meeting.	The minutes of the last meeting were reviewed and confirmed.
2	Discussions about implementation of bridge and remedial courses	The implementation of bridge and remedial courses was discussed.
3	General guidelines by IQAC regarding preparation of documents for the academic Year 2019-20	General guidelines by IQAC regarding the preparation of documents for the academic year 2019-20 were provided.
4	Discussion regarding the Internal and University exams.	Internal and university exams were discussed.
5	To discuss about celebration of Traditional day / week / Sports day / week and other days.	The celebration of Traditional Day/Week, Sports Day/Week, and other days was discussed.
6	To discuss about Prize Distribution ceremony in the college.	The Prize Distribution ceremony in the college was discussed.
7	Discussion on data collection for college magazine "Spandan".	The data collection process for the college magazine "Spandan" was discussed.
8	Discussion on organization of State level elocution competition on the occasion of Birth Anniversary of Sanstha Founder Shri. Shankarrao G. Pendharkar.	The organization of a state-level elocution competition on the occasion of the birth anniversary of Sanstha Founder Shri. Shankarrao G. Pendharkar was discussed.
9	AOB - Any other matter with the permission of the Chair.	There was no other matter scheduled for discussion.

**After due deliberations on the points in the agenda, since, the meeting concluded with closing remarks by the Principal.**

  
NAAC Co-ordinator / IQAC Co-ordinator  
Co-ordinator  
Internal Quality Assurance Cell (IQAC)  
Arts, Commerce And Science College Kharepatan  
A.P. Kharepatan, Tal. Kankavli, Dist. Sindhudurg-416703



  
PRINCIPAL  
Arts, Commerce & Science College, Kharepatan,  
A.P. Kharepatan, Tal. Kankavli, Dist. Sindhudurg.



## ACTION TAKEN COMPLIANCE (ATR)

### Subject: 3rd Meeting of IQAC

The Compliance Action Taken Report (ATR) of the Internal Quality Assurance Cell (IQAC) serves as a comprehensive record detailing the resolution of issues.

This report outlines compliance with proactive measures and corrective actions taken by IQAC to address issues.

**ATR aims to ensure continuous improvement in quality assurance practices and maintain organizational standards of excellence by documenting issue resolution processes and implementing related actions.**

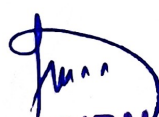
Sr. No.	Subject	Action Taken Report (ATR) based on the resolutions:
1	To review and confirm the minutes of the last meeting.	The minutes of the last meeting were reviewed and confirmed.
2	Discussions about implementation of bridge and remedial courses	Bridge and remedial courses were implemented, and faculty were assigned to conduct these sessions.
3	General guidelines by IQAC regarding preparation of documents for the academic Year 2019-20	IQAC provided specific guidelines for the preparation of documents for the academic year 2019-20, and departments were briefed accordingly.
4	Discussion regarding the Internal and University exams.	Plans for internal and university exams were finalized, and schedules were communicated to all stakeholders.
5	To discuss about celebration of Traditional day / week / Sports day / week and other days.	Traditional Day/Week and Sports Day/Week celebrations were successfully organized, with enthusiastic participation from students and staff.
6	To discuss about Prize Distribution ceremony in the college.	The Prize Distribution ceremony was organized, and awards were distributed to deserving students and staff.
7	Discussion on data collection for college magazine "Spandan".	The data collection process for the college magazine "Spandan" was initiated, and contributions were solicited from students and faculty.
8	Discussion on organization of State level elocution competition on the occasion of Birth Anniversary of Sanstha Founder Shri. Shankarrao G. Pendharkar.	The state-level elocution competition in honor of Sanstha Founder Shri. Shankarrao G. Pendharkar was planned, and invitations were sent out.

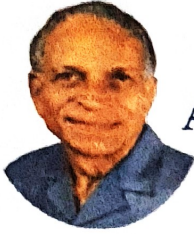
NAAC Co-ordinator / IQAC Co-ordinator

Principal

  
Co-ordinator  
Internal Quality Assurance Cell (IQAC)  
Arts, Commerce And Science College Kharepatan  
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PRINCIPAL  
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Kharepatan Panchakroshi Shikshan Prasarak Mandal, Kharepatan's  
**ARTS, COMMERCE AND SCIENCE  
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At. Swatntrya Sainik Guruvariya Veer Shankarrao G. Pendharkar Educational Campus, Kharepatan  
Tal. Kankavli, Dist. Sindhudurg - 416 703 - (MS) India

Dr. Atmaram Deu Kamble

**Principal**

O. W. No.: ACC / IQAC / 2019-20 / 08

Date: 30<sup>th</sup> Dec 2019

## MEETING NOTICE

### Subject: 4th Meeting of IQAC

All the members of the Internal Quality Assurance Cell (IQAC) are hereby informed that a meeting will be held as per the details of the are as follows:

**Date:** Wednesday – 8th Jan 2020

**Time:** 12:30 PM to 01:30 PM

**Venue:** Staff Room

#### Agenda:

1. To review and confirm the minutes of the last meeting.
2. To discuss about Safety and Security measures in our college.
3. Discussion regarding semester and semester I examination.
4. Discussion regarding MoU's with near by college.
5. Discussion on Faculty Exchange Programme.
6. Discussion on beautification of college campus.
7. To organize various activities for teaching, non-teaching staff and students.
8. Discussion on FY to TY dropout rate.
9. AOB – Any other matter with the permission of the Chair.

*Your presence and active participation in this meeting are highly encouraged to ensure the successful functioning of the IQAC in our college.*

NAAC Co-ordinator / IQAC Co-ordinator  
Co-ordinator

Internal Quality Assurance Cell (IQAC)  
Arts, Commerce And Science College Kharepatan  
A.P. Kharepatan, Tal. Kankavli, Dist. Sindhudurg-416703



Principal

Arts, Commerce & Science College, Kharepatan,  
A.P. Kharepatan, Tal. Kankavli, Dist. Sindhudurg.



# Minutes of Meeting

**Date:** Wednesday – 8th Jan 2020

**Time:** 12:30 PM to 01:30 PM

**Venue:** Staff-room

**Convenor:** Shri. Vaseem Hanif Sayyed

## List of Attendances

Sr. No.	Name of the Person	Designation / Status	Designation in IQAC	Signature
1.	Prof. (Dr.) Atmaram Deu Kamble	Principal	Chairman	
2.	Shri. Prakash Ghatu Shinde	Assistant Professor (Geography)	Representatives from the Teachers	
3.	Shri. Mohamed Ali Abdul Sattar Munshi	Assistant Professor (Commerce)	Representatives from the Teachers	
4.	Dr. Vnadana Rajesh Shinde -Vhatkar	Assistant Professor (History)	Representatives from the Teachers	
5.	Shrimati. Rashmi Ramesh Desai	Assistant Professor (Marathi)	Representatives from the Teachers	
6.	Shri. Gajanan Prakash Vhankali	Assistant Professor (Hindi)	Representatives from the Teachers	
7.	Shri. Nayan Nandakumar Ugale	Assistant Professor (Botany)	Representatives from the Teachers	
8.	Shri. Yashwant Chandrakant Raibagkar	Librarian	Internal Member	
9.	Shri. Pravin Digambar Lokare	President of KPSPM, Kharepatan	Representative from the Management	
10.	Shri. Shrikrishna Ganesh Ranade	Senior Clerk	Representative from the Non-teaching	
11.	Kumari. Pranali Prakash Panchal	Student	Nominee from the Students	
12.	Kumari. Dashrath Vilas Ingale	Student	Nominee from the Students	
13.	Shri. Sushant Sudhakar Gurav	Self Employed	Nominee from the Alumni	
14.	Shri. Mohan Bhaskar Kavale	Businessman	Nominees from the Employers / Industrialists	
15.	Shri. Vaseem Hanif Sayyed	Assistant Professor (Commerce)	Coordinator of the IQAC	

Co-ordinator

Internal Quality Assurance Cell (IQAC)  
Arts-Commerce And Science College Kharepatan  
A. Kharepatan, Tal. Kankavli, Dist. Sindhudurg-416703

PRINCIPAL

Arts-Commerce & Science College, Kharepatan,  
A. Kharepatan, Tal. Kankavli, Dist. Sindhudurg

# MINUTES OF THE MEETING

**Date:** Wednesday – 8th Jan 2020

**Time:** 12:30 PM to 01:30 PM

**Venue:** Staff Room


**Convener:** Shri. Vaseem Hanif Sayyed

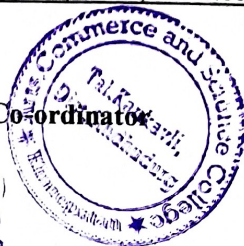
The meeting commenced at Staff Room on 12:30 PM with Shri. Vaseem H. Sayyed, welcoming all staff members present. The convener thanked everyone for their attendance and active participation. The convener then requested the principal, Dr. Atmaram D. Kamble, to accept the chair and lead the meeting.

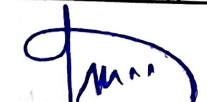
The principal accepted the chair and expressed gratitude for the opportunity to lead the session. The principal then outlined the agenda and set the stage for discussion on the key topics.

Sr. No.	Agenda	Resolution
1	To review and confirm the minutes of the last meeting.	Reviewed and confirmed the minutes of the last meeting.
2	To discuss about Safety and Security measures in our college.	Discussed and planned safety and security measures for implementation across the college campus.
3	Discussion regarding semester and semester I examination.	Addressed concerns and decisions regarding semester and semester I examinations.
4	Discussion regarding MoU's with near by college.	Discussed potential Memoranda of Understanding (MoUs) with nearby colleges for collaboration and mutual benefit.
5	Discussion on Faculty Exchange Programme.	Discussed and planned for a Faculty Exchange Programme to enhance academic collaboration.
6	Discussion on beautification of college campus.	Planned further steps for the beautification of the college campus to enhance aesthetic appeal.
7	To organize various activities for teaching, non-teaching staff and students.	Agreed upon organizing various activities for the professional development and engagement of teaching, non-teaching staff, and students.
8	Discussion on FY to TY dropout rate	Discussed the FY to TY dropout rate to identify factors and implement strategies for retention and academic support.
9	Any other matter with the permission of the chair.	There was no other matter scheduled for discussion.

**After due deliberations on the points in the agenda, since, the meeting concluded with closing remarks by the Principal.**

  
NAAC Co-ordinator / IQAC Co-ordinator  
Co-ordinator  
Internal Quality Assurance Cell (IQAC)  
Arts, Commerce And Science College Kharepatan  
A.P. Kharepatan, Tal. Kankavli, Dist. Sindhudurg-416703



  
PRINCIPAL  
Arts, Commerce & Science College, Kharepatan,  
A.P. Kharepatan, Tal. Kankavli, Dist. Sindhudurg.



## ACTION TAKEN COMPLIANCE (ATR)

### Subject: 4th Meeting of IQAC

The Compliance Action Taken Report (ATR) of the Internal Quality Assurance Cell (IQAC) serves as a comprehensive record detailing the resolution of issues.

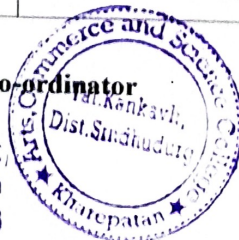
This report outlines compliance with proactive measures and corrective actions taken by IQAC to address issues.

ATR aims to ensure continuous improvement in quality assurance practices and maintain organizational standards of excellence by documenting issue resolution processes and implementing related actions.

Sr. No.	Subject	Action Taken Report (ATR) based on the resolutions:
1	To review and confirm the minutes of the last meeting.	The minutes of the last meeting were duly reviewed and confirmed.
2	To discuss about Safety and Security measures in our college.	Safety and security measures were discussed comprehensively, and a plan for their implementation across the college campus was drafted.
3	Discussion regarding semester and semester I examination.	Concerns regarding semester and semester I examinations were addressed, and decisions were made to streamline the examination processes.
4	Discussion regarding MoU's with near by college.	Discussions regarding potential Memoranda of Understanding (MoUs) with nearby colleges progressed positively, aiming for collaborative agreements.
5	Discussion on Faculty Exchange Programme.	Planning for a Faculty Exchange Programme was initiated, focusing on enhancing academic collaboration and knowledge sharing.
6	Discussion on beautification of college campus.	Further steps were planned to enhance the beautification of the college campus, focusing on aesthetic enhancements.
7	To organize various activities for teaching, non-teaching staff and students.	Various activities for the professional development and engagement of teaching, non-teaching staff, and students were agreed upon and will be implemented.
8	Discussion on FY to TY dropout rate	Analyzed FY to TY dropout rates to identify underlying factors and strategize interventions aimed at improving retention and academic support for students.

NAAC Co-ordinator / IQAC Co-ordinator  
Co-ordinator

Internal Quality Assurance Cell (IQAC)  
Arts, Commerce And Science College Kharepatan  
A.P. Kharepatan, Tal. Kankavli, Dist. Sindhudurg-416700



Principal

Arts, Commerce & Science College, Kharepatan,  
A.P. Kharepatan, Tal. Kankavli, Dist. Sindhudurg.



University of Mumbai  
Kharepatan Panchakroshi Shikshan Prasarak Mandal, Kharepatan's  
**ARTS, COMMERCE AND SCIENCE  
COLLEGE, KHAREPATAN**



(Affiliated to Mumbai University No. ICM / I / 558 / 2012 - 13)

At. Swatntrya Sainik Guruvarya Veer Shankarrao G. Pendharkar Educational Campus, Kharepatan  
Tal. Kankavli, Dist. Sindhudurg - 416 703 - (MS) India

Dr. Atmaram Deu Kamble

**Principal**

O. W. No.: \_\_\_\_\_

Date: \_\_\_\_\_

O. W. No.: ACC / IQAC / 2019-20 / 09

Date: 1st March 2020

## MEETING NOTICE

All the members of the Internal Quality Assurance Cell (IQAC) are hereby informed that a meeting will be held as per the details of the are as follows:

**Date:** Monday – 8th March 2020

**Time:** 12:30 PM to 02:30 PM

**Venue:** Staff Room

**Agenda:**

1. To review and confirm the minutes of the last meeting.
2. To take review of the various seminars, orientations and workshops organized during the academic year.
3. Documentation of various program/activities.
4. Discussion on free ship Scholarships.
5. To consider introducing student representative in IQAC for next year.
6. Regarding Feedback of teachers.
7. To discuss the feedback of students, eligibility criteria for the same and feedback analysis.
8. To formulate a more systematic and well designed format for departmental report.
9. To decentralize data collection pertaining to details of each department and hand it over to departmental heads.
10. To discuss details of annual feedback of all the stakeholders of the institution.
11. To discuss the mechanism of analysis of feedback.
12. Involvement of teachers into remedial teaching.
13. AOB – Any other matter with the permission of the Chair.

*Your presence and active participation in this meeting are highly encouraged to ensure the successful functioning of the IQAC in our college.*

**Co-ordinator**  
Internal Quality Assurance Cell (IQAC)  
NAAC Co-ordinator & IQAC Co-ordinator  
A.P. Kharepatan, Tal. Kankavli, Dist. Sindhudurg-416703

**PRINCIPAL**  
Arts, Commerce & Science College, Kharepatan,  
A.P. Kharepatan Tal. Kankavli Dist. Sindhudurg



# Minutes of Meeting


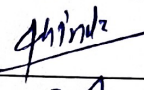
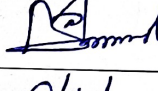
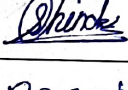
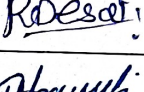
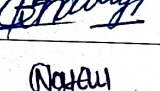
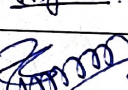

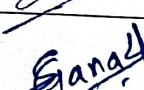
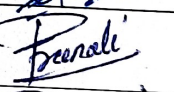
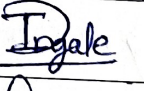

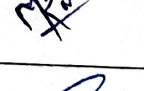


Date: Monday – 8th March 2020

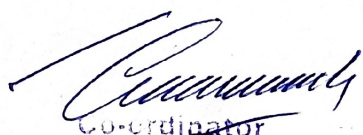
Time: 12:30 PM to 02:30 PM

Venue: Staff-room

Convenor: Shri. Vaseem Hanif Sayyed

## List of Attendances

Sr. No.	Name of the Person	Designation / Status	Designation in IQAC	Signature
1.	Prof. (Dr.) Atmaram Deu Kamble	Principal	Chairman	
2.	Shri. Prakash Ghatu Shinde	Assistant Professor (Geography)	Representatives from the Teachers	
3.	Shri. Mohamed Ali Abdul Sattar Munshi	Assistant Professor (Commerce)	Representatives from the Teachers	
4.	Dr. Vnadena Rajesh Shinde -Vhatkar	Assistant Professor (History)	Representatives from the Teachers	
5.	Shrimati. Rashmi Ramesh Desai	Assistant Professor (Marathi)	Representatives from the Teachers	
6.	Shri. Gajanan Prakash Vhankali	Assistant Professor (Hindi)	Representatives from the Teachers	
7.	Shri. Nayan Nandakumar Ugale	Assistant Professor (Botany)	Representatives from the Teachers	
8.	Shri. Yashwant Chandrakant Raibagkar	Librarian	Internal Member	
9.	Shri. Pravin Digambar Lokare	President of KPSPM, Kharepatan	Representative from the Management	
10.	Shri. Shrikrishna Ganesh Ranade	Senior Clerk	Representative from the Non-teaching	
11.	Kumari. Pranali Prakash Panchal	Student	Nominee from the Students	
12.	Kumari. Dashrath Vilas Ingale	Student	Nominee from the Students	
13.	Shri. Sushant Sudhakar Gurav	Self Employed	Nominee from the Alumni	
14.	Shri. Mohan Bhaskar Kavale	Businessman	Nominees from the Employers / Industrialists	
15.	Shri. Vaseem Hanif Sayyed	Assistant Professor (Commerce)	Coordinator of the IQAC	

  
Co-ordinator

Internal Quality Assurance Cell (IQAC)  
Arts, Commerce And Science College Kharepatan  
A.P. Kharepatan, Tal. Kankavali, Dist. Sindhudurg-416703

  
PRINCIPAL

Arts, Commerce & Science College, Kharepatan,  
A.P. Kharepatan, Tal. Kankavali, Dist. Sindhudurg.



# MINUTES OF THE MEETING

**Date:** Monday – 8th March 2020

**Time:** 12:30 PM to 02:30 PM

**Venue:** Staff Room

**Convener:** Shri. Vaseem Hanif Sayyed


The meeting commenced at Staff Room on 12:30 PM with Shri. Vaseem H. Sayyed, welcoming all staff members present. The convener thanked everyone for their attendance and active participation. The convener then requested the principal, Dr. Atmaram D. Kamble, to accept the chair and lead the meeting.

The principal accepted the chair and expressed gratitude for the opportunity to lead the session. The principal then outlined the agenda and set the stage for discussion on the key topics.

Sr. No.	Agenda	Resolution
1	To review and confirm the minutes of the last meeting.	Reviewed and confirmed the minutes of the last meeting.
2	To take review of the various seminars, orientations and workshops organized during the academic year..	Conducted a comprehensive review of the various seminars, orientations and workshops organized during the academic year.
3	Documentation of various program/activities..	Resolved to document various programs and activities conducted by the college for record-keeping and future reference.
4	Discussion on free ship Scholarships.	Discussed matters related to free ship scholarships, including eligibility criteria and distribution procedures.
5	To consider introducing student representative in IQAC for next year.	Considered the introduction of a student representative in IQAC for the upcoming academic year.
9	Regarding Feedback of teachers.	Discussed feedback received from teachers to improve teaching-learning processes and faculty development.
10	To discuss the feedback of students, eligibility criteria for the same and feedback analysis.	Discussed feedback mechanisms for students, including eligibility criteria and analysis of feedback for continuous improvement.
11	To formulate a more systematic and well designed format for departmental report.	Formulated a more systematic and well-designed format for departmental reports to streamline reporting procedures.

  
**Co-ordinator**  
Internal Quality Assurance Cell (IQAC)  
Arts, Commerce And Science College Kharepatan  
A. Kharepatan, Tal. Kankavli, Dist. Sindhudurg-416703




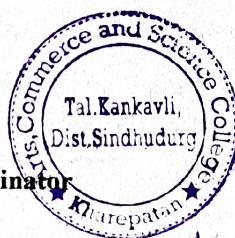
  
**PRINCIPAL**  
Arts, Commerce & Science College, Kharepatan,  
A. Kharepatan, Tal. Kankavli, Dist. Sindhudurg.

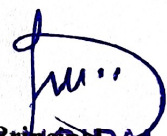


12	To decentralize data collection pertaining to details of each department and hand it over to departmental heads.	Decentralized data collection pertaining to departmental details and assigned responsibilities to department heads for effective management.
13	To discuss details of annual feedback of all the stakeholders of the institution.	Discussed details regarding the annual feedback from all stakeholders of the institution to assess satisfaction levels and identify areas for improvement.
14	To discuss the mechanism of analysis of feedback.	Discussed mechanisms for the analysis of feedback collected from stakeholders to derive actionable insights and implement necessary improvements.
15	Involvement of teachers into remedial teaching.	Discussed the involvement of teachers in remedial teaching to support students with academic challenges and improve learning outcomes.
16	Any other matter with the permission of the chair.	There was no other matter scheduled for discussion or come into the notice.

**After due deliberations on the points in the agenda, since, the meeting concluded with closing remarks by the Principal.**

  
**NAAC Co-ordinator / IQAC Co-ordinator**  
**Co-ordinator**  
 Internal Quality Assurance Cell (IQAC)  
 Arts, Commerce And Science College Kharepatan  
 A.P. Kharepatan, Tal. Kankavli, Dist. Sindhudurg-416703



  
**PRINCIPAL**  
 Arts, Commerce & Science College, Kharepatan,  
 A.P. Kharepatan, Tal. Kankavli, Dist. Sindhudurg.

## ACTION TAKEN COMPLIANCE (ATR)


### Subject: 4th Meeting of IQAC

The Compliance Action Taken Report (ATR) of the Internal Quality Assurance Cell (IQAC) serves as a comprehensive record detailing the resolution of issues.

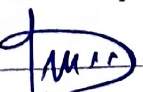
This report outlines compliance with proactive measures and corrective actions taken by IQAC to address issues.

**ATR aims to ensure continuous improvement in quality assurance practices and maintain organizational standards of excellence by documenting issue resolution processes and implementing related actions.**

Sr. No.	Subject	Action Taken Report (ATR) based on the resolutions:
1	To review and confirm the minutes of the last meeting.	Reviewed and confirmed the minutes of the last meeting to ensure accuracy and documentation of decisions made.
2	To take review of the various seminars, orientations and workshops organized during the academic year 2019-20.	Conducted a thorough review of the various International, National, State, University, and District level conferences, webinars, and workshops organized during the academic year 2019-2020 to assess their impact and effectiveness.
3	Documentation of various program/activities.	Implemented a system to document various programs and activities conducted by the college for better record-keeping and future reference.
4	Discussion on free ship Scholarships.	Clarified eligibility criteria and streamlined procedures for the distribution of free ship scholarships to ensure equitable access and efficient administration.
5	To consider introducing student representative in IQAC for next year.	Explored the feasibility and benefits of introducing a student representative in IQAC for the upcoming academic year to enhance student participation in governance.
9	Regarding Feedback of teachers.	Collated feedback received from teachers to implement targeted improvements in teaching-learning processes and faculty development initiatives.
10	To discuss the feedback of students, eligibility criteria for the same and feedback analysis.	Established robust feedback mechanisms for students, including clear eligibility criteria and systematic analysis of feedback to drive continuous improvement in academic and support services.

  
Co-ordinator  
Internal Quality Assurance Cell (IQAC)  
Arts, Commerce And Science College Kharepatan  
A.P. Kharepatan, Tal. Kankavli, Dist. Sindhudurg-416703



  
PRINCIPAL  
Arts, Commerce & Science College, Kharepatan,  
A.P. Kharepatan, Tal. Kankavli, Dist. Sindhudurg.



11	To formulate a more systematic and well designed format for departmental report.	Designed and implemented a more systematic and well-structured format for departmental reports to enhance clarity, accuracy, and efficiency in reporting procedures.
12	To decentralize data collection pertaining to details of each department and hand it over to departmental heads.	Delegated data collection responsibilities pertaining to departmental details to department heads, ensuring accurate and timely data management for effective decision-making.
13	To discuss details of annual feedback of all the stakeholders of the institution.	Conducted annual feedback sessions with all stakeholders of the institution to gauge satisfaction levels, identify areas for improvement, and enhance overall institutional performance.
14	To discuss the mechanism of analysis of feedback.	Implemented mechanisms for the analysis of feedback collected from stakeholders to derive actionable insights and prioritize necessary improvements across various institutional domains.
15	Involvement of teachers into remedial teaching.	Planned the involvement of teachers in remedial teaching sessions to provide additional academic support and enhance learning outcomes for students facing challenges.

NAAC Co-ordinator / IQAC Co-ordinator

Internal Quality Assurance Cell (IQAC)  
Arts, Commerce And Science College, Kharepatan,  
A.P. Kharepatan, Tal. Kankavli, Dist. Sindhudurg-416703



Principal

Arts, Commerce & Science College, Kharepatan,  
A.P. Kharepatan, Tal. Kankavli, Dist. Sindhudurg.