

शिक्षणातून पुनर्रचना



पुनर्रचनेतून

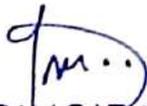


University of Mumbai
Kharepatan Panchakroshi Shikshan Prasarak Mandal, Kharepatan's
ARTS, COMMERCE AND SCIENCE COLLEGE, KHAREPATAN
(Affiliated to Mumbai University No. ICM / 1 / 558 / 2012 - 13)
Swatantrya Sainik Guruvariya Veer Shankarrao G. Pendharkar Educational
Campus, Kharepatan
Tal. Kankavli, Dist. Sindhudurg - 416 703 - (MS) India

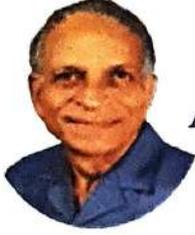
Dr. Atmaram D. Kamble (M. A., Ph. D.)
Principal

**PROCEEDING OF INTERNAL
QUALITY ASSURANCE CELL**




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. Swatnrya 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.: _____

Date: _____

INTERNAL QUALITY ASSURANCE CELL

2022 - 2023

Introduction

Strive for excellence and quality assurance – continuous improvement and sustainable excellence

To create quality, to maintain quality, to enhance quality in all spheres – that is the task of the IQAC or the Internal Quality Assurance Cell of the college. The IQAC is the central quality- monitoring body of the institution. The IQAC plays a key role in improving and maintaining the quality of education of an institute. Its aim is to develop and maintain a system to promote academic and administrative excellence.

The Internal Quality Assurance Cell (IQAC) was established in College of Arts, Commerce and Science, Kharepatan in 2018 to maintain and improve the quality of education and administration in the college. It functions under the Chairmanship of the Principal and comprises senior faculty members, representative from the local community and a student representative. Established in 2012, the college aims to consistently impart quality education and create an environment of academic excellence. IQAC plays an important role in developing a systematic and consistent approach to improve the overall performance of the college. By encouraging innovative practices and continuous assessment, IQAC strives to ensure that the college meets the highest standards of quality in all its endeavors.

Since the college's inception in 2012, it has strived to provide quality education and holistic development for its students. The establishment of the IQAC aims to further these goals by systematically monitoring and enhancing the quality of academic and administrative processes. By implementing best practices, promoting stakeholder engagement, and ensuring accountability, the IQAC plays a pivotal role in the sustained advancement and excellence of the college.

Vision

The vision of the IQAC at Arts, Commerce, and Science College, Kharepatan, is to create and sustain a culture of excellence in academic and administrative practices, fostering an environment that encourages



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continuous improvement, innovation, and holistic development. The IQAC aims to transform the college into a center of quality education, where best practices are implemented and maintained, ultimately contributing to the overall growth and success of students and staff alike.

Mission

The mission of the IQAC at Arts, Commerce, and Science College, Kharepatan, is to facilitate and ensure the continuous enhancement of quality in all aspects of the institution's functioning. This includes academic programs, teaching-learning processes, research activities, infrastructure, governance, and support services. The IQAC is committed to fostering a culture of quality consciousness among students, faculty, and staff through systematic planning, implementation, and evaluation of various initiatives. By promoting transparency, accountability, and stakeholder participation, the IQAC strives to uphold the values of excellence, integrity, and inclusivity, thereby contributing to the overall advancement and reputation of the college.

Objectives

1. To Develop Quality Culture: Cultivate a culture of quality enhancement and continuous improvement across all facets of the institution.
2. To Ensure Academic Excellence: Enhance the quality of academic programs, teaching-learning processes, and assessment methods to ensure academic excellence.
3. To Facilitate Research and Innovation: Promote and support research activities, innovation, and interdisciplinary collaborations among faculty and students.
4. To Enhance Administrative Efficiency: Improve administrative processes and services to ensure effective governance, transparency, and accountability.
5. To Foster Stakeholder Engagement: Engage with all stakeholders, including students, faculty, staff, alumni, and the community, to gather feedback and ensure their active participation in quality enhancement initiatives.
6. To Promote Best Practices: Identify, document, and disseminate best practices in higher education and administration for adoption across the institution.
7. To Ensure Compliance with Standards: Ensure compliance with regulatory bodies' standards and accreditation requirements to enhance the college's credibility and reputation.
8. To Monitor and Evaluate Quality Parameters: Develop and implement mechanisms for monitoring, evaluating, and benchmarking quality parameters to facilitate evidence-based decision-making and continuous improvement.

By pursuing these objectives, the IQAC endeavors to enhance the overall quality, effectiveness, and relevance of education and services provided by Arts, Commerce, and Science College, Kharepatan.

Role and Functions




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The Internal Quality Assurance Cell (IQAC) at College of Arts, Commerce, and Science, Kharepatan, established in 2018, is entrusted with several key roles and functions aimed at enhancing the overall quality of education and administration in the college. These include:

1. **Monitoring Academic Processes:** The IQAC monitors the implementation of academic programs, curriculum development, teaching-learning processes, and assessment methods to ensure alignment with quality standards and objectives.
2. **Assessment and Evaluation:** It facilitates the conduct of internal and external assessments, including examinations, evaluations, and feedback mechanisms, to gather data on academic performance and identify areas for improvement.
3. **Quality Enhancement Initiatives:** The IQAC develops and implements quality enhancement initiatives, such as faculty development programs, student support services, and infrastructure upgrades, to foster academic excellence and holistic development.
4. **Documentation and Record-Keeping:** It maintains comprehensive records and documentation related to academic and administrative activities, including minutes of meetings, quality improvement plans, and assessment reports, to ensure transparency and accountability.
5. **Stakeholder Engagement:** The IQAC engages with various stakeholders, including students, faculty, staff, alumni, and industry partners, to gather feedback, solicit suggestions, and promote collaboration in quality enhancement efforts.
6. **Policy Development and Compliance:** It assists in the development and implementation of policies and procedures related to quality assurance, accreditation, and regulatory compliance, ensuring adherence to relevant standards and guidelines.
7. **Capacity Building:** The IQAC conducts training programs, workshops, and seminars for faculty, staff, and students to enhance their knowledge, skills, and awareness of quality assurance practices and standards.
8. **Continuous Improvement:** It facilitates a culture of continuous improvement by conducting periodic reviews, evaluations, and audits of academic and administrative processes, identifying areas for enhancement, and implementing corrective measures.

Core Values

A – Accountability: Ensuring transparency and responsibility in all actions and decisions.

B – Best Practices and Benchmarking : Promoting the adoption of best practices in education and administration and establishing benchmarks and standards for continuous improvement.

C – Continuous Improvement and Collaboration: Commitment to ongoing enhancement and innovation in quality assurance processes and Fostering collaboration and teamwork among stakeholders to achieve common quality goals.




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- D – Development and Data-Driven: Supporting the professional and personal development of faculty, staff, and students through quality enhancement initiatives and making decisions based on reliable data and evidence to ensure effectiveness.
- E – Excellence: Striving for the highest standards of quality and performance in all endeavors.
- F – Fairness: Upholding principles of fairness and equity in all dealings and interactions.
- G – Governance: Ensuring effective governance and management of academic and administrative affairs.
- H – Holistic Development: Fostering the holistic development of students, faculty, and staff.
- I – Integrity and Innovation: Demonstrating honesty, integrity, and ethical behavior in all aspects of work and encouraging innovation and creativity in quality enhancement initiatives.
- J – Justice: Promoting fairness and justice in policies, procedures, and decision-making processes.
- K – Knowledge Sharing: Encouraging the sharing of knowledge and expertise for mutual benefit and growth.
- L – Leadership: Providing visionary leadership and direction to drive quality enhancement efforts.
- M – Mentoring, Morality and Mission-Driven : Supporting and mentoring students, faculty, and staff to achieve their full potential, upholding ethical principles and moral values in all actions and decisions and aligning quality assurance efforts with the mission and goals of the institution to ensure strategic relevance and impact.
- N – Networking and Nurturing Environment : Building networks and partnerships with other institutions and organizations to enhance quality assurance practices and Creating a nurturing and supportive environment that fosters growth, learning, and development for all stakeholders.
- O – Openness: Embracing openness and receptiveness to feedback and suggestions for improvement.
- P – Professionalism: Demonstrating professionalism, integrity, and ethical conduct in all IQAC activities.
- Q – Quality Culture: Cultivating a culture of quality consciousness and continuous improvement.
- R – Responsibility: Taking responsibility for ensuring the quality and effectiveness of academic and administrative processes.
- S – Stakeholder Engagement: Engaging with stakeholders and incorporating their perspectives and feedback into quality enhancement initiatives.
- T – Transparency: Ensuring transparency and openness in all IQAC operations and decision-making processes.
- U – Unity: Fostering unity and collaboration among all members of the college community towards common quality goals.
- V – Value Addition: Adding value to academic programs, services, and processes through quality enhancement efforts.
- W – Wellness: Promoting the well-being and welfare of students, faculty, and staff.
- X – Xenial and X-factor: Promoting a hospitable and welcoming environment for all stakeholders, including students, faculty, staff, and visitors and Embracing unique qualities and innovative approaches that set the institution apart and drive exceptional performance and success.

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Y – Yielding Results: Achieving tangible results and outcomes in quality enhancement efforts.

Z – Zeal: Demonstrating enthusiasm, passion, and dedication in pursuing quality assurance goals and objectives.

Composition of IQAC

A IQAC (Internal Quality Assurance Cell) has been reconstituted in current academic year.

Sr. No.	Name of the Person	Designation / Status	Designation in IQAC	Mobile No.	Email Address
1.	Prof. (Dr.) Atmaram Deu Kamble	Principal	Chairman	9421149914	kamblead79@gmail.com
2.	Shri. Prakash Ghatu Shinde	Assistant Professor (Geography)	Representatives from the Teachers	7517069132	ghatuprakash@gmail.com
3.	Shri. Mohamed Ali Abdul Sattar Munshi	Assistant Professor (Commerce)	Representatives from the Teachers	9028828268	mohamedalifauziya@gmail.com
4.	Dr. Vnadana Rajesh Shinde -Vhatkar	Assistant Professor (History)	Representatives from the Teachers	9850574176/ 8623049728	drvandanashinde8@gmail.com
5.	Shrimati. Rashmi Ramesh Desai	Assistant Professor (Marathi)	Representatives from the Teachers	7447804575	rashmidesai556@gmail.com
6.	Shri. Gajanan Prakash Vhankali	Assistant Professor (Hindi)	Representatives from the Teachers	7507444749	vhankaligp@gmail.com
7.	Shri. Prajyot Shantaram Nalawade	Assistant Professor (Botany)	Representatives from the Teachers	9028825619	naalawadeprajyot9@gmail.com
8.	Shri. Tanmay Atmaram Kamble	Librarian	Internal Member	9370451908	Tanmaykamble274@gmail.com
9.	Shri. Pravin Digambar Lokare	President of KPSPM, Kharepatan	Representative from the Management	9422433745	pravinlokare9@gmail.com
10.	Shri. Shrikrishna Ganesh Ranade	Senior Clerk	Representative from the Non-teaching	9284626455	ranade1983@gmail.com
11.	Kumar. Gurunath Atmaram Bhosale	Student	Nominee from the Students	8080817669	gurunathb0808@gmail.com
12.	Kumari. Bhakti Kishor Pise	Student	Nominee from the Students	9604112304	bhaktipise070@gmail.com
13.	Shri. Prathamesh Prasanna Narkar	Self Employed	Nominee from the Alumni	9082168624	prathamnarkar15@gmail.com
14.	Shri. Mohan Bhaskar Kavale	Businessman	Nominees from the Employers / Industrialists	8329275756	mohankavale5151@gmail.com
15.	Shri. Vaseem Hanif Sayyed	Assistant Professor (Commerce)	Coordinator of the IQAC	7972063362/ 9146688844/ 8975637317	vaseemahsaas19830201@gmail.com



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Dr. Atmaram Deu Kamble

Principal

O. W. No.: ACC / IQAC / 22-23 / 18Date: 1st July 2022

MEETING NOTICE

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: Friday - 8th July 2022**Time:** 12:30 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 academic year 2022-2023.
5. Discussion on composition of various college committee's.
6. Discussion on student participation in AVISHKAR research competition.
7. Discussion on student participation in District Level Youth Festival.
8. To formulate the code of conduct for students, teachers, administrators and other staff.
9. To discuss regarding maintaining discipline in the college campus.
10. To plan orientation of students on college rules, attendance system, university syllabi and examination system.
11. Regarding Review of Results
12. To consider introducing student representative in IQAC.
13. Instructions related to Library
14. Discussions various activities regarding cultural, sports, NSS, DLLE etc.



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5. Regarding purchase of Books, Chemicals, Journals, Equipment's and other necessities.
16. To discuss and plan for organizing online / offline seminars, conferences, webinars and workshops.
17. To organize scholarship / free-ship awareness drive.
18. Planning of Transport facility for students
19. To discuss about Annual Budget.
20. To discuss about the IQAC activities of the year.
21. To discuss on all the particular requirements of each criterion.
22. 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




Principal

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

MINUTES OF THE MEETING

Date: Friday - 8th July 2022

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 2022 – 2023.	Admission procedures for the academic year 2022-2023 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 AVISHKAR research competition.	Student participation in the AVISHKAR research competition was discussed.
7.	Discussion on student participation in District Level Youth Festival.	Student participation in the District Level Youth Festival was discussed.
8.	To formulate the code of conduct for students, teachers, administrators and other staff.	The code of conduct for students, teachers, administrators, and other staff was formulated.
9.	To discuss regarding maintaining discipline in the college campus.	Measures to maintain discipline in the college campus were discussed.
10.	To plan orientation of students on college rules, attendance system, university syllabi	An orientation plan for students on college rules, attendance system, university syllabi, and



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	and examination system.	examination system was devised.
11.	Regarding Review of Results	The review of academic results was conducted.
12.	To consider introducing student representative in IQAC.	The introduction of a student representative in the IQAC was considered.
13.	Instructions related to Library	Instructions related to the library were discussed.
14.	Discussions various activities regarding cultural, sports, NSS, DLLE etc.	Various activities regarding cultural, sports, NSS, and DLLE were discussed.
15.	Regarding purchase of Books, Chemicals, Journals, Equipment's and other necessities.	The purchase of books, chemicals, journals, equipment, and other necessities was discussed.
16.	To discuss and plan for organizing online / offline seminars, conferences, webinars and workshops.	Plans to organize online / offline conferences, webinars, and workshops were discussed.
17.	To organize scholarship / free-ship awareness drive.	An awareness drive for scholarships/free-ships was organized.
18.	Planning of Transport facility for students	Transport facilities for non-residential students were planned.
19.	To discuss about Annual Budget.	The annual budget was discussed.
20.	To discuss about the IQAC activities of the year.	The IQAC activities for the year were reviewed and discussed.
21.	To discuss on all the particular requirements of each criterion.	The specific requirements of each criterion were discussed in detail.
22.	Any other matter with the permission of the chair.	No additional matters were raised.

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




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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 were approved and recorded for future reference.
2.	Discussion on Arrangement of terms - Preparation of Academic Calendar, Time Table, Seating Arrangement.	The academic calendar and timetable have been finalized and distributed. Seating arrangements have been updated to comply with social distancing guidelines.
3.	To Discuss about the teaching and administrative plan.	A comprehensive teaching and administrative plan was developed and implemented, focusing on both online and offline modalities.
4.	Admission for the academic year 2022-2023	Admission procedures were streamlined and communicated to prospective students through the college website and social media channels.
5.	Discussion on composition of various college committee's.	Committees have been reconstituted with new members as per the discussion and roles assigned accordingly.
6.	Discussion on student participation in AVISHKAR research competition.	Students were encouraged to participate, and necessary guidance and support were provided by faculty members.
7.	Discussion on student participation in District Level Youth Festival.	Information about the District Level Youth Festival was disseminated among students, and interested participants were registered.
8.	To formulate the code of conduct for students, teachers, administrators and other staff.	The code of conduct has been drafted, approved, and circulated among all stakeholders.
9.	To discuss regarding maintaining discipline in the college campus.	Disciplinary measures have been reinforced with regular monitoring and reporting mechanisms put in place.
10.	To plan orientation of students on college rules, attendance system, university syllabi and examination system.	Orientation sessions were organized at the beginning of the academic year, and materials were made available online.




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11.	Regarding Review of Results	Academic performance was analyzed, and feedback was provided to departments for further improvement.
12.	To consider introducing student representative in IQAC.	A student representative has been nominated to the IQAC for the current academic year.
13.	Instructions related to Library	Library usage guidelines were updated and communicated to all students and staff.
14.	Discussions various activities regarding cultural, sports, NSS, DLLE etc.	A calendar of activities for cultural, sports, NSS, and DLLE has been prepared and activities are being conducted as planned.
15.	Regarding purchase of Books, Chemicals, Journals, Equipment's and other necessities.	The procurement process has been initiated, and necessary items are being acquired as per the requirements.
16.	To discuss and plan for organizing online / offline seminars, conferences, webinars and workshops.	Plans have been set in motion, and several events have already been scheduled and conducted successfully.
17.	To organize scholarship / free-ship awareness drive.	Awareness campaigns were carried out, and information was disseminated to students through various channels.
18.	Planning of Transport facility for students	Transport arrangements have been reviewed and updated to ensure safe and reliable transportation for non-residential students.
19.	To discuss about Annual Budget.	The budget has been finalized and approved, with allocations made for various departments and activities.
20.	To discuss about the IQAC activities of the year.	IQAC activities were reviewed, and new initiatives have been planned and implemented.
21.	To discuss on all the particular requirements of each criterion.	Detailed discussions have led to the formulation of action plans to meet the specific requirements of each criterion effectively.


NAAC Co-ordinator / IQAC Co-ordinator




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Dr. Atmaram Dcu Kamble

Principal

O. W. No.: ACC / IQAC / 22-23 / 19

Date: 1st Oct 2022

MEETING NOTICE

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: Saturday - 8th Oct 2022

Time: 12:30 PM.

Venue: Staff Room

Agenda:

1. To review and confirm the minutes of the last meeting.
2. To discuss about National Education Policy (NEP).
3. Undertake Gender Audit
4. Discussions about implementation of bridge and remedial courses
5. General guidelines by IQAC regarding preparation of documents for the academic Year 2022-2023
6. Discussion regarding the Internal and University exams.
7. Discussion on carrying out Biodiversity and Green Audit.
8. To discuss about celebration of Traditional day / week / Sports day / week and other days.
9. Discussion on data collection for college magazine "Spandan".
10. Discussion on organization of State level elocution competition on the occasion of Birth Anniversary of Sanstha Founder Shri. Shankarrao G. Pendharkar.
11. 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




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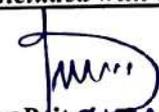
The principal accepted the chair and expressed gratitude for the opportunity to lead the session. The principal then outlined the agenda and set the stage for discussion on the key topics.

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.	To discuss about National Education Policy (NEP).	The National Education Policy (NEP) was discussed.
3.	Undertake Gender Audit	It was resolved to undertake a Gender Audit.
4.	Discussions about implementation of bridge and remedial courses	The implementation of bridge and remedial courses was discussed.
5.	General guidelines by IQAC regarding preparation of documents for the academic Year 2022-2023	General guidelines by IQAC regarding the preparation of documents for the academic year 2022-2023 were provided.
6.	Discussion regarding the Internal and University exams.	Internal and university exams were discussed.
7.	Discussion on carrying out Biodiversity and Green Audit.	It was resolved to carry out a Biodiversity and Green Audit.
8.	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.
9.	Discussion on data collection for college magazine "Spandan".	The data collection process for the college magazine "Spandan" was discussed.
10.	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.
11.	Any other matter with the permission of the chair.	No additional matters were raised.

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




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Alp, 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 reviewed and confirmed.
2.	To discuss about National Education Policy (NEP).	The NEP was thoroughly discussed, and a task force was created to align college policies with NEP guidelines.
3.	Undertake Gender Audit	A committee was formed to plan and execute the Gender Audit.
4.	Discussions about implementation of bridge and remedial courses	Bridge and remedial courses were implemented, and faculty were assigned to conduct these sessions.
5.	General guidelines by IQAC regarding preparation of documents for the academic Year 2022-2023.	IQAC provided specific guidelines for the preparation of documents for the academic year 2022-2023, and departments were briefed accordingly.
6.	Discussion regarding the Internal and University exams.	Plans for internal and university exams were finalized, and schedules were communicated to all stakeholders.
7.	Discussion on carrying out Biodiversity and Green Audit.	A Biodiversity and Green Audit was carried out, and the report was submitted to the college administration.
8.	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.
9.	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.
10.	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



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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 / 1 / 558 / 2012 - 13)

At. Swatnrya 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 / 22-23 / 20Date: 2nd Jan 2023

MEETING NOTICE

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: Monday - 9th January 2023

Time: 12:30 PM.

Venue: Staff Room

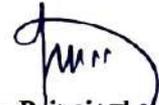
Agenda:

1. To review and confirm the minutes of the last meeting.
2. To discuss about Safety and Security measures in our college.
3. To discuss about the beautification of college campus.
4. Discussion regarding semester and semester I examination.
5. Discussion regarding MoU's with near by college.
6. Discussion on Faculty Exchange Programme.
7. Discussion on Semester Results.
8. Discussion on arranging Green/Environmental/Energy Audit.
9. To discuss about Prize Distribution ceremony in the college.
10. 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




PRINCIPAL

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

MINUTES OF THE MEETING

Date: Monday - 9th January 2023

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.	To discuss about the beautification of college campus.	Discussed strategies and initiatives for beautifying the college campus.
4.	Discussion regarding semester and semester I examination.	Addressed concerns and decisions regarding semester and semester I examinations.
5.	Discussion regarding MoU's with near by college.	Discussed potential Memoranda of Understanding (MoUs) with nearby colleges for collaboration and mutual benefit.
6.	Discussion on Faculty Exchange Programme.	Discussed and planned for a Faculty Exchange Programme to enhance academic collaboration.
7.	Discussion on Semester Results.	Reviewed and discussed semester results to assess academic performance and identify areas for improvement.
8.	Discussion on arranging Green/Environmental/Energy Audit.	Discussed plans and arrangements for conducting Green/Environmental/Energy Audit to promote sustainability.
9.	To discuss about Prize Distribution ceremony in the college.	The Prize Distribution ceremony in the college was discussed.
10.	Any other matter with the permission of the chair.	No additional matters were raised.

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




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 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.	To discuss about the beautification of college campus.	Strategies and initiatives for beautifying the college campus were outlined, with specific actions planned for immediate execution.
4.	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.
5.	Discussion regarding MoU's with near by college.	Discussions regarding potential Memoranda of Understanding (MoUs) with nearby colleges progressed positively, aiming for collaborative agreements.
6.	Discussion on Faculty Exchange Programme.	Planning for a Faculty Exchange Programme was initiated, focusing on enhancing academic collaboration and knowledge sharing.
7.	Discussion on Semester Results.	Semester results were reviewed and discussed to evaluate academic performance and devise improvement strategies.
8.	Discussion on arranging Green/Environmental/Energy Audit.	Plans and arrangements for conducting Green/Environmental/Energy Audit were discussed, emphasizing sustainable practices.
9.	To discuss about Prize Distribution ceremony in the college.	The Prize Distribution ceremony was organized, and awards were distributed to deserving students and staff.

NAAC Co-ordinator / IQAC Co-ordinator



PRINCIPAL

Arts, Commerce & Science College, Kharepatan,
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Tal. Kankavli, Dist. Sindhudurg - 416 703 - (MS) India



Dr. Atmaram Deu Kamble

Principal

O. W. No.: ACC / IQAC / 22-23 / 21Date: 2nd March 2023

MEETING NOTICE

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: Thursday - 9th Mar 2023

Time: 12:30 PM.

Venue: Staff Room

Agenda:

1. To review and confirm the minutes of the last meeting.
2. To take review of the various seminars, conferences, webinars and workshops organized during the academic year 2022 - 2023
3. To discuss about conducting college audit.
4. Documentation of various programmes / activities.
5. Discussion on free ship Scholarships.
6. To enlist the number of excel sheets required for quantitative metrics for each of the criteria.
7. To consider introducing student representative in IQAC for next year.
8. Adoption and Discussion of the best Practices.
9. Regarding Feedback of teachers.
10. Discussion on registration and organization of Alumni Meet
11. To discuss the feedback of students, eligibility criteria for the same and feedback analysis.
12. To decentralize data collection pertaining to details of each department and hand it over to departmental heads.
13. To discuss details of annual feedback of all the stakeholders of the institution.
14. To discuss the mechanism of analysis of feedback.
15. Discussion on FY to TY dropout rate
16. Involvement of teachers into remedial teaching.
17. Discussion on IQA submission.
18. Discussion on Gender, AAA, and Green, Energy & Environmental audit.
19. 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.



PRINCIPAL

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

MINUTES OF THE MEETING

Date: Thursday - 9th Mar 2023

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, conferences, webinars and workshops organized during the academic year 2022-2023.	Conducted a comprehensive review of the various seminars, conferences, webinars and workshops organized during the academic year 2022-2023.
3.	To discuss about conducting college audit.	Discussed and planned for conducting a college audit to assess institutional processes and performance.
4.	Documentation of various program/activities.	Resolved to document various programs and activities conducted by the college for record-keeping and future reference.
5.	Discussion on free ship Scholarships.	Discussed matters related to free ship scholarships, including eligibility criteria and distribution procedures.
6.	To enlist the number of excel sheets required for quantitative metrics for each of the criteria.	Enlisted the number of Excel sheets required for quantitative metrics for each criterion to facilitate data-driven decision-making.
7.	To consider introducing student representative in IQAC for next year.	Considered the introduction of a student representative in IQAC for the upcoming academic year.
8.	Adoption and Discussion of the best Practices.	Adopted and discussed best practices to improve institutional effectiveness and efficiency.
9.	Regarding Feedback of teachers.	Discussed feedback received from teachers to improve teaching-learning processes and faculty



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		development.
10.	Discussion on registration and organization of Alumni Meet	Planned for the registration and organization of an Alumni Meet to foster alumni engagement and networking.
11.	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.
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.	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.
16.	Involvement of teachers into remedial teaching.	Discussed the involvement of teachers in remedial teaching to support students with academic challenges and improve learning outcomes.
17.	Discussion on IIQA submission.	The submission of IIQA (Institutional Information for Quality Assessment) was discussed.
18.	Discussion on Gender, AAA, and Green, energy & Environmental audit.	Discussions on Gender, AAA, and Green, energy & Environmental audit were conducted.
19.	Any other matter with the permission of the chair.	No additional matters were raised.

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




PRINCIPAL

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

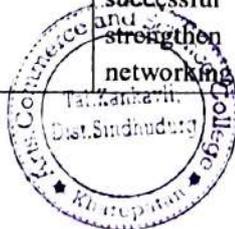
ACTION TAKEN COMPLIANCE (ATR)

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.	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, conferences, webinars and workshops organized during the academic year 2022-2023.	Conducted a thorough review of the various seminars, conferences, webinars and workshops organized during the academic year 2022-2023 to assess their impact and effectiveness.
3.	To discuss about conducting college audit.	Initiated plans for conducting a comprehensive college audit to evaluate institutional processes, identify strengths and weaknesses, and recommend improvements.
4.	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.
5.	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.
6.	To enlist the number of excel sheets required for quantitative metrics for each of the criteria.	Created Excel sheets tailored to each criterion to facilitate data-driven decision-making and quantitative assessment of institutional performance.
7.	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.
8.	Adoption and Discussion of the best Practices.	Adopted and discussed best practices aimed at enhancing institutional effectiveness and efficiency across various departments and administrative processes.
9.	Regarding Feedback of teachers.	Collated feedback received from teachers to implement targeted improvements in teaching-learning processes and faculty development initiatives.
10.	Discussion on registration and organization of Alumni Meet	Planned and organized the registration and successful execution of an Alumni Meet to strengthen alumni engagement and foster networking opportunities.



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11.	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.
12.	To decentralize data collection pertaining to details of each department and hand it over to departmental heads.	18. 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.	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.
16.	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.
17.	Discussion on IIQA submission.	Plans for completing and submitting the IIQA are underway, with responsibilities assigned to relevant departments for data collection and compilation.
18.	Discussion on Gender, AAA, and Green, energy & Environmental audit.	Strategies for implementing Gender, AAA, and Green & Environmental audit initiatives are being formulated, with timelines and responsibilities assigned to relevant committees for effective execution.


NAAC Co-ordinator / IQAC Co-ordinator




PRINCIPAL

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

Composition of IQAC

A IQAC (Internal Quality Assurance Cell) has been reconstituted in academic year 2021-22.

Sr. No.	Name of the Person	Designation / Status	Designation in IQAC	Mobile No.	Email Address
1.	Prof. (Dr.) Atmaram Deu Kamble	Principal	Chairman	9421149914	kamblead79@gmail.com
2.	Shri. Prakash Ghatu Shinde	Assistant Professor (Geography)	Representatives from the Teachers	7517069132	ghatuprakash@gmail.com
3.	Shri. Mohamed Ali Abdul Sattar Munshi	Assistant Professor (Commerce)	Representatives from the Teachers	9028828268	mohamedalifauziya@gmail.com
4.	Dr. Vnadena Rajesh Shinde -Vhatkar	Assistant Professor (History)	Representatives from the Teachers	9850574176/ 8623049728	drvandanashinde8@gmail.com
5.	Shrimati. Rashmi Ramesh Desai	Assistant Professor (Marathi)	Representatives from the Teachers	7447804575	rashmidesai556@gmail.com
6.	Shri. Gajanan Prakash Vhankali	Assistant Professor (Hindi)	Representatives from the Teachers	7507444749	vhankaligp@gmail.com
7.	Shri. Prajyot Shantaram Nalawade	Assistant Professor (Botany)	Representatives from the Teachers	9028825619	naalawadeprajyot9@gmail.com
8.	Shri. Tanmay Atmaram Kamble	Librarian	Internal Member	9370451908	Tanmaykamble274@gmail.com
9.	Shri. Pravin Digambar Lokare	President of KPSPM, Kharepatan	Representative from the Management	9422433745	pravinlokare9@gmail.com
10.	Shri. Shrikrishna Ganesh Ranade	Senior Clerk	Representative from the Non-teaching	9284626455	ranade1983@gmail.com
11.	Kumari. Nilam Vijay Panchal	Student	Nominee from the Students	7263013082	nilampanchal2001@gmail.com
12.	Kumar. Siddhesh Kishor Sawant	Student	Nominee from the Students	9970889898	sawantsiddhesh1666@gmail.com
13.	Shri. Prathamesh Prasanna Narkar	Self Employed	Nominee from the Alumni	9082168624	prathamnarkar15@gmail.com
14.	Shri. Mohan Bhaskar Kavale	Businessman	Nominees from the Employers / Industrialists	8329275756	mohankavale5151@gmail.com
15.	Shri. Vaseem Hanif Sayyed	Assistant Professor (Commerce)	Coordinator of the IQAC	7972063362/ 9146688844/ 8975637317	vaseemahsaas19830201@gmail.com



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



Dr. Atmaram Deu Kamble

PrincipalO. W. No.: ACC / IQAC / 21-22 / 14Date: 8th July 2021

MEETING NOTICE

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: Friday - 16th July 2021Time: 12:30 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 academic year 2021-2022.
5. Discussion on composition of various college committee's.
6. Discussion on student participation in AVISHKAR research competition.
7. Discussion on student participation in District Level Youth Festival.
8. To formulate the code of conduct for students, teachers, administrators and other staff.
9. To discuss regarding maintaining discipline in the college campus.
10. To plan orientation of students on college rules, attendance system, university syllabi and examination system.
11. Regarding Review of Results
12. To consider introducing student representative in IQAC.
13. Instructions related to Library
14. Discussions various activities regarding cultural, sports, NSS, DLLE etc.



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Arts, Commerce & Science College, Kharepatan,
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15. Regarding purchase of Books, Chemicals, Journals, Equipment's and other necessities.
16. To discuss and plan for organizing online / offline seminars, conferences, webinars and workshops.
17. To organize scholarship / free-ship awareness drive.
18. Planning of Transport facility for students
19. To discuss about Annual Budget.
20. To discuss about the IQAC activities of the year.
21. To discuss on all the particular requirements of each criterion.
22. 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




PRINCIPAL

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

MINUTES OF THE MEETING

Date: Friday - 16th July 2021

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 2021 – 2022.	Admission procedures for the academic year 2021-2022 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 AVISHKAR research competition.	Student participation in the AVISHKAR research competition was discussed.
7.	Discussion on student participation in District Level Youth Festival.	Student participation in the District Level Youth Festival was discussed.
8.	To formulate the code of conduct for students, teachers, administrators and other staff.	The code of conduct for students, teachers, administrators, and other staff was formulated.
9.	To discuss regarding maintaining discipline in the college campus.	Measures to maintain discipline in the college campus were discussed.
10.	To plan orientation of students on college rules, attendance system, university syllabi	An orientation plan for students on college rules, attendance system, university syllabi, and



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Arts, Commerce & Science College, Kharepatan,
At. Kharepatan, Tal. Kankauli, Dist. Sindhudurg.

	and examination system.	examination system was devised.
11.	Regarding Review of Results	The review of academic results was conducted.
12.	To consider introducing student representative in IQAC.	The introduction of a student representative in the IQAC was considered.
13.	Instructions related to Library	Instructions related to the library were discussed.
14.	Discussions various activities regarding cultural, sports, NSS, DLLE etc.	Various activities regarding cultural, sports, NSS, and DLLE were discussed.
15.	Regarding purchase of Books, Chemicals, Journals, Equipment's and other necessities.	The purchase of books, chemicals, journals, equipment, and other necessities was discussed.
16.	To discuss and plan for organizing online / offline seminars, conferences, webinars and workshops.	Plans to organize online/offline conferences, webinars, and workshops were discussed.
17.	To organize scholarship / free-ship awareness drive.	An awareness drive for scholarships/free-ships was organized.
18.	Planning of Transport facility for students	Transport facilities for non-residential students were planned.
19.	To discuss about Annual Budget.	The annual budget was discussed.
20.	To discuss about the IQAC activities of the year.	The IQAC activities for the year were reviewed and discussed.
21.	To discuss on all the particular requirements of each criterion.	The specific requirements of each criterion were discussed in detail.
22.	Any other matter with the permission of the chair.	No additional matters were raised.

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




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 were approved and recorded for future reference.
2.	Discussion on Arrangement of terms - Preparation of Academic Calendar, Time Table, Seating Arrangement.	The academic calendar and timetable have been finalized and distributed. Seating arrangements have been updated to comply with social distancing guidelines.
3.	To Discuss about the teaching and administrative plan.	A comprehensive teaching and administrative plan was developed and implemented, focusing on both online and offline modalities.
4.	Admission for the academic year 2021-2022	Admission procedures were streamlined and communicated to prospective students through the college website and social media channels.
5.	Discussion on composition of various college committee's.	Committees have been reconstituted with new members as per the discussion and roles assigned accordingly.
6.	Discussion on student participation in AVISHKAR research competition.	Students were encouraged to participate, and necessary guidance and support were provided by faculty members.
7.	Discussion on student participation in District Level Youth Festival.	Information about the District Level Youth Festival was disseminated among students, and interested participants were registered.
8.	To formulate the code of conduct for students, teachers, administrators and other staff.	The code of conduct has been drafted, approved, and circulated among all stakeholders.




PRINCIPAL

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

9.	To discuss regarding maintaining discipline in the college campus.	Disciplinary measures have been reinforced with regular monitoring and reporting mechanisms put in place.
10.	To plan orientation of students on college rules, attendance system, university syllabi and examination system.	Orientation sessions were organized at the beginning of the academic year, and materials were made available online.
11.	Regarding Review of Results	Academic performance was analyzed, and feedback was provided to departments for further improvement.
12.	To consider introducing student representative in IQAC.	A student representative has been nominated to the IQAC for the current academic year.
13.	Instructions related to Library	Library usage guidelines were updated and communicated to all students and staff.
14.	Discussions various activities regarding cultural, sports, NSS, DLLE etc.	A calendar of activities for cultural, sports, NSS, and DLLE has been prepared and activities are being conducted as planned.
15.	Regarding purchase of Books, Chemicals, Journals, Equipment's and other necessaries.	The procurement process has been initiated, and necessary items are being acquired as per the requirements.
16.	To discuss and plan for organizing online / offline seminars, conferences, webinars and workshops.	Plans have been set in motion, and several events have already been scheduled and conducted successfully.
17.	To organize scholarship / free-ship awareness drive.	Awareness campaigns were carried out, and information was disseminated to students through various channels.
18.	Planning of Transport facility for students	Transport arrangements have been reviewed and updated to ensure safe and reliable transportation for non-residential students.
19.	To discuss about Annual Budget.	The budget has been finalized and approved, with allocations made for various departments and activities.
20.	To discuss about the IQAC activities of the year.	IQAC activities were reviewed, and new initiatives have been planned and implemented.
21.	To discuss on all the particular requirements of each criterion.	Detailed discussions have led to the formulation of action plans to meet the specific requirements of each criterion effectively.


NAAC Co-ordinator / IQAC Co-ordinator




PRINCIPAL

Arts, Commerce & Science College, Kharepatan,
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Tal. Kankavli, Dist. Sindhudurg - 416 703 - (MS) India



Dr. Atmaram Deu Kamble

PrincipalO. W. No.: ACC / IQAC / 21-22 / 15Date: 5th Oct 2021

MEETING NOTICE

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 - 13th Oct 2021**Time:** 12:30 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 2021-2022
4. Discussion regarding the Internal and University exams.
5. To discuss about celebration of Traditional day / week / Sports day / week and other days.
6. Discussion on data collection for college magazine "Spandan".
7. Discussion on organization of State level elocution competition on the occasion of Birth Anniversary of Sanstha Founder Shri. Shankarrao G. Pendharkar.
8. 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




PRINCIPAL

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

MINUTES OF THE MEETING

Date: Wednesday - 13th Oct 2021

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 2021 - 2022.	General guidelines by IQAC regarding the preparation of documents for the academic year 2021 - 2022 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.	Discussion on data collection for college magazine "Spandan".	The data collection process for the college magazine "Spandan" was discussed.
7.	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.
8.	Any other matter with the permission of the chair.	No additional matters were raised.

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




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 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 2021 - 2022.	IQAC provided specific guidelines for the preparation of documents for the academic year 2021-2022, 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.	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.
7.	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

Art, Commerce & Science College, Kharepatan
Tal. Kanakavli, Dist. Sindhudurg



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



(Affiliated to Mumbai University No. ICM / 1 / 558 / 2012 - 13)

At. Swatnrya 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 / 21-22 / 16

Date: 1st Jan 2022

MEETING NOTICE

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: Saturday - 8th January 2022

Time: 12:30 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. To discuss about the beautification of college campus.
4. Discussion regarding semester and semester I examination.
5. Discussion regarding MoU's with near by college.
6. Discussion on Faculty Exchange Programme.
7. Discussion on Semester Results.
8. 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




PRINCIPAL

Arts, Commerce & Science College, Kharepatan,
At: Kharepatan, Tal. Kankavli, Dist. Sindhudurg.

MINUTES OF THE MEETING

Date: Monday - 9th January 2022

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.	To discuss about the beautification of college campus.	Discussed strategies and initiatives for beautifying the college campus.
4.	Discussion regarding semester and semester I examination.	Addressed concerns and decisions regarding semester and semester I examinations.
5.	Discussion regarding MoU's with near by college.	Discussed potential Memoranda of Understanding (MoUs) with nearby colleges for collaboration and mutual benefit.
6.	Discussion on Faculty Exchange Programme.	Discussed and planned for a Faculty Exchange Programme to enhance academic collaboration.
7.	Discussion on Semester Results.	Reviewed and discussed semester results to assess academic performance and identify areas for improvement.
8.	Any other matter with the permission of the chair.	No additional matters were raised.

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




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 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.	To discuss about the beautification of college campus.	Strategies and initiatives for beautifying the college campus were outlined, with specific actions planned for immediate execution.
4.	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.
5.	Discussion regarding MoU's with near by college.	Discussions regarding potential Memoranda of Understanding (MoUs) with nearby colleges progressed positively, aiming for collaborative agreements.
6.	Discussion on Faculty Exchange Programme.	Planning for a Faculty Exchange Programme was initiated, focusing on enhancing academic collaboration and knowledge sharing.
7.	Discussion on Semester Results.	Semester results were reviewed and discussed to evaluate academic performance and devise improvement strategies.


NAAC Co-ordinator / IQAC




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. Swatnrya 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 / 21-22 / 17

Date: 1st March 2022

MEETING NOTICE

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: Tuesday - 8th Mar 2022

Time: 12:30 PM.

Venue: Staff Room

Agenda:

1. To review and confirm the minutes of the last meeting.
2. To take review of the various seminars, conferences, webinars and workshops organized during the academic year 2021-2022.
3. To discuss about conducting college audit.
4. Documentation of various program / activities.
5. Discussion on free ship Scholarships.
6. To enlist the number of excel sheets required for quantitative metrics for each of the criteria.
7. To consider introducing student representative in IQAC for next year.
8. Adoption and Discussion of the best Practices.
9. To discuss about conducting college audit.
10. Regarding Feedback of teachers.
11. Discussion on registration and organization of Alumni Meet
12. To discuss the feedback of students, eligibility criteria for the same and feedback analysis.
13. To decentralize data collection pertaining to details of each department and hand it over to departmental heads.
14. To discuss details of annual feedback of all the stakeholders of the institution.
15. To discuss the mechanism of analysis of feedback.
16. Discussion on FY to TY dropout rate



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A/p. Kharepatan, Tal. Kankavli, Dist. Sindhudurg.

- 17. Involvement of teachers into remedial teaching.
- 18. 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




PRINCIPAL
Arts, Commerce & Science College, Kharepatan,
Tal. Karkani, Dist. Sindhurg

MINUTES OF THE MEETING

Date: Tuesday - 8th Mar 2022

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 conferences, webinars and workshops organized during the academic year 2021-2022.	Conducted a comprehensive review of the various conferences, webinars, and workshops organized during the academic year 2021-2022.
3.	To discuss about conducting college audit.	Discussed and planned for conducting a college audit to assess institutional processes and performance.
4.	Documentation of various programmes / activities.	Resolved to document various programs and activities conducted by the college for record-keeping and future reference.
5.	Discussion on free-ship / Scholarships.	Discussed matters related to free ship scholarships, including eligibility criteria and distribution procedures.
6.	To enlist the number of excel sheets required for quantitative metrics for each of the criteria.	Enlisted the number of Excel sheets required for quantitative metrics for each criterion to facilitate data-driven decision-making.
7.	To consider introducing student representative in IQAC for next year.	Considered the introduction of a student representative in IQAC for the upcoming academic year.
8.	Adoption and Discussion of the best Practices.	Adopted and discussed best practices to improve institutional effectiveness and efficiency.



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A.P. Kharepatan, Tal. Kankavli, Dist. Sindhudurg.

9.	To discuss about conducting college audit.	Agreed to conduct a college audit to ensure compliance with regulatory standards and quality benchmarks.
10.	Regarding Feedback of teachers.	Discussed feedback received from teachers to improve teaching-learning processes and faculty development.
11.	Discussion on registration and organization of Alumni Meet	Planned for the registration and organization of an Alumni Meet to foster alumni engagement and networking.
12.	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.
13.	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.
14.	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.
15.	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.
16.	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.
17.	Involvement of teachers into remedial teaching.	Discussed the involvement of teachers in remedial teaching to support students with academic challenges and improve learning outcomes.
18.	Any other matter with the permission of the chair.	No additional matters were raised.

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




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.	Reviewed and confirmed the minutes of the last meeting to ensure accuracy and documentation of decisions made.
2.	To take review of the various conferences, webinars and workshops organized during the academic year 2021-2022.	Conducted a thorough review of the various conferences, webinars, and workshops organized during the academic year 2021-2022 to assess their impact and effectiveness.
3.	To discuss about conducting college audit.	Initiated plans for conducting a comprehensive college audit to evaluate institutional processes, identify strengths and weaknesses, and recommend improvements.
4.	Documentation of various programmes / activities.	Implemented a system to document various programs and activities conducted by the college for better record-keeping and future reference.
5.	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.
6.	To enlist the number of excel sheets required for quantitative metrics for each of the criteria.	Created Excel sheets tailored to each criterion to facilitate data-driven decision-making and quantitative assessment of institutional performance.
7.	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

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A/p. Kharepatan, Tal. Kankavli, Dist. Sindhudurg

		governance.
8.	Adoption and Discussion of the best Practices.	Adopted and discussed best practices aimed at enhancing institutional effectiveness and efficiency across various departments and administrative processes.
9.	To discuss about conducting college audit.	Initiated a college audit to ensure compliance with regulatory standards and quality benchmarks, aiming for continuous improvement and excellence.
10.	Regarding Feedback of teachers.	Collated feedback received from teachers to implement targeted improvements in teaching-learning processes and faculty development initiatives.
11.	Discussion on registration and organization of Alumni Meet	Planned and organized the registration and successful execution of an Alumni Meet to strengthen alumni engagement and foster networking opportunities.
12.	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.
13.	To decentralize data collection pertaining to details of each department and hand it over to departmental heads.	18. Delegated data collection responsibilities pertaining to departmental details to department heads, ensuring accurate and timely data management for effective decision-making.
14.	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.
15.	To discuss the mechanism of analysis of feedback.	20. Implemented mechanisms for the analysis of feedback collected from stakeholders to derive actionable insights and prioritize necessary improvements across various institutional domains.
16.	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

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A/P. Kharepatan, Tal. Kankavli, Dist. Sindhudurg.

		for students.
17.	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



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 A/p. Kharepatan, Tal. Kankavii, Dist. Sindhudurg.