



G.E. Society's
SMRK-BK-AK Mahila
Mahavidyalaya's

Internal Quality Assurance Cell (IQAC)



Minutes of the meeting held on 31th July 2023

The First term opening meeting of the IQAC was conducted on 31th July, 2023 at 12.00 noon in the Conference hall. The meeting was conducted by the Honorable Principal Dr. Mrs. D. P. Deshpande Madam.

At the outset Co-coordinator of IQAC Dr. Nitin Songirkar extended welcome to all members present for the meeting and requested Honorable Principal Dr. Mrs. D. P. Deshpande Madam, to chair the meeting.

In the beginning of the meeting a resolution of congratulations was proposed and was unanimously passed to acknowledge and appreciate the election of Hon'ble Prin.Dr.Mrs.Deepthi Deshpande madam as the Secretary and Treasurer of Gokhale Education Society, Nasik.

Leave of absence was granted to Dr.A.K.Tayade, Dr. M. L. Chavan, Dr.M.D.Dhondgepatil

The meeting was further continued as per the agenda.

Agenda: I: To read and confirm the minutes of previous meeting:

The IQAC coordinator Dr.Nitin Songirkar read the minutes of the previous meeting held on 11th May, 2023 at 12.30pm. The minutes were confirmed by the IQAC members.

Agenda: II: To discuss about the Planning of activities to be held in Academic Year 2023-24.

- i) The IQAC coordinator read out the 'Important activities planned by IQAC for Academic Year 2023-24' and distributed the duties among committee members, as given below:

Planning of the activities of IQAC 2023-2024

Sr. No.	Date & Date for Submission	Particulars	Cordinator	Incharge of the activity	Sign.
1.	10 th July, 2023	IQAC- Term-I- Opening Meeting.	Dr.Nitin Songirkar	Dr.Nitin Songirkar	
2.	10 st July, 2023	Composition of IQAC as per NAAC guidelines.	Dr.Nitin Songirkar	Dr.Nitin Songirkar	
3.	10 th July, 2023	Formation of Quality Bench Marks for Academic Year- 2023-24.	Dr.Nitin Songirkar	Dr.Nitin Songirkar	

4.	20 th July, 2023	Quality Benchmarks Fulfillment Report for Academic Year- 2022-23	Dr.Nitin Songirkar	Dr.Mrs.Ashlesha Kulkarni	
5.	20 th July,2023	SSS (Student Satisfaction Survey) 2022-23, Report' to be Submitted to Principal's office.on 25 th July,2023	Dr.Nitin Songirkar	Dr.Kavita Kholgade	
6.	31 st July, 2023	CAS of staff Members- Application & College level verification process.	Dr.Nitin Songirkar	Dr.Nitin Songirkar	
7.	31 st July 2023	Enrolment of Alumni in 'SMRK's Alumni Association	Dr.Nitin Songirkar	Ar Sanjay Pabhari	
8.	17 th August,2023	AQAR 2022-23 preparation begins.....	Dr.Nitin Songirkar	1.Dr.Mrs.Ashlesha Kulkarni 2.Mrs.Trupti Dhoka 3.Ms.Gitanjali Gitay	
9.	20 th August, 2023	Formation of New MOU (Dept. of Marathi, Hindi, English, Sociology, Music and BVA)	Dr.Nitin Songirkar	Dr.Nitin Songirkar	
10.	21 th August, 2023	Staff training workshop on 'Open Educational Resource'.	Dr.Nitin Songirkar	Mrs. Yamini Galapure	
11.	26 th August., 2023	ICT Need based Workshop' for Office Staff in collaboration with Computer Department	Dr.Nitin Songirkar	Mrs. Manisha Joshi	
12.	04 th Sept., 2023	Inter-Institutional competition for advanced learners' on 'Research Presentation'.	Dr.Nitin Songirkar	Dr. Vivek Khare Mrs.Trupti Dhoka	
13.	11 th Sept, 2023	National Webinar by IQAC in collaboration with QCC on the theme 'Understanding RAF (Revised Accreditation Framework) for Affiliated Colleges'	Dr.Nitin Songirkar	QCC Incharge & Dr. Ashlesha Kulkarni	
14.	07 th Oct.,2023	Training Session for Non- Teaching Staff on 'Yoga for health'	Dr.Nitin Songirkar	Dr.Kavita Kholgade	

15.	14 th Oct., 2023	AQAR 2022-23 submission to principal's office.	Dr.Nitin Songirkar	Dr.Nitin Songirkar	
16.	16 th Oct., 2023	IQAC Term I- End Meeting	Dr.Nitin Songirkar	Dr.Nitin Songirkar	
17.	30 th Nov., 2023	IQAC Term II- Opening Meeting	Dr.Nitin Songirkar	Dr.Nitin Songirkar	
18.	Start from 01 st December, 2023 or When Link will Open or As per Guidelines of NAAC	AQAR Uploading on NAAC portal.	Dr.Nitin Songirkar	1.Dr.Mrs.Ashlesha Kulkarni 2.Mrs.Trupti Dhoka 3.Mrs.Gitanjali Gitay 4.Manisha Joshi 5.Mr.Yeshwant Kelkar 5.Mr.Sharad More 6.Mr.Dinesh Bhavsar	Start from 01 st December, 2023 or When Link will Open or As per Guidelines of NAAC
19.	12 th Jan., 2024	Webinar on 'IPR- Intellectual Property Rights: Issues and Challenges' in collaboration with Entrepreneurship Development Cell.	Dr.Nitin Songirkar	Mrs. Maithili Lakhe Mr. Yeshwant. Kelkar	
20.	13 th Jan., 2024	Staff training workshop on 'NEP	Dr.Nitin Songirkar	Mrs. Manisha Joshi Mrs. Ashlesha Kulkarni	
21.	05 th to 10 th Feb., 2024	'Perception Week' on Gender Equality in Indian Scenario' in collaboration with Student Centric Associations (Health Care Unit,, Internal Complaints' Committee, Student Counselling Cell, SAVITRI-Competitive Exam	Dr.Nitin Songirkar	Mrs. Trupti Dhoka	
22.	08 th March, 2024	Workshop for Alumni on 'Work Life Balance in collaboration with 'Alumni Association	Dr.Nitin Songirkar	Ar.Sanjay Pabhari	
23.	15 th March, 2024	SSS (Student Satisfaction Survey) 2023-24 to be conducted and results to be submitted to Principal's office.	Dr.Nitin Songirkar	Dr.Kavita Kholgade	

24.	05 th April, 2024 10 th April, 2024	Collection of PBAS Forms-2023-24 Submission of PBAS to Principals Office	Dr.Nitin Songirkar	Dr.Vivek Khare	
25.	12 th April, 2024	Quality Benchmarks Fulfillment Report of Academic Year- 2023-24	Dr.Nitin Songirkar	Dr.Mrs.Ashlesha Kulkarni	
26.	15 th April, 2024	IQAC-Term II- Closing Meeting.	Dr.Nitin Songirkar	Dr.Nitin Songirkar	

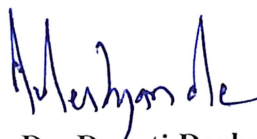
- ii) The IQAC coordinator presented the 'Fulfillment Report of Quality Benchmarks for Academic Year. 2022-23' discussing in detail the compliance status of benchmarks related to Academic, Administrative and Quality Management Systems. All the present members of IQAC endorsed the same. (Duly signed copy of the 'Fulfillment Report' is attached.)
- iii) The IQAC coordinator put the 'Quality Benchmarks set for academic year 2023-24' and invited comments of the same by members. And set after a thoughtful discussion 'Quality Benchmarks for academic Year 2023-24'.(Duly signed copy of the 'Quality Benchmarks' is attached.)

Agenda: III:- Any other with permission of the chair:

- The Vice Principal Dr.Mrs. Kavita Patil informed all the H.O.D.s to submit 'Event Reports' along with Gio tag photographs immediately after the event is over by email to IQAC. Responsibility of collecting the reports and staff achievement is given to Mrs.Yamini Galapure and staff Research Papers publications is given to Dr. Vivek Khare and Dr.Vivek Khare maintain the same record as per given format.
- Vice Principles, Coordinator and all members discussed about, Students Satisfaction Servey, MOU's, etc.

The meeting concluded by Dr.Aslesha Kulkarni , Assistant Coordinator by proposing the vote of thanks.


(Dr. Nitin Songirkar)
IQAC Co-ordinator


(Prin. Dr. Deepti Deshpande)
Chairperson of IQAC



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Internal Quality Assurance Cell (IQAC)



Minutes of the meeting held on 28th October, 2023

The first term closing meeting of IQAC was held on 28th October, 2023 at 12.00 noon in Conference Hall.

Leave of absence was granted to Dr.K.P.Kholgade, Mrs.T.A.Dhoka, Dr.C.M.Deshmane, Dr.S.F.Kanade, Mrs.Pradnya Abhankar

Agenda: I:

To read and confirm the minutes of previous meeting:

The IQAC coordinator Dr.Nitin Songirkar read the minutes of the previous meeting held on 31st July, 2023 at 12.00 noon. The minutes were unanimously confirmed by the IQAC members.

Agenda: II: To take review of the work done by IQAC in the first term-2023-24.

The IQAC coordinator read out the important activities conducted in the first term 2023-24 as per following-

Activities done by IQAC in First Term 2023-2024

Sr. No.	Date & Date for Submission	Particulars	Cordinator	Incharge of the activity	Sign.
1.	31 th July, 2023	IQAC- Term-I-Opening Meeting.	Dr.Nitin Songirkar	Dr.Nitin Songirkar	
2.	31 th July, 2023	Composition of IQAC as per NAAC guidelines.	Dr.Nitin Songirkar	Dr.Nitin Songirkar	
3.	31 th July, 2023	Formation of Quality Bench Marks for Academic Year- 2023-24.	Dr.Nitin Songirkar	Dr.Nitin Songirkar	
4.	31 th July, 2023	Quality Benchmarks Fulfillment Report for Academic Year- 2022-23	Dr.Nitin Songirkar	Dr.Mrs.Ashlesha Kulkarni	
5.	Submitted in Sept.,2023	SSS (Student Satisfaction Survey) 2022-23, Report' to	Dr.Nitin	Dr.Kavita Kholgade	

		be Submitted to Principal's office on 25 th July, 2023	Songirkar		
6.	31 st July, 2023 For 06 & 06 Members in process	CAS of staff Members- Application College & verification process.	Dr.Nitin Songirkar	Dr.Nitin Songirkar	
7.	31 st July 2023 In Process	Enrolment of Alumni in 'SMRK's Alumni Association	Dr.Nitin Songirkar	Ar Sanjay Pabhari	
8.	17 th August, 2023	AQAR 2022-23 preparation begins.....	Dr.Nitin Songirkar	1.Dr.Mrs.Ashlesha Kulkarni 2.Mrs.Trupti Dhoka 3.Ms.Gitanjali Gitay	
9.	20 th August, 2023	Formation of New MOU (Dept. of Marathi, Hindi, English, Sociology, Music and BVA)	Dr.Nitin Songirkar	Dr.Nitin Songirkar	
10.	21 th August, 2023-Plannning in Nov.2023	Staff training workshop on 'Open Educational Resource'.	Dr.Nitin Songirkar	Mrs. Yamini Galapure	
11.	25 th Aug.2023	ICT Need based Workshop' for Office Staff in collaboration with Computer Department	Dr.Nitin Songirkar	Mrs. Manisha Joshi	
12.	31 st Oct. 2023	Inter-Institutional competition for advanced learners' on 'Research Presentation'.	Dr.Nitin Songirkar	Dr. Vivek Khare Mrs.Trupti Dhoka	
13.	16 th Oct, 2023	National Webinar by IQAC in collaboration with QCC on the theme 'Understanding RAF (Revised Accreditation Framework) for Affiliated Colleges'	Dr.Nitin Songirkar	QCC Incharge & Dr. Ashlesha Kulkarni	
14.	07 th Oct., 2023	Training Session for Non- Teaching Staff on 'Yoga for health'	Dr.Nitin Songirkar	Dr.Kavita Kholgade	

15.	14 th Oct., 2023	AQAR submission 2022-23 to principal's office.	Dr.Nitin Songirkar	Dr.Nitin Songirkar	
16.	16 th Oct., 2023	IQAC Term I- End Meeting	Dr.Nitin Songirkar	Dr.Nitin Songirkar	

Agenda: II:

To discuss the planning of activities to be held in Second Term-2023-24:

It was discussed and approved by Honorable Principal Dr. Mrs. Deepti Deshpande Madam and IQAC coordinator read out the planning of activities to be held in Second Term-2023-24 as per following-

Planning of the activities of IQAC 2023-2024 (II Term)

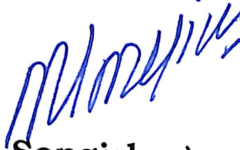
17.	30 th Nov., 2023	IQAC Term II- Opening Meeting	Dr.Nitin Songirkar	Dr.Nitin Songirkar	
18.	Start from 01 st December, 2023 or When Link will Open or As per Guidelines of NAAC	AQAR Uploading on NAAC portal.	Dr.Nitin Songirkar	1.Dr.Mrs.Ashlesha Kulkarni 2.Mrs.Trupti Dhoka 3.Mrs.Gitanjali Gitay 4.Manisha Joshi 5.Mr.Yeshwant Kelkar 5.Mr.Sharad More 6.Mr.Dinesh Bhavsar	Start from 01 st December, 2023 or When Link will Open or As per Guidelines of NAAC
19.	12 th Jan., 2024	Webinar on 'IPR-Intellectual Property Rights: Issues and Challenges' in collaboration with Entrepreneurship Development Cell.	Dr.Nitin Songirkar	Mrs. Maithili Lakhe Mr. Yeshwant. Kelkar	
20.	13 th Jan., 2024	Staff training workshop on 'NEP'	Dr.Nitin Songirkar	Mrs. Manisha Joshi Mrs. Ashlesha Kulkarni	
21.	05 th to 10 th Feb., 2024	'Perception Week' on Gender Equality in Indian Scenario' in collaboration with Student Centric Associations (Health Care Unit, Internal Complaints'	Dr.Nitin Songirkar	Mrs. Trupti Dhoka	


		Committee, Student Cell, SAVITRI-Competitive Exam			
22.	08 th March, 2024	Workshop for Alumni on 'Work Life Balance in collaboration with 'Alumni Association	Dr.Nitin Songirkar	Ar.Sanjay Pabhari	
23.	15 th March, 2024	SSS (Student Satisfaction Survey) 2023-24 to be conducted and results to be submitted to Principal's office.	Dr.Nitin Songirkar	Dr.Kavita Kholgade	
24.	05 th April, 2024 10 th April, 2024	Collection of PBAS Forms-2023-24 Submission of PBAS to Principals Office	Dr.Nitin Songirkar	Dr.Vivek Khare	
25.	12 th April, 2024	Quality Benchmarks Fulfillment Report of Academic Year- 2023-24	Dr.Nitin Songirkar	Dr.Mrs.Ashlesha Kulkarni	
26.	15 th April, 2024	IQAC-Term Closing Meeting. II-	Dr.Nitin Songirkar	Dr.Nitin Songirkar	

Agenda: III:----- Any other with permission of the chair:

- Honourable Principal Dr.Mrs. Deepti Deshpande Madam informed all the members to submit your criteria up to 30th November, 2023.
- Honourable Principal Dr. Mrs. Deepti Deshpande Madam informed that, update Green Audit, Academic Audit, Stock Register, MOU.

The meeting concluded by Dr.Aslesha Kulkarni , Assistant Coordinator by proposing the vote of thanks.


(Dr. Nitin Songirkar)
IQAC Co-ordinator

for 
(Prin. Dr.Mrs. Deepti Deshpande)
Chairperson of IQAC



G.E. Society's
SMRK-BK-AK Mahila
Mahavidyalaya's

Internal Quality Assurance Cell (IQAC)



Minutes of the meeting held on 07th February, 2024

The Second term opening meeting of IQAC was held on 07th February, 2024 at 12.00 noon in Conference Hall.

Leave of absence was granted to Dr. Geeta Yadav, Mrs. Archana Galapure, Mrs. Manisha Salunke, Dr. S.F. Kanade, Mrs. Yamini Joshi, Mrs. Prashant Ambekar.

Agenda: I:

To read and confirm the minutes of previous meeting:

The IQAC coordinator Dr. Nitin Songirkar read the minutes of the previous meeting held on 28th October, 2023 at 12.00 noon. The minutes were unanimously confirmed by the IQAC members.

Agenda: II: To take review of the work done by IQAC in the first term-2023-24.

The IQAC coordinator read out the important activities conducted in the first term 2023-24 as per following-

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4.	31 th July, 2023	Quality Benchmarks Fulfillment Report for Academic Year- 2022-23	Dr. Nitin Songirkar	Dr. Mrs. Ashlesha Kulkarni	

5.	Submitted Sept.,2023 in	SSS Satisfaction (Student Survey) 2022-23, Report' to be Submitted to Principal's office.on 25 th July,2023	Dr.Nitin Songirkar	Dr.Kavita Kholgade	
6.	31 st July, 2023 For 06 & 06 Members in process	CAS of staff Members-Application College & level verification process.	Dr.Nitin Songirkar	Dr.Nitin Songirkar	
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Agenda: II:

To discuss the planning of activities to be held in Second Term-2023-24:

It was discussed and approved by Honorable Principal Dr. Mrs. Deepthi Deshpande Madam and IQAC coordinator read out the planning of activities to be held in Second Term-2023-24 as per following-

Planning of the activities of IQAC 2023-2024 (II Term)


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		Associations (Health Care Unit,, Internal Complaints' Committee, Counselling SAVITRI-Competitive Exam Student Cell,		
22.	08 th March, 2024	Workshop for Alumni on 'Work Life Balance in collaboration with 'Alumni Association	Dr.Nitin Songirkar	Ar.Sanjay Pabhari
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26.	15 th April, 2024	IQAC-Term Closing Meeting. II-	Dr.Nitin Songirkar	Dr.Nitin Songirkar

Agenda: III:---- Any other with permission of the chair:

- Honourable Principal Dr.Mrs.Sandhaya Khedekar Madam take an overview about AQAR-2022-23 and gave an instruction to submit before 29th March,2024.
- Honourable Principal Dr.Mrs.Sandhaya Khedekar Madam informed that, update Green Audit, Academic Audit, Stock Register, MOU. IIQA and SSR. The meeting concluded by Dr.Aslesha Kulkarni , Assistant Coordinator by proposing the vote of thanks.


(Dr. Nitin Songirkar)
IQAC Co-ordinator


(Prin. Dr.Mrs.Sandhaya Khedekar)
Chairperson of IQAC