



Mahatma Gandhi Vidyamandir's
Maharaja Sayajirao Gaikwad
Arts, Science and Commerce College

Malegaon Camp ,Tal Malegaon, Dist. Nashik(MS)
Affiliated to Savitribai Phule Pune University
PU/NS/ASC/004(1959)



INTERNAL QUALITY ASSURANCE CELL

ACTION TAKEN REPORT 2018 – 19

Meeting No. 1

Date of Meeting : **25th June 2018**

Minutes	Action Taken
Planning of IQAC for the year 2018 – 19	The planning of the IQAC for the year 2018 – 19 brought into the notice of the Heads of the various departments during weekly meeting and the same was communicated to the staff in the staff meeting
To Prepare and submit AQAR for the year 2017-18	A format was prepared by the IQAC and distributed amongst the departments in order to collect the departmental information
To prepare Academic Calendar for the year 2018-19	A committee was formed by the IQAC to prepare the Academic Calendar for the year 2018 – 19
To Apply for the Seminar, Conference and Workshop	The chairman of the IQAC informed the members for submitting the proposal for organizing seminar, conference and workshop as per the guidelines

Mr. S. I. Ansari
Asstt. Coordinator
IQAC

Shri U. D. Lad
Coordinator
IQAC

Dr. Y. T. Pawar
Chairman
IQAC



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ACTION TAKEN REPORT 2018 – 19

Meeting No - 2

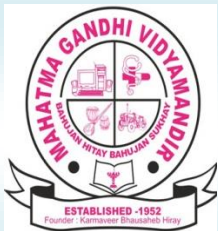
Date of Meeting : 15th Sept. 2018

Minutes	Action Taken
To Review of AQAR 2017-18	The necessary corrections were made in the statistical information collected from various departments, library, office and other areas for the AQAR
Implementation of B. Voc. And Community College	The B. Voc program in Retail Management & Marketing and in community college (Mass Communication) were sanctioned and started from the academic year 2017 – 18
To earmark budget for college website and appoint an agency for web designing and up- gradation	the detailed budget for up-gradation of IT facilities was submitted to the management for further action
To appoint an agency for Green Audit	The best practice of the college is 'Green Campus – Clean Campus' . for its audit management was informed.
To reshuffling of IQAC	Due to transfer of the some IQAC members it was necessary to include new staff members in the IQAC for proper functioning
To appoint an agency for Academic Audit and allocate the budget for AAA	Dr. B. S. Jagdale (Management Nominee) suggested that get the information from the agency about the budget and submit your reports to the management. and allocate the budget for AAA
Status of registration of Alumni Association	The necessary steps were taken for registered alumni association
To organize workshop on Intellectual Property Right (IPR)	A workshop on IPR was organized

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ACTION TAKEN REPORT 2018 – 19

Meeting No. 3

Date of Meeting : **2nd December 2018**

Minutes	Action Taken
Acknowledgement of AQAR 2017 – 18	The reports about the submission of AQAR brought into the notice of the members of IQAC
To organize National Conference in Mathematics	The concern department was intimated to fix the date of National Conference and prepare a schedule
To organize State level workshop in Physics	The concerned department was intimated to prepare schedule of the workshop

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ACTION TAKEN REPORT 2018 – 19

Meeting No – 4

Date of Meeting: **30th January 2019**

Minutes	Action Taken
Review of the National Conference & State level workshop	The national Conference in Mathematics and State level workshop on Physics was successfully ended with good response. In all 60 research papers were presented and Abstract book was published
To collect feedback on Teachers , Alumni and Parents	The sample format was prepared by the IQAC and distributed to each department
To organize Alumni meet	The alumni meet was schedule to conduct in the month of March 2019
To create awareness about Student Satisfactions Survey	The sample format of Student Satisfactions Survey distributed to each department for creating awareness among the students.

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ACTION TAKEN REPORT 2018 – 19

Meeting No – 5

Date of Meeting: 24th February 2019

Minutes	Action Taken
Planning to conduct Student Satisfaction Survey (SSS)	The sample format of Student Satisfaction Survey distributed to each department for creating awareness among the students.
To collect Teachers feedback (2018 – 19)	A sample format was prepared by the IQAC and it was distributed to each department
To welcome New Principal of the college	Due to transfer of the former principal , the IQAC welcomed Dr. D. F. Shirude

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ACTION TAKEN REPORT 2018 – 19

Meeting No – 5

Date of Meeting: 3rd April 2019

Minutes	Action Taken
To collect department wise data for the AQAR 2018 – 19	As per the new format of the AQAR the templates were formed and shared to each department.
To collect self- appraisal of teachers	As per the circular received from the Management we distributed the API (Academic Performance Indicator) to all the staff members.
To analyze parents feedback	The department – wise parents feedback collected and analyzed for further action.

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