

Rayat Shikshan Sanstha's  
**Dhananjayrao Gadgil College of Commerce, Satara**  
(An Autonomous College with A+ Grade by NAAC)

***Internal Quality Assurance Cell***  
(IQAC) 2019-20

**Meeting 1**

**Notice**

Date- 06/08/2019

The meeting of Internal Quality Assurance Cell (IQAC) of D.G. College of Commerce, Satara shall be held on Thursday, 8<sup>th</sup> August 2019 at 11:30 a.m. under the presidential guidance of the Principal in the cabin. You are kindly requested to attend the same and cooperate.

**Agenda of the meeting-**

1. Confirmation of minutes of the last meeting.
2. To take a review of submitted AQAR 2018-19.
3. Preparation of criteria wise data on 3 quality parameters.
3. To prepare the proposal of UGC scheme PARAMARSH.
4. Preparation and distribution of academic diary for the faculty.
5. To guide the research committee to prepare the proposal for organization of International Conference.
6. To organize the workshop on STRIDE
6. Any other subject with the permission of the chair.



**IQAC Coordinator**

D.G. College of Commerce, Satara



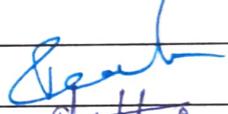
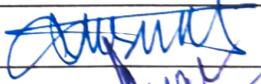
**Principal**

D.G. College of Commerce, Satara

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***Internal Quality Assurance Cell***  
(IQAC) 2019-20

**IQAC Committee**

Sr. No	Name	Designation	Sign
1	Dr.Mrs.P.S. Gaikwad	Chairman	
2	Dr. G.V.Jadhav	Co-ordinator	
3	Hon.Dr.Anil Patil	Sanstha Representative	
4	Hon.Sanjeevkumar Patil	Sanstha Representative	
5	Dr.S.B. Hasbe	Teacher's Representative	
6	Dr. L.N. Ghatage	Teacher's Representative	
7	Dr. T.D. Mahanawar	Teacher's Representative	
8	Dr. V.M Kumbhar	Teacher's Representative	
9	Prof.Nillolu R.K	Teacher's Representative	
10	Prof. S. R.Suryawanshi	Teacher's Representative	
11	Hon.Adv.K.V.Patil	Legal Advisor, Satara	
12	Hon.Sujit Jagadhane	Industrialist, Satara	
13	Hon.P.N.Joshi	Banker, Satara	
14	Shri.S.S.Ghadage	Office Superintendant	
15	Shri.S.P.Patil	Clerk	
16	Miss.Madhavi Pisal	Students Representative	

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***Internal Quality Assurance Cell***  
(IQAC) 2019-20

**Meeting 1**

**Minutes of the Meeting**

**Item No. 1. Confirmation of minutes of the last meeting.**

The minutes of last meeting held were read by Dr. G.V. Jadhav and the committee unanimously sanctioned it.

**Put Forward by:** Dr. G.V. Jadhav

**Seconded by:** Dr. L.N. Ghatage

**Item No. 2. To take a review of AQAR 2018-19.** ✓

Dr. G.V. Jadhav, IQAC Coordinator took the review of AQAR2018-19 and divided all the pro forma of AQAR to the criteria chairmen and asked to submit in the stipulated time to IQAC.

**Put Forward by:** Dr. G.V. Jadhav

**Seconded by:** Dr. S. B. Hasbe

**Item No. 3. Preparation of criteria wise data on 3 quality parameters.**

Dr. V. M. Kumbhar put forward the topic of criteria wise preparation of data on three quality parameters. The committee unanimously sanctioned the above topic and asked Dr. G. V. Jadhav to distribute the criteria accordingly.

**Put Forward by:** Dr. V. M. Kumbhar

**Seconded by:** Dr. R. K. Nillolu

**Item No. 4 To prepare the proposal of UGC scheme PARAMARSH.** ✓

Principal Dr. Pratibha. S. Gaikwad has given the guidance to IQAC committee to prepare proposal of UGC scheme PARAMARASH. And it is successfully submitted to UGC.

**Put Forward by:** Prin. Dr. Pratibha .S. Gaikwad

**Seconded by:** Dr. T.D. Mahanawar

**Item No. 5 Preparation and distribution of academic diary for the faculty.**

Prof. S. R. Suryawanshi put forward the topic of preparation and distribution of academic diary for the faculty. It is unanimously accepted by the committee.

**Put Forward by:** Prof. S. R. Suryawanshi

**Seconded by:** Dr. R. K. Nillolu

**Item No. 6 To guide the research committee to prepare the proposal for organization of International Conference.**

Dr. V. M. Kumbhar proposed the topic of the International conference organization And paper publication with ISSN. The date of the conference is conformed on 17<sup>th</sup> December 2019.

**Put Forward by:** Dr. V. M. Kumbhar

**Seconded by:** Dr. L.N. Ghatage

**Item No. 7 To organize the workshop on STRIDE**

IQAC suggested to organize a workshop on STRIDE and the same responsibility is shouldered on Dr. V.M. Kumbhar, chairman Research committee.

**Put Forward by:** Dr. G. V. Jadhav

**Seconded by:** Dr. T.D. Mahanawar

**Item No. 8 Any other subject with the permission of the chair.**

As there was no topic to discuss the meeting concluded with the vote of thanks

  
**IQAC Coordinator**  
D.G. College of Commerce, Satara



  
**Principal**  
D.G. College of Commerce, Satara

Rayat Shikshan Sanstha's  
**Dhananjayrao Gadgil College of Commerce, Satara**  
(An Autonomous College)  
**Internal Quality Assurance Cell**

**2019-20**

**Action Taken Report**

Action Taken Report on the decision taken of the first meeting held on 8<sup>th</sup> August 2019

<b>Decisions</b>	<b>Action Taken Report</b>
1. Review of AQAR 2018-19	Dr. G. V. Jadhav ,IQAC Coordinator took the review of AQAR 2018-19
2. Preparation of proposal of UGC PARAMARASH scheme	Dr. G. V. Jadhav, IQAC Coordinator Prepared the proposal of UGC scheme PARAMARSH and sent it to the UGC under the guidance of Prin. Dr. P. S. Gaikwad
3. Preparation of proposal for organization of International Conference	Dr. V. M. Kumbhar proposed the topic of the International Conference organization, which was held on 17 <sup>th</sup> December 2019

  
**Co-ordinator**  
IQAC  
D.G.C.C. Satara



  
**Principal**  
Dhananjayrao Gadgil College of Commerce  
Satara

## **Meeting 2**

### **Minutes of the Meeting**

#### **Item No. 1. Confirmation of minutes of the last meeting.**

The minutes of last meeting held were read by Dr. G.V. Jadhav and the committee unanimously sanctioned it.

**Put Forward by:** Dr. G.V. Jadhav

**Seconded by:** Dr. L. N. Ghatage

#### **Item No. 2. To take a review of scheme of UGC-PARAMARSH**

Dr. G.V. Jadhav, IQAC Coordinator took the review of scheme of UGC - PARAMARASH after that it is successfully sanctioned by the UGC

**Put Forward by:** Dr. G.V. Jadhav

**Seconded by:** Dr. S. B. Hasbe

#### **Item No. 3. Organization of Exposure visit to Autonomous institutes.**

The committee members and under the guidance prin. Dr. P.S. Gaikwad have unanimously decided and agreed to visit Mirinda House and Shriram College, New Delhi on 23rd and 24th Sept. 2019. Dr. G.V. Jadhav will be the coordinator of this exposure visit.

**Put Forward by:** Dr. V. M. Kumbhar

**Seconded by:** Dr. G. V. Jadhav

#### **Item No. 4 To prepare documents for ISO.**

Dr. R. K. Nillolu put the topic of preparation of ISO certificate. As per his instruction and under the guidance of Prin. Dr. P.S. Gaikwad all the faculty has to submit all the necessary documents for ISO 9000-2015 and prepared to face ISO Committee.

**Put Forward by:** Dr. R. K. Nillolu

**Seconded by:** Dr. T.D. Mahanawar

#### **Item No. 5 Organization of IPR Conference.**

The committee has discussed over IPR conference. Prin. Dr. P.S.Gaikwad has given instructions regarding the conference. The committee shouldered the responsibility on Dr. H. B. Hasbe. The committee unanimously approved the workshop on IPR

**Put Forward by:** Dr. H.B. Hasbe

**Seconded by:** Dr. D.T. Chavare

**Item No. 6 To reviews the organized workshop on STRIDE**

The committee has discussed over STRIDE conference. Prin. Dr. P.S.Gaikwad has given instructions regarding the conference. The committee shouldered the responsibility on Dr. V. M. Kumbhar. The committee unanimously approved the workshop on STRIDE.

**Put Forward by:** Dr. V. M. Kumbhar

**Seconded by:** Dr. L.N. Ghatage

**Item No. 8 Any other subject with the permission of the chair.**

As there was no topic to discuss the meeting concluded with the vote of thanks



**IQAC Coordinator**

D.G. College of Commerce, Satara



**Principal**

D.G. College of Commerce, Satara

**Internal Quality Assurance Cell****2019-20****Action Taken Report**

Action Taken Report on the decision taken of the second meeting held on 11<sup>th</sup> September 2019

<b>Decisions</b>	<b>Action Taken Report</b>
1. Organization of Exposure visit to Autonomous institutions	Under the guidance of Prin. Dr. P. S. Gaikwad, Dr. G. V. Jadhav ,IQAC Coordinator organized Exposure visit to Mirinda House and Shriram College , New Delhi on 23 <sup>rd</sup> and 24 <sup>th</sup> Sept.2019
2. Preparation the documents for ISO	As per instruction by Dr. R. K. Nillolu and under the guidance of Prin. Dr. P. S. Gaikwad , all faculty has submitted documents for ISO 9000-2015
3. Organization of IPR Conference	As per the guidance of Prin. Dr. P. S. Gaikwad, it was decided that to organize IPR Conference

*G. V. Jadhav*  
**Co-ordinator**  
 IQAC  
 D.G.C.C. Satara



*P. S. Gaikwad*  
**Principal**  
 Dhananjayrao Gadgil College of Commerce  
 Satara

## **Meeting 3**

### **Minutes of the Meeting**

#### **Item No. 1. Confirmation of minutes of the last meeting.**

The minutes of last meeting held were read by Dr. G.V. Jadhav and the committee unanimously sanctioned it.

**Put Forward by:** Dr. G.V. Jadhav

**Seconded by:** Dr. L. N. Ghatage

#### **Item No. 2 . To take a review examination**

COE has put forward the analysis of the result. The Committee members has discussed the various matters related to examination. Prin. Dr. P.S. Gaikwad has given some instruction to COE

**Put Forward by:** Dr. L. N. Ghatage

**Seconded by:** Dr. G.V. Jadhav

#### **Item No. 3 To organize One Day International Conference.**

The committee has discussed to organize One Day International conference in the month of December. Dr. D. T. Chavare and Dr. V.M. Kumbhar will be the conveners of this conference. Prin. Dr. P.S. Gaikwad has provided some valuable guidance regarding this conference.

**Put Forward by:** Dr. L. N. Ghatage

**Seconded by:** Dr. T. D. Mahanawar

#### **Item No. 4 To inaugurate the RUSA funded building.**

The committee members unanimously decided to inaugurate the RUSA funded building under component 8 in the month of February. The responsibility of this programme was shouldered on Dr. G.V. Jadhav and the committee approved the same.

**Put Forward by:** Dr. Mrs. S.A. Kurkute

**Seconded by:** Dr. V. M. Kumbhar

#### **Item No. 5 Preparation for AAA and Karmaveer Paritoshik.**

Prin.Dr. Pratibha Gaikwad informed IQAC to make preparation for AAA and Karmaveer Paritoshik. Accordingly IQAC informed the criteria chaimen about preparation and documentation.

**Put Forward by:** Prin.Dr. Pratibha Gaikwad

**Seconded by:** Dr. L. N. Ghatage

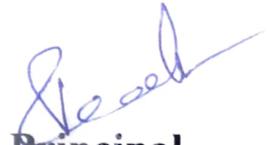
**Item No. 5 Any other subject with the permission of the chair.**

As there was no topic to discuss the meeting concluded with the vote of thanks



**IQAC Coordinator**

D.G. College of Commerce, Satara



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**Internal Quality Assurance Cell**

**2019-20**

**Action Taken Report**

Action Taken Report on the decision taken of the third meeting held on 21<sup>st</sup> January, 2020

<b>Decisions</b>	<b>Action Taken Report</b>
1. Review of Examination	COE analyzed the result and Prin. Dr. P. S. Gaikwad has given some instructions to COE and committee members after discussion on various matters related to examination
2. Organization of One Day International Conference	It was finalized to conduct One Day International Conference in the month of December. Dr. D. T. Chavare and Dr. V. M. Kumbhar appointed as the convener of the International Conference
3. Preparation for AAA and Karmveer Paritoshik	As per the guidance of Prin. Dr. P. S. Gaikwad, it was decided that to organize IPR Conference. Dr. H. B. Hasbe took the responsibility of the Conference

  
**Co-ordinator**  
IQAC  
D.G.C.C. Satara



  
**Principal**  
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Satara

## Meeting 4

### Minutes of the Meeting

#### **Item No. 1. Confirmation of minutes of the last meeting.**

The minutes of last meeting held were read by Dr. G.V. Jadhav and the committee unanimously sanctioned it.

**Put Forward by:** Dr. G.V. Jadhav

**Seconded by:** Dr. L. N. Ghatage

#### **Item No. 2. To take a review of internal evaluation.**

Dr. L. N. Ghatage took the review of internal evaluation for the year 2019-20. He also suggested to submit the internal evaluation score to exam department within the stipulated time. Dr. G. V. Jadhav suggested the IQAC to ask the students who are not submitting their internal evaluation work within the fixed time should be asked to solve a question paper of last examination. The committee unanimously accepted the same.

**Put Forward by:** Dr. L. N. Ghatage

**Seconded by:** Dr. R.K. Nillolu

#### **Item No. 3. To conduct activities under PARAMARSH.**

Prin. Dr. Pratibha Gaikwad suggests to visit Mentee colleges and take the review of NAAC Accreditation progress. She also suggested to conduct guidance session for the Mentee colleges.

**Put Forward by:** Dr. L. N. Ghatage

**Seconded by:** Dr. R.K. Nillolu

#### **Item No. 4 To undertake publication of book of English Department.**

As a part of IQAC quality initiative Dr. G. V. Jadhav suggested to undertake the publication of book on English for Business Communication and Marketing (B.Com-I). He also suggested to other departments to undertake the same kind of activity in other department.

**Put Forward by:** Dr. G.V. Jadhav

**Seconded by:** Dr. V.M Kumbhar

#### **Item No. 5 To take the review of various committees in the current year.**

Prin. Dr. Pratibha Gaikwad informed to the IQAC Coordinator to take the review of various committees and Dr. G. V. Jadhav took the review of activities in the year 2019-20

**Put Forward by:** Prin. Dr. Pratibha Gaikwad

**Seconded by:** Dr. R.K. Nillolu

**Item No. 6 To take the review of compliance of POs, PSOs and Cos**

IQAC Coordinator Dr. G.V. Jadhav has taken the review of compliance of POs, PSOs and Cos from all the heads of the departments.

**Put Forward by:** Dr. L. N. Ghatage

**Seconded by:** Prof. S. R. Suryawanshi

**Item No. 7 To organize the National Seminar on RAF sponsored by NAAC.**

Dr. G. V. Jadhav informed the IQAC committee about the sanction of NAAC sponsored on RAF on 22<sup>nd</sup> April 2020. The same will be accordingly.

**Put Forward by:** Dr. G. V. Jadhav

**Seconded by:** Dr. L. N. Ghatage

**Item No. 8 Any other subject with the permission of the chair.**

As there was no topic to discuss the meeting concluded with the vote of thanks



**IQAC Coordinator**

D.G. College of Commerce, Satara



**Principal**

D.G. College of Commerce, Satara

## Internal Quality Assurance Cell

2019-20

### Action Taken Report

Action Taken Report on the decision taken of the fourth meeting held on 14<sup>th</sup> March, 2020

Decisions	Action Taken Report
1. Review of internal evaluation	Vice. Prin. Dr. L. N. Ghatage took the review of internal evaluation and suggested to submit the internal evaluation score to exam department
2. To conduct activities under PARAMARSH	Prin. Dr. P. S. Gaikwad took the review of NAAC Accreditation progress and suggested to conduct guidance session for the Mentee colleges
3. To undertake publication of book of English Department	Dr. G. V. Jadhav, IQAC Coordinator and Head, Department of English suggested to undertake the publication of book on English for Business Communication and Marketing(B.Com-I)

  
**Co-ordinator**  
IQAC  
D.G.C.C. Satara



  
**Principal**  
Dhananjayrao Gadgil College of Commerce  
Satara