

On 31<sup>th</sup> August '2021 meeting was conducted regarding NAAC/IQAC at K.G. College campus.

### **The agenda of meeting**

- 1) To read & confirm the minutes of the previous meeting.
- 2) NAAC Preparation
- 3) Any issue with permission of chair.

### **Minutes of the meeting**

- 1) The minutes of previous meeting are read by coordinator and confirmed. As per the minutes the meeting the action taken report is briefly discussed in the meeting.
- 2) To prepare for SSR Report.
- 3) The college authorities have suggested to all departments to prepare for NAAC.

Following are the topics. Which were discussed in the meeting.

- + Teaching Learning Evaluation follow up
- + Department wise File Preparation

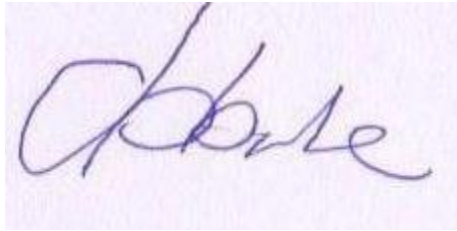
Teacher to each department presented their perspectives regarding above topics.

In this meeting discussion was conducted about Teaching Learning Evaluation related follow up and new points were added also about department wise file preparation and guidelines formation were discussed. Following teaching & non teaching staff was attended meeting.

<b>Sr.No.</b>	<b>Name</b>	<b>Designation</b>	<b>sign</b>
<b>1.</b>	<b>Dr.Swati Munot</b>	<b>Campus Director</b>	
<b>2.</b>	<b>Prin. K.H.shitole</b>	<b>L.M.C. Member</b>	
<b>3.</b>	<b>Mr.Kishor Munot</b>	<b>Trustee Director</b>	
<b>4.</b>	<b>Mr.Mohan Barmecha</b>	<b>(C.A.)</b>	
<b>5.</b>	<b>Mr. S.Z.Gandhi</b>	<b>(C.A)</b>	
<b>6.</b>	<b>Mr.Gautam Munot</b>	<b>Employers Representative</b>	
<b>7.</b>	<b>Mr.Rajiv Gujar</b>	<b>Industrialist</b>	
<b>8.</b>	<b>Mr.Suresh Kataiya</b>	<b>C.E.O. A.M.C. Bank</b>	
<b>9.</b>	<b>Dr.P.A. Khoptikar</b>	<b>Teacher Representative</b>	
<b>10.</b>	<b>Dr.V.S.Kirtane</b>	<b>Teacher Representative</b>	
<b>11.</b>	<b>Mrs.Komal Gandhi Shingi</b>	<b>Alumni</b>	
<b>12</b>	<b>Mr.Chetan gaikwad</b>	<b>Student representative</b>	
<b>13</b>	<b>Prof.Snehal Borawake</b>	<b>IQAC Coordinator</b>	

## Action Taken Report

- 1) Regarding NAAC preparation. IQAC and college faculties should prepare their Teaching and Evaluation files as per the norms of NAAC.
- 2) Regarding I.S.O. 2020-2021 report reading .



Coordinator I.Q.A.C.



CAMPUS DIRECTOR  
Dr. K.D. Sarda  
K.G. College of Arts & Commerce  
(Night College), Ahmednagar

Principal

On 1<sup>st</sup>October'2021 meeting was conducted regarding NAAC/IQAC at K.G. College campus.

### **The agenda of meeting**

- 1)To read and confirm the minutes of the previous meeting.
- 2)NAAC Preparation overview.
- 3) Any issue occurred with permission of chair.

### **Minutes of the meeting**

- 1)The minutes of previous meeting was read by coordinator and confirmed. As per the minutes the meeting the action taken report is briefly discussed in the meeting.
- 2)To prepare for SSR Report .
- 3)The college authorities have suggested to all departments to prepare for NAAC.

On 1<sup>st</sup>October'2021 meeting was conducted regarding NAAC/IQAC at K.G. College campus.

### **The agenda of meeting**

- 1)To read and confirm the minutes of the previous meeting.
- 2)NAAC Preparation overview.
- 3) Any issue occurred with permission of chair.

### **Minutes of the meeting**

- 1)The minutes of previous meeting was read by coordinator and confirmed. As per the minutes the meeting the action taken report is briefly discussed in the meeting.
- 2)To prepare for SSR Report .
- 3)The college authorities have suggested to all departments to prepare for NAAC.

Following topic wise discussed in the meeting.

- ✚ Teaching Learning Evaluation follow up from the teachers.
- ✚ Finalization of competitive exam cell related activities.
- ✚ Certificate course preparation discussion

Teachers from each departments presented their methods of teaching & learning.

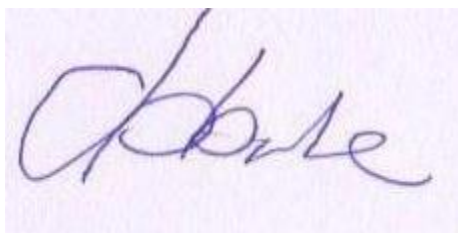
In this meeting discussion were conducted about Teaching Learning Evaluation related follow up, competitive exam cell related activity follow up and guidelines related to certificate course preparation were discussed. Following teaching and non teaching staff were attended meeting.

<b>Sr.No.</b>	<b>Name</b>	<b>Designation</b>	<b>sign</b>
<b>1.</b>	<b>Dr.Swati Munot</b>	<b>Campus Director</b>	
<b>2.</b>	<b>Prin. K.H.shitole</b>	<b>L.M.C. Member</b>	
<b>3.</b>	<b>Mr.Kishor Munot</b>	<b>Trustee Director</b>	
<b>4.</b>	<b>Mr.Mohan Barmecha</b>	<b>(C.A.)</b>	
<b>5.</b>	<b>Mr. S.Z.Gandhi</b>	<b>(C.A)</b>	
<b>6.</b>	<b>Mr.Gautam Munot</b>	<b>Employers Representative</b>	
<b>7.</b>	<b>Mr.Rajiv Gujar</b>	<b>Industrialist</b>	

8.	Mr.Suresh Kataiya	C.E.O. A.M.C. Bank	
9.	Dr.P.A. Khoptikar	Teacher Representative	
10.	Dr.V.S.Kirtane	Teacher Representative	
11.	Mrs.Komal Gandhi Shingi	Alumni	
12	Mr.Chetan gaikwad	Student representative	
13	Prof.Snehal Borawake	IQAC Coordinator	

### **Action Taken Report**

- 1) Regarding NAAC preparation. IQAC and college faculties should prepare their certificate course data related to each department.
- 2) Questions Bank prepared by teacher for student to help for competitive exam preparation and increase knowledge growth under competitive exam cell.



Coordinator I.Q.A.C.



Principal

On 13Nov.2021meeting was conducted regarding NAAC/IQAC at K.G. College campus.

### **The agenda of meeting**

- 1)To read and confirm the minutes of the previous meeting.
- 2)NAAC Preparation overview.
- 3) Any issue occurred with permission of chair.

### **Minutes of the meeting**

- 1)The minutes of previous meeting was read by coordinator and confirmed. As per the minutes the meeting the action taken report is briefly discussed in the meeting.
- 2)Following Teaching & Learning Evolution methods final in the meeting
  - 1) Role Play 2)Guest Lecture 3) Group Discussion 4) assignments
- 3)Student Mentoring & counseling data is maintain in Teaching & learning Evaluation

Following topic were discussed in the meeting.

- ✚ Reading of Teaching & learning Evaluation part from SSR report
- ✚ Detail Discussion about Teaching & learning Evaluation Methodology.

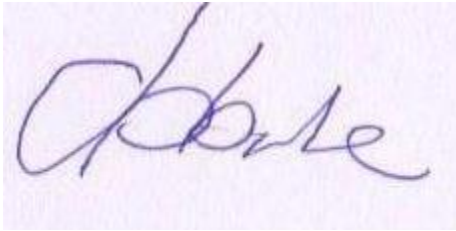
In this meeting discussion were conducted about Teaching Learning Evaluation part from SSR report, follow up student Mentoring & Consoling Report were discussed. Following teaching and non teaching staff were attended meeting.

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<b>11.</b>	<b>Mrs.Komal Gandhi Shingi</b>	<b>Alumni</b>	
<b>12</b>	<b>Mr.Chetan gaikwad</b>	<b>Student representative</b>	
<b>13</b>	<b>Prof.Snehal Borawake</b>	<b>IQAC Coordinator</b>	



## **Action Taken Report**

- 1) Regarding NAAC preparation. IQAC and college faculties should prepare their Teaching & learning Evaluation files per finalized methods
- 2) Regarding NAAC preparation. IQAC and college faculties should maintain student mentoring & Counseling's data Teaching & learning Evaluation file



Coordinator I.Q.A.C.



Principal

Following topic were discussed in the meeting.

- ✚ Regarding SWOT analysis Guidelines
- ✚ Redding of SWOT analysis by each faculty

In this meeting discussion were conducted about SWOT analysis & reding of SWOT analysis .Following teaching and non teaching staff were attended meeting.

<b>Sr.No.</b>	<b>Name</b>	<b>Designation</b>	<b>sign</b>
<b>1.</b>	<b>Dr.Swati Munot</b>	<b>Campus Director</b>	
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<b>12</b>	<b>Mr.Chetan gaikwad</b>	<b>Student representative</b>	
<b>13</b>	<b>Prof.Snehal Borawake</b>	<b>IQAC Coordinator</b>	

On 25Nov.2021meeting was conducted regarding NAAC/IQAC at K.G. College campus.

### **The agenda of meeting**

- 1)To read and confirm the minutes of the previous meeting.
- 2)NAAC Preparation overview.
- 3) Any issue occurred with permission of chair.

### **Minutes of the meeting**

- 1)The minutes of previous meeting was read by coordinator and confirmed. As per the minutes the meeting the action taken report is briefly discussed in the meeting.
- 2)To prepare SWOT analysis by each faculty

Following topic were discussed in the meeting.

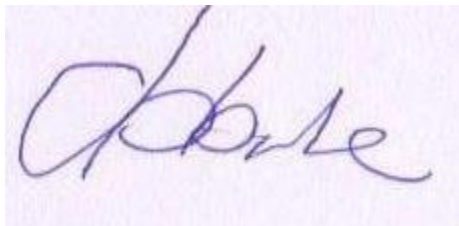
- ✚ Regarding SWOT analysis Guidelines
- ✚ Redding of SWOT analysis by each faculty

In this meeting discussion were conducted about SWOT analysis & reding of SWOT analysis .Following teaching and non teaching staff were attended meeting.

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<b>13</b>	<b>Prof.Snehal Borawake</b>	<b>IQAC Coordinator</b>	

## Action Taken Report

1) Regarding NAAC preparation. IQAC and college faculties should prepare their SWOT analysis report



Coordinator I.Q.A.C.



The image shows a handwritten signature in blue ink over a circular stamp. The stamp contains the text 'KGMWSU' and 'K. G. M. W. S. U.' around the perimeter. To the right of the stamp, the text reads: 'CAMPUS DIRECTOR', 'Sri K.G. M. W. S. U. Sanjay Singh Trust', 'K.G. College of Arts & Commerce', and '(Naga College), Ahmednagar'.

Principal

On 27Nov.2021meeting was conducted regarding NAAC/IQAC at  
K.G. College campus

### **The agenda of meeting**

- 1)To read and confirm the minutes of the previous meeting.
- 2)NAAC Preparation overview.
- 3) Any issue occurred with permission of chair.

### **Minutes of the meeting**

- 1)The minutes of previous meeting was read by coordinator and confirmed. As per the minutes the meeting the action taken report is briefly discussed in the meeting.
- 2)To prepare placement related data & organize quiz competition

Following topic were discussed in the meeting.

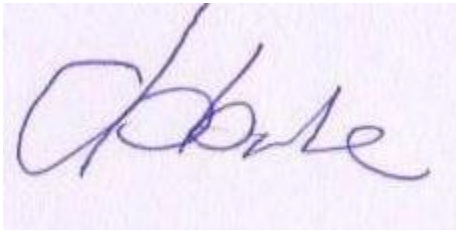
- ✚ Review related NAAC preparation
- ✚ Detail Discussion about Action plan for academic activities ,add on courses & Online webinar

In this meeting discussion were conducted about placement related data, competitive examination related data, departmental activity ,action plan for academic activities ,add on courses & online webinar were discussed. Following teaching and non teaching staff were attended meeting.

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<b>3.</b>	<b>Mr.Kishor Munot</b>	<b>Trustee Director</b>	
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<b>13</b>	<b>Prof.Snehal Borawake</b>	<b>IQAC Coordinator</b>	

## **Action Taken Report**

- 1)Regarding NAAC preparation. IQAC and college faculties should prepare their Teaching & learning Evolution file as per finalized methods
- 2)Regarding NAAC preparation. IQAC and college faculties should maintain placement related data, competitive exam data & e-journal Data.



Coordinator I.Q.A.C.



Principal



