



PDEA's

**Shankarrao Bhelke College, Nasarapur,
Tal-Bhor, Dist-Pune, Pin-412213. (Maharashtra)**



**MINUTES OF MEETING AND
ACTION TAKEN REPORT**

2018-19



पुणे जिल्हा शिक्षण मंडळाचे
शंकरराव भेलके महाविद्यालय

कला, वाणिज्य व विज्ञान

नसरापूर, ता. भोर, जि. पुणे - ४१२ २१३.

नॅक द्वारा पुनर्मूल्यांकन (२०१४) 'बी' ग्रेड

स्थापना : जून १९९०

फोन ०२११३ - २७२२१३, २८४७०९.

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सावित्रीबाई फुले पुणे विद्यापीठाशी संलग्न । आय.डी.नं. पीयू/पीएन/एएससी/०८३/१९९०

जावक क्र. : एसबीसी/

दिनांक :

Date: 29/08/2018

अध्यक्ष
अजित पवार

Minutes of the Meeting

उपाध्यक्ष
राजेंद्र घाडगे

- 1) Minutes of the meeting held on 15/03/2017 were read and approved unanimously
- 2) Responsibilities of admission process, collection of 12th passed students list and advertisement of the college for admission were discussed in the meeting.
- 3) Timetable and classroom allotments as per Classes were discussed in the meeting
- 4) New guidelines of NAAC and Criteria were discussed in the meeting
- 5) All HOD of the departments was discussed teaching plan and academic calendar
- 6) It was decided that all departments should make academic calendar
- 7) The meeting was concluded with the permission of Chairman and by the vote of thanks

मानद सचिव
अॅड.संदीप कदम

Action taken Report

खजिनदार
अॅड. मोहनराव देशमुख

- 1) The teaching staff has collected list of the 12th students from the schools around the colleges, they have personally made contact to the students. At the same time banner, pamphlet and local cable media has used for admission process of the college. They have visited to the villages door to door of the students and convinced them for admission.
- 2) Timetable has prepared by the timetable committee and classroom has allotted as per the classes.
- 3) All HOD has prepared teaching plan and academic calendar of the year 2018-2019.
- 3) Guest lecture of Prof.Bharat Kangude , IQAC Cluster member has conducted for staff on the topic "New guidelines of NAAC and Criteria"
- 5) The teachers have used ICT in their teaching.

उपसचिव
एल. एम. पवार

प्रभारी प्राचार्य
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जावक क्र. : एसबीसी/

दिनांक :

Date: 07/09/2018

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अजित पवार

उपाध्यक्ष
राजेंद्र घाडगे

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Minutes of the Meeting

- 1) Minutes of the meeting held on 29/08/2018 were read and approved unanimously
- 2) Criteria Chairmen's were presented criterion wise preparations in the meeting.
- 3) It was decided that departments should organize different activities for the students.
- 4) Online feedback is important as per the new guidelines of NAAC decision were taken to adopt online feedback system from stakeholders
- 5) Recommendations given by NAAC Peer Team during the second cycle were discussed in the meeting.
- 6) The meeting was concluded with the permission of Chairman and by the vote of thank

Action taken report

- 1) Criteria Chairmen has collected documents as per the guidelines of NAAC and submitted to the IQAC department.
- 2) All departments have organized activities for students.
- 3) The teachers has collected email id of the students and they made whatApp group for communications
- 4) MOU made by the departments as per the recommendation given peer team of NAAC


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अजित पवार

Date: 29/09/2018

उपाध्यक्ष
राजेंद्र घाडगे

The meeting Minutes

- 1) Approval of previous minutes of the meeting held on 7/09/2018
- 2) It was decided to increase the number of MOU with academic, social and other institutions.
- 3) It was decided to organize program in association with Neharu Yuva Kendra.
- 4) The planning management week of the commerce department was discussed in the meeting.

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Action taken report


- 1) MOU with Pune Skill Development Pvt.
- 2) 2) The program has organized for students in association of Neharu Yuva Kendra
- 3) Various activities like exhibition, competitions, guest lectures were conducted under Management week by Commerce Department

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Date: 06/12-2018

Minutes of the Meeting

- 1) Minutes of the meeting held on 29/09/2018 were read and approved unanimously
- 2) It was discussed to arrange different sport, cultural and departments activities in the second term of academic year 2018.
- 3) It was decided to encourage staff members to apply for financial support to conduct seminars, workshops and research projects from UGC,BCUD ect
- 4) IIQA was discussed in the meeting.
- 5) The meeting was concluded with the permission of Chairman and by the vote of thank

Taken Action taken Report.

- 1) Sports, cultural and departmental activities has conducted by the departments
- 2) Seminars and workshop were conducted by the departments
- 3) The teaching staffs were applied for minor research projects.
- 4) The IQAC coordinator has explained IIQA and DVV to the staff.


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Date - 17/01/ 2019

Minutes of the Meeting

- 1) Minutes of the meeting held on 06/12/2018 were read and approved unanimously
- 1) IQAC Coordinator discussed regarding use of emails by the students for communication in the meeting.
- 2) It was instructed to prepare proper planning of the committee to arrange program with local NGO women around the villages.
- 3) It was discussed the topics and resource persons to organize guest lectures on SSR ,SSS and NAAC preparation

Action taken report

- 1) Under the Mentor and Mentee committee, the teachers have taken responsibilities of the students. The teachers have also collected list of the students with updated email and communicate students through emails.
- 2) Under Students welfare schemes different activities has conducted for girl students.
- 3) The guest lecture of Prof. Ram Pawar has organized on SSR,SSS and regarding NAAC preparation


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