



PDEA's

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



**MINUTES OF MEETING AND
ACTION TAKEN REPORT**

2021-22

SHANKARRAO BHELKE COLLEGE

ARTS, COMMERCE & SCIENCE

Nasarapur, Tal.Bhor, Dist. Pune - 412 213.

Re-Accredited by NAAC (2014) 'B' Grade

Tel. : 02113 - 272213

E-mail : principalsbcnasarapur@gmail.com

Web : www.pdea-sbc.org

Affiliated to Savitribai Phule Pune University ID No. PU/PN/ASC/083/1990

Outward No. : SBC /

Date :

President
Ajit Pawar

Minutes of the Meeting held on 17 June 2021

Vice President
Rajendra Ghadge

Minutes of the meeting held on 24/03/2021 were read and approved unanimously.

Hon. Secretary
Adv. Sandeep Kadam
Senate Member
Savitribai Phule Pune University, Pune

- It was decided that to make planning as per academic calendar of the year 2021 - 2022.
- IQA coordinator discussed about preparation of SSR and documentation in the meeting. Guidelines are given to criterion Heads
- All HOD of the departments made planning of Short-term courses and they discussed in the meeting
- The discussion was taken on the subject of MOU in their respective fields
- The meeting was concluded with the permission of Chairman and by the vote of thank

Treasurer
Adv. Mohanrao Deshmukh

Action taken Report

Dy. Secretary
L. M. Pawar

- The documents has collected by Criteria chairmen and submitted to IQAC for further actions.
- Commerce department has conducted one short term course named "Short Film Making".
- MOU has make by the departments
- Academic calendar has prepared by the HOD of all departments and submitted to IQAC.
- IQAC has organized guest lecture of Dr. Arjun Jadhav on the topic of "Communication Skills and NAAC" for the teaching and non- teaching of the college.

Principal
Dr. T. A. Shitole


CO-ORDINATOR
INTERNAL QUALITY ASSURANCE CELL
PDEA'S SHANKARRAO BHELKE COLLEGE
NASARAPUR,PUNE.


PRINCIPAL
Shankarrao Bhelke College,
Nasarapur, Tal. Bhor, Dist. Pune.



Pune District Education Association's

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Dy. Secretary
L. M. Pawar

Principal
Dr. T. A. Shitole

Minutes of the Meeting held on 18/12/2021

- Minutes of the meeting held on 23/11/2021 were read and approved unanimously
- The discussion on Library, Computer lab and Language lab renovation were carried out and proposed
 - Work of Renovation was sanctioned in the meeting
 - All criterion heads discussed points and documents as per their criteria.
 - HOD of all departments was discussed regarding NAAC files of the year 2021-2022.
 - IQAC coordinator and NAAC Coordinator were discussed regarding audits in the meeting
 - The meeting was concluded with the permission of chairman and by the vote of thank

Action taken Report

- The exam department has conducted backlog student's exam as per decision taken in the meeting.
- PDEA's mother institution has sanctioned renovation of Language Lab, computer Lab and Library.
- All criterion heads has collected data as per the AQAR and submitted to IQAC
- IQAC Coordinator and NAAC Coordinators have collected the date of Green audit and Energy audit, Academic audit and Administrative audit data and submitted it to the agencies of audit and Savitribai Phule University.


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Dy. Secretary
L. M. Pawar

Principal
Dr. T. A. Shitole

Minutes of the Meeting held on 03/03/2022

Minutes of the meeting held on 18/12/2021 were read and approved unanimously

- Director of the Sport was discussed planning of annual prize distribution in the meeting.
- NSS program officers were gave presentation of NSS preparation of Special camp.
- All heads of the department were student's activities and department's planning. Commerce department discussed about Industrial visit and planning. Library department discussed planning of book exhibition.
- In the meeting Hon. Principal discussed is planning to organize one day workshop of revised geography Syllabus (CBCS).
- Alumni meeting programs was discussed by the Alumni Committee chairmen. In the meeting and decision was taken by the members in the meeting to organize Alumni meeting.

Action taken Report

- Annual prize distribution program has organized by Sport department. Ranjit Chamle, international archery player and Coach of archery international level has invited Chief Guest in the programme.
- NSS program officers have organized Special camp at historical Village Butonde. 100 Students has participated in the Special comp.
- Commerce department organized industrial visit of the commerce department's students at Pirangut, Benny. Library department has organized books exhibition.
- As discussed in the meeting, Hon. Principal has organized one day workshop on Revised Geography Syllabus (CBCS).
- Alumni meeting and program is successfully organized by the Alumni Committee and staff of the college. The students has taken interview of former Students and made video recording.
- The meeting was concluded with the permission of chairman and by the vote of thank


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