

Rayat Shikshan Sanstha's
Sadguru Gadage Maharaj College, Karad

Internal Quality Assurance Cell

**Action Taken Report
2019-20**

The academic year 2019-20 was an eventful, action packed year for the IQAC, especially in the context of the Autonomous status to the college. This is a brief report of the activities of the IQAC proceeding from the action plan that was laid out at the beginning of the year.

1. Academic Autonomy.

Principal Dr. Mohan Rajmane as the Chairman of the IQAC took the lead role in spearheading the formation of a plan of action for the implementation of Fresh Autonomy to the college from 2019 onwards.

For this, Dr. Girish Kalyanshetti, the Coordinator of the IQAC was delegated the responsibility of the same, assisted by Mr. Jayant Kadam and the IQAC members. Various committees were formed with senior teachers and members of the IQAC in charge of the seven criteria to work on the effective functioning of the same.

As per the IQAC resolutions, following were the activities conducted under Autonomy.

1. Conducted 2 meetings of Subcommittees and Boards of studies in 24 disciplines regarding the revision of curricula for the first year UG and PG as well as Dual Programme. The minutes of the meetings of the following were uploaded on college website.
2. Conducted meeting of Finance Committee
3. Conducted meeting of Academic Council
4. Conducted meeting of Governing Body
5. Conducted meetings of Board of Examinations
6. Organised Entrance Examination for M.Sc. Part I at 8 centres in 3 districts in May 2020
7. Revised Examination pattern and adopted SEE and CCE 60+40 pattern
8. Organised Guest lecture per month by each department, workshops on Teaching, field visits, study tours, tours, excursions
9. Installed Lecture Capturing System

10. For effective teaching, the college has purchased 1 Smart Board, 1 Video Conferencing Unit, 10 LCDs, 15 Scanner with Printer and 150 computers and Laptops.

2. Compliances of NAAC Recommendations:

The issue of the recommendations given by NAAC Peer Team at the end of the Third cycle of Assessment and Accreditation has been considered in all the three meetings of IQAC and almost all the recommendations have been complied with.

3. AQAR 2018 -19:

The preparation of AQAR for the year 2018-19 has been considered in the Fourth meeting of IQAC held in the month of April 2019. The Action plan for the same was approved and the distribution of the work was assigned to the respective members. The review of the same was taken in the first meeting of IQAC 2019-20 and necessary directives have been given to the members. The draft of AQAR to be filled in Online has been prepared and the same is to be submitted to NAAC in the month of July 2020.

4. Faculty Development program (RUSA):

The college is a RUSA beneficiary of Component 8. After the official sanction of the project, IQAC conducted the meeting with all the Heads of the Departments and RUSA Coordinator and conducted some of the activities mentioned in Detailed Project Report. Following is the list of activities carried out during 2019-20 as per the resolutions of IQAC.

Sr. No	Activity	Number	Amount	Date/Duration	Beneficiaries	Output
1	Guest/Visiting Faculty lectures	26	63000/-	15/12/2019 to 15/3/2020	UG and PG Students	Students get updated with the subject knowledge
2	Earn and Learn Scheme	-	220561/-	15/12/2019 to 15/3/2020	171 Students	Poor Students get economic support for continuing their studies
3	Hands on Training Programme	02	39600/-	15/12/2019 to 15/3/2020	UG and PG Students	Students are trained with various useful instruments
4	Minor Research Projects	18	1297000/-	February 2020	Faculty Members	Faculty members are actively engaged in research
5	Organization of National and International Conferences	03	717106/-	1/2/2020 to 7/3/2020	Faculty and Students	Faculty and Students enriched with current research topics

6	Organization of Trade Fair	01	145360/-	February 2020	UG and PG Students	Students become familiar with the strategies of trading variety of goods
7	Ek Bharat Shreshta Bharat	04	-	From December 2019	UG Students	Students getting idea about culture of paired state Orissa
8	Womens Military Academy	-	122370/-	December 2019	55 Students	Girl Students are trained for selection in Military services

5. Organization of International Conference:

As per the resolution passed in the meeting of IQAC, the college has organized 2 International Conferences on Society, Polity & Economy in 21st Century on and Various Trends in Marathi Literature by the departments of Social sciences and Marathi on 12 February 2020 and 1&2 February 2020 respectively. It has organized a National level Conference on Emerging Trends in Zoology and Biotechnology on 7th March 2020.

6. ICT enabled Teaching

The issue of ICT enabled teaching was considered in the IQAC meeting and as per the resolutions, the 70% of the faculty members have delivered the instructions using ICT enabled resources. The e-resources have been maintained in the library. The college has installed Lecture Capturing System through which 13 faculty members have recorded their lectures and uploaded them on Youtube.

7. UGC- STRIDE SCHEME:

The college through IQAC has received the research proposals from the faculty for the UGC-STRIDE 2019-20. The IQAC has conducted a Screening of the research propels in presence of IQAC Chairperson Prin. Dr. M.M. Rajmane, IQAC Coordinator Dr. G.B. Kalyanshetti, Coordinator of Research Committee Dr. M.S.Patil and RUSA Coordinator Dr. U.B. More and approved 15 research proposals to be submitted to UGC. Out of which 1 Major research proposal in the category of College as a whole, 6 from Science and 7 from Arts streams. UGC has shortlisted 1 Major proposal of Dr. S.V. Mahamuni from Chemistry Department for STRIDE.

8. Organisation of Workshop on IPR

As per the resolution passed in the first meeting of IQAC, a workshop on Intellectual Property Rights was organized on 20th September 2020. The Key note Address was delivered by Dr. Sujata Pawar, Principal of Ismailsaheb Mulla Law College, Satara explaining various aspects of copy right. She discussed in detail about the topics like 'What is copyright?' What do we mean by author or creator?' Originality of Literary works, Judicial decisions (Copyright in

judgments produced by courts vs government) etc. She concluded the session by discussing about Trademark”, “Service Mark and Collective mark. In the successive session, Dr. Ani Ghule from Shivaji university, Kolhapur presented his deliberations on ‘Patent filing procedures and Case Studies’. His presentation began with explaining ‘what is patent’ .He discussed the matter with the Instant camera story of Poloroid VS Kodak. He distinguished Patentable and Non patentable inventions in India. He gave various examples of patents in Life Science.

9. Academic Programs from 2020-21

As per the recommendation passed in the IQAC meetings, New programmes such as M.Sc in Analytical Chemistry, M.Sc. in Physics, additional divisions for B.Com Part I have been initiated. Additionally, the college has started Professional Programmes in Beauty and Wellness, Fashion Designing, IBPS Centre, Women’s Military Academy.

In the context of Autonomy, the college has started Dual Programme for the First year UG programmes as Certificate and Diploma and Advanced Diploma successively. The said programme is designed as Career Oriented to ensure students with skills and employability.

10. UGC-PARAMARSHA

The college has been sanctioned UGC PARAMARSHA scheme 2019-20. IQAC has been entrusted with the responsibility to effectively implement the scheme. The IQAC has selected 9 mentee colleges from the vicinity that have not been accredited so far by NAAC. The IQAC has prepared the action plan for the effective implementation.

Following are the activities carried under PARAMARSHA till 15th March 2020

Sr. No	Name of the College	Date	Resource Persons	No.of Beneficiaries	Outcomes
1	Arts & Commerce College Undale	8 th Jan. 2020	Dr. G.B.Kalyanshetti Mr. S.J. Godse Mr. J.S. Kadam	24	NAAC: Objectives RAF of NAAC Functions of IQAC
2	Smt. Vijayadevi Desai Senior College, Daulatnagar	17 th Jan. 2020	Dr. G.B.Kalyanshetti Mr. S.J. Godse Mr. J.S. Kadam	12	NAAC RAF IQAC
3	Arts & Commerce College,	20 th Jan. 2020	Dr. G.B.Kalyanshetti Mr. S.J. Godse Mr. J.S. Kadam	22	NAAC RAF IQAC

Koyananagar.				
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Organisation of National level Workshops, Seminars and Training:

Sr. No	Title of the workshop	Date	Resource Persons	Target NAAC SSR Criterion and aspects	No. of Beneficiaries	Outcomes
1	A Two Day National Seminar RAF of NAAC: A Paradigm shift	4 th & 5 th Feb. 2020	Dr. Peeyush Pahade, Pune Prin.Dr. Arun Adsul, Baramati Prin.Dr. C.J. Khilare, Vita	CR I & VI IQAC, Faculty Mindset, responsibilities and NAAC : SSR	140	Understanding the role of IQAC, Preparation of Documentation Revised Framework of NAAC
2	A Two Day National Workshop ICT enabled Innovative Pedagogy	17 th & 18 th Feb.2020	Shri. Vinod Kalage, Pune Shri. Shrikant Thakkar, Pune	CR II: Teaching and Learning	120	E content development ICT enabled teaching, resources
3	A Two Day National Seminar Research Outlook: Innovative Practices	28 th & 29 th Feb.2020	Dr. Rajendra Shintre Dr. Niwas Desai Dr. Ganesh Hingmire	CR III: Research orientation, Intellectual Property Rights: Law and legal provisions	140	Research Orientation HRDs platforms IPR Chapter: Swayyam
4	One Day Workshop For ADMINISTRATI	13 th March 2020	Prin. Vijaya Chavan Dr.Bharat Naik	CR VI: Governance and	150	Office presentation

	VE STAFF: Office Presentation, Documentation and Stress Management				leadership		Documentation
5	A Two Day National Seminar on Preparation of IIQA, SSR	14 th & 15 th March 2020	Dr. Bhaskar Bhole, Pune Dr. Ayub Shaikh, Khed Dr. Parag Shah, Pune Dr.N.J. Dahale	CR V, VII: Innovative Practices, Student support and progression	110		IIQA preparation SSR prerequisites

- IQAC conducted Online meeting with the IQAC members and other Faculty members using zoom platform on 22nd April 2020.
- IQAC conducted Online Webinar on Smart Tools for Teaching and Research using Zoom platform on 24th April 2020 in collaboration with Keshavrao Pawar Library, SGM college Karad. Shri. Arjun Jadhav from Mumbai was the Key speaker.
- IQAC also conducted Online meeting with the Principals and IQAC Coordinators of mentee colleges using Zoom platform. Dr. Pramod Pabrikar from RUSA, Mumbai and Dr. Mohan Rajmane were the Guest Speakers at the Online Webinar conducted on 9th May 2020 during COVID 19 Lockdown period.

11. The conduct of the Academic and Administrative Audit

As per the Sanstha directives, the Academic and Administrative Audit Committee and IQAC prepared a schedule and provided guidelines and formats for the audit conducted in two phases with departmental visits by the internal and external peer teams.

The Evaluative Reports of all the departments, the Peer Team Reports, the reports of the External Evaluators and Grade Sheets were examined, consolidated and compiled by the audit panel, and an Executive Summary was prepared, highlighting the strengths and areas/suggestions for improvement.

The academic and administrative audit has enabled a mutual sharing of best practices and has helped “raise the bar” for individual departments. Most importantly, it has inspired the faculty members to make continuous improvement of teaching and learning a priority

12. Conduct of a Green Audit, Gender Audit, Power Audit:

A Green audit, Gender Audit and Power Audit of the college was conducted on 24th January 2020 and the audit was conducted by an external agencies with the help of Dr. V.P. Patil, the faculty in charge and members of the student wing of IQAC. A follow up activities were initiated to implement the suggestions.

13. Submission of Reports:

The Annual Quality Assurance Reports for 2018-19 was to be submitted online to NAAC in the month of July 2020.

The IQAC also helped the college Office in compiling the Annual Academic and Administrative report for the Sanstha.

14. Registering and submitting data for ranking surveys:

The compilation and submission of data for the National Institutional Ranking Framework (NIRF) by the Ministry of Human Resource Development (MHRD), Government of India, to rank all institutions of higher education in India was done by the IQAC.

The data for the NIRF Ranking Survey was compiled and submitted, the main responsibility of which was undertaken by Mr. V. S. Ranbhare, a member of IQAC. The college has been ranked 74 in the list of All India Autonomous Colleges Ranking.

15. Academic Calendar

IQAC has prepared the Academic Calendar as per the resolutions passed in IQAC and the same was uploaded on college website.

16. Faculty development through the conduct of need based programmes/Workshops / Seminars for the staff.

The focus in 2018-19 was on Governance and Leadership, and the following programmes were organized:

Experts Speak: A Talk on “Intellectual Property Rights on 20-9-2019

Experts Speak: A Talk on “Stress Management” for Administrative Staff

One day Workshop on “Lecture Capturing System” by Mr. N.B. Nalawade

Development programmes were conducted for the Non teaching staff

Facilitated Meeting of IQAC coordinators form across the district.

17. The IQAC strove to institutionalize quality assurance strategies and processes through its interventions and suggestions in the following areas:

Website Updation

Online Feedback from stakeholders

Alumni data base expansion

18. Strategies for more effective compilation of monthly reports (for AQAR)

Streamlining and strengthening efforts towards effective documentation and easy retrieval of data through a system of monthly reports, thereby monitoring the curricular/co-curricular activities, the functioning of the various departments, committees, clubs and cells and statutory bodies of the College.

19. Initiating and conducting the various audits:

Formulating a more effective mechanism to evaluate the extent and degree of success in the utilization of autonomy by monitoring the activities of all the statutory bodies, departments, clubs and cells, scrutinizing their reports and making an annual evaluative report.

20. Perspective Plan of the College:

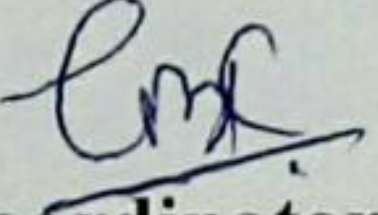
The IQAC has prepared a Perspective Plan of the college (2017-22) based on the recommendations given by NAAC Peer Team Members and other stakeholders and the same is displayed on the college website..

21. IQAC Meetings & Other Activities:

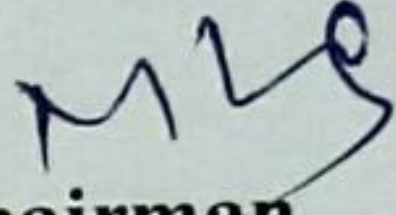
The IQAC has initiated efforts to keep track of the progression of students through Mentor-Mentee scheme which includes personal details, health profile, academic progress, extracurricular activities, and placement particulars. The forms are updated for the year and serve as source to track student progression and academic growth. IQAC has conducted 4 meetings during the year and the proceedings are displayed on the college website www.sgm.edu.in

22. Feedback from stakeholders: Feedback forms were updated and feedback was collected from stakeholders online to facilitate a review of the administrative and academic departments on the following aspects. Student, Parent and Alumnae General Feedback of the institution, Student Feedback for Teacher Evaluation, Course Feedback and Programme Feedback by students, Feedback from Office Staff, Examination Cell Staff and Ministerial Staff

was sought and Results and Observations were analyzed and the same is uploaded on the college website.


Coordinator
IQAC




Chairman
IQAC
S.G.M. College, Karad