



“Dissemination of Education for Knowledge, Science and Culture”
-Shikshanmaharshi Dr. Babuji Salunkhe

Shri Swami Vivekanand Shikshan Sanstha's

**Dattajirao Kadam Arts, Science & Commerce
College, Ichalkaranji**



INTERNAL QUALITY ASSURANCE CELL (IQAC)

ACTION TAKEN REPORT

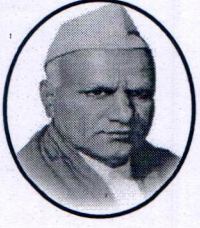
Academic year 2021-22

Action subjects of IQAC meetings in 2021-22

Meeting - 1

16th October, 2021 at 11.30 am

Sr. No.	Decision taken in the meeting	Action taken
1	Minutes and action taken of previous meeting were read and approved.	The minutes and actions taken from the previous meeting were reviewed, read and approved by all members.
2	The strategic plan for the upcoming academic year was discussed. Key areas of focus include commemorating national and international events, participating in sports and cultural events, conducting lead college activities and introducing new short-term courses.	Initiated the strategic plan for the academic year focusing on: - Commemoration of state and national events. - Participation in sports and cultural events. - Conducting Lead College activities. - Introduction of new short-term courses relevant to student needs etc. were discussed and plan was prepared accordingly.
3	Feedback from the previous academic years was analyzed. Necessary actions to address the feedback were discussed.	Analyzed feedback from previous academic years and took necessary actions to address identified areas for improvement.
4	The admission process was reviewed. Responsibilities were allocated to streamline the process.	Responsibilities were delegated among staff members by forming committees and the admission process was conducted smoothly.
5	The need for purchasing new printers and repairing furniture was discussed. It was decided to purchase six printers and to gather repair requests from the departments.	Six new printers were purchased. Departments were requested to submit repair needs and same were completed to improve the academic environment.
6	A proposal for staff requirements was prepared to be submitted to the Mother	A proposal outlining staff requirements was prepared and



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Academic year 2021-22



	Institution.	submitted to the Mother Institution for review and after permission staff was appointed.
7	It was decided to organize vaccination camps through IGM.	Organized vaccination camps in collaboration with IGM for the benefit of students, faculty and staff.
8	The signing or renewal of collaborations, MoUs and linkages was discussed.	Discussions were held on the renewal and signing of collaborations, MoUs and linkages, aiming to enhance institutional partnerships.
9	It was decided to organize induction programs for new students was discussed and i/c principal of the concerned sessions will be given the responsibility.	Planned induction programs for new students, with responsibilities assigned to the in-charge principal of the respective sessions.
10	Specific activities such as wallpaper creation, webinars, guest lectures and participation in events like Wildlife Week and World Space Week were discussed. Departments were encouraged to organize student-centric activities.	Encouraged departments to conduct activities like wallpaper creation, webinars, guest lectures and observance of events such as Wildlife Week and World Space Week.
11	Lectures for the Staff Academy were discussed and planned.	Organized and scheduled lectures under the Staff Academy to support professional development.
12	The Meritorious Book Bank Scheme was reviewed and possible improvements were discussed.	Reviewed the Meritorious Book Bank Scheme and identified potential improvements to support student access to resources.
13	The upcoming tree plantation program was discussed.	Planned a tree plantation program as part of the institution's environmental initiatives.



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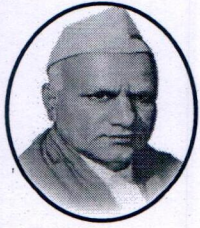
ACTION TAKEN REPORT

Academic year 2021-22

Meeting -2

15th January, 2022 at 11.30 am

Sr. No.	Decision taken in the meeting	Action taken
1	The meeting commenced with a review of the action taken and progress made on the implementation of previous decisions. Updates were provided and any issues encountered were discussed for resolution.	Actions taken on previous decisions were reviewed and updates on progress were provided. Any issues faced during implementation were addressed and resolutions were discussed.
2	A brainstorming session took place to discuss and generate ideas for various student-centric activities. Departments presented suggestions for engaging and inclusive events that cater to the interests of all students.	Departments brainstormed and proposed ideas for inclusive student-centric activities. Suggestions for various engaging events were compiled to align with students' interests and planning was initiated.
3	A proposal for scheduling a meeting of the Parent-Teacher Association was presented and discussed. Planning and coordination strategies for the upcoming parents' meet were deliberated upon and responsibilities were assigned.	A proposal to hold a Parent-Teacher Association meeting was discussed, with coordination strategies outlined. Specific responsibilities for organizing the event were assigned to respective team members.
4	Discussions involved on organizing a placement drive and the preparation of students for upcoming placement opportunities.	Plans were discussed for an upcoming placement drive, including preparatory steps for students.
5	Plans for study tours for different classes were discussed.	Study tours were proposed for different classes and preliminary planning and coordination steps were discussed. Responsible faculty members were designated for organizing and managing the tours.
6	New short-term courses were discussed, aiming to include Part- II students. Plans for the implementation of finalized courses these courses were outlined.	New short-term courses targeted at Part-II students were discussed. The final list of courses was approved and action plans for their implementation were outlined.



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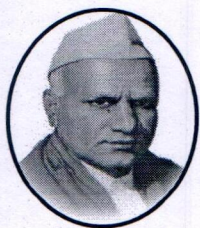


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ACTION TAKEN REPORT

Academic year 2021-22

7	Exploratory discussions on a potential collaboration with Bosch took place. Opportunities and benefits for both students and the institution were considered. Further actions were outlined to initiate discussions with Bosch representatives.	Initial discussions on a potential collaboration with Bosch took place, focusing on student and institutional benefits. Action steps were set to initiate formal discussions with Bosch representatives.
8	Organizing Various Activities a) Competitive examination training: Plans for competitive examination training were discussed and responsible parties were designated for coordination. b) Co-curricular activities: Various co-curricular activities, including a book exhibition, science exhibition, workshop on instrumentation handling and career opportunities, as well as guest lectures, were discussed. Coordination plans were outlined. c) Celebrating special days in the upcoming months: Special days in the upcoming months were identified and plans were made for celebratory activities.	Responsible coordinators were designated to organize competitive examination training for students., Departments encouraged to organize co-curricular for events such as a book exhibition, science exhibition, workshop on instrumentation handling, career opportunity sessions and guest lectures. Specific team members were assigned for coordination, Special Day Celebrations: Special days for the upcoming months were identified and celebratory activities were planned.
9	Discussions revolved around organizing extra-curricular activities and workshops. Ideas were proposed and responsibilities were assigned for the planning and execution of these events.	Various extra-curricular activities and workshops were proposed. Responsibilities for planning and executing these events were allocated to relevant team members.
10	A proposal for organizing a trade fair and kayaking rowing training programs was presented. Planning details, including logistics and participant engagement, were discussed and responsibilities were allocated.	A proposal to organize a trade fair and kayaking/rowing training programs was discussed. Details regarding participant engagement were outlined and assigned personnel were given responsibility for organizing these programs.



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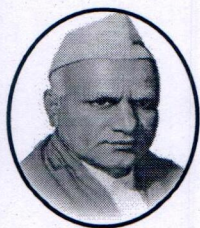
ACTION TAKEN REPORT

Academic year 2021-22

Meeting -3

12nd March, 2022 at 11.30 am

Sr. No.	Decision taken in the meeting	Action taken
1	Minutes of the previous meeting were read and approved.	Minutes of the previous meeting were read and approved.
2	The meeting commenced with discussions on organizing and coordinating the upcoming alumni meet. Strategies for engaging alumni in various activities were discussed, including potential events and networking opportunities.	Alumni Meet: Planning and coordination for the upcoming alumni meet were initiated. Specific strategies for engaging alumni, organizing events and facilitating networking opportunities were outlined and respective committees were formed.
3	It was decided to organize the parents meet in association with the parent teacher association.	Parents Meet: The decision to organize the parents meet in collaboration with the Parent-Teacher Association (PTA) was implemented.
4	The possibility of hosting a national conference in Mathematics was discussed and Plans for organizing a Mathematics in Nature Workshop for graduate students were discussed	National Mathematics Conference: National conference in Mathematical Analysis and Applications was organized by Mathematics department.
5	Detailed plans for organizing the English Department Quiz and SEBI Quiz were discussed.	Departmental Quizzes: Plans were detailed for the English Department Quiz and SEBI Quiz. Responsibilities were assigned and schedules were set to organize the quizzes.
6	Discussions centered on planning for the annual prize distribution function. The process of selection of awardees was outlined and responsibilities were assigned.	Annual Prize Distribution Function: Steps were initiated to prepare for the annual prize distribution function, including selecting awardees and allocating roles to various team



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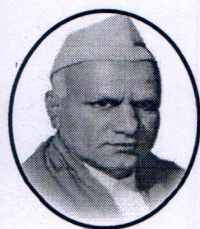


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ACTION TAKEN REPORT

Academic year 2021-22

		members.
7	It was decided to organize 'Mathematics in Nature Workshop' for graduate students.	The workshop for graduate students was officially scheduled and responsibilities were allocated to ensure its smooth organization.
8	The need for a Workshop on Women's Safety at the Workplace was discussed. The Women Empowerment Cell will look after the organising details.	Workshop on Women's Safety at the Workplace: The Women Empowerment Cell was given charge of organizing this workshop and discussions for the agenda, speakers and logistical requirements were conducted.
9	Detailed discussions took place regarding the event "LOKRAJA Rajarshi Chhatrapati Shahu Maharaj Krutdnata Parv." Responsibilities of the event was assigned to the NSS for the successful organization.	LOKRAJA Rajarshi Chhatrapati Shahu Maharaj Krutdnata Parv: The NSS team was assigned responsibility for organizing the event and preparatory tasks were delegated to ensure its successful execution.
10	The current status of laboratory materials was reviewed and discussions were held regarding the procurement additional Chemistry Laboratory materials.	Laboratory Material Procurement: An assessment of laboratory materials, especially for Chemistry, led to a request for additional resources to be procured based on the needs identified.
11	The current status of the website was assessed for its functionality and content. Necessary updates and renovations were discussed to enhance the website's effectiveness. Responsible individuals or teams were identified to carry out the required updates and renovations.	Website Enhancements: Functional and content updates for the institutional website were discussed. Teams were assigned to implement these updates to improve the website's effectiveness.
12	The progress of setting up the M.Sc. I (Chemistry) Laboratory was discussed. Updates on the status of equipment, infrastructure and any challenges faced were presented.	M.Sc. I (Chemistry) Laboratory Setup: The ongoing progress for setting up the Chemistry laboratory was reviewed and any challenges related to equipment and infrastructure were noted, with further action plans established for



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Academic year 2021-22

	completion.
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Meeting -4

14th June, 2022 at 11.30 am

Sr. No.	Decision taken in the meeting	Action taken
1	The meeting began with the confirmation and approval of the minutes from the previous meeting.	The minutes from the previous meeting were reviewed, confirmed and officially approved by all members.
2	A comprehensive presentation was given on the progress of ongoing renovation projects, covering the Renovation of the Chemistry Laboratory, Parking Shed construction and other infrastructural work. Discussion done regarding timelines, challenges and necessary adjustments.	The Chemistry Laboratory renovation, Parking Shed construction and additional infrastructural projects are completed.
3	Members engaged in a detailed discussion on proposed quality assurance measures for the upcoming academic year. Strategies and initiatives were explored to enhance overall academic quality and student experience.	Proposed quality enhancement strategies for the upcoming academic year were discussed. Initiatives to improve academic quality and student experience were outlined and members have committed to the implementation of agreed-upon strategies.
4	Plans for conducting an academic audit for quality assurance were discussed.	The IQAC discussed plans for an academic audit aimed at ensuring quality standards are met. Preparation for the audit is underway, with members assigned responsibilities to facilitate its completion.
5	The current system for collecting and analyzing feedback was discussed,	The current feedback collection and analysis system was reviewed and few of



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	reviewed and potential improvements were explored. Suggestions for enhancing the efficiency of the feedback process were considered.	the feedbacks were collected using google forms.
6	The meeting focused on planning and coordinating the admission process for the next academic year. Detailed discussions were held on the timeline, procedures and formation of admission committee for various classes.	The admission process for the upcoming academic year was organized, with a timeline and procedures established. Admission committees for various classes are in the process of being formed.
7	A decision on the renewal and discussion of upgrade charges for the SLIM 21 software was made. A presentation on the software's performance was delivered and considerations for renewal and upgrades were discussed.	After a presentation on the performance of the SLIM 21 software, a decision was made to proceed with renewal and discuss potential upgrades. A review of the associated upgrade charges will be conducted before finalizing.
8	Members were given the opportunity to bring up any other relevant topics for discussion. Following topics were raised a. Celebration of 'Azadi Ka Amrut Mahostav'. b. It was decided to organize Alumni meet. c. It was decided increase participation in Khelo India. d. Strict implementation of examination rules in SRPD and OMR sheet rules.	a. Azadi Ka Amrut Mahotsav: It was agreed to organize a celebration event. b. Alumni Meet: Planning for an alumni meet has been initiated. c. Khelo India Participation: Efforts will be made to increase participation in the Khelo India program. b. Examination Rules Implementation: A directive was issued for the strict enforcement of SRPD and OMR sheet rules during examinations.

Dr. Vinayak Ganbavle

Coordinator

Internal Quality Assurance Cell,
D.K.A.S.C. College, Ichalkaranji

Dr. V. S. Dhekale

Principal

**Principal,
D.K.A.S.C. College,
Ichalkaranji.**