



“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 2022-23

Action subjects of IQAC meetings in 2022-23

Meeting – 1

18th August, 2022 at 11.30 am

Sr. No.	Decision taken in the meeting	Action taken
1	The minutes of the previous IQAC meeting were read and unanimously approved by all members.	Approval of Previous Minutes: The previous IQAC meeting's minutes were read and approved.
2	A strategic plan for the current academic year was discussed and drafted. The focus will be on enhancing academic quality, infrastructure and stakeholder engagement.	Strategic Plan for Academic Year: Strategic plan was prepared, focusing on enhancing academic quality, improving infrastructure and increasing stakeholder engagement.
3	The committee discussed the progress on preparing and submitting the SSR for NAAC accreditation purposes.	SSR for NAAC Accreditation: Progress on the preparation and submission of the Self-Study Report (SSR) for NAAC was reviewed and the team has been tasked with compiling all required documents and ensuring timely submission.
4	Compliance with the Academic Audit (AAA) of the previous academic year was also reviewed and necessary measures were outlined to address the suggestions provided in the audit.	Academic Audit Compliance: Compliance with the Academic Audit (AAA) was assessed. Measures have been implemented based on audit recommendations to ensure better academic processes and practices.
5	The completion of the first-floor construction was reviewed and the principal's office, along with two classrooms, is ready to be furnished. The work is expected to be completed soon to enable usage.	Completion of Construction: The first-floor construction review showed that the principal's office and two classrooms are ready for furnishing. Final touches will be completed to make them ready for use.



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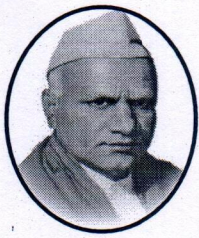


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ACTION TAKEN REPORT

Academic year 2022-23

6	Feedback received from stakeholders was discussed. Appropriate actions were decided to address key concerns, focusing on improving teaching quality, infrastructure and student support services.	Stakeholder Feedback: Actions have been taken in response to stakeholder feedback, focusing on improving teaching quality, infrastructure and student support services. Key initiatives have been communicated to stakeholders.
7	It was decided to organize lectures and workshops to raise awareness among students about the National Education Policy (NEP) 2020. Topics will include Academic Bank of Credits (ABC), Indian Knowledge Systems (IKS), DigiLocker and skill courses.	NEP 2020 Awareness: Planning is underway for lectures and workshops on NEP 2020 topics, was organized on topics Academic Bank of Credits (ABC), Indian Knowledge Systems (IKS), DigiLocker and skill-based courses. The sessions aim to increase student awareness and engagement with new policies was organized.
8	Plans were made to organize stream-wise induction programs for new UG and PG students.	Induction Programs: Induction programs was organized for new UG and PG students, designed to be stream-specific for better orientation and integration into the college community.
9	The committee discussed increasing participation in Lead College Workshops and student research projects.	Lead College Workshops and Research Projects: Lead College Workshops under the cluster college was organized and student research projects to boost academic involvement and learning experiences of students.
10	It was agreed that financial assistance will be provided to staff members who wish to present papers at conferences and seminars to promote academic growth.	Financial Assistance for Conferences: A per policy financial assistance was provided to staff for presenting papers at conferences and seminars, promoting professional growth and research involvement.



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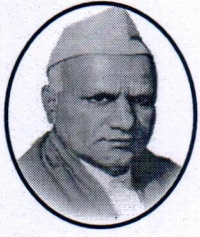
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ACTION TAKEN REPORT

Academic year 2022-23



11	The Staff Academy will organize professional development workshops and hands-on training sessions to enhance the skills of faculty members.	Staff Academy Workshops: Staff lectures was organized on different issues to enhance faculty skills, organized by the Staff Academy.
12	The proposal to start new CoC courses, such as Purse Making, Laboratory Safety and Spoken English, was discussed and approved.	Approval of New CoC Courses: The introduction of CoC courses like Purse Making, Laboratory Safety and Spoken English was approved and courses started.
13	The committee agreed to organize the national convention of Marathi Samajshastra Parishad. A subcommittee was formed to plan and coordinate the event.	National Convention of Marathi Samajshastra Parishad: National Convention of Marathi Samajshastra Parishad was organized by the Sociology department.
14	The admissions process was reviewed and strategies to improve efficiency and attract more students were discussed. This includes enhancing communication and providing better guidance to prospective students.	Admissions Process Enhancement: Strategies are implemented to improve the admissions process, aiming to enhance communication and guidance to attract more prospective students.
15	Financial support will be extended to students participating in Khelo India and other national-level sports and cultural events.	Financial Support for National-Level Events: Financial assistance was provided out for students participating in Khelo India and other national-level sports and cultural events, fostering a supportive environment for extracurricular excellence.
16	The Chemistry department will be provided with projectors and interactive flat panels or smart TVs will be procured for other departments to enhance teaching quality.	Equipment for Chemistry Department: One new projector was purchased and provided to the Chemistry department and interactive flat panels or smart TVs are being for other departments to enhance teaching effectiveness.
17	Opportunities to raise funds from alumni	Alumni and Philanthropist Fundraising: Plans to approach alumni



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ACTION TAKEN REPORT

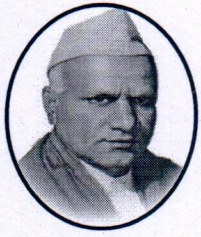
Academic year 2022-23

and philanthropists were discussed. These funds will be used for ongoing construction and to improve other facilities in the institution.	and philanthropists for fundraising were discussed, with the funds directed toward ongoing construction and facility enhancements.
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Meeting -2

14th October, 2022 at 11.30 am

Sr. No.	Decision taken in the meeting	Action taken
1	The minutes of the previous IQAC meeting were read and confirmed by all members.	Confirmation of Minutes: The previous IQAC meeting minutes were read, confirmed and documented.
2	The committee discussed the preparation and submission of the AQAR for the previous academic year. Tasks were allocated to ensure timely submission.	AQAR Submission: Task allocations were completed to ensure timely preparation and submission of the AQAR for the previous academic year.
3	The participation of students in Shivaji University Zonal Sports events was reviewed. It was agreed to provide financial support to participating students.	Support for Sports Participation: Financial support was arranged for students participating in Shivaji University Zonal Sports events.
4	The need to purchase laboratory materials for the Physics, Botany and	Laboratory Material Procurement: The procurement process for laboratory



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ACTION TAKEN REPORT

Academic year 2022-23

	Chemistry departments was discussed and it was decided to move forward with the procurement process.	materials for the Physics, Botany and Chemistry departments was completed.
5	Plans were made to organize placement camps and provide career counselling sessions to students to enhance their employability.	Placement and Career Counselling: Plans for organizing placement camps and career counselling sessions were developed.
6	The committee discussed and approved the purchase of uniforms for support staff.	Support Staff Uniforms: Uniforms for class 4 staff were purchased.
7	It was agreed to purchase sports materials and kits to support students involved in sports activities.	Sports Equipment Purchase: Sports kits and materials were procured to support students involved in sports.
8	Light fittings, furniture repair and other maintenance issues were discussed and it was decided to undertake the necessary repairs.	Maintenance and Repairs: Light fittings, furniture and other maintenance repairs were approved and work orders placed for necessary repairs.
9	A new TV will be purchased for displaying the latest news and updates within the college.	TV Purchase: A new TV was ordered for the college to display news and updates for students and staff.
10	The battery storage room near the Mathematics department will be renovated and a new computer laboratory will be prepared for the department.	Battery Storage Room and Computer Lab: Renovations for the battery storage room near the Mathematics department and preparations for a new computer lab were approved and commenced.
11	The committee agreed to purchase new cupboards for the college, with contributory charges in collaboration with the Rotary Club, Atigre.	Cupboards and Rotary Club Contribution: New cupboards were ordered for the college with contributory charges arranged in collaboration with the Rotary Club, Atigre.
12	It was decided to submit funding proposals to agencies like DBT Star College, RUSA, ICSSR, DST, CSIR and	Funding Proposals: Proposals for funding from agencies like DBT Star College, RUSA, ICSSR, DST, CSIR and Shivaji University, Kolhapur, were



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ACTION TAKEN REPORT

Academic year 2022-23

	Shivaji University, Kolhapur, for various developmental projects.	prepared and submitted for developmental projects.
13	Data submission for NIRF and AISHE rankings was discussed, along with steps required for obtaining ISO 9001:2015 certification.	NIRF, AISHE and ISO Certification: Data submission processes for NIRF and AISHE rankings were finalized and steps for ISO 9001:2015 certification were initiated.
14	The committee reviewed and decided to renew the AMCs for SLIM software in the library, as well as the UPS and battery maintenance.	Renewal of AMCs: Annual Maintenance Contracts for the SLIM library software, UPS and batteries were renewed.
15	Renewal of affiliation for non-grantable divisions and programs was discussed and approved.	Affiliation Renewal: The affiliation for non-grantable divisions and programs was renewed.
16	The committee decided to increase the number of extension activities in collaboration with government agencies and other organizations to promote social awareness among students.	Extension Activities: Plans to increase extension activities in collaboration with government and other agencies to promote social awareness among students were made.
17	Plans to renovate examination rooms and classrooms were discussed to enhance the learning environment for students.	Examination and Classroom Renovation: Renovations for examination rooms and classrooms were initiated to improve the learning environment.
18	It was decided to purchase benches and improve parking infrastructure for students to enhance campus facilities.	Benches and Parking Infrastructure: The purchase of benches and improvements to the student parking infrastructure were approved and work has begun.
19	Existing Memorandums of Understanding (MoUs) with institutions will be strengthened and new collaborations will be explored for academic and research exchange.	Strengthening MoUs: Existing MoUs were reviewed for strengthening and new academic and research collaborations were explored.
20	The committee discussed the plan for	Academic and Administrative Audit:



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Academic year 2022-23

	conducting the academic and administrative audit of the sanstha.	Preparations for conducting an academic and administrative audit of the institution were initiated.
21	A plan was made to celebrate Vivekanand Jayanti Saptah with various programs involving students and staff.	Vivekanand Jayanti Saptah Celebrations: A plan was formulated to celebrate Vivekanand Jayanti Saptah with activities involving students and staff.



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ACTION TAKEN REPORT

Academic year 2022-23



Meeting -3

6th February, 2022 at 11.30 am

Sr. No.	Decision taken in the meeting	Action taken
1	The minutes of the previous IQAC meeting were read and approved without any modifications.	Confirmation of Minutes: The minutes from the previous IQAC meeting were reviewed and approved without changes.
2	The committee discussed the benchmarks and Standard Operating Procedures (SOP) introduced by NAAC. Members agreed on the need for compliance and aligning processes of preparing SSR with the new standards.	Discussion of SOP: The committee initiated steps to align all documentation and processes with the NAAC's new benchmarks and SOP requirements for SSR preparation. An internal team was designated to oversee this alignment and ensure compliance.
3	Repairing and installing gym materials in the newly constructed gym in the new building was discussed and it was decided to move forward with the necessary actions to make the gym fully functional.	Renovation of Gym: Necessary gym equipment was purchased and installation and repairs began in the new gym area of the recently constructed building to ensure it becomes fully operational.
4	The purchase of AC units for the newly built principal's cabin and IQAC room was approved.	Purchase of AC: Approved AC units were purchased and installed in the newly built principal's cabin and the IQAC room to provide a comfortable working environment.
5	It was decided to construct a protective wall around the trees in front of the new building.	Construction: Construction of a protective wall around the trees in front of the new building was initiated to safeguard the trees and enhance the aesthetics of the campus environment.
6	The committee approved the purchase of laboratory materials for the Physics, Electronics, Botany and Chemistry departments.	Purchase of Laboratory materials: Laboratory materials required for the Physics, Electronics, Botany and Chemistry departments were acquired, aiming to improve academic resources



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Academic year 2022-23

		for hands-on learning and research.
7	The college website will be renovated and hosted on a new platform to improve functionality and accessibility. Training sessions will be organized for faculty members to learn how to upload information to their respective departmental pages.	Upgradation of College Website: Work commenced on renovating the college website and migrating it to a new platform. A series of training sessions was organized for faculty members to familiarize them with the process of updating their respective departmental pages.
8	The purchase of two new printers for departmental use was approved to enhance administrative efficiency.	Purchase of Printers: Two new printers were purchased and distributed to respective departments, improving administrative efficiency and resource accessibility.



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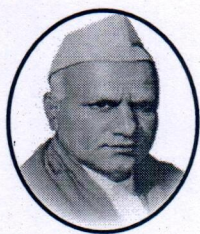
ACTION TAKEN REPORT

Academic year 2022-23

Meeting –4

12nd April, 2022 at 11.30 am

Sr. No.	Decision taken in the meeting	Action taken
1	The minutes of the previous meeting were unanimously approved.	Approval of Previous Minutes: The minutes of the previous meeting were reviewed and approved.
2	The Coordinator provided an update on the preparation of the SSR. The data collection process was in its final stages and a detailed analysis of various criteria was underway. Members discussed the progress and the need to expedite data verification.	SSR Preparation Update: The Coordinator reported on the progress of the SSR preparation, with data collection nearing completion and a detailed analysis underway. Members emphasized the need to expedite data verification to stay on schedule.
3	The members reviewed the status of feedback collection from students, faculty and teachers.	Feedback Collection Review: The status of feedback collection from students, faculty and teachers was reviewed. All members agreed to prioritize the analysis of this feedback to incorporate it into quality improvement plans.
4	The proposal to purchase new plastic chairs for the staffroom was discussed. The members agreed to purchase 50 chairs that an estimated budget should be prepared and presented to the CDC and parent institution for approval.	Plastic Chairs Purchase Proposal: The proposal to purchase 50 new plastic chairs for the staffroom was approved in principle. It was agreed that an estimated budget would be prepared and submitted to the CDC and parent institution for final approval.
5	The plan for printing the "Vivek" magazine was discussed and editorial team informed to ensure to meet the deadlines.	Vivek" Magazine Printing: The editorial team was informed of the deadline for printing the "Vivek" magazine and reminded to meet the timeline for a timely release.
6	The annual prize distribution function was	Annual Prize Distribution Function: The annual prize distribution event was



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Academic year 2022-23

	scheduled to be held at the end April and it was decided to assign responsibilities by forming the different committees.	scheduled for the end of April. To ensure a smooth function, it was decided to form committees to assign responsibilities and streamline event planning.
7	The issue of replacing old windows and renovating floors of the classrooms was discussed and decided to send them form approval of parent institution.	Classroom Renovations: The committee discussed the need to replace old windows and renovate classroom floors. A formal proposal will be sent to the parent institution for approval.
8	The committee discussed the upcoming admissions process and decided to form dedicated admission committees for each class to ensure smooth process for admissions.	Admissions Process: It was decided to form dedicated admission committees for each class to manage the upcoming admissions smoothly and efficiently.
9	Following issues were discussed with the permission of the Chairman a. The possibility of conducting workshops on Intellectual Property Rights (IPR) b. Entrepreneurship to strengthen faculty and student awareness.	Workshops on IPR and Entrepreneurship: Workshops on Intellectual Property Rights (IPR) and entrepreneurship to enhance faculty and student awareness were organized in collaboration with NIPAM.

Dr. Vinayak Ganbavle

IQAC convener

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.