

**Date:** January 12, 2021

**Notice: IQAC Meeting**

The members of Internal Quality Assurance Cell (IQAC) are hereby informed that a meeting of IQAC has been scheduled. You are hereby requested to attend the meeting. The details of the meetings are as follows:

**Date:** Friday, January 22, 2021

**Time:** 11.00 a.m.

**Venue:** ZOOM Platform

**Agenda of the Meeting**

**Agenda No.1:** Opening the meeting and welcome

**Agenda No. 2:** Approval of the minutes from the previous IQAC meeting

**Agenda No. 3:** Prioritize the safety of students and faculty during pandemic

**Agenda No. 4:** To adapt the flexible attendance policy

**Agenda No. 5:** Review of the syllabi completed till the date

**Agenda No. 6:** Review of the online teaching learning processes

**Agenda No. 7:** Providing extra ICT facility to make online education effective

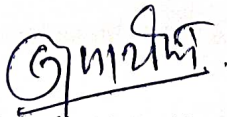
**Agenda No. 8:** Planning and organization of seminars/workshops

**Agenda No. 9:** Planning for conducting online feedback

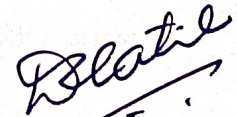
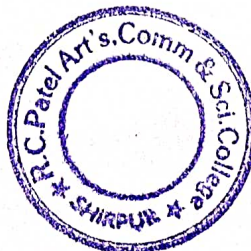
**Agenda No. 10:** On continuation of online lectures for people as an extension service

**Agenda No. 11:** Planning and organizing guest lectures online for students and faculty

**Agenda No. 12:** Adjournment

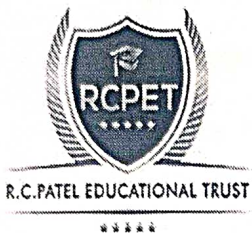


Dr. Sandip P. Patil  
Coordinator, IQAC



Dr. D. R. Patil

Principal  
**PRINCIPAL**



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President

Hon. Bhupeshbhai Patel

Principal

Dr. D. R. Patil

## MINUTES OF THE MEETING

The meeting of all members of Internal Quality Assurance Cell (IQAC) was held on Friday, January 22, 2021 at 11.00 a.m. on ZOOM platform.

**Agenda No.1:** Opening the meeting and welcome

The chairperson called the meeting to order and extended a warm welcome to all delegates.

**Agenda No. 2:** Approval of the minutes from the previous IQAC meeting

The minutes from the previous IQAC meeting were reviewed and approved with no amendments.

**Agenda No. 3:** Prioritize the safety of students and faculty during pandemic

It was decided to prioritize the safety of students and faculty during pandemic.

**Agenda No. 4:** To adapt the flexible attendance policy

It was decided in the meeting to allow faculty including office staff and students to work from home.

**Agenda No. 5:** Review of the syllabi completed till the date

In the online meeting, the syllabus completion reports were reviewed by the chairman. Necessary instructions were given to the concerned teachers.

**Agenda No. 6:** Review of the online teaching - learning processes

The functioning of online classes and its efficacy were reviewed in the meeting.

**Agenda No. 7:** Providing extra ICT facility to make online education effective

It was decided to avail the extra licensed links of ZOOM to the teachers.

**Agenda No. 8:** Planning and organization of seminars/workshops

The departments were asked to organize online seminars and workshops for students.

**Agenda No. 9:** Planning for conducting online feedback

Feedback committee was instructed to conduct online feedback.

**Agenda No. 10:** On continuation of online lectures for people as an extension service

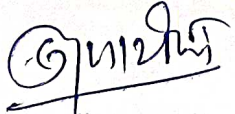
It was decided to continue online lectures for people as an extension service.

**Agenda No. 11:** Adjournment

The meeting concluded with the formal closure of the proceedings, expressing gratitude to all attendees for their active participation.

The following members were present for the meeting:

Sr. No.	Name of Committee member	Particular	Designation
01	Dr. D. R. Patil	Principal	Chairman
02	Dr. A. M. Patil	Vice-Principal	Teacher Member
03	Dr. S. P. Patil	Teacher member	Coordinator (IQAC)
04	Dr. R. V. Sonar	Teacher Member	Teacher Member
05	Dr. R. S. Pawar	Teacher Member	Teacher Member
06	Dr. J. P. Mahashabde	Teacher Member	Teacher Member
07	Dr. R. C. Bhavsar	Teacher Member	Teacher Member
08	Dr. S. G. Bacchav	Teacher Member	Teacher Member
09	Dr. R. H. Patil	Teacher Member	Teacher Member
10	Dr. Sanjay Bari	Principal	Senior Administrative Officer
11	Mr. G. R. Sonar	Administrative Officer	Member

  
Dr. Sandip P. Patil  
Coordinator, IQAC



  
Dr. D. R. Patil  
Principal  
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President

Hon. Bhupeshbhai Patel

Principal

Dr. D. R. Patil

## ACTION TAKEN REPORT

**Agenda No. 3:** Prioritize the safety of students and faculty during pandemic

The online classes were conducted for the safety of students and faculty. Non-teaching staff was allowed to work from home.

**Agenda No. 4:** To adapt the flexible attendance policy

The faculty and students worked from home. Entry on the campus was restricted and everyone was instructed to follow government rules laid for pandemic.

**Agenda No. 6:** Review of the online teaching - learning processes

Effectiveness of the online teaching learning processes were evaluated by the principal.

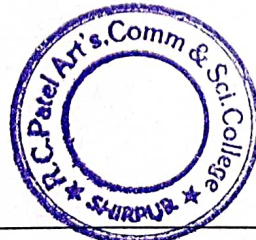
**Agenda No. 8:** Planning and organization of seminars/workshops

Departmental seminar and workshops were organized.

**Agenda No. 10:** On continuation of online lectures for people as an extension service

Every Saturday a lecture was organized for students and their parents.

Dr. Sandip P. Patil  
Coordinator, IQAC



Dr. D. R. Patil

Principal

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