



R. C. Patel Educational Trust's

**R. C. Patel Arts, Commerce and Science College**

Karvand Naka, Shirpur 425405, Dist - Dhule, Maharashtra

☎: (02563) 299328

E-mail: principal@rcpasc.ac.in

President

Hon. Bhupeshbhai Patel

Principal

Dr. D. R. Patil

**Date:** June 5, 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:** Monday, June 7, 2021

**Time:** 10.00 a.m.

**Venue:** IQAC Boardroom

### **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:** On adaptation of online platforms for teaching, learning and evaluation

**Agenda No. 5:** To adapt the flexible attendance policy

**Agenda No. 6:** Discussion on the annual academic calendar

**Agenda No. 7:** Planning of online Induction for students and newly appointed teachers

**Agenda No. 8:** Formation of various committees

**Agenda No. 9:** Subject allocation and review teaching workload

**Agenda No. 10:** To discuss COs and POs

**Agenda No. 11:** To prepare API and academic diary for the faculty

**Agenda No. 12:** Planning and organization of guest -lectures and seminars/workshops

**Agenda No.13:** To sign MoU with various organizations to enhance collaboration and quality

**Agenda No.14:** Planning on extension activity

**Agenda No.15:** Adjournment

Dr. Sandip P. Patil  
Coordinator, IQAC



Dr. D. R. Patil  
Principal

**PRINCIPAL**

**R.C.Patel Art's, Commerce and  
Science, College, Shirpur, Dist. Dhule**



R. C. Patel Educational Trust's

**R. C. Patel Arts, Commerce and Science College**

Karvand Naka, Shirpur 425405, Dist - Dhule, Maharashtra

☎: (02563) 299328

E-mail: [principal@rcpasc.ac.in](mailto:principal@rcpasc.ac.in)

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 Monday, June 7, 2021 at 10.00 a.m. in IQAC Board Room of R. C. Patel Arts, Commerce and Science College, Shirpur.

**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:** On adaptation of online platforms for teaching, learning and evaluation

It was stressed to boost the use of online platforms for academic purposes.

**Agenda No. 5:** To adapt the flexible attendance policy

It was decided in the meeting to adapt the flexible attendance policy.

**Agenda No. 6:** Discussion on the annual academic calendar

A discussion was held on the programs and events to be scheduled during the academic year 2021-22.

**Agenda No. 7:** Planning of online Induction for students and newly appointed teachers

It was decided to organize online induction for students and newly appointed teachers.

**Agenda No. 8:** Formation of various committees

Various committees were formed as per the needs.

**Agenda No. 9:** Subject allocation and review teaching workload

The HoDs were suggested to review the teaching workload and allocate the papers among the available teachers in the department.

**Agenda No. 10:** To discuss COs and POs

COs and POs were discussed in the meeting.

**Agenda No. 11:** To prepare API and academic diary for the faculty

It was decided to update and improve API format and academic diary.

**Agenda No. 12:** Planning and organization of guest -lectures and seminars/workshops

It was decided to organize guest -lectures and seminars/workshops online.

**Agenda No.13:** To sign MoUs with various organizations to enhance collaboration and quality

Science departments were instructed to sign MoUs with various organizations to enhance collaboration and quality

**Agenda No.14:** Planning on extension activity

The related committees were instructed to undertake extension activities.

**Agenda No.15:** 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:

<b>Sr. No.</b>	<b>Name of Committee member</b>	<b>Particular</b>	<b>Designation</b>
01.	<b>Dr. D. R. Patil</b>	Principal	Chairman
02.	<b>Dr. A. M. Patil</b>	Vice-Principal	Teacher Member
03.	<b>Dr. S. P. Patil</b>	Teacher member	Coordinator (IQAC)
04.	<b>Dr. R. V. Sonar</b>	Teacher Member	Teacher Member
05.	<b>Dr. R. S. Pawar</b>	Teacher Member	Teacher Member
06.	<b>Dr. J. P. Mahashabde</b>	Teacher Member	Teacher Member
07.	<b>Dr. R. C. Bhavsar</b>	Teacher Member	Teacher Member
08.	<b>Dr. S. G. Bacchav</b>	Teacher Member	Teacher Member
09.	<b>Dr. R. H. Patil</b>	Teacher Member	Teacher Member

10.	Dr. Sanjay Bari	Principal	Senior Administrative Officer
11.	Mr. G. R. Sonar	Administrative Officer	Member

*Dr. Sandip P. Patil*

Dr. Sandip P. Patil  
Coordinator, IQAC



*Dr. D. R. Patil*

Dr. D. R. Patil  
Principal

PRINCIPAL

R.C. Patel Art's, Commerce and  
Science, College, Shirpur, Dist. Dhule



R. C. Patel Educational Trust's

**R. C. Patel Arts, Commerce and Science College**

Karvand Naka, Shirpur 425405, Dist - Dhule, Maharashtra

☎ : (02563) 299328

E-mail: [principal@rcpasc.ac.in](mailto:principal@rcpasc.ac.in)

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:** On adaptation of online platforms for teaching, learning and evaluation

The licensed ZOOM and Microsoft Teams platforms were used for teaching, learning and evaluation.

**Agenda No. 7:** Planning of online Induction for students and newly appointed teachers

Online Induction was planned for both students and teachers. They were introduced new way of teaching and learning tools in it.

**Agenda No. 8:** Formation of various committees

The committees required for online teaching, ICT facility, Health and Hygiene, etc. were formed as per the need of time.

**Agenda No. 12:** Planning and organization of guest -lectures and seminars/workshops

The lectures of the guests were organized for students. Departmental seminar and workshops were organized.

Dr. Sandip P. Patil  
Coordinator, IQAC



[www.rcpasc.ac.in](http://www.rcpasc.ac.in)

Dr. D. R. Patil

Principal

**PRINCIPAL**

**R. C. Patel Art's, Commerce and  
Science, College, Shirpur, Dist. Dhule**