

A.T.S.S.'s

College of Business Studies and Computer Applications

Chinchwad, Pune 19

(Affiliated to SavitribaiPhule Pune University, Recognized by Govt. of Maharashtra, Accredited by NAAC)

Academic Year 2020 – 21

Internal Quality Assurance cell Notice of Meeting

Date: 4 Feb 2021

Dear All,

IQAC meeting has been scheduled on 10 Feb 2021 at 2.00p.m.in CR-4. The agenda for the meeting is as follows.

Sr.No.	Agenda Points
1.	Action plan for next term Feb 2021-June 2021
2.	Add-on courses planning for term Feb 2021-June 2021
3.	Feedback of Various Co-curricular Activities.
4.	Feedback of Various Activities for students Overall Development – extra-curricular Activities.
5.	NIRF- 2021 –college proposal submission status
6.	Lecture Video Recording by Teachers at SPPU
7.	Status update of AQAR for AY 2019-20
8.	Review of Student feedback Analysis for Completed Term July 2020-Jan 2021
9.	Start-up cell activities update
10.	NSS activities update
11.	Any other Point

Mrs. Anita Mathapati

IQAC Coordinator



Dr. Aruna Deoskar

Chairperson IQAC

Principal

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Internal Quality Assurance cell Meeting Minutes of Meeting

Date: 10 Feb 2021

Time: 2.00p.m

Meeting conducted through Google Meet

Ms. Anita welcomed all members of IQAC. She read the minutes of last meeting and presented action taken report. Minutes were approved by members. Further following points were discussed in meeting and the detailed minutes are as follows.

Agenda Sequence	Minutes in Detail
1.	<p>Ms. VinayaKesar updated that the odd semesters(Sem I, III, V) are completed on 30 Jan. 2021. And internal exams are also conducted. As there is no announcement of exam dates by SPPU for the completed semester, it is decided to start the next semester (Sem II, IV, VI) immediately. Accordingly they have started next semester teaching learning from 1st Feb 2021. She presented Action plan for next term Feb 2021-June 2021, as per Academic Calendar.</p> <p>Chairman instructed to focus and plan for revision sessions for first term subjects once the University exam schedule is announced. Accordingly the action plan is to be implemented for all programs.</p>
2.	<p>Ms. Anita Mathapatireported about the add on courses already completed in first term and got good response from students.</p> <p>For BBA.</p> <ul style="list-style-type: none"> • Mastering MSOffice for FYBBA • Communication Skill for Managers for FYBBA • Basic Course in Environment Awareness for SYBBA • Digital Marketing for TYBBA <p>College has submitted proposal to University for the approval of these addon courses.</p> <p>Further following Add-on courses are planned for even semester (term Feb 2021-June 2021)</p> <ul style="list-style-type: none"> • Course in Analysis and Presentation of Data for FYBBA • Yoga and Meditation for SYBBA <p>Ms. VinayaKesar reported about the add on courses already completed in first term for ForBBA(CA), BSc(CS) for AY. 2020-21 -</p> <ul style="list-style-type: none"> • Mastering in MS Office for FY BSc, FYBBA(CA) • Data analytics using R programming for SY BSc, SYBBA(CA) • Python Programming TY BSc, TYBBA(CA) • Web Analytics FY and SY MSc <p>In addition to this Employability Skill Enhancement Program by MPS was conducted for all TY students during 15 July to 22 July 2020.</p>



	<p>Further Compulsory course in "Democracy, Election and Governance" for all the First Year students in All Faculties will be conducted in this even semester.</p> <p>Resolution: It was unanimously agreed and resolved by all members that above-mentioned add-on courses will be organized in the second half of AY. 2020-21 (term Feb 2021-June 2021)</p> <p>Proposed by: Ms. Anita Mathapati and Ms. VinayaKesar Seconded by: Dr. DeepaliSawai As resolved and unanimously agreed by all members</p>
3.	<p>Mrs. NishigandhaBhalekar presented report and feedback of Various co-curricular Activities conducted for students</p> <p>Aptitude training, expert lectures on various topics were organized for students by Training and placement cell and also at department level.</p> <p>Various competitions were organized for students.</p> <ul style="list-style-type: none"> • Presentation Battle Competition On 28 January 2021 • What's in your Bucket list- 28 January 2021 • Code Spider -C Programming Competition 29 January 2021 • Web Wonders- Home Page Development competition 29 January 2021 • KounBanega Quiz Vijeta - 30 January 2021 • Techno-Trix - Electronics Project competition 03 February 2021 • Article/Research paper writing competition 17 February 2021
4.	<p>Mr. Vinayak More presented report and feedback of Various Activities conducted for students Overall Development -extra-curricular Activities</p> <p>Blood Donation Camp, Yuva Din, Corona Awareness Survey were conducted by NSS unit. Hindi BhashaDiwas, Constitution Day and Marathi BhashaDiwas were celebrated with various activities.</p> <p>Mrs.Swati Jamble presented report and feedback of following activities conducted by ARKO</p> <ul style="list-style-type: none"> • Singing Competition 19 January 2021 • Mehendi Competition 18 January 2021 • Rangoli 18 January 2021 • Solo Dance 19 January 2021 <p>Further various activities are planned on the occasion of Women's Day(8 March)</p>
5.	<p>Mrs. Anita Mathapati updated about status of College proposal forNIRF- 2021 ranking. The college is submitting application for NIRF- 2021 ranking. The data entry screen for the same opened from 5 Jan 2021. The data entry has been completed and the same will be submitted after checking and approval.</p> <p>Mrs. Anita Mathapati presented the draft of College proposal for NIRF- 2021 ranking.</p> <p>Resolution: It was unanimously agreed and approved by all members and decided to submit the same as per the timeline given.</p> <p>Proposed by: Ms. Anita Mathapati Seconded by: Dr. ArunaDeoskarand Dr. AshwiniKulkarni As unanimously agreed and resolved by all members.</p>
6.	<p>Dr. ArunaDeoskarinformed about Lecture Video Recording done by college Teachers at SPPU, recording center. Considering the wonderful response from our college, SPPU has also sanctioned mobile recording studio at our college.</p> <p>All members appreciated the efforts of teachers.</p>



7.	Mrs. Anita Mathapati updated about the status of AQAR for AY 2019-20. She reported that the data entry is in process and will be completed well in time (last date given by NAAC- 31 May 2021) AQAR for AY 2019-20 draft will be presented for approval of College Development Committee in April/May 2021.
8.	Mrs. Nishigandha Bhalekar presented Student feedback Analysis for the Completed Term July 2020-Jan 2021. The feedback is satisfactory and has been discussed with teachers for implementing necessary changes.
9.	Mrs. Vinaya Keskar informed about "i-2-e" College Level Competition conducted from 1 Feb to 4 Feb. Many interesting startup ideas were presented by students. 4 top ideas were shortlisted by judges and sent for cluster level competition.
10.	Mr. Vinayak More, NSS office updated about various activities conducted by NSS which included 1) Corona Awareness Survey on 16 January 2021 At Kalokhe Mala, Dehugaon, 2) Yuva Din on 12 January 2021 by motivational session Mr. Balaji Jadhav 3) Blood Donation Camp on 21 December 2020

The meeting was concluded with vote of thanks by Ms. Anita.

Minutes Taken By:

Mrs. Anita Mathapati

IQAC Coordinator

Next Meeting Date: May 2021



Time: 2.00 PM

checked by:

Dr. Aruna Deoskar

Chairperson IQAC

Principal

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Action Taken Report of the IQAC Meeting held on Feb 2021

Agenda Sequence No.	Agenda point	Action Taken
1.	Action plan for next term Feb 2021-June 2021	Approved for implementation.
2.	Add-on courses planning for term Feb 2021-June 2021	Following Add-on courses are scheduled in June-July 2021. <ul style="list-style-type: none"> • Course in "Analysis and Presentation of Data" for FYBBA from 1 June to 17 June 2021 • Course in "Yoga and Meditation" for SYBBA from 1 June to 17 June 2021 • Course in "Democracy, Election and Governance" for all the First Year students from 1 July to 17 July 2021
3.	Feedback of Various Co-curricular Activities.	Noted.
4.	Feedback of Various Activities for students Overall Development – extra-curricular Activities.	Noted. Further following activities conducted on Women's Day Importance of Meditation-12 March 2021 Self Defence-12 March 2021 Awareness of Breast cancer and Examinations Techniques-19 March 2021 Social Awareness -Need of today's life-19 March 2021
5.	NIRF- 2021 –college proposal submission status	College proposal for NIRF- 2021 was successfully submitted on 17 Feb 2021. Pdf of the same also uploaded on College Website.
6.	Lecture Video Recording by Teachers at SPPU	Noted
7.	Status update of AQAR for AY 2019-20	Noted
8.	Review of Student feedback Analysis for Completed Term July 2020-Jan 2021	Noted
9.	Start-up cell activities update	Noted
10.	NSS activities update	Noted

Mrs. Anita Mathapati

IQAC Coordinator



Dr. Aruna Deoskar

Chairperson IQAC

Principal

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