

**Fergusson College (Autonomous), Pune**  
**INTERNAL QUALITY ASSURANCE CELL**

**Meeting**



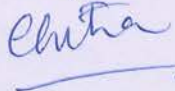
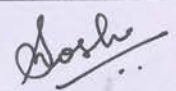

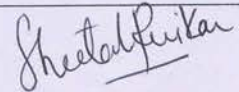
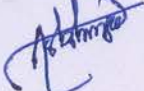

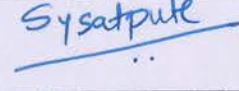



Date: 08.10.2018

Time: 11.30 a.m. onwards


Venue: IQAC Office

**Agenda:**

- a. Presentation of Annual Quality Assurance Report 2017-2018.


			Signature
1	Dr. Ravindrasing Pardeshi, Principal.	Chairman	
2	<i>Teachers to represent all levels</i>		
	Dr. Nitin Kulkarni, Vice Principal	Member	
	Dr. Chitra Sreedharan, Department of English and GB Member, Fergusson College (Autonomous)	Member	
	Dr. Sonali Joshi, Head, Department of Biotechnology	Member	
	Smt. Arati Khatu, Department of Political Science and Member, Academic Council, Fergusson College (Autonomous)	Member	
	Dr. Sheetal Ruikar, Department of Psychology	Member	
	Dr. Ashish Mane, Department of Environmental Science, Coordinator ARC + RCC	Member	
	Dr. Ashish Yengantiwar, Department of Physics		
	Smt. Swati Satpute, Department of Computer Science	Member	
	Dr. Radhika Jadhav, Department of Philosophy	Member	
3	<i>Member from Management</i> Smt. Swati Jogalekar (Prof-In-Charge, B. J. Wadia Library) Member		
4	<i>Alumnus+ Industry Expert</i> Shri. Nilesh Depolkar, Lead Engineer, Spring Computing, Pune	Member	
5	<i>Administrative Officers</i> (a) Shri. Shyam Suryavanshi (b) Shri. Sanjay Supalkar (c) Shri. Chetan Ankalkote	Member	
6	<i>Student Nominees</i> (a) Shri. Yadukrishnan Udaykumar (b) Ms. Anushree Bodhale	Members	



7	<i>Nominee Stakeholder / Placements / Career Guidance</i> Shri. Makarand Pandit, Managing Director Technowrites, Pune	Member	
8	<i>Two External Experts</i> (a) Dr. Hrishikesh Soman, Principal, Symbiosis College of Arts and Commerce (Autonomous), Pune. (b) Dr. Sitaram Hongekar, Principal, Vivekanand College (Autonomous), Kolhapur.	Members	
9	Dr. Samir Terdalkar	Coordinator	

**Minutes:**

- The Annual Quality Assurance Report for the year 2017-2018 was presented.
- Some corrections were suggested in the write-up (Criterion wise) which were immediately done.
- Minor corrections in the data were also done.

  
**Dr. Ravindrasing Pardeshi**  
Principal and Chairman





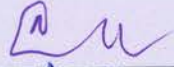
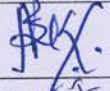

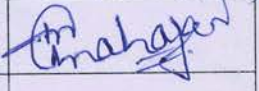


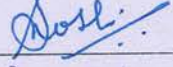
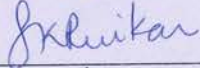
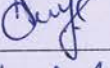
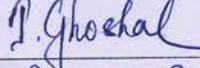

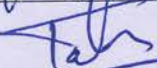
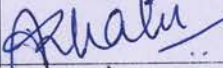
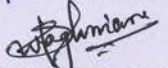

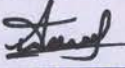
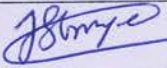
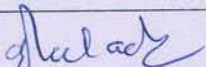
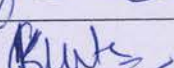
**Deccan Education Society's  
Fergusson College (Autonomous), Pune  
Internal Quality Assurance Cell  
IQAC + D-IQAC Meeting**

Date: 13/10/2018  
Day: Saturday  
Venue: A. V. Hall  
Time: 11. 30. a. m.

**Agenda:**

1. Action Plan - Distribution of work (Criterion-I to Criterion-VII).
2. Presentation on New Guidelines of Assessment and Accreditation by NAAC for Autonomous Colleges.
3. Preparing and handing over list of documents to be uploaded along with SSR.
4. Any other item with permission of Chairman.

**Members Present**

Sr. No.	Name of the Member	Signature
1.	Dr. Ravindrasing Pardeshi, Principal	
2.	Dr. Nitin Kulkarni, Vice Principal, Faculty of Science	
3.	Dr. Chitra Sreedharan	
4.	Dr. Minakshi Mahajan	
5.	Smt. Jaya Gadgil	
6.	Smt. Charuta Dabir	
7.	Dr. Sonali Joshi	
8.	Dr. Shital Ruikar Sheetal	
9.	Smt. Anuradha Wagh	
10.	Dr. Ishita Ghoshal	
11.	Dr. Ashish Yengantiwar	
12.	Dr. Nirmala Talape	
13.	Smt. Arati Khatu	
14.	Dr. Shivaji Waghmare	
15.	Dr. Ashish Mane	
16.	Shri. Ankit Rawal	
17.	Shri. Jeevan Limaye	
18.	Smt. Vrushali Limaye	
19.	Shri. Shivaji Kokate	



Sr. No.	Name of the Member	Signature
20.	Shri. Sanjay Supalkar	—
21.	Dr. Radhika Jadhav	—
22.	Dr. Sanket Tembe	<i>Sanket</i>
23.	Shri. Prasad Shukla	<i>Pr. Shukla</i>
24.	Shri. Ravindra Shinde	<i>Ravindra</i>
25.	Smt. Swati Satpute	—
26.	Dr. Vijay Labde	<i>Vijay</i>
27.	Smt. Swati Joglekar	<i>Swati</i>
28.	Shri. Manish Agalave	<i>Manish</i>
29.	Smt. Lochana Mahajan	<i>Lochana</i>
30.	Smt. Sreelalitha Talluri	<i>Sreelalitha</i>
31.	<b>Dr. Samir Terdalkar</b> IQAC Co-ordinator	<i>Samir</i>





## Minutes of Meeting (IQAC+D-IQAC)

### Members Present:

Dr. Ravindrasing Pardeshi, Dr. Nitin Kulkarni, Dr. Chitra Sreedharan (English), Dr. Minakshi Mahajan (Botany), Smt. Jaya Gadgil (French), Smt. Charuta Dabir (Statistics), Dr. Sonali Joshi (Biotechnology), Dr. Sheetal Ruikar (Psychology), Smt. Anuradha Wagh (Chemistry), Dr. Ishita Ghoshal (Economics), Dr. Ashish Yengantiwar (Physics), Dr. Nirmala Talape (Economics), Smt. Arati Khatu (Political Science), Dr. Shivaji Waghmare (Microbiology), Dr. Ashish Mane (Environmental Science), Shri. Ankit Rawal (Sanskrit), Shri. Jeevan Limaye (Computer Science), Smt. Vrushali Limaye (IMCA), Shri. Shivaji Kokate (Geology), Shri. Sanjay Supalkar (Accounts Office), Dr. Radhika Jadhav (Philosophy), Dr. Sanket Tembe (Biotechnology), Shri. Prasad Shukla (Animation), Shri. Ravindra Shinde (Zoology), Smt. Swati Satpute (Computer Science), Dr. Vijay Labde (Electronic Science), Smt. Swati Jogalekar (Computer Science), Shri. Manish Agalave (Mathematics), Smt. Lochana Mahajan (Computer Science), Smt. Sreelalitha Talluri (Computer Science) and Dr. Samir Terdalkar (Zoology)

1. The meeting began with a brief introduction of new methodology of assessment and accreditation of autonomous colleges, by Dr. Ravindrasing Pardeshi, Principal
2. As discussed and decided in the previous IQAC meeting, Departmental IQAC team was formed (**Team NAAC-IV**) which will working for data collection, presentation of data as per new format and help IQAC in preparing Self Study Report (SSR). The NAAC-IV Team is as follows:

Sr. No.	Criterion	Name of the Members
1.	Criterion I: Curricular Aspects	<b>Dr. Chitra Sreedharan</b>
		Dr. Minakshi Mahajan
		Smt. Jaya Gadgil
		Smt. Charuta Dabir
2.	Criterion II: Teaching, Learning and Evaluation	<b>Dr. Sonali Joshi</b>
		Dr. Shital Ruikar
		Smt. Anuradha Wagh
		Dr. Ishita Ghoshal
3.	Criterion III: Research, Innovations and Extension	<b>Dr. Ashish Yengantiwar</b>
		Dr. Nirmala Talape
		Smt. Arati Khatu
		Dr. Shivaji Waghmare
		Dr. Ashish Mane
		Shri. Ankit Rawal
4.	Criterion-IV: Infrastructure and Learning Resources	<b>Shri. Jeevan Limaye</b>
		Smt. Vrushali Limaye
		Shri. Shivaji Kokate
		Shri. Sanjay Supalkar
5.	Criterion-V: Student Support and Progression	<b>Dr. Radhika Jadhav</b>
		Dr. Sanket Tembe
		Shri. Prasad Shukla





		Shri. RavindraShinde
6.	Criterion-VI: Governance, Leadership and Management	<b>Smt. Swati Satpute</b> Dr. Vijay Labde
7.	Criterion-VII: Institutional Values and Best Practices	<b>Smt. Swati Joglekar</b> Shri. Manish Agalave
	Web Team:	<b>Smt. Lochana Mahajan</b> Smt. SreelalithaTalluri
	Overall Co-ordination:	<b>Dr. Nitin Kulkarni</b> VicePrincipal <b>Dr. Samir Terdalkar</b> IQAC Co-ordinator

3. Dr. Samir Terdalkar presented briefly about the important changes/ revisions made in the process of assessment and accreditation. The major highlights of presentation were as follows:

**NAAC 4<sup>th</sup> Cycle needs:**

- Strategic and Systematic Planning of all activities to enhance quantitative data (numbers)
- Proper and timely implementation of Activities and other Academic processes.
- Extensive use of ICT and LMS.
- Structured/ Well defined Documentation Method
- Shift to e-governance (Paperless)

**The Assessment and Accreditation Process**


- Totally On-Line Process
- Window System: 1<sup>st</sup> may to 30<sup>th</sup> June  
Or  
1<sup>st</sup> November to 31<sup>st</sup> December
- Implementation of Metric System (Quantitative and Qualitative)  
Process
- On-Line submission of IIQA (Institutional Information for Quality Assessment)
- On line submission of SSR within 45 days after submission of IIQA (Institutional Information for Quality Assessment)
- Sections of SSR: 136 Metrics
  - Quantifiable facts/ figures QnM...70%
  - Qualitative metrics ..descriptive responses Q1M ..30%



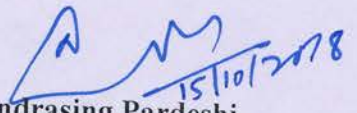


### Pre Qualification for Assessment and Accreditation

- (a) Introducing pre-qualifier for peer team visit, as 30% of System Generated Score (SGS).
- (b) Institutions securing 30% on the quantitative metrics will qualify for onsite peer review/ assessment. The pre-qualifier scores are exclusive of the Student Satisfaction Survey (SSS).
- (c) At least 10% / or 100 students should respond to SSS which will be conducted by NAAC.
- (d) Quantitative metrics of SSR will be sent to Data Validation Verification (DVV) process. Based on their deviation report the A and A process will proceed
- (e) If DVV has deviated  $\leq 10\%$  will proceed for peer team visit
- (f) If DVV has deviated  $> 10\%$  and  $\leq 15\%$  will be issued cautionary notice and will be debarred from peer team visit till next window
- (g) Institutions whose metrics have deviated by  $> 15\%$  will be debarred from A and A process.
- (h) Maximum weightage of metrics that can be opted out shouldn't exceed 50 weightage (up to 5%).
- (i) Metrics with maximum of total 20 weightage per criteria can be opted out.
- (j) Criteria 7 is essential. No metrics can be opted out.
- (k) Metrics identified as essential cannot be opted out (list of essential metrics are enclosed).
- (l) Qualitative metrics cannot be opted out and
4. Parameters of Student Satisfaction Survey (SSS) were also discussed and SSS has been integrated with ERP system. As discussed in the previous meeting the link for SSS will be activated at the end of academic year.
5. All the prerequisites of compiling data according to Criteria were discussed by all the Members. Criterion In-Charges were also given file which had all the guidelines/ formats for respective criterion for their ready reference.
6. The meeting ended with vote of thanks and it was decided to present the new guidelines in common staff meeting at the end of semester.

  
Dr. Samir Terdalkar  
Coordinator, IQAC



  
Dr. Ravindrasing Pardeshi  
PRINCIPAL