



Deccan Education Society's
Fergusson College (Autonomous), Pune

Internal Quality Assurance Cell

Date: 16/10/2020
Venue: IQAC Office
Time: 2. 00. p. m.

Agenda:

1. Preparation for NAAC - IV Cycle.
2. Any other item with permission of Chairman.

Members Present

Sr. No.	Name of the Person	Department / Designation	Signature
1.	Dr. Sharad Kunte	Chairman, GB and Council, Deccan Education Society, Pune.	
2.	Shri. Dhananjay Kulkarni	Secretary, Deccan Education Society	
3.	Dr. Ravindrasing Pardeshi	Principal	
4.	Dr. Nitin Kulkarni	Vice Principal, Faculty of Science	
5.	Smt. Swati Joglekar	Vice Principal, Faculty of Science	
6.	Dr. Vinaykumar Acharya	Department of Mathematics	
7.	Dr. Prasanna Deshpande	Department of English	
8.	Dr. Anand Katikar	Department of Marathi	
9.	Dr. Samir Terdalkar	Co-ordinator, IQAC	


Mission Plan for Assessment and Accreditation 4 th Cycle	<p>⇒ NAAC Validity (third Cycle) expires on : <u>14th November, 2022</u></p> <p>⇒ SSR (Self Study Report) to be uploaded latest by <u>14th May, 2022</u></p> <p>⇒ Method: On-line portal (no hard copies): DVV (Data Validation and Verification)</p>
Prerequisites:	<p>(a) Student Satisfaction Survey (SSS)- Pre-qualifier</p> <p>(b) Academic Audit of all departments including IQAC (mandatory)</p> <p>(c) Feedback Analysis- Action Taken Report (ATR)- Mandatory- to be placed in Governing Body as per NAAC guidelines</p> <p>(d) Mentoring Mechanism</p> <p>(e) e-Governance in Examination System</p> <p>(f) Mandatory disclosures on college website</p> <p>(g) Databases/ Data Templates</p>
	<p>Weightages</p> <p>(a) Criterion wise- Metric Wise</p> <p>(b) 70% for online verification and validation</p> <p>(c) 30% On-site visit</p>
	<ul style="list-style-type: none"> • System Generated DVV Report and Peer Team formation • Logistics to be provided by NAAC to the Peer Team

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	Metric	Task	Weightage
1	<ul style="list-style-type: none"> • Each department to design one course MoU's with relevant organizations for these courses <p>Fast approval Quick integration on ERP All procedural support</p>	<p>a. Focus on Employability</p> <p>b. Outcome Based Education</p> <p>c. Each Course to be of atleast 2 credits</p>	20
2	<ul style="list-style-type: none"> • Additional ICT facility like mini speakers, router for internet/ wi-fi <p>Other accessories/tools</p>	<p>a. Basic facility like DLP does exist in classrooms</p> <p>b. Need of more funding</p>	15
3	<ul style="list-style-type: none"> • Immediate efforts to fill our sanctioned posts, so that no vacancies will be seen in the data. 	<p>Special Efforts</p> <p>Appointment letters of teachers from self finance programmes?</p>	15
4	<p>Research Policy is prepared and uploaded on College website.</p> <p>Policy of Management to promote Research needs to be defined</p>	<p>College policy is ready; Management Policy to be prepared</p>	06
5	<p>Parent Organization / College needs to make budget allocation for provision of seed money for research and provide seed money to young teacher's and motivate them to do research</p>	<p>Seed Money- Every Year</p>	.08
6	<ul style="list-style-type: none"> • Funds for establishment of incubation center <p>Identify a place and basic funding</p>	<p>Need of Funding</p>	05
7	<ul style="list-style-type: none"> • Framing of Consultancy policy by the parent organization • Design of modules for corporate training 	<p>Separate dedicated budget for corporate training</p>	05
			74


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	Metric	Task	Weightage
8	Allocation in budget specifically for teacher's training by parent organization	a. Freedom to utilize amount meant for teacher's training	05
9	Financial support for exchange activities from parent organization	Provision in budget	10
10	Processing of MoUs	Legal Department Getting good support	10
11	Expenditure to be split under different budget heads	a. Academic Infrastructure b. Examination c. Laboratory Expenditure d. Capital Assets other than equipments e. Maintenance of Infrastructure excluding water and electricity charges	20
12	IT Policy	Done	08
			53




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	Metric	Task	Weightage
13	Scholarships	a. Institutionalization of more scholarships b. Account of Champutai Gokhale Scholarship to be reflected in college accounts.	11
14	Alumni Association	a. Significant initiatives taken by Alumni Association for contribution in college development	05
15	Alumni Association	a. Financial contribution from Alumni-Account to be maintained in college	05
			21




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	Metric	Task	Weightage
16	Effective leadership in tune with the vision and mission of the Institution		05
17	Effective leadership is reflected in various institutional practices such as decentralization and participative management		05
18	Perspective Plan of Development	Short Term and Long Term	02
19	Functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup appointment and service rules, procedures, etc.	Case Study	04
20	Implementation of e-governance in areas of operation	a. Administration b. Finance and Accounts c. Student Admission and Support and d. Examination	04
			20



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	Metric	Task	Weightage
21	Effective welfare measures for teaching and non-teaching staff and avenues for career development/ progression	a. Insurance b. Pathpedi c. Professional Development of Non Teaching	04
22	Financial support to attend conferences / workshops and towards membership fee of professional bodies	Seed Money provision	08
23	Professional development / administrative training programs organized by the Institution for teaching and non teaching staff		08
24	Internal and external financial audits regularly	• Done regularly • Sharing of Reports with IQAC	04
25	Funds / Grants received from non-government bodies, individuals, philanthropists	Account	10
26	Facilities for alternate sources of energy and energy conservation measures		05
			39



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	Metric	Task	Weightage
27	Facilities in the Institution for the management of the following types of degradable and non-degradable waste	System	04
28	Water conservation facilities available in the Institution	????	04
29	Green campus initiatives	a. Restricted entry of automobiles b. Use of Bicycles/ Battery powered vehicles c. Pedestrian Friendly pathways d. Ban on use of Plastic e. Landscaping with trees and plants	04
30	Quality audits on environment and energy are regularly undertaken by the institution	a. Green audit b. Energy audit Environment audit Clean and green campus recognitions/awards Beyond the campus environmental promotional activities (funds/Expenditure??)	05
			16

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	Metric	Task	Weightage
31	Institution has disabled-friendly, barrier free environment	Built environment with <ul style="list-style-type: none"> • Ramps/lifts for easy access to classrooms-exists. • Disabled-friendly washrooms -exist • Signage including tactile path, lights, display boards and signposts • Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software • mechanized equipment • Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading 	04
32	Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities		05
			09

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Minutes of Meeting

	Metric	Task	Weightage
33	Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens	Programmes focusing on these issues to be conducted	04
34	The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.	Code of Conduct to be written	05
35	Institution celebrates / organizes national and international commemorative days, events and festivals	Exists	05
36	Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words		20
			34

Total Weightage= 266

Mandatory →

Submission of AQAR in time
Academic Audit
Administrative Audit
NIRF



Dr. Sanjay Tegalakar
Coordinator, IQAC



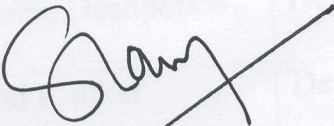
Dr. Ravindrasing Pardeshi
PRINCIPAL

Minutes of Meeting

Members present

Dr. Sharad Kunte, Chairman Council and GB, Deccan Education Society, Shri. Dhananjay Kulkarni, Secretary, Deccan Education Society, Dr. Ravindrasing Pardeshi, Principal, Fergusson College (autonomous), Pune, Dr. Nitin Kulkarni, Vice Principal, Fergusson College (autonomous), Pune, Smt. Swati Jogalekar, Vice Principal (Self Finance) Fergusson College (autonomous), Pune and Life Member, Deccan Education Society, Dr. Vinaykumar Acharya, Head, Department of Mathematics and Life Member, Deccan Education Society, Dr. Prasanna Deshpande, Department of English, Fergusson College (autonomous), Pune and Life Member, Deccan Education Society, Dr. Anand Katikar, Department of Marathi, Fergusson College (autonomous), Pune and Life Member, Deccan Education Society and Dr. Samir Terdalkar, Coordinator, IQAC, Fergusson College (autonomous), Pune.

1. The Agenda of the meeting was to convey, participation and contribution of Deccan Education Society, Pune in the forth coming Assessment and Accreditation Cycle of the College.
2. A detailed presentation in this regard was given by Dr. Samir Terdalkar, Coordinator, IQAC, focussing on various metrics across seven criteria and their respective weightages.
3. The Chairman, Deccan Education Society, permitted to start the process of formation of separate "Alumni Association" for the College.
4. The Chairman, Deccan Education Society, also briefed about various other activities (outreach) of the Society where the teaching and non-teaching staff of the College was involved especially during the COVID 19 pandemic and requested to include those activities wherever needed.
5. The Chairman, Deccan Education Society, also permitted to conduct 'Administrative Audit' of the College as per the proforma prepared by IQAC.
6. The Chairman, Deccan Education Society also advised to upload "mandatory Disclosures" as per UGC and NAAC guidelines on the College website.
7. At the end of the meeting. It was decided to submit a detailed report with gap analysis and cost estimates specifically with regard to infrastructure requirements to the Society for further action.
8. Meeting ended with Vote of Thanks.


Dr. Samir Terdalkar
Coordinator, IQAC




Dr. Ravindrasing Pardeshi
PRINCIPAL