

“Shri. Dadapatil Rajale Shikshan Sansthas”
DADAPATIL RAJALE ARTS AND SCIENCE COLLEGE
 ADINATHNAGAR, TAL. PATHARDI, DIST. AHMEDNAGAR (M.S.)

Ref. No. 2023-2024/Minutes_ATR_IQAC_Meeting

Date: - 14/06/2024

Action Taken Report
 (Academic Year-2023_2024)

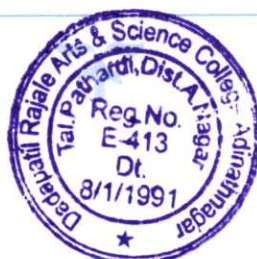
Date of Meeting	Subject	Minutes of the meeting	Action Taken Report
15/06/2023	IQAC Work	The Principal Dr. R. J. Temkar and IQAC Coordinator Prof. Raju T. Gholap informed the staff about the planning of IQAC in the academic year 2023-2024	
	Visit to New Arts, Science and Commerce College, Parner.	It was decided that to visit the New Arts, Science and Commerce College, Parner for preparation of NAAC before Peer Team Visit.	IQAC Members visited the New Arts, Science and Commerce College, Parner for preparation of NAAC Peer Team Visit on 22 nd July 2023.
	To update the Trello Board	It was decided that the chairpersons of each academic committee (2022-23) should upload all necessary documents, photos, reports in prescribed format with proper file name.	The chairpersons of each academic committee (2022-23) uploaded all necessary documents, photos, and reports in the prescribed format with proper file name.
	To organize the programme under IQAC (Annual Planning)	To organize District Level Chess Competition.	The Department of Physical Education and Sports Department organized the ‘ District Level Chess Competition ’ on the occasion of the 394 th birth anniversary of Shri. Chhatrapati Shivaji Maharaj and the Birth Day of Loknetya Monika Rajeev Rajale on February, 19, 2024.



14/07/2023	SSR preparation and Submission	It was decided that criterion heads should read out the final SSR before submission to NAAC.	IQAC coordinator finalised the SSR and submitted to NAAC on
		It was decided that all documentation in the prescribed format should be ready before the Academic and Administrative Audit (AAA).	All the heads of departments, criteria, and committees prepared documentation in the prescribed format before the Academic and Administrative Audit (AAA).
	SSR Preparation	It was decided to conduct regular meetings for the documentation and preparation of SSR.	All the criterion heads conducted meetings for the documentation and preparation of SSR to IQAC.
24/07/2023	Policy documents and individual work	It was decided to collect all policy documents and individual work distribution before NAAC Peer Team visit.	All the policy documents collected and submitted to IQAC. Prepared the individual work distribution by IQAC.
		It was decided to collect all the required Geo-taggs photos, Report of the committees in the IQAC	Collected all the required Geo-taggs photos, Report of the committees in the IQAC
26/08/2023	Criterion wise presentation	It was decided that the departmental reports should be written in English with appropriate photographs as per the format given by the IQAC.	Departmental reports submitted by the department in given format given by the IQAC.
		It was decided that the information of non-grant faculty from each department should be sent to the IQAC in the prescribed format provided by the IQAC.	Information of non-grant faculty from each department was send to the IQAC in the prescribed format provided by the IQAC.
	Preparation from NAAC A & A: Criterion-wise evaluation of the academic work	IQAC should prepare the programme for academic & administrative audit and circulated to internal audit team.	IQAC prepared the programme for academic & administrative audit and circulated to internal audit team.



		It was decided that each department should prepare the necessary documents in prescribed format as per the guidelines of IQAC.	Department-wise documents submitted in prescribed format as per the guidelines of IQAC.
29/09/2023	Documentation	It was decided that all the heads of department and committee to prepare the documents in prescribed format given by IQAC.	All the heads prepared the department-wise documents as per prescribed format of the IQAC for the academic year 2023_2024.
	Preparation of PPT and Booklets.	It was decided that all the heads of department and committee to prepare the power point presentations (PPT) and activity booklets.	All the department and committee heads prepared the power point presentation (PPT) and activity booklets.
01/10/2023	Supplementary SSR	It was decided that all the criterion heads should submit the documents for preparations of supplementary SSR on 03/10/2023.	All the criterion heads submitted the documents for preparations of supplementary SSR before time.
	Work before NAAC visit	It was decided to upgrade the Parking, Water filter plant, Colouring, Campus Development, Waste Disposal plants, Solar system, Girls hostel, Electricity, departmental boards.	Upgraded the Parking, Water filter plant, Colouring of building, , Campus Development, Waste Disposal plants, Solar system, Girls hostel, Electricity, departmental boards as per guidelines.
24/01/2024	Review of NAAC Peer Team	The review meeting was held under the guidance of Mr. J. R. Pawar, Mr. M. B. Gore and Secretary Mr. R. J. Mahajan.	Principal Dr. R. J. Temkar and IQAC Coordinator Dr. Raju Gholap gave the information about the NAAC Peer Team Visit along with recommendations.
	Revisit preparation of NAAC Peer Team	Mr. J. R. Pawar gave the instructions to all the staffs about NAAC Peer Team revisit to college.	All the staff prepared the documentations before the NAAC Peer Team revisit to the college campus.
15/03/2024	Formation of new steering committee	It was decided that to form new steering committee for proper working of NAAC	New steering committee formed for the academic year 2024-2027.



		from 2024-2027.	
	Score card, recommendations	It was decided to discuss about score card, recommendations given by NAAC Peer Team.	IQAC Coordinator Dr. Raju Gholap informed about score card and recommendations given by NAAC Peer Team.
	AQAR submission	It was decided to submit the AQAR 2023-2024 within stipulated period.	Prepared and submit the AQAR 2023-2024 in time.



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