

Tilak Maharashtra Vidyapeeth

Gultekdi, Pune 411 037

Internal Quality Assurance Cell (IQAC)

Date : 21.02.2023

Minutes of the Meeting

A meeting of IQAC was conducted on Friday 3rd February, 2023 at 11.15 a.m. in the meeting hall of the main building.

Members Present:

1. Dr. Geetali Tilak – Chairman
2. Dr. Abhijit Joshi – Co-ordinator
3. Dr. C. Sunanda Yadav
4. Dr. Madhuri Shelke
5. Mrs. Geeta Joshi
6. Smt. Sarita Sathe
7. Mr. Rishikesh Kelkar

Members Absent:

1. Dr. Pranati Tilak
2. Dr. Suvarna Sathe
3. Shri. Onkar Kene
4. Dr. Ujwal Yeole
5. Mr. Shrirang Chandekar

The following points were noted in the meeting:

1. Hon'ble Chairman and the Co-ordinator of IQAC greeted and welcomed the new members of IQAC.
2. Hon'ble Chairman informed the meeting that, the Vidyapeeth will soon adopt 100% automation for its teaching and administrative processes. Only printing will be done manually.
3. Hon'ble Chairman, IQAC informed the members that, the Dept. of Hotel Management is participating in the World Book of Record event wherein they will present 102 Indian desserts. The event is scheduled on 28th February 2023 in Vidyapeeth premises. All the members took note of the same.
4. The members took a note that the Vidyapeeth recently received Green Campus Award.
5. Hon'ble Chairman informed the members that, the Vidyapeeth was recently awarded with the certificate of achievement as Innovative University of the year 2022 for Transformational Learning. The members congratulated her on this success.
6. Review of various activities planned by Departments, for Sanskriti 2023 was taken.
7. The Members noted that a committee for Implementation of NEP 2020 has been constituted in our Vidyapeeth.

8. All the Departments to take a note that the Dept. of Journalism and Mass Communication has started a Film Club for students. Dr. Keshav Sathey is the Co-ordinator for the same. The students should be made aware about the same.
9. The meeting took review of the newly introduced programs in this academic year, viz. LLM and MPT.
10. A discussion was held regarding introducing inter disciplinary courses in the syllabus. The members noted that many departments have already introduced such courses.
11. Linkages developed with National/International, academic/research bodies. : The Chairman informed the members about two new tie ups, one with World Trade Centre for placement of students and for value added courses and the other one with Art of Living (Sri Sri Ravi Shankar) for starting value added course of two credits.

The following points were discussed at length and decisions were taken unanimously.

12. Membership of professional bodies :

Decision:

All the teaching staff should be made aware and encouraged to take professional membership of their respective field. Additionally, the Teaching and Non Teaching staff will be encouraged to take membership of Vaidik Samsodhan Manal, the Institute which is tribute to Lokmanya Tilak's Vedic studies. In his holy memory and also the Rose Society.

13. Activities reflecting the goals and objectives of the college

Decision:

The IQAC will plan activities aligning with Vidyapeeth's Vision and Mission.

14. Arranging training for students: NET/SET/GATE, etc.

Decision:

The responsibility of organizing a training program for NET/SET/GATE will be given to the Dept. of Social work. IQAC to inform the department and to co-ordinate.

15. Faculty Development Programs: Discussion carried out for delegating the responsibility to organize various FDPs to various departments.

Decision:

- 1) Lokmanya Tilak Centre for Research and Development: Statistical Tools in Research.
- 2) Department of management : Entrepreneurship
- 3) Dept. of Journalism and Mass Communication: Workshop / Lecture on Voice Modulation for teachers.

The members also took a note that Workshop on implementation of NEP 2020 is arranged on Monday, 6th Feb. 2023.

16. Conduction of Seminars / Workshops: Discussions for planning various conferences / seminars.

Decision:

- a) It was unanimously decided that the common conference will be organized in the month of April/May 2023. The Chairman proposed that the topic can be related to Wellness and Technology. The Department of Computer Science and Physiotherapy will be given the responsibility to organize the same.
- b) The Dept of Law will be given responsibility to organize training program / seminar on the topic IPR.

17. Conduction of activities related to Health Services

Decision :

It was unanimously decided to give this responsibility to Nursing Department. The department will organize a lecture on Reproductive Health on the occasion of forthcoming Women's day, 8th March 2023 and secondly it will organize Blood Donation Camp on the occasion of Foundation Day of the Vidyapeeth, i.e. on or around 6th May 2023.

18. Involvement of every faculty in the research project :

Discussions regarding importance of faculty involvement in various research activities to bring research orientation were carried out. It is also necessary as per the UGC / NAAC guidelines. The following decision was taken in this regard.

Decision:

Lokmanya Tilak Centre for Research and Development to sent a letter to all the departments to include each of their faculty in the Research Projects undertaken by respective Dept.

19. Feedback from the stakeholders :

Feedback from our various stakeholders play an important role for brining innovations in academics. It is very important to collect their feedback from time to time and to analyse the same. The feedback system also plays an important role for brining in reforms in the academic system. Various committees also demand for record of stakeholder's feedback. This topic was discussed in detail and the following decision was taken.

Decision:

All the departments to collect the feedback of respective stakeholders and keep the analysis ready.

20. Alumni meetings :

It is very important that the Alumni meet at the regular intervals and contribute intellectually and financially. Discussions were carried out to organize various activities for Alumni of the Vidyapeeth.

Decision:

Ph.D. Dept. is given the responsibility of organizing Alumni meet of Ph.D. students.

21. Sports Day :

Decision:

As proposed by the Chairman, henceforth a separate Sports Day will be celebrated every year. The students receiving awards in sports at National / International level will be felicitated on the Sports Day. This year the Sports Day will be celebrated on 25th March 2023.

22. Development programmes for non-teaching staff : Discussions regarding organizing a development program for non teaching staff were carried out.

Decision :

It was decided to schedule a program on the topic "English Communication". Mrs. Geeta Deshpande to plan and organize the program.

23. Training to students for placement :

Decision:

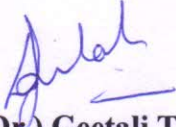
Mrs. Smita Pethe to organize a training session for the students for guidance on Resume Writing.


24. Starting of Online Courses :

Decision:

The responsibility should be given to Dr. Ambarish Khare to design some online course to be delivered in online mode.

The meeting ended with the vote of thanks to the Chair.


Prof.(Dr.) Geetali Tilak
IQAC Chairman


Prof. (Dr.) Abhijit H. Joshi
IQAC Co-ordinator

INTERNAL QUALITY ASSURANCE CELL

Action Taken Report

Date of the meeting: Friday 3rd February, 2023

Time : 11.15 a.m.

Sr.No.	Action Topic	Action Taken for points discussed.
1	Membership of professional bodies	The faculty were informed to take professional membership of various reputed bodies, of their respective fields.
2	Activities reflecting the goals and objectives of the college.	The IQAC has been instructed to prepare the schedule.
3	Arranging training for students: NET/SET/GATE, etc.	Informed Social Work Dept. to conduct the training.
4	Faculty Development Programs: Discussion carried out for delegating the responsibility to organize various FDPs to various departments.	Lokmanya Tilak Centre for Research and Development, Department of Management and Department of Journalism and Mass Communication were informed to plan and conduct FDPs.
5	Conduction of Seminars / Workshops: Discussions for planning various conferences / seminars.	Communicated to Department of Computer Science and Physiotherapy to co-ordinate with all the departments and plan and organize the Conference. Dept. of Law was informed to plan and organize a training program / seminar on the topic IPR
6	Conduction of activities related to Health Services.	The responsibility to conduct the activities is given to Nursing Department which was communicated to them.
7	Involvement of every faculty in the research project.	Lokmanya Tilak Centre for Research and Development was informed to send a letter to all the departments to include each of their faculty in the Research Projects undertaken by that respective

		Dept.
8	Feedback from the stakeholders.	All the departments were informed to collect the feedback in the prescribed format and keep the analysis ready.
9	Alumni meetings	Ph.D. Department was informed to conduct alumni meet of Ph.D. students.
10	Sports Day	The sports department was informed to plan and conduct the same.
11	Development programmes for non-teaching staff :Discussions regarding organizing a development program for non teaching staff were carried out.	The administrative staff was identified and was informed about the same.
12	Training to students for placement	The responsibility was given to International student cell. The concerned was informed to do the needful.
13	Starting of Online Courses	The faculty member was identified and was informed accordingly.