



Rayat Shikshan Sanstha,
Radhabai Kale Mahila Mahavidyalaya, Ahmednagar

Accredited with 'A' Grade by NAAC/An ISO 9001:2015 Certified College

**Internal Quality Assurance Cell
(IQAC)**

(NAAC 4th Cycle Assessment Phase-4th CAP)
rkmmiqac@gmail.com

NOTICE

Date: 22/07/2021

All the respected members of IQAC are hereby informed that the first meeting of IQAC for first term of the academic year 2021-22 will be held on Monday 26th of July, 2021 at 11:30 am in Conference Hall (No 10). All are requested to make it convenient to attend the meeting. Strictly follow all the guidelines of COVID 19 during the meeting.

Agenda of the meeting:

- Confirmation of the minutes of the previous meeting.
- Discussion on introduction of new Programmes and Courses.
- Discussion on planning and quality initiatives for the AY 2021-22.
- Discussion on Submission of AQAR 2020-21.
- Discussion on ISO Certification and Audits.
- Any other related issues.


Coordinator, IQAC


I/C Principal,
Radhabai Kale Mahila Mahavidyalaya,
Ahmednagar

IQAC Members	Designation
Prin. Dr. M.T.Sarode	Chairperson
Hon. MLA. Mr. A.A.Kale	Management Representative
Mrs. K.G.Firodiya	Nominee from Local Society
Dr. Mrs.S.D.Mhaske	Nominee from Alumni
Dr. V.B.Halnor	Nominee from Industry
Dr. B.D.Jagtap	Nominee from Stakeholders
Mr. N.I.Sayyed	Teacher's Representative
Mr. A.K.Kapre	Teacher's Representative
Dr. E.A.Shaikh	Teacher's Representative
Dr. Mrs.R.S.Endait	Teacher's Representative
Mr. C.T.Khairmar	Teacher's Representative
Dr. Mrs.S.A.Kulkarni	Teacher's Representative
Mr. V.U.Elke	Teacher's Representative
Dr. R.D.Thombare	Teacher's Representative
Ms. N.R.Gadalkar	Student's Representative
Mr. C.R.Kokate	Office Representative
Mr. M.R.Khan	Coordinator



IQAC Meeting Minutes

Minutes of the meeting of the first term of Academic Year 2021-22 of IQAC held on Monday, 26th of July, 2021 at 11:30 am in Conference Hall (No.10) of Radhabai Kale Mahila Mahavidyalaya, Ahmednagar.

<ul style="list-style-type: none">• IQAC Coordinator welcomed all the respected members of IQAC and gives introduction about the meeting agenda before the committee.
<p>➤ Agenda- Confirmation of the minutes of the previous meeting. The minutes of the previous meeting is read out and accepted by all the members.</p>
<p>➤ Agenda- Discussion on Introduction of new Academic Programmes and Courses. Discussion: Opinion is invited from all the members of IQAC and open discussion was held on the basis of need and feedback for proposing new academic programmes from the AY 2022-23. Resolution-Unanimously it is decided to submit the proposal to affiliating university in the AY 2021-22 for the following programmes - B.Sc in Statistics, Electronics, Computer Science, Psychology and in B.A. Psychology at special level, M.A in Geography and in M.Com new specialization in Human Resource Management. Discussion: Discussion was held on the skill based short term courses offered by the institute, Hon Prin M.T.Sarode Sir proposes to introduce multidisciplinary skill based certificate courses to improve the employability of students. Resolution: Every department is invited to propose a 45 contact hours multidisciplinary Skill Based Certificate Courses run in collaboration with industry going to be introduced in the AY 2021-22 . The skill of existing short term courses were imparted in the form of workshop and training programmes.</p>
<p>➤ Agenda-Discussion on Planning and Quality Initiatives for the AY 2021-22. Discussion was held for the planning and execution of criterion wise quality initiatives in the AY 2021-22. Every NAAC criterion chairman proposes quality initiatives during the discussion. The academic calendar 2021-22 and activities planning from the department and committees were also discussed. Resolution: Academic calendar for the AY 2021-22 is framed as per guidelines and activities calendar are called from each department and committees. After the suggestions from the members and considering recommendations of NAAC Peer Team following Quality Initiatives are proposed.</p> <ul style="list-style-type: none">• To offer Institutional Seed Money to the faculties for the support of Minor Research Project, Participation in Seminar, Conference and Incentives.• Signing MoUs with Industries for offering certificates courses, student's internship, research, knowledge exchange.• To constitute Research Ethics Committee in the institute to promote quality publication reviewing research proposals, and to check plagiarism.• To start of institutional Research Journal to promote publications of students and faculties.• To promote reading and learning culture and provide digitized books e-library tab is created in institutional website.• Introduction of Institutional Learning Management System (LMS) to host and track online learning and promoting e-Governance.• To improve student's placement strengthening of Competitive Examination Guidance Centre and Placement Cell by collaborating with Rayat Shikshan Sanstha's Chhatrapati Shivaji College, Satara well established Comparative Guidance Centre.• To establish various nature clubs in the Institute for environmental awareness.• To establish a wind mill in the institute to promote use of renewable energy



source.

Following training programmes for the students, teaching and non-teaching staff is planned, it is decided that in the view of COVID-19 pandemic all the activities are carried out by online mode.

- Students Induction Programme for the all entry level students.
- Students training on Scientific Writing in collaboration with IISER, Pune.
- In house faculties training on attainment of Programme Outcome PO, Programme Specific Outcome PSO and Course Outcome CO.
- Faculties training on E-Content Development in Collaboration with GLD-TLC MHRD Govt of India.
- Workshop on Intellectual Property Rights (IPR) and Entrepreneurship.
- Training on Etiquettes Manners, Communication Skills and Computers Skills and Safety- Fire Extinguisher for Non Teaching Staff.

➤ **Agenda-Discussion on Submission of AQAR 2020-21.**

Discussion: IQAC Coordinator informs all the members about the keen features of revised AQAR and discussed important preparation for the timely submission of AQAR 2020-21.

Resolution-It is decided to take an orientation programme on new AQAR format in the month of August, 2021 to get familiarize and to discuss all the queries related to it.

All the Criterion Chairman are informed to take meetings with their members and to do all the necessary actions for the submission of AQAR 2020-21 till 30th October, 2021.

➤ **Agenda-Discussion on ISO Certification and Audits.**

Discussion: IQAC Coordinator informs all the members regarding the current status and importance of ISO certification. Hon.Prin Dr.M.T.Sarode Sir suggested for doing Green Audit, Electrical Audit and Safety Audit.

Resolution: It is decided to call the quotation from the different agencies on ISO Certification and Green, Safety and Energy Audit from the external agency and on the basis of that and Sanstha guidelines decision is going to be taken.

- **Any other related issues.**
- As under the provision Section 37 (1) (e) of the Maharashtra Public University Act, 2016, It is decided to promote all the faculties to apply for recognition as research guide ship to the affiliating university.
- Issues were raised to start the research centre and in this regard proposals are submitted to start Research Center from eligible departments.
- Dr.E.A.Shaikh proposes vote of thanks and the meeting with the permission of Chairperson ends.




PRINCIPAL
Radhabal Kale Mahila Mahavidyalaya
Ahmednagar



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Radhabai Kale Mahila Mahavidyalaya, Ahmednagar

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**Internal Quality Assurance Cell
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(NAAC 4th Cycle Assessment Phase-4th CAP)
rkmmiqac@gmail.com

NOTICE

Date: 22/12/2021

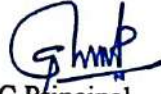
All the respected members of IQAC are hereby informed to remain present for a meeting will be held on Friday 24th of December, 2021 at 11:00 am in Conference Hall (No 10). All are requested to make it convenient to attend the meeting. Follow all the guidelines of COVID 19 during the meeting.

Agenda of the meeting:

- Discussion on institutional preparedness for NEP 2020.
- Discussion on collaborative quality initiatives with other institution.
- Discussion on organization of training programmes.
- Discussion on low performing metrics of NAAC.
- Discussion on submission of AQAR 2020-21.
- Discussion on quality initiatives/ practices.
- Any other related issues.


Coordinator, IQAC




I/C Principal,
Radhabai Kale Mahila Mahavidyalaya,
Ahmednagar

IQAC Members	Designation
Prin. Prof. Dr. M.T.Sarode	Chairperson
Hon. MLA. Mr. A. A. Kale	Management Representative
Mrs. K. G. Firodiya	Nominee from Local Society
Dr. Mrs. S. D. Mhaske	Nominee from Alumni
Dr. V. B. Halnor	Nominee from Industry
Dr. B. D. Jagtap	Nominee from Stakeholders
Dr. B. R. Anubhule	Nominee from Employer
Mr. N. I. Sayyed	Teacher's Representative
Mr. A. K. Kapre	Teacher's Representative
Dr. S. G. Saykar	Teacher's Representative
Dr. Mrs. R. S. Endiat	Teacher's Representative
Mr. C. T. Khairnar	Teacher's Representative
Mr. V. U. Elke	Teacher's Representative
Dr. E. A. Shaikh	Teacher's Representative
Ms. N. R. Darekar	Teacher's Representative
Ms. N. R. Gadalkar	Student's Representative
Mr. D. K. Mane	Office Representative
Mr. M. R. Khan	Coordinator

IQAC Meeting Minutes

Minutes of the meeting of IQAC held on Friday 24th of December, 2021 at Conference Hall (No. 10) of Radhabai Kale Mahila Mahavidyalaya, Ahmednagar.

- On behalf of IQAC, Coordinator Mr. M.R.Khan welcomed all the respected members of IQAC and gives introduction of all the meeting agenda before the committee.
- **Minutes of the previous meeting-** The minutes of the previous meeting is read out by Coordinator and accepted by all the members.
- **Agenda 1 Discussion on institutional preparedness for NEP 2020.**
Coordinator gives a brief introduction on the NEP key points 1. Multidisciplinary Approach 2. Skill Development 3. Academic Bank of Credits 4. Integration of Indian Knowledge System using online courses and promoting inclusiveness 5. Focus on Outcome Based Education 6. Online Education. It is decided to prepare an Institutional Development Plan (IDP) by keeping above key points for the implementation.
- **Agenda 2 Discussion on collaborative quality initiatives with other institution.**
All the respected members' gives valuable inputs on various agencies by which IQAC in collaboration organize quality initiatives. It is decided to submit proposal to NAAC for seminar and to ISSER Pune for scientific approach development. It's also decided to arrange in collaboration initiatives with Industries and NGOs.
- **Agenda 3 Discussion on organization of training programmes.**
All the respected members' gives valuable inputs on the themes for training programme for teaching and non teaching staff. It's decided to arrange following training programmes.

For Teachers-Research Methodology, E-Content Development, Outcome Based Education, National Education Policy Implementations.
For Non Teaching- Advanced Computer Skills, Office Automation.
For Both- Professional Ethics, Disaster Management.
- **Agenda 4 Discussion on low performing metrics of NAAC.**
The IQAC members are represented by NAAC Criterion Chairman, In the meeting Principal sir taken the feedback on low performing metrics of NAAC and give instructions to submit the list of the same to IQAC for planning.
- **Agenda 5 Discussion on submission of AQAR 2020-21.**
Principal has taken the feedback from the Coordinator about the percentage of data filled of AQAR 2020-21 and it's decided to submit the AQAR before the last date. Principal sir also taken the review form Criterion Chairmen about difficulties they are facing while collecting data.
- **Agenda 6 Discussion on quality initiatives/ practices.**
All the respected members' gives valuable inputs on the quality initiatives. Following initiatives are suggested for implementation.
 1. Institutional Awards for Best Teachers, Best Researcher, Best Performing Department and Best Library User.
 2. Formation of Eco clubs
 3. Formation of Book Katta.
 4. Institutional Scholarship for needy students.



- **Any other issues.**

Discussion on centralized geo tag photo is taken and decided to keep the entire geo tag photo with Head or Coordinator and submit to IQAC.

Academic and Administrative Audit (AAA)-Its decided to take internal AAA 2020-21 and 2021-22 by IQAC in the month of April, 2022.

- Mr. N.I.Sayyed proposes vote of thanks and the meeting ends.




PRINCIPAL
Redhebal Kale Mahila Mahavidyalaya
Ahmednagar



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Internal Quality Assurance Cell (IQAC)

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NOTICE


Date: 27/01/2022

All the respected members of IQAC are hereby informed to remain present for a meeting will be held on Tuesday 2nd February, 2022 at 11:00 am in Conference Hall (No 10). All are requested to make it convenient to attend the meeting. Follow all the guidelines of COVID 19 during the meeting.

Agenda of the meeting:

- Confirmation of the minutes of the previous meeting.
- Academic Planning of second term academic year 2021-22.
- Discussion on Quality Initiatives.
- Discussion on Website updates.
- Discussion of Stakeholders Feedback and SSS for 2021-22.
- Preparation of AQAR 2021-22.
- Monitoring of Academic Performance.
- Any other related issues.


Coordinator, IQAC


Principal,
Radhabai Kale Mahila Mahavidyalaya,
Ahmednagar

IQAC Members	Designation
Prin. Dr. S. R. Thopate	Chairperson
Hon. MLA. Mr. A. A. Kale	Management Representative
Mrs. K. G. Firodiya	Nominee from Local Society
Dr. Mrs. S. D. Mhaske	Nominee from Alumni
Dr. V. B. Halnor	Nominee from Industry
Dr. B. D. Jagtap	Nominee from Stakeholders
Dr. B. R. Anubhule	Nominee from Employer
Mr. N. I. Sayyed	Teacher's Representative
Dr. B. V. Niphade	Teacher's Representative
Mr. A. K. Kapre	Teacher's Representative
Dr. S. G. Saykar	Teacher's Representative
Dr. Mrs. R. S. Endiat	Teacher's Representative
Mr. C. T. Khairnar	Teacher's Representative
Mr. V. U. Elke	Teacher's Representative
Dr. E. A. Shaikh	Teacher's Representative
Ms. N. R. Gadalkar	Student's Representative
Mr. D. K. Mane	Office Representative
Mr. M. R. Khan	Coordinator




Minutes of the Meeting of IQAC


Minutes of the meeting of IQAC held on Tuesday 2nd February, 2022 at Conference Hall (No. 10) of Radhabai Kale Mahila Mahavidyalaya, Ahmednagar.

- On behalf of IQAC, Coordinator Mr. M.R.Khan welcomed all the respected members of IQAC and gives introduction of all the meeting agenda before the committee.
- **Confirmation of the minutes of the previous meeting:** The minutes of the previous meeting is read out by Coordinator and accepted by all the members.
- **Academic Planning of second term academic year 2021-22:**
A review of first term of AY 2021-22 is taken by the Principal Sir, Sir suggested to take care of the proper implementation of CBCS system with special reference to fulfillment of mandatory credits. Its decided to conduct department level meetings for workload distribution.
- **Discussion on Quality Initiatives:**
All the respected members' gives valuable inputs on the themes for training programme for teaching and non teaching staff. It's decided to arrange following training programmes.

For Teachers-Research Methodology, NAAC workshop, National Education Policy.
For Non Teaching- Office Automation.
For Both- Fire Safety.
- **Discussion on Website updates:**
Principal Sir and all the members are agree to update the data of institutional website. All agree to made website dynamic and with tune to NAAC. In this regard external experts can also be considered.
- **Discussion on Stakeholder Feedback and SSS for the 2021-22:**
It is decided to take feedback from all stakeholders by online mode in a proper format by feedback committee. SSS from students are also taken in proper format by online mode.
- **Preparation of AQAR 2021-22:**
Coordinator IQAC gives a briefing on the current status and preparation of AQAR 2020-21. All the Criterion Chairman has collected all the data needed for the same. Regular meetings will be conducted with Head of Department for the needed data.
- **Monitoring of Academic Performance:**
IQAC suggested to frame a committee for monitoring of regular day to day academic transaction. It is also decided to conduct online audit of Department and Committee performance by IQAC.
- **Any other related issues:**
Discussion is held on the introduction of new programmes in next AY.


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NOTICE


Date: 09/05/2022

All the respected members of IQAC are hereby informed to remain present for a meeting will be held on Thursday 12th of May, 2022 at 12:00 pm in Conference Hall (No 10). All are requested to make it convenient to attend the meeting. Follow all the guidelines of COVID 19 during the meeting.

Agenda of the meeting:

- Discussion on institutional preparedness for NEP 2020.
- Discussion on revised NAAC Manual.
- Review on IQAC Plan of Action.
- Discussion on submission of AQAR 2020-21.
- Discussion on AAA of AY 2020-21 and 2021-22.
- Discussion on Green and Energy Audit of AY 2021-22.
- Any other related issues.


Coordinator, IQAC


Principal,
Radhabai Kale Mahila Mahavidyalaya,
Ahmednagar


IQAC Members	Designation
Prin. Dr. S. R. Thopate	Chairperson
Hon. M.L.A. Mr. A. A. Kale	Management Representative
Mrs. K. G. Firodiya	Nominee from Local Society
Dr. Mrs. S. D. Mhaske	Nominee from Alumni
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Mr. C. T. Khairnar	Teacher's Representative
Mr. V. U. Elke	Teacher's Representative
Dr. E. A. Shaikh	Teacher's Representative
Ms. N. R. Gadalkar	Student's Representative
Mr. D. K. Mane	Office Representative
Mr. M. R. Khan	Coordinator




IQAC Meeting Minutes

Minutes of the meeting of IQAC held on Thursday 12th of May, 2022 at Conference Hall (No. 10) of Radhabai Kale Mahila Mahavidyalaya, Ahmednagar.

- On behalf of IQAC, Coordinator Mr. M.R.Khan welcomed all the respected members of IQAC and gives introduction of all the meeting agenda before the committee.
- **Minutes of the previous meeting:** The minutes of the previous meeting is read out by Coordinator and accepted by all the members.
- **Discussion on institutional preparedness for NEP 2020:** It is decided to implement NEP effectively in the institution. Principal Sir suggested to frame a committee for the same represented by all Head of the Department, Librarian and Physical Director.
- **Discussion on revised NAAC Manual:** Coordinator IQAC gives a brief presentation on the changes made in NAAC Manual. Criterion wise discussion is held after the presentation.
- **Review on IQAC Plan of Action:** A criterion wise review was taken what have decided by the IQAC as plan of action and what have been done. The points were found to be incomplete are incorporated to next AY.
- **Discussion on submission of AQAR 2020-21:** Coordinator IQAC gives a briefing on the current status and preparation of AQAR 2020-21. All the Criterion Chairman has collected all the data needed for the same. It is decided to submit the AQAR in the month of July, 2022.
- **Discussion on AAA of AY 2020-21 and 2021-22:** It is decided to conduct the Academic and Administrative Audit of AY 2020-21 and 2021-22 by an External Peers in the month of August, 2022. All the Criterion Chatman is informed to prepare the data as per provided format by the IQAC.
- **Discussion on Green and Energy Audit of AY 2021-22:** It is decided to do the all type of audit by external agency in the month of August, 2022.
- **Any other related issues:** Discussion on the planning of next AY 2022-23 is held.


Coordinator, IQAC




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IQAC Plan of Action 2021-22

Area (Number in bracket indicates Criterion)	Plan of Action	Weightage	Committee/Cell
Feedback (01)	<ul style="list-style-type: none">• Feedback on Curriculum from Students, Teachers, Employers and Alumni• Students Satisfaction Survey	20	<ul style="list-style-type: none">• Feedback Committee
Promotion of Research (03)	<ul style="list-style-type: none">• Workshop on Research Methodology and Entrepreneurship• Publishing institutional book• Submission of Research Projects to Govt, NGO, Industries and Alumni.	5+10+10=25	<ul style="list-style-type: none">• Research and Entrepreneurship Committee
Innovative Ecosystem (03)	<ul style="list-style-type: none">• Development of Innovation and Incubation Centre	05	<ul style="list-style-type: none">• Research Committee and IQAC
Strengthening ISR (03)	<ul style="list-style-type: none">• Organization of extension activity with neighboring community	50	<ul style="list-style-type: none">• NSS/NCC• Departments• Clubs
Improvement in Library (04)	<ul style="list-style-type: none">• Orientation Programme for Users.• Exhibition of Books.• Access to e-books/e journals to students and faculties.• <i>Divyangjan</i> friendly library initiatives (Braille and Software)	20	<ul style="list-style-type: none">• Library Committee
Wi-Fi Campus (04)	<ul style="list-style-type: none">• Providing Wi-Fi in Campus• Improving Internet bandwidth	05	<ul style="list-style-type: none">• ICT Committee
Improvement in Students Placement (05)	<ul style="list-style-type: none">• Workshop on How to write CV• Arranging Mock Interview• Arranging Placement	10	<ul style="list-style-type: none">• Placement Cell



	Drives (For final year students)		
Competitive Examination Guidance (05)	<ul style="list-style-type: none"> • Arranging guest lectures. • Shortlist students for preparation. • Workshops on NET/SET 	10	<ul style="list-style-type: none"> • Competitive Exam Committee • PG Departments
Alumni (05)	<ul style="list-style-type: none"> • Alumni meet and Gathering • Alumni registration • Improving Alumni Contribution 	10	<ul style="list-style-type: none"> • Alumni Committee
Cultural (05)	<ul style="list-style-type: none"> • Organization of Cultural Events 	20	<ul style="list-style-type: none"> • Cultural Committee
Raising of Funds (06)	<ul style="list-style-type: none"> • Collect funds from Individual, Philanthropies and NGO 	08	<ul style="list-style-type: none"> • Fund Raising Committee
Empowerment of Staff and Collaborative Initiatives (06)	<ul style="list-style-type: none"> • Workshops on Attainment of PO,PSO and CO with ISSER, Pune • Workshops on How to use fire extinguisher 	10	<ul style="list-style-type: none"> • IQAC
Capability Enhancement Schemes (05)	<ul style="list-style-type: none"> • Organization of workshop on soft skills 	10	<ul style="list-style-type: none"> • Soft Skill Committee
	<ul style="list-style-type: none"> • Organization on workshop on language competency 		<ul style="list-style-type: none"> • Language Competency Building Committee
	<ul style="list-style-type: none"> • Course in Basic of Computers for newly enrolled students (FY). 		<ul style="list-style-type: none"> • ICT Committee
Non Teaching Appraisal (06)	<ul style="list-style-type: none"> • Appraisal Form 	05	<ul style="list-style-type: none"> • Office and IQAC
Environmental Promotion (01 and 07)	<ul style="list-style-type: none"> • Seminar on Environmental Issues. • Certificates on Green Campus. 	05	<ul style="list-style-type: none"> • Environmental Committee • Green Campus Committee
Sensitization of Professional Ethics (01 and 07)	<ul style="list-style-type: none"> • Workshop on Code of Conduct and Professional Ethics for Students and Staff 	05	<ul style="list-style-type: none"> • IQAC
Waste Management (07)	<ul style="list-style-type: none"> • MoUs and AMC 	04	<ul style="list-style-type: none"> • Building Committee
Divyangjan Friendly Campus (07)	<ul style="list-style-type: none"> • Workshops for Divyangjan • Mechanized Equipments • Screen Reading Software 	04	<ul style="list-style-type: none"> • Divyangjan Committee

ful

**Coordinator
IQAC**

**Radhabai Kale Mahila Mahavidyalaya
Ahmednagar**



Prapate
PRINCIPAL

**Radhabai Kale Mahila Mahavidyalaya
Ahmednagar**




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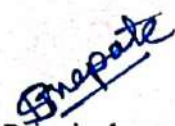
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Action Taken Report (ATR) AY 2021-22

- Started M.Sc in Analytical Chemistry.
- 5 Minor Seed Money Project of quantum Rs 59,000/- are Sectioned and Patents get Published.
- Additions of Classrooms and Well Furnished Laboratories.
- Organized a One Week Employment Enhancement and Youth Livelihood Training Programme.
- Introduced 7 Maharashtra Girls Battalion, Aurangabad.
- Introduced 7 Multidisciplinary Skill Based Certificate Courses.
- Signed MoUs with Industries for offering Skill Based Short Term Courses.
- 03 training programmes are organized for the staff.
- AAA and Green, Energy and Environment Audit are done.


Coordinator, IQAC




Principal,
Radhabai Kale Mahila Mahavidyalaya,
Ahmednagar