

**Bhairvnath Shikshan Mandal's  
Bhairavnath Vidyan Mahavidyalaya, Khutbav  
Tal-Daund, Dist-Pune, 412203**



**Minutes of IQAC Meetings and Action Taken Report**

**Academic Year 2020-2021**

Sr. No.	Date and Time	Agenda of IQAC Meetings	Action Taken Report
1	08/06/2020 3.00 pm	Our college conducted IQAC meeting for the discussion on the Starting of Online Lectures. Then discussed about the commencement of the new academic year 2020-21. Discussed about getting approval of 2(f) & 12(B) from the UGC. IQAC made a plan to organize State, National and International Webinar in June-July 2020.	According to the discussion which took place in the meeting the online lectures timetable and academic calendars have been prepared. Created awareness among students about operating Zoom and Google meet Platforms. The proposal of 2(f) & 12(B) has been sent to concerned authority. According to our plan of action we organized State, National and International conference in Chemistry, Botany, Marathi, Zoology and Non Teaching Staff Webinar respectively.
2	08/12/2020 11.00 am	IQAC meeting was conducted for discussion of preparing of AQAR for academic year 2019-20. Discussion about Admissions of academic year 2020-21. Discussion on Purchasing of Stationery. Signing of MoU with Padmashri Manibhai Desai College Uruli Kanchan.	Committees and Criterion Work has been distributed among various faculty members according to their abilities and interests. Admission work distributed among various heads of faculties and instructions given to the purchasing committee for the required stationery. MoU with Padmashri Manibhai Desai College Uruli Kanchan signed on 24/12/2020.
3	08/02/2021 9.00 am	Discussion on the commencement of offline college. Discussion on the submission of AQAR for the academic year 2019-20.	Prepared offline-lectures timetable and distributed it among faculties. AQAR for the academic year 2019-20 was successfully submitted on 31 December 2020.

*[Signature]*  
IQAC Coordinator

Bhairavnath Vidyan Mahavidyalaya  
Khutbav, Tal. Daund, Dist. Pune

*[Signature]*  
PRINCIPAL

Bhairavnath Vidyan Mahavidyalaya,  
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4	14/07/2021 11.00 am	IQAC meeting was conducted for discussion on the planning of Internal and University Examinations. Planning of Academic and Administrative Audit. Then discussed about the commencement of the new academic year 2021-22. Proposal of Reshuffling of the responsibilities of IQAC including IQAC Coordinator.	According to the discussion which took place in the meeting the online lectures timetable and academic calendars have been prepared. IQAC members changed including coordinator and Criterion wise responsibilities among faculty members.
5	22/11/2021 09:00 am	Review of academic year 2020-21. Planning of AQAR for Academic year 2020-21. Purchasing Academic books for new academic year.	Took review of academic year 2020-21 in terms of Infrastructure, Library and laboratory facilities. Necessary instructions given to the library and purchasing committee for purchasing these books for college library.

  
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