



Shri Gajanan Maharaj Shikshan Prasarak Mandal's  
**VILAS TAMBE WOMEN'S COLLEGE OF EDUCATION (B.ED.)**  
Dumbarwadi, Otur, Tal - Junnar, Dist - Pune - 412409



## Minutes & Action Taken Report of IQAC



**Venue: Conference Hall**

**Date: 04 July 2022**

### **Objectives :**

1. To form Internal Quality Assurance Cell.
2. To discuss IQAC objectives.
3. To discuss roll of IQAC members.

### **Subjects Discussed :**

1. IQAC was established.
2. Objectives of IQAC were discussed.
3. Responsibilities were explained to appointed members.
4. Asked to fill SSR.

### **Following Members were present :**

- |                         |                       |
|-------------------------|-----------------------|
| 1. Hon. Mr. V. V. Tambe | 6. Prof. P. V. Tambe  |
| 2. Dr. V. V. Raut       | 7. Prof. T. B. Jawale |
| 3. Prof. R. A. Kadam    | 8. Mr. N. N. Batwal   |
| 4. Prof. V. B. Sonawane | 9. Mr. V. Pawar       |
| 5. Mr. S. Paliwal       | 10. Dr. S. S. Waykos  |

**IQAC Co-ordinator**

Vilas Tambe Women's College of Education (B.Ed.)  
Dumbarwadi(Otur) Tal. Junnar, Dist. Pune.

**Principal**

Vilas Tambe Womens College of Education (B.Ed.)  
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## Minutes & Action Taken Report of IQAC



Venue: Conference Hall

Date: 01 Sept. 2022

### **Objectives :**

1. To take review of last meeting.
2. To discuss First year University examination 2021-22.
3. To discuss Evaluation Committee work.
4. To discuss the starting of B.Ed. Second year. (Academic Year 2022-23)
5. To discuss and distribute the work about time table, year planning, work distribution.
6. To discuss second year Practice Lessons and Internship.

### **Subjects Discussed :**

1. The meeting started with the reviewed of the previous meeting & ensured that everyone is following the given instruction.
2. All the faculty members have been instructed for successful completion of B.Ed. first year University Examination 2021-22.
3. All the faculty members have been instructed to prepare Internal Evaluation Committee Documents i.e. section wise/subject wise time table, notices, mark-lists, etc.
4. According to SPPU Academic Calendar, it is decided to start Second Year from 19 September 2022.
5. Second Year workload distributed properly.

  
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6. B.Ed. Second Year student's Practice Lessons & Internship period discussed. According to discussion, professor in-charge instructed to do work.

**Actions Taken on Last Meeting :**

1. Work started to achieve the objectives of IQAC.
2. Adhoc Approval process has been done successfully.
3. SSR has been submitted to SPPU.
4. Important correspondence completed about admission process.

**Following Members were present :**

- |                         |                      |
|-------------------------|----------------------|
| 1. Hon. Mr. V. V. Tambe | 6. Prof. P. V. Tambe |
| 2. Dr. V. V. Raut       | 7. Mr. M. S. Bobade  |
| 3. Prof. R. A. Kadam    | 8. Mr. N. N. Batwal  |
| 4. Prof. V. B. Sonawane | 9. Dr. M. Sutar      |
| 5. Dr. S. S. Waykos     |                      |

  
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## Minutes & Action Taken Report of IQAC

**Venue: Conference Hall**

**Date: 05 Dec. 2022**

### **Objectives :**

1. To take review of last meeting.
2. To discuss admission process.
3. To discuss the starting of B.Ed. first year. (Academic Year 2022-23)
4. To submit PAR.
5. To review the selection committee process.

### **Subjects Discussed :**

1. The meeting started with the reviewed of the previous meeting & ensured that everyone is following the given instruction.
2. Admission Process: Instructions given to everyone.
3. Work load was distributed among professors.
4. According to SPPU Academic Calendar, it is decided to start First Year from 19 December 2022.
5. Mr. N. N. Batwal instructed to prepare & submit PAR.

  
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### **Actions Taken on Last Meeting :**

1. Work is going smoothly for successful conduct of university examination.
2. Preparation of documentation for Internal Evaluation & Moderation Committee is going on.
3. All the academic work is going as per academic calendar & time-table.

### **Following Members were present :**

- |                         |                      |
|-------------------------|----------------------|
| 1. Hon. Mr. V. V. Tambe | 6. Prof. P. V. Tambe |
| 2. Dr. V. V. Raut       | 7. Mr. M. S. Bobade  |
| 3. Prof. R. A. Kadam    | 8. Mr. N. N. Batwal  |
| 4. Prof. V. B. Sonawane | 9. Dr. M. Sutar      |
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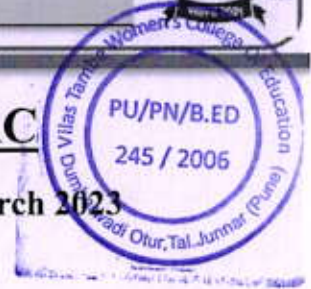
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## Minutes & Action Taken Report of IQAC

Venue: Conference Hall

Date: 06 March 2023



### **Objectives :**

1. To take review of last meeting.
2. To discuss planning & implementation of practice lessons & internship programme.
3. To prepare & submit IIQA.
4. To prepare for Academic & Administrative Audit Committee.
5. To discuss about feedback process.

### **Subjects Discussed :**

1. The meeting started with the reviewed of the previous meeting & ensured that everyone is following the given instruction.
2. Discussion regarding finalization of dates & implementation of B.Ed. I year Practice lessons & Internship Programme.
3. Instructions given to implement Co-curricular & Extra-curricular activities properly.
4. Work distribution of NAAC criterions.
5. Instructions were given to prepare & submit IIQA till 31 march 2023.
6. Discussion regarding, if any required changes in implementation & completion of syllabus as per various feedback systems.
7. Discussion regarding preparation of documents for Academic & Administrative Audit Committee.



### **Actions Taken on Last Meeting :**

1. Admission process was completed & total intake of seats is fulfilled
2. Academic work of both I & II year is going on smoothly.
3. All staff members completing their responsibilities properly.
4. PAR was submitted successfully to NCTE.
5. Process of regular selection committee is in final stage.

### **Following Members were present :**

- |                         |                      |
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