

# Action Taken Report

## 2024-25

**Meeting 1: 24<sup>th</sup> April 2024**

<b>Subject</b>	<b>Resolution</b>	<b>Action Taken</b>
<b>Regarding the minutes of previous meeting and confirmation</b>	IQAC Coordinator Dr. V. P. Bhalekar read the minutes of the last meeting & they were finalized unanimously.	Minutes of the previous meeting documented and shared with all members.
<b>Admission for the next academic session as per NEP</b>	NEP committee was asked to prepare the subject distribution for each faculty as per the guidelines, and all the teachers were asked to do counselling at the time of admission.	Subject distribution finalized, and faculty actively participated in counselling sessions during admissions.
<b>Review of NAAC progress</b>	IIQA was submitted to NAAC, and the process was initiated from 30th March 2024.	IIQA submission completed; SSR preparation initiated.
<b>Planning for Next Academic Year</b>	Committees were reviewed for syllabus design, skill development initiatives, and NEP implementation at the undergraduate level.	Committees set goals and began work on syllabus updates and skill development programs.
<b>Submission of SSR to NAAC</b>	IQAC instructed all chairpersons to finalize all criterion-wise inputs and submit them properly to NAAC for the assessment process.	All criterion-wise inputs were reviewed and submitted for the SSR by August 2024.
<b>Alumni and Stakeholder Involvement</b>	Decided to involve alumni and stakeholders in pre-visit activities, including mock assessments.	Alumni and stakeholders were engaged in mock assessments and feedback sessions.
<b>Seminar, Conferences, and Student Activities</b>	All departments were asked to work towards achieving excellence through various skill-based courses and impart knowledge for student improvement.	Multiple seminars and workshops on skill development were organized, benefiting students in various faculties.
<b>Next Meeting Date</b>	Scheduled for 20th November 2024 at 12:00 p.m.	Meeting successfully conducted on the mentioned date.

## Meeting 2: 21<sup>st</sup> November 2024

Subject	Resolution	Action Taken
<b>Regarding the minutes of previous meeting and confirmation</b>	IQAC Coordinator Dr. V. P. Bhalekar read the minutes of the last meeting & they were finalized unanimously.	Minutes documented and shared with all members.
<b>Review of SSS process</b>	IQAC reviewed the SSS process conducted by NAAC.	Feedback data was analyzed, and action plans were devised based on stakeholder suggestions.
<b>SSR and DVV review</b>	The SSR was submitted on 18th August 2024, and the DVV started on 22nd August 2024. The IQAC reviewed all processes and clarifications given to NAAC.	DVV queries were successfully addressed, and additional documentation was submitted promptly.
<b>Review of Admission Process as per NEP</b>	IQAC took a brief review of the admission process under NEP and subjects taught.	Admission records under NEP reviewed; adjustments made for enhanced subject distribution.
<b>Review of TLP and Evaluation</b>	IQAC reviewed the TLP under NEP and all other classes and examinations conducted for the assessment of the students.	Improvements made in teaching methodologies and evaluation processes as per NEP guidelines.
<b>Preparation for NAAC Peer Team Visit</b>	Reviewed progress of committees handling documentation, campus beautification, and stakeholder engagement.	Committees completed tasks, including documentation updates and campus preparation.
<b>Awareness Programs for Staff and Students</b>	Directed organizing awareness sessions about PTV and their roles in the process.	Awareness sessions conducted for staff and students, clarifying roles and responsibilities for PTV.
<b>Mock Peer Team Visit</b>	Decided to conduct a mock PTV by external experts to identify gaps.	Mock PTV conducted successfully, and gaps identified were addressed.
<b>Final Preparations for NAAC Peer Team Visit</b>	Reviewed documentation, infrastructure updates, and planned schedules for the PTV.	Final preparations completed; all schedules and documents were finalized for the PTV.
<b>Stakeholder Participation</b>	Finalized stakeholder and alumni involvement for the NAAC Peer Team interactions.	Alumni and stakeholders briefed on their roles; participation plans finalized.
<b>Institutional Presentation</b>	Approved the structure and content of the institutional presentation for the PTV.	Institutional presentation prepared and rehearsed by key staff members.
<b>Conclusion</b>	Expressed confidence in readiness for the visit in January 2025.	Final plans in place; readiness confirmed.