

Action Taken Report:

Dr. Anil Adagale, IQAC Coordinator presented the Action Taken Report:

a. Academic and Administrative Audit of 2019-2020 and 2020-2021

Dr. Anil Adagale informed the committee members that the College has conducted Academic and Administrative Audit for the academic year 2019-2020 and 2020-2021. The College is working on the suggestions given by the committee experts Dr. Vinayak Shirgurkar and Dr. Chandrakant Rawal. Most of the policies which were not placed, were defined and will put forward for approval in this meeting.

b. Reconstitution of Student Scholarship Cell

The College has reconstituted the Student Scholarship Cell for giving scholarships to the students who excel in Sports – national and international players and the other parameter is to offer scholarship to the students from the reserved category on merit basis. College is also keeping fund reserved for offering such scholarships. The Committee will explore the funding availability and eligibility criteria, number of students etc. for offering scholarships. In the next meeting College will give submit the detailed guidelines for the same.

Dr. Narendra Chavan suggested that private funds from Dagadushet Ganapati Mandal, Shankar Maharaj Math can be taken.

c. Student Mentorship Programme

Dr. Sharayu Bhakare, teacher in-charge of this programme informed the committee members that the College has established Student Mentorship Program (SMP) to create and foster a mentoring culture and to develop a healthy relationship between teachers and students from the academic year 2021-2022. The whole activity will be on-line for UG and PG students also. College has appointed full-time Psychology Counsellor to provide counselling to the students. There is Advisory committee consisting Dr. Hrishikesh Soman, Dr. Tessy Thadathil and Dr. Anil Adagale.

There is also executive committee consisting following members:

- 1 Dr. Sharayu Bhakare In-charge
- 2 Mrs. Sarika Wagh Member
- 3 Mrs. Alka Arora Member
- 4 Mrs. Tejaswini Shevate Member
- 5 Ms. Vidhi Kalra Member
- 6 Dr. Pooja Prabhavalkar Member

The role of the executive committee will be as follows :

Role of the Mentorship Executive Committee:

1. Devise mechanism for implementation of the mentorship program.
2. Help and support the teacher mentors in successful conduction of the program.
3. Resolve implementation challenges with the help of the advisory committee.

She also informed the role and responsibility of teacher mentor and student mentors.

Implementation Mechanism:

1. The teacher mentors will create a classroom in Microsoft Teams as a platform to communicate with their student mentor and mentees. Once the teams are created, the teacher mentor will add the student mentors to the class.
2. The classroom codes and the teacher mentor-student mentee allocation list will be displayed on the college website. The students are expected to join the classroom using the code.
3. The teacher mentors will collect information of the student mentees allotted to them with the help of the Registration form, proforma of which is provided by the Executive Committee.
4. The teacher mentors will hold their first meeting with all student mentees and introduce the student mentor and orient mentees about the mentorship program. Teacher mentors are required to orient the students to the various statutory committees in college.
5. The teacher mentor is expected to take minimum two meetings with all the student mentees per semester.
6. The teacher mentor will maintain an excel sheet for recording their communication with student mentees with the help of student mentor. (Excel Sheet provided by executive committee)
7. The excel sheet will be submitted at the end of the semester to the IQAC Coordinator and to the mentorship committee head.
8. Any problem of extreme nature if identified by the teacher mentor will be taken to the concerned authority (e.g. counsellor).
9. A feedback of student mentees will be taken by teacher mentor at the end of the semester. (Feedback form will be provided)

RESOLUTION [IQAC 2022/2/2]

IT WAS UNANIMOUSLY RESOLVED THAT the policy of 'Student Mentorship Programme' was approved.

d. Establishment of NEP Cell

Dr. Soman gave the update on NEP. College has constituted the committee as per the guidelines issued by the UGC. The College has started the ground work, planning, restructuring of syllabus etc. in anticipation of the guidelines.

