



# Dr S.C. Gulhane Prerna College of Commerce, Science and Arts

Run by Prerna Sewa Mandal  
Reshimbag Square, Nagpur-24

Govt Recognized and Affiliated to Rashtrasant Tukadoji Maharaj Nagpur University  
NAAC (UGC) ACCREDITED INSTITUTION 'B' GRADE (CGPA-2.32)

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## Internal Quality Assurance Cell (IQAC)

### ACTION TAKEN REPORTS BASED ON MINUTES OF ALL IQAC MEETINGS

#### SESSION 2023 – 24

SN	IQAC Meeting No & Date	Agenda/ Discussion Topic in the IQAC Meetings	The action was taken subsequently on the agenda points discussed in the IQAC meetings
1.	1. 20 <sup>th</sup> June 2022	Addition of new members in Formation (Body) of IQAC	IQAC is constituted as per NAAC regulations. Dr Liladhar Rewatkar, Assistant Professor, Department of Computer Science & Application is appointed as IQAC Coordinator.
2.		Decide the frequency of meetings and related matters.	Decided to conduct nearly 5 – 6 meetings in each academic session.
3.		Submission of AQAR 2022-23	Informed all the Criterion heads to compile the AQAR data and submit it to IQAC by the end of August. The data will be uploaded in September
4.		Academic and administration audit for the year	It is planned for November 2023
5.		Academic Calendar	A committee has been formed under the IQAC coordinator to design an academic calendar for the session 2023-24
6.		To request RTMNU for an additional section for BCCA and all science courses	A letter has been submitted to the university requesting an additional section of BCCA and all science courses

7.		To appoint a principal in charge of the college	IQAC suggested to the CDC to start the process of appointment of the principal
8.		To organize bridge course for commerce students	A bridge course was conducted before the start of teaching



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**IQAC Coordinator**



**Dr Pravin Joshi**  
**Director**

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1.	2. 23 <sup>rd</sup> August 2023	Construction of a new Hi-Tech lab with 100 computers in a newly constructed building	IQAC has sent a proposal to the CDC to construct a computer lab in a new building with a capacity of 80 computers with all hi-tech facilities
2.		To plan NEP 2020 for all UG courses from 2024-25	The principal and the IQAC Coordinator have directed the Heads of the Art Commerce and Science Departments to inform IQAC of any change in college policy or the requirement if any for the smooth implementation of NEP
3.		To organize various, Add-On certificate courses and conferences	All the departments have organized conferences in September and October. IQAC asked to prepare the list of certificate courses to be organized in this academic session.
4.		To purchase new library software (call quotation)	At the request of the library department, the chairperson has been permitted to get the new library software. And they have been asked to submit quotations from different software companies in the next meeting
5.		To construct a new library and reading room with 20 computers	IQAC has given a proposal to the CDC to construct a new library in the area of 40 x 80 on the first floor of the new building. The library will also have a reading room, computers, and an e-book facility for students
6.		To organize internships, project work, and industry visits for management students	All the Heads of Departments were informed that they should start internship and project work for the students as per the instructions given by the University.
7.		To publish research papers in reputed journals	It is made compulsory to publish at least 2 research papers in an academic session in SCOPUS, WoS, or UGC-CARE journal.

8.	2. 23 <sup>rd</sup> August 2023	Regarding e-governance in areas of operation	To implement an e-governance system in the institute, a demo regarding areas of operations like administration, student support library, etc. was given by M/s MasterSoft ERP Solutions Pvt. Ltd and purchased the ERP for the same has been initiated.
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1.	3. 19 <sup>th</sup> November 2022	To conduct Seminars on IPR and research methodology	The research and development committee conducted a seminar on IPR and a 10-day FDP on advanced research methodology for all faculty members and PG students of Commerce and Science
2.		To implement NEP 2020 in all PG courses	The Director directed the Heads of Commerce, Education, and Arts to prepare a teaching plan and to find out the workload as per NEP
3.		To purchase new library software	the director gave the directions for the purchase of new software for the library worth Rs 60,000/-.
4.		To conduct the winter-23 theory examination	IQAC constituted an exam committee under the headship of Dr Liladhar Rewatkar and asked him to start the work as early as possible.
5.		Review of AQAR 2022-23	It was decided that IQAC will submit AQAR 2022-23 in December. Before that, all criterion heads will check all the data collected and documentation from the IQAC coordinator
6.		To conduct a seminar on Entrepreneurship Development	Innovation and Incubation Committee has conducted lectures/seminars and workshops on entrepreneurship development



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1.	4. 2 <sup>nd</sup> December 2023	To construct a new computer lab in a newly constructed building with 80 computers with fully advanced technology	IQAC decided to set up a computer lab with 80 computers in the new building. For that, this proposal is being sent to CDC. A proposal to appoint an IT engineer to build a new lab was passed
2.		To start various certificate courses for all students	It was also suggested to various committees in charge to organize job-oriented courses for the students
3.		To provide internship and design projects for the last year students of BCCA and MCM	the college will conduct project-oriented courses in the college itself and help the students design projects as a part of their curriculum
4.		To conduct RTMNU Winter Theory and Practical Examination Winter 2023	A discussion has been made about printing answer sheets, printing question papers, seating arrangements, and the valuation process
5.		To organize annual sports meet 2023-24	A sports meet was organized by the sports department in February at Ishwar Deshmukh College of Physical Education ground
6.		To conduct an academic audit	Academic Administrative audit was discussed in the even semester. Action taken report was prepared for the suggestions given by the teacher, - purchase of library books reference books, fast construction. Data and required documents for the Academic and Administrative Audit (AAA) were collected
7.		Mentor mentee, remedial classes, unit test	Mentor-Mentee committee to prepare a mentor-mentee list, conduct the meeting with the allotted mentees and also submit at least one case study regarding the issues students have



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1.	5. 29 <sup>th</sup> February 2024	To provide On-Job-Training for all PG students	A person from a software company was appointed in the college to provide job training to the PG students
2.		To prepare SSR for cycle 2	it is decided to process of submission of IIQA and SSR will start from June 2024.
3.		To organize industry visits for CS and IT students	A 2-day industrial visit in collaboration with Explore Junction has been organized in Hyderabad.
4.		To reconstruct the college website as per NAAC Guidelines	IQAC has suggested website maintenance in charge discuss content requirements and organization for the new website, considering visual identity, color schemes, and typography, considering factors such as security, scalability, and ease of maintenance, and assigning tasks and responsibilities to team members.
5.		Project seminars, seminars on OJT, etc.	The heads of the concerned department have given seminars to all students on how to prepare seminar presentations.
6.		To publish research papers on projects for M. Sc. Students	The head of the CS department guided the students to publish their research papers
7.		To appoint more approved staff for NEP Preparedness	All the heads prepared the list of major and minor subjects from the given syllabus and also submitted the workload and faculty to be appointed for the smooth conduction of the NEP
8.		To purchase more web space	IQAC has decided to purchase 10GB more space for the college website
9.		To follow up on the academic calendar of the year	IQAC has taken the follow-up whether all the activities given in the academic session have been conducted timely.
10.		To collect SAR of the faculty	Senior faculty of all the departments have submitted their SAR to IQAC



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