Notice

18th July 2019

All the IQAC members and staff members are here by informed to be present for the new academic year meeting to be held on 22nd July 2019 at 2.30 pm in the IQAC Cell.

Finally
18/7/19
IQAC Coordinator

Agenda for the meeting.

1. To read and confirm the Minutes of the previous meeting held on 27th April 2019.
2. Replacement of IQAC Committee members against the name who left the college for the academic year 2019-20.
3. To review and take note of Annual Report of 2018-19.
4. IQAC plans for the Academic year 2019-20.
5. Preparation & Submission of Academic Plan and Academic Calendar for the Academic year 2019-20.
6. Initiation of add on courses in functional areas.
7. Discussion regarding conduct of National level Seminar/ Competition / Workshop / FDPs Training Programme department wise.
8. To strengthen the MoU of each department with various organization in respective fields.
9. Any other item with permission of Chair.

List of IQAC members

Chair Person :-	Dr. A. R. Kulkarni, Principal, CNCVCW
Senior Administrative officers :-	Mr. B. Gore Mrs. Pratibha Kamble (Librarian)
Teachers :-	Ar. Amarr Mestry (HOD, BID) Mrs. Snehal Khandekar (HOD, B.Sc. FTM) Mr. Adarsh Chavan Mrs. Pradnya Kapdi Mrs Neelam Jirage Mrs. Neerali Gibile Mrs. A. S. Raibagkar Mrs. Shambhavi Dixit
Management Representative :-	Dr. V. M. Hilage Trustee Member
Local Society Representative :-	1) Mrs. Varsha M. Desai 2) Mrs. Jyoti Waghela
Alumni Representative :-	1) Ashwini Patil 2) Pradnya Shah
Student Representative :-	1) Pooja Saitawdekar 2) Pooja Magdum
Employer / Industrialist :-	1) Mrs. Urmila Gaikwad – Industrialist 2) Mr. Sunil Manjrekar – Architect

List of Staff Members

Sr. No.	Name	Signature
1	Mrs. Shweta A. Patil	
2	Ms. Rajasee Nimbalkar	
3	Mrs. Neha Patil	
4	Ms. Asmita Acharya	
5	Ms. Tejashree Magdum	
6	Mrs. Archana Patil	
7	Mrs. Sara Thombare	
8	Mr. Akshay Patil	
9	Mrs. Smita S. Nale	
10	Ms. Priya R. Kandalkar	
11	Mr. Guruprasad J. Yernalkar	
12	Mr. Raghunath Topkar	
13	Mrs. Shamal Pawar	
14	Mr. Raghunath Topkar	
15	Mr. Sumit Kadam	
16	Mrs. Shilpa A. Ghevade	
17	Mr. Mandar S. Vijapure	
18	Mrs. Anuradha Bhosale	
19	Mrs. Sadhana Desai	
20	Mrs. Pramodini Kadam	
21	Miss Sayali More	
22	Mrs. Aishwarya Potdar	

Minutes of meeting

Following members were present for the meeting held on 22nd July 2019 at 4.00 pm in the IQAC Cell.

Chair Person :-	Dr. A. R. Kulkarni, Principal, CNCVCW
Senior Administrative officers :-	Mr. B. Gore Mrs. Pratibha Kamble (Librarian)
Teachers :-	Ar. Amarr Mestry (HOD, BID) Mrs. Snehal Khandekar (HOD, B.Sc. FTM) Mr. Adarsh Chavan Mrs. Pradnya Kapdi Mrs Neelam Jirage Mrs. Neerali Gibile Mrs. A. S. Raibagkar Mrs. Shambhavi Dixit
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Employer / Industrialist :-	1) Mrs. Urmila Gaikwad – Industrialist 2) Mr. Sunil Manjrekar – Architect

List of Staff Members

Sr. No.	Name	Signature
1	Mrs. Shweta A. Patil	Patil
2	Ms. Rajasee Nimbalkar	Rajasee Nimbalkar
3	Mrs. Neha Patil	Patil 30/11/19
4	Ms. Asmita Acharya	
5	Ms. Tejashree Magdum	Magdum 30/11/19
6	Mrs. Archana Patil	Archana Patil
7	Mrs. Sara Thombare	
8	Mr. Akshay Patil	AKSHAY PATIL
9	Mrs. Smita S. Nale	
10	Ms. Priya R. Kandalkar	
11	Mr. Guruprasad J. Yernalkar	
12	Mr. Raghunath Topkar	
13	Mrs. Shamal Pawar	
14	Mr. Raghunath Topkar	
15	Mr. Sumit Kadam	
16	Mrs. Shilpa A. Ghevade	
17	Mr. Mandar S. Vijapure	
18	Mrs. Anuradha Bhosale	
19	Mrs. Sadhana Desai	
20	Mrs. Pramodini Kadam	Kadam
21	Miss Sayali More	Sayali
22	Mrs. Aishwarya Potdar	

Agenda 1 To read and confirm the Minutes of the previous meeting held on 27th April 2019.

Resolution The minutes of the previous meeting held on 27th April 2019 were read and confirmed by the members of the committee

Agenda 2 Replacement of IQAC Committee members against the members who left the college for the academic year 2019-20.

Resolution As some of the IQAC committee members left the college the replacement of these members were done. The members of this replaced IQAC committee are as follows:

Sr. No.	Designation	Existing member	Replaced member	Justification
1	Senior Administrative Officer	Ms. Snehal Dambal	Mrs. Pratibha Kamble	Left the college
2	Teachers	Mrs. Bela Joshi	Mrs. Shambhavi Dixit	Left the college
3	Teachers	Mrs. Rupali Mirje	Ms. Nirali Gilbile	Left the college
4	Teachers	Mrs. Jyoti Hiremath	Mrs. Neelam Jirage	Mrs. Jyoti Hiremath replaced as Coordinator
5	Coordinator	Mrs. Shukrani Shinde	Mrs. Jyoti Hiremath	Left the college
6	Alumni Representative	Amrapali Gaikwad-Kadam	Pradnya Shah	Medical Issues
7	Student Representative	Shruti Atiwadkar	Pooja Saitawadekar	Passed out
8	Student Representative	Aanchal Mulchandani	Pooja Magdum	Passed out

Agenda 3 To review and take note of Annual Report of 2018-19.

Resolution The Annual Report of 2018-19 was reviewed. The committee members appreciated the report and it was unanimously approved by all the committee members. Some of the important features worth noting are enclosed as Annexure-I.

Agenda 4 IQAC plans for the Academic year 2019-20.

Resolution IQAC plans for the Academic year 2019-20 were discussed. The plan of action for this year are as below: Annexure – I A

Agenda 5 Preparation & Submission of Academic Plan & Academic Calendar for the Academic year 2019-20.

Resolution it was resolved to prepare and submit the Academic plan of individual teacher on or before 31st July 2019 and also the Academic Calendar prepared was approved with minor changes. The Academic Calendar is enclosed as Annexure II.

Agenda 6 Initiation of add on courses in functional areas.

Resolution It was unanimously decided to organaise add on courses in respective functional areas of each department. The add on course should of minimum one month duration.

Agenda 7 Discussion regarding conduct of National level Seminar/ Competition / Workshop / Training Programme department wise.

Resolution Discussion was done regarding conduct of National level Seminar / Competition to be conducted for the academic year 2019-20. It was decided to have Department wise National Seminar and the Design Competition of Fashion Design Dept. will continue as per the activity in academic calendar.

Agenda 8 To strengthen the MoU of each department with various organization in respective fields.

Resolution Members of the committee emphasized on the need of more number of MoU. It was decided to have MoUs with various Organisations, Institutes, Educational Institutes etc.

Agenda 9 Any other item with permission of Chair.

Resolution No other item was taken for discussion.

Meeting concluded with Vote of thanks to the Chair.

CNCVCW, CSIBER Trust, Kolhapur ESTD. 1994

PRINCIPAL,
College of Non-Conventional
Vocational Courses For Women
Kolhapur

Annexur I

Highlights of Annual Report of academic year 2018-19

A. N.S.S. Activities - 15 (Page No. 121-122)

B. Academic Events of all departments - 87 (Page No. 54-65)

C. Short Term Courses (ATR - As per recommendation NAAC- 3rd Cycle) -(Page No. 78)

Sr. No.	Name of the Certificate Course	Duration	No. of students enrolled
1	German Language (Three Credit)	4 months	133
2	Japanese Language (Three Credit)	4 months	23
3	French Language(Three Credit)	4 months	73
4	VFX	4 months	46
5	Certificate Course in Revit	15 Days (Two Batches)	65
Total			**340**

D. **Student Achievements** - Twenty Eight students have done outstanding work in their respective functional areas. (Page No. 79-80)

E. **Staff Achievements-** **Mrs. JyotiHiremath SET cleared**
Mrs. NeelamJirage NET cleared
Dr. A. R. Kulkarni - VasudharaGauravPurskar

F. **Results - (Page No. 115-120)**

Particulars	B.Sc. (FTM) III	B.A. (DMFC) III	BID III	B.A. (MM) III	PGDND
Total Number of Students appeared	55	58	51	15	29
Number of students passed	54	56	41	15	19
• First class Distinction	20	17	07	03	07
• First class	32	31	30	12	08
• Second class	02	08	04	0	04
Number of students failed	01	02	10	0	10
% of students passed	98.18%	96.55%	80.39%	100%	65.51

G. Graduation Day was celebrated on 22nd March 2019

Number of students Awarded Degree Certificate for 2017-18

Department	No of Students applied to get certificates with procedure	No of Students applied to get certificates with absence
B.Sc.(Food Technology & Management)	36	17
Bachelor of Interior Design	35	10
B.A.(Multimedia)	03	02
B.A.(Dress Making & Fashion Coordination)	28	21
PG Diploma in Nutrition & Dietetics	17	11
Total	119	61

H. Alumni Registration (LIC/ NAAC) - (Page No. 131)

I. **Under QIP** - Permitted to take admission to Higher Education

Mrs. Shukrani Shinde for Ph.D.
Mrs. Sara Thombare for M.Sc. (Fashion Design)
Mr. Amarr Mestry for M. Arch.

J. Research Publication - (Page No. 42-53)

Sr. No.	Academic Year	Resource Person in National / International Conference	Paper Presented		Poster Presentation	Research Publications	National Level Conference / Seminar Attended	Chapters in Edited Books
			National	International				
1	2016-17	-	-	-	-	-	6	-
2	2017-18	-	1	1	-	-	9	-
3	**2018-19**	**6**	**22**	**5**	**4**	**17**	**47**	**4**

K. **MoU** - Bureau Veritas Certification India (A French Company) – Under this MoU, 45 / 46 students completed Internal Audit Training Programme on Food Safety & Management System (FSMS – ISO 22000 – 2015)

L. National Seminar - (Page No. 84-102)

Internal Quality Assurance Cell (IQAC) **in collaboration with NAAC, Bangalore** organized National Seminar on **"Quality Enhancement and Skill Development in Higher Education"in collaboration with NAAC** as an academic partner, on 16th March, 2019. Total participation delegates are 181 (80 from outside and 101 internal).

M. Placement - Eight companies visited campus for selection of students (Page No. 134)

N. **Publicity of College Events through Print Media (News Paper) – 34 times (Page No. 141-159)**

Annexure 1 A.

Plan of action of IQAC activities for 2019-20

- To organize National Seminars and FDPs / Workshops.
- Introduction of add on courses with continuation of earlier one

  Add Certificate Course in

  1) Aari Work 2) Jewellery Designing 3) Hand Embroidery

  Add Certificate Course in

  1) Photoshop 2) Bamboo Handicraft 3) Business Planning & Proj Management

  Add Certificate Course in

  1) Obesity & Weight Management 2) Catering Technology

  IIT Bombay ST MOOC'S Software Training Programme :

  1. Basic Software skillsand office Automation - Expected target no. 180
  2. Multi Media / Drawing : Expected target no. 100
  3. Learning Management System : Expected target no. 50
- Introduction to MOODLE from academic year 2019-20
- To have the academic collaboration and MoUs with institutes & NGOs
- Academic Audit be conducted at the end of academic year 2019-20.
- Semester wise feedback be taken from students, parents, alumni and employer students.
- Social Outreach Programmes be strengthened.
- AQAR preparation is under process and will be submitted online to NAAC the end of December, 2019.

Annexur – II

Academic Calendar for 2019-20.

Categorization	Date	Av. Contact Hrs. per Day	No. of Days	No. of Contact Hrs.	Total Contact Hours
Admission Process	**11-06-2019 to 29-06-2019**	**6**	**17**		--
Teaching and Learning Process	01-07-2019 to 31-07-2019	6	27	162	546
	01-08-2019 to 31-08-2019	6	25	150	
	01-09-2019 to 30-09-2019	6	23	138	
	01-10-2019 to 20-10-2019	6	16	96	
Internal Exams	21-10-2019 to 25-10-2019	5			
Diwali Vacation	**25-10-2019 to 20-11-2019**		**26**		
	Total Teaching and Learning		**91 days**		**546**
Semester End Exams	**06/11/2019 to 10/12/2019**		**25**		

Categorization	Date	Av .Contact Hrs. per Day	No. of Days	No. of Contact Hrs.	Total Contact Hours
Teaching and Learning Process	01-12-2019 to 31-12-2019	6	25	150	**594**
	01-01-2020 to 31-01-2020	6	26	156	
	01-02-2020 to 29-02-2020	6	25	150	
	01-03-2020 to 31-03-2020	6	23	138	
Practical Exams	01-04-2020 to 15-04-2020		15		
	Total Teaching and Learning		**99 days**		**594**
Semester end Exams	**16/04/2020 to 15/05/2020**		**24days**		

- Number of Working Days : **190**
- Total number of Contact Hours : **1140**
- Summer in-plant training will commence from 20th May 2020 to 20th June2020: Minimum 30 days

Public Holidays:

1. Republic Day
2. Rang Panchami
3. GudiPadva
4. Good Friday
5. AmbedkarJayanti
6. Maharashtra Day
7. Ramzan EID
8. Independence Day
9. BakariEID
10. Ganesh Chaturthi
11. Dasara
12. Christmas

End of Academic year: 03/05/2020 **Reopening Day of Academic year: 15/06/2020**

College of Non -Conventional Vocational Course for Women, Kolhapur
Internal Quality Assurance Cell (IQAC)
Action taken Report

Date of IQAC Meeting 22nd July 2020

Sr No	Agenda Item	Action taken
1	Replacement of IQAC committee members against the names who left the college for the Academic year 2019-20	New members were added against the members who left the college for the Academic year 2019-20 and the same list is provided in the minutes with the justification for the same.
2	To review and take note of Annual report 2018-19	Committee members reviewed the Annual report 2018-19. It was approved by all the committee members unanimously. The continual improvement of year on year basis was appreciated.
3	IQAC Plans for the Academic year 2019-20	The members of the committee discussed the various plans of IQAC for the academic Year 2019-20. The plan of action for this year was finalized and shared with all the staff members for the implementation. Emphasized to initiate Value Added Courses of minimum two credits in each of the functional area. • It was decided to organize National Level Seminars by each department in their core subject. It was also finalized to conduct one FDP on Seven Criteria's of NAAC Assessment and one workshop on Intellectual Property Rights (IPR). • Each of the major department has Moodle for the academic year 2019-20 was implemented and a training programme for the same was organized for all the faculty members. • It was decided to have a MoU with Dept of Technology shivaji University. And also to have collaboration with industries and NGO's for a collaborative activity. • Semester wise feedback is already being taken from students and Feedback from alumni and parents

		also is taken but, from this academic year it was decided to take Feedback from Employers and teachers. • Social outreach programmes were conducted department wise and it was decided to have a collaborative activity this year as extension work. Each department was asked to identify the area in which they can create social awareness in society and train them with some skill of use. • Preparation of AQAR for 2019-20 is under process. Considering the lockdown due to pandemic situation it was decided to request NAAC for extension of time for submission of AQAR 2019-20.
4	Initiation of add-on courses in functional areas.	Each department has given three add course in their functional areas and it was decided that at least one add on course of two credits should be initiated with a target of 45 students minimum. So it was finalized to initiate add on courses in Aari work by Fashion Design Department, Obesity Management by Food Technology Department, Bamboo Handicraft by Interior design Department. It was also discussed to conduct the IIT Bombay MOOCs training programme for students and staff.
5	Discussion regarding conduct of National Seminars/ Conference/ Competition/ Workshop/ Training programe.	It was decided to organize National Level Seminars by each department in their functional areas. It was also finalized to conduct one FDP on Seven Criteria's of NAAC Assessment and one workshop on Intellectual Property Rights (IPR). Training programme in Moodle for all the faculty members.
6	To strengthen the MoU of each department with various organization in respective fields.	It was decided to have a MoU with Dept of Technology shivaji University, Bureu Veritus pune, CADD Kolhapur. And also to have collaboration with industries and NGO's for a collaborative activity.

Mrs Jyoti R. Hiremath
IQAC Coordinator

CNCVCW, CSIBER Trust, Kolhapur ESTD 1994

PRINCIPAL,
College of Non-Conventional Vocational Courses For Women
Kolhapur

Notice

11th November 2019

All the IQAC members and staff members are here by informed to be present for the new academic year meeting to be held on 16th November 2019 at 2.30 pm in the IQAC Cell.

11/11/19

IQAC Coordinator
Mrs. Jyoti Hiremath

Agenda for the meeting.

1. To read and confirm the Minutes of the previous meeting held on 22nd July 2019.
2. Finalizing the topic and date of National Seminar.
3. Term I Feedback 2019-20.
4. To discuss and approve IIT Mumbai Mooc's Software Training Programme.
5. Preparation & submission of AQAR Report.
6. Any other item with permission of Chair.

List of IQAC members

Chair Person :-	Dr. A. R. Kulkarni, Principal, CNCVCW
Senior Administrative officers :-	Mr. B. Gore Mrs. Pratibha Kamble (Librarian)
Teachers :-	Ar. Amarr Mestry (HOD, BID) Mrs. Snehal Khandekar (HOD, B.Sc. FTM) Mr. Adarsh Chavan Mrs. Pradnya Kapdi Mrs Neelam Jirage Mrs. Neerali Gibile Mrs. A. S. Raibagkar Mrs. Shambhavi Dixit
Management Representative :-	Dr. V. M. Hilage Trustee Member
Local Society Representative :-	1) Mrs. Varsha M. Desai 2) Mrs. Jyoti Waghela
Alumni Representative :-	1) Ashwini Patil 2) Pradnya Shah
Student Representative :-	1) Pooja Saitawdekar 2) Pooja Magdum
Employer / Industrialist :-	1) Mrs. Urmila Gaikwad – Industrialist 2) Mr. Sunil Manjrekar – Architect

Minutes of meeting

Following members were present for the meeting held on 16th November 2019 at 4.00 pm in the IQAC Cell.

Chair Person :-	Dr. A. R. Kulkarni, Principal, CNCVCW
Senior Administrative officers :-	Mr. B. Gore Mrs. Pratibha Kamble (Librarian)
Teachers :-	Ar. Amarr Mestry (HOD, BID) Mrs. Snehal Khandekar (HOD, B.Sc. FTM) Mr. Adarsh Chavan Mrs. Pradnya Kapdi Mrs Neelam Jirage Mrs. Neerali Gibile Mrs. A. S. Raibagkar Mrs. Shambhavi Dixit
Management Representative :-	Dr. V. M. Hilage Trustee Member
Local Society Representative :-	1) Mrs. Varsha M. Desai 2) Mrs. Jyoti Waghela
Alumni Representative :-	1) Ashwini Patil 2) Pradnya Shah
Student Representative :-	1) Pooja Saitawdekar 2) Pooja Magdum
Employer / Industrialist :-	1) Mrs. Urmila Gaikwad – Industrialist 2) Mr. Sunil Manjrekar – Architect

Agenda 1 To read and confirm the Minutes of the previous meeting held on 22nd Jul 2019.

Resolution The minutes of the previous meeting held on 22nd July 2019 were read and confirmed by the members of the committee.

Agenda 2 Finding the topic and date of National Seminar.

Resolution The each main department submitted the details of the Seminar topic and the tentative dates of the same. It was reviewed and accepted by all the members. The details of this National Seminar are as follows:

Sr. No.	Name of the Dept.	Seminar Topic
1	Dept. of Fashion Design	National Seminar on Fast Fashion against Sustainability
2	Dept. of Food Technology	National Seminar on Food Ingredients as Therapeutic & Technology" / "Food & Nutrition Security : Challenges in the millennium
3	Dept. of Interior Design	National Seminar on "Interio Next Gen"

Agenda 3 Term I Feedback 2019-20.

Resolution Term I feedback 2019-20 was taken successfully. The members reviewed the same and asked to prepare the compiled report of this feedback.

Agenda 4	To discuss and approve IIT Mumbai Mooc's Software Training Programme.
Resolution	The proposal of IIT Mooc's Software Training Programme was discussed. The members of IQAC committee appreciated the initiative of online add on courses. They unanimously approved the same subject to at least 50:1 enrolled of students for the same.

Agenda 5	Preparation & submission of AQAR Report.
Resolution	The rough draft of AQAR Report of the year 2018-19 was reviewed, discussed and decided to submit the same before 30th December 2019. Preparation of AQAR Report 2019-20 was in process.
Agenda 6	Any other item with permission of Chair.
Resolution	No other item was taken for discussion. Meeting concluded with Vote of thanks to the Chair.

CNCVCW, CSIBER Trust, Kolhapur ESTD. 1994

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College of Non-Conventional
Vocational Courses For Women
Kolhapur

College of Non -Conventional Vocational Course for Women, Kolhapur

Internal Quality Assurance Cell (IQAC)

Action taken Report

Date of IQAC Meeting 16th November 2019

Sr No	Agenda Item	Action taken
1	Finalizing the topic and date of Seminar	Topics for the Seminars were finalized as given below: Dept of Fashion Design- National seminar on "Fast Fashion against sustainability". Dept of Food Technology- National Seminar on "Food Ingredients as Therapeutic & Technology" / "Food & Nutrition security: Challenges in the millennium". Dept of Interior Design- National seminar on "Interio Nex Gen"
2	Term I feedback 2019-20	Feedback for the first semester was taken successfully and the compiled report was shared with the respective head of the departments which later was shared with the other staff members for improvement.
3	To discuss and approve IIT Mumbai MOOC's software training programme.	The proposal of IIT MOOC software training programme was discussed and it was decided to have three programmes as mentioned below: 1. Basic Software skills and office automation. Expected target- 100 students 2. Multimedia/ Drawing Expected target – 50 students 3. Learning Management system Expected target - 50
4	Preparation and submission of AQAR Report	The rough draft of the AQAR 2018-19 was reviewed and dicussed by all the members and was submitted on 28 October 2020. The preparation AQAR 2019-20 was in process and getting indefinitely delayed due to pandemic situation.

Mrs Jyoti R. Hiremath
IQAC Coordinator

CNCVCW, CSIBER Trust, Kolhapur ESTD. 1994

PRINCIPAL,
College of Non-Conventional
Vocational Courses For Women
Kolhapur

Notice

31 /01/2020

All the members of IQAC Committee are informed to present for the meeting scheduled on 3rd February 2020 at 3.00 pm in the IQAC room.

31/01/20

IQAC Coordinator

Mrs Jyoti R Hiremath

Agenda for the Meeting:

1. To read and confirm the minutes of the previous meeting held on 16th November 2019.
2. Preparation of AQAR 2019-20
3. Preparation of the Vision Plan.
4. Finalization of Schedule of National seminar to be organized by Food Technology and Interior Design Department and Design competition to be organized by Fashion Design Department.
5. To take note of Mentoring System initiated by each department.
6. Discussion regarding organizing of Convocation for the very first time in the college.
7. To discuss regarding the MoU signed with Department of Technology Shivaji University by Food technology department.
8. Any other item with permission of the chair.

IQAC members 2019-20

Chair Person :-	**Dr. A. R. Kulkarni,** **Principal, CNCVCW**
Senior Administrative officers :-	**Mr. B. Gore** **Mrs. Pratibha Kamble (Librarian)**
Teachers :-	**Ar. Amarr Mestry (HOD, BID)** **Mrs. Snehal Khandekar (HOD, B.Sc. FTM)** **Mr. Adarsh Chavan** **Mrs. Pradnya Kapdi** **Mrs Neelam Jirage** **Mrs. Nirali Gilbile** **Mrs. A. S. Raibagkar** **Mrs. Shambhavi Dixit**
Management Representative :-	**Dr. V. M. Hilage** **Trustee Member**
Local Society Representative :-	**1) Mrs. Varsha M. Desai** **2) Mrs. Jyoti Waghela**
Alumni Representative :-	**1) Ashwini Patil** **2) Pradnya Shah**
Student Representative :-	**1) Pooja Saitawdekar** **2) Pooja Magdum**
Employer / Industrialist :-	**1) Mrs. Urmila Gaikwad Industrialist** **2) Mr. Sunil Manjrekar Architect**

Minutes of Meeting

Following members were present for the meeting held on 3rd February 2020 at 3.00pm in the IQAC room.

Chair Person :-	Dr. A. R. Kulkarni, Principal, CNCVCW
Senior Administrative officers :-	Mr. B. Gore Mrs. Pratibha Kamble (Librarian)
Teachers :-	Ar. Amarr Mestry (HOD, BID) Mrs. Snehal Khandekar (HOD, B.Sc. FTM) Mr. Adarsh Chavan Mrs. Pradnya Kapdi Mrs Neelam Jirage Mrs. Nirali Gilbile Mrs. A. S. Raibagkar Mrs. Shambhavi Dixit
Management Representative :-	Dr. V. M. Hilage Trustee Member
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Student Representative :-	1) Pooja Saitawdekar 2) Pooja Magdum
Employer / Industrialist :-	1) Mrs. Urmila Gaikwad Industrialist 2) Mr. Sunil Manjrekar Architect

Agenda 1: To read and confirm the minutes of the previous meeting held on 16th November 2019.

Resolution: The minutes of the previous meeting held on 16th November 2019 were read and confirmed by the members of the committee.

Agenda 2: Preparation of AQAR 2019-20

Resolution: The AQAR for the year 2019-20 is under process and as per the NAAC latest notification, it is finalized to submit the same on or before 30th April 2020.

Agenda3: Preparation of the Vision Plan by 2025.

Resolution: IQAC decided to frame the Vision plan of the college. As the college is in its 25 years of establishment it has planned to have a long term vision plan. The members of the committee had a detailed discussion and prepared the vision plan. The same is enclosed here as the Annexure I

Agenda 4: Finalization of Schedule of National seminar to be organized by Food Technology and Interior Design Department and Design competition to be organized by Fashion Design Department.

Resolution: Respective department representative in the committee presented the Schedule of the National Seminar and Competition in front of the IQAC committee members and same was approved with minor corrections. The schedule of all the three events is enclosed as Annexure II.

Agenda 5: To take note of Mentoring System initiated by each department.

Resolution: In order to improve quality of internship reports, Capacity building training programmes for better employment, Entrepreneurship development and guidance for higher education mentoring system should be developed in the department.

The members unanimously decided to have a mentoring system in in each department for the final year students. A ratio of Mentoring to mentee of 1:10 should be maintained.

Agenda 6: Discussion regarding organizing of Convocation for the very first time in the college.

Resolution: As per the guidelines of the affiliating Shivaji University, Kolhapur the convocation was for the very first time to be organized by the college itself. So it was decided to have the convocation in the first week of March 2020. It was strictly advised to follow the protocol given by the university. The Committee member also insisted in designing and making of convocation gowns. This job of designing and making of Convocation gown was given to Fashion Design Department,. It was also decided to make 50 Convocation gowns in a very less time span of 20 days. The Examination coordinator of the college was given the responsibility of preparing the schedule and all the other preparation of the convocation ceremony.

Agenda 7: To discuss regarding the MoU signed with Department of Technology Shivaji University by Food technology department.

Resolution : It was informed to all the mebers of the IQAC committee that the Department of Food Technology has signed the MoU with Department of Technology Shivaji University. Principal sir informed the members that it was for the very first time in the history where a university has signed a MoU with a undergraduate college. All the members appreciated the same and congratulated the department for their achievements. A Copy of the MoU is enclosed as Annexure III.

Agenda 8: Any other item with permission of the chair.

Resolution: No other item was taken for the discussion.

Meeting concluded with vote of thanks to the chair.

PRINCIPAL,
College of Non-Conventional
Vocational Courses For Women
Kolhapur

CNCVCW, CSIBER Trust, Kolhapur ESTD. 1994

Annexure I

VISION 2025

Sr. No.	Name of Degree Programme	Intake Capacity	Roadmap
1	M.Sc. (Food Science & Nutrition)	30	Proposal for affiliation to Shiavji University , Government of Maharashtra and UGC 2019-20
2	Integrated B.Des & M.Des. Five Years with Provision of lateral exit after B.Des.	60	1.Proposal to AICTE and UGC 2021-22, 2. Proposal for affiliation to Shiavji University and Government of Maharashtra 2022-23
3	Master's Degree in Fashion Designing	30	1.Proposal to submit under Perspective Plan to Shivaji University 2023 2. Proposal for affiliation to Shiavji University and Government of Maharashtra 2024
4	B.VOC courses under Skill development in each department (Six months to One Year)	30 for each course	1.Proposal to UGC 2023-24, 2. Proposal for affiliation to Shiavji University and Government of Maharashtra 2023-24
5.	Adoption of Add-On Courses in functional area from MOOC and Swayam Platform	30 for each course	2022-23 : Three courses 2023-24 : Three Courses
6	ISO 21000:2018 Educational Organizations – Management Systems	Entire College	2021-22 : Application to Certifying body, Documentation on Policy, Implementation (PDCA) Internal Audit Certification Audit
7	Language Lab	30	2020-21
8	Sound Recording Lab	--	2022-23 For Multimedia Practical and E – Content development

Mrs Jyoti R. Hiremath
IQAC Coordinator

CNCVCW, CSIBER Trust, Kolhapur ESTD. 1994

PRINCIPAL,
College of Non-Conventional Vocational Courses For Women
Kolhapur

Annexure II

NATIONAL CONFERENCE BY DEPARTMENT OF INTERIOR DESIGN

"INTERIO – NEX GEN" 2020

SCHEDULE

- Registration : 9:00 am to 10:00 am
- Inauguration: 10:00 am to 11:30 am
  (Chief Guest – **Ar. Leena Kumar** (President of IIA, Karnataka chapter).
- **Technical Session I**
  (Speaker **Ar. Yatin Kandolkar**) : 11:30 am to 12:00 pm
- **Technical Session II**
  (Oral Paper Presentation) : 12:00 pm to 1:30 pm
- Lunch Break : 1:30 pm to 2:30 pm
- **Technical Session III**
  (Oral Paper Presentation) : 2:30 pm to 4:00pm
- Panel Discussion with High Tea : 4:00 pm to 4:30 pm
- Valedictory : 4:30 pm to 5:00 pm

College of Non-Conventional Vocational Courses for Women,
Department of Food Technology Organizes
One Day National Conference
On
"Discovering Healthy foods through Food Processing and Nutrition"
6th March 2020
PROGRAM SCHEDULE

Sr. No.	Time	Particulars
1	9.30 am to 10.30 am	Registration and Breakfast
2	10.30 am to 11.15 am	Inaugural Function Chief Guest Dr. A. K. Sahoo Head, Dept. of Food Science & Technology Shivaji University, Kolhapur.
3	11.15 am to 12.15 pm	Technical Session I Key note address by Mr. Nilesh Lele M.D, Exelon FoodBio Advisors Pvt.Ltd. & President, AFST(I) Mumbai Chapter.
4	12.15 pm to 1.45 pm	Technical Session II Oral/Poster presentations
5	1.45 pm to 2.30 pm	Lunch Break
6	2.30 pm to 4.00 pm	Technical Session III Oral presentations
7	4.00p.m to 4.15p.m	Tea break
8	4.15p.m to 5.00p.m	Valedictory Function Chief Guest Mr. Kuldeep Nagalkar GM, Malted Foods Division, Warana

Venue:

Inauguration & Technical Session I – Radhabai Shinde Hall, CSIBER Main Building, 2nd floor.

Breakfast & Lunch – Gymkhana Hall, Ground Floor, Main Building, CSIBER.

Oral Presentation & Valedictory – BID Seminar Hall, 2nd Floor, CNCVCW

Poster Presentation – BID Studio I, 2nd Floor, CNCVCW

Fashion Flavour – 2020

National Level Competition 22nd February 2020

Department of Fashion Designing

Schedule

Time	Event	Venue
9.00 am to 9.30 am	Registration & Breakfast	College Premises
10.00 am to 11.00 am	Inauguration Key Note Addressee	Seminar Hall
11.00 am to 12.30 pm	Design Collection & Garment Presentation (D.C.G.P.)	DPC Lab
12.30 pm to 2.00 pm	Accessory Making Competition	Studio 1
2.00 pm to 2.30 pm	Lunch Break	
2.30 pm to 4.30 pm	Design Sketching Competition	Studio 1
5.00 pm to 5.30 pm	Valedictory	Seminar Hall

College of Non-Conventional Vocational Courses for Women, Kolhapur

National Level Competition 22nd February 2020

Department of Fashion Designing

Fashion Flavour – 2020

Inaugural Function

Time : 10.00 am to 11.00 am

Venue : Seminar Hall, CNCVCW, Kolhapur

Sr. No.	Particulars	
1	Welcome	Ms. Komal Bajaj
2	Lightening the lamp	Dignitaries on the Dias
	Introduction of Chief Guest	Ms. Jaina Oswal
3	Felicitation of the guests	Ms. Sheetal Jadhav Fashion Designer, Mumbai
4	E-Inauguration	Dignitaries on the Dias
5	Introduction of Event	Mrs. Jyoti Hiremath Head of Dept. of Fashion Design
6	Speech by Principal	Dr. A. R. Kulkarni, Principal, CNCVCW
7	Keynote Address by Chief Guest	Ms. Sheetal Jadhav Fashion Designer, Mumbai
8	Vote of Thanks	Mrs. Archana R. Patil Coordinator, Fashion Flavour 2020
9	Conclusion of Inaugural Function	

College of Non-Conventional Vocational Courses for Women, Kolhapur

National Level Competition 22nd February 2020

Department of Fashion Designing

Fashion Flavour – 2020

Valedictory Function

Time : 5.00 pm to 5.30 pm

Venue : Seminar Hall, CNCVCW, Kolhapur

Sr. No.	Particulars	
1	Welcome	Ms. Komal Bajaj
2	Review of the event	Mrs. Archana R. Patil Coordinator, Fashion Flavour 2020
3	Feedback from the participants	Participants
4	Presidential Address	Dr. A. R. Kulkarni, Principal, CNCVCW
5	Prize Distribution	Dignitaries on the Dias
6	Vote of Thanks	Mrs. Jyoti Hiremath Organising Secretary
7	Conclusion of Valedictory Function	

MOU between Department of Food Science and Technology, Shivaji University, Kolhapur and College of Non-conventional courses for Women,CSIBER Kolhapur

This Memorandum of Understanding (hereinafter referred to as MoU) is made on this .....4th..... day of ...October....2019 **BETWEEN Department of Food Science and Technology, Shivaji University, KOLHAPUR** (hereinafter referred to as "**FIRST PARTY**"), an institution of higher learning established and governed under Maharashtra Universities Act 1994, whose address is at Department of Food Science and Technology, Shivaji University, Vidyanagar Kolhapur 416004

AND

College of Non-conventional courses for Women, CSIBER Kolhapur

(**Other Party**) hereinafter referred to as "**SECOND PARTY**", an shivaji university affiliated college, whose address is CSIBER Campus,Shivaji University road ,Kolhapur 416004
Phone number 0231-2535405

WHEREAS

A. Food Science and Technology, Shivaji University, Kolhapur is an established Department which strives to enhance and strengthen its academic programs through teaching, research and collaborative arrangements with academic institutions and industries.

B. CSIBER Trust's, College of Non-conventional courses for Women is approved by Govt. of Maharashtra and affiliated to shivaji university ,Kolhapur.The college runs a three year degree course in Food Technology and Management and Post Graduate Dip in Nutrition and Dietetics.

C. The Parties are desirous of entering into this MoU to declare their respective intentions and to establish a basis of cooperation and collaboration between the Parties upon the terms as contained herein.

1. AREAS OF CO-OPERATION

The Parties agree to collaborate efforts in the areas of:

a) Collaborative research and project work
b) Collaborative consultancy services
c) Joint organization of workshops, seminars,conference and training programmes on the topics of common interest.
d) Use of Laboratory facility to students and staff.
e) Any other areas of co-operation as agreed to by the Parties from time to time.

2. DURATION AND TERMINATION

This MoU shall remain in effect for FIVE (5) years from the effective date or until terminated by either party with thirty (30) days written notice.

This MoU may be extended for a further period as may be agreed in writing by the Parties.

3. FINANCIAL ARRANGEMENTS

This MoU shall not give rise to any financial obligation to Shivaji University unless the University authorities approve it.

This MoU shall not give rise to any financial obligation to CNCVCW unless the Management authorities approve it.

4. CONFIDENTIALITY

Each Party shall undertake to observe the secrecy of confidential information received from or supplied to the other Party during the period of implementation of this MoU or other agreements made pursuant to this MoU.

5. SETTLEMENT OF DISPUTES

Any difference or dispute between the Parties concerning the interpretation and/or implementation and/or application of any of the provisions of this MoU shall first be settled amicably through mutual consultation and/or negotiations between the Parties.

In the event of non-resolution, reference shall be made to a mediator jointly appointed by the Parties who shall mediate the dispute or difference in question.

6. NON CONTRACTUAL NATURE OF RELATIONSHIP

The Parties acknowledge that this MoU does not in any way give rise to any right or permission to use or to be associated with each Party's intellectual property. Any and every outcome of joint project work or projects shall be intellectual property of the party which initiated the project and shall be treated as confidential.

7. REVISION, VARIATION AND AMENDMENT

Either Party may request in writing a revision, variation or amendment of this MoU.

Any such revision, variation or amendment agreed to by the Parties shall be in writing and shall form part of this MoU.

Such revision, variation or amendment shall come into force on such date as may be determined by the Parties.

Any revision, variation or amendment shall not prejudice the implementation of any project, activity or co-operation arising from or based on this MoU before or up to the date of such revision, variation or amendment.

8. SUPERVENING EVENTS

8.1 Each Party reserves the right for reasons of national security, national interests, public order or public health to suspend temporarily, either in whole in part, the implementation of this MoU which suspension shall take effect immediately after notification has been given to the other Party.

8.2 Notwithstanding sub-clause 8.1, should any other event occur which hinders or restricts the implementation of this MoU, the Parties shall use their best endeavour to agree upon such action, as may be necessary and equitable, to remove the cause of such event.

9. NOTICES

Every notice, request or any other communication required or permitted to be given pursuant to this MoU shall be in writing and delivered personally or sent by registered or certified post or via air mail or via courier or facsimile or by e-mail (which shall be acknowledged by the other Party) to the Parties at their address and facsimile number as stated below:

To :
Address : Registrar, Shivaji University , Kolhapur 0231-2609063

Attn to :
Address : Co-ordinator FST, Shivaji University,Kolhapur

Tel no. :

Attn to :
Address : Principal
CNCVCW, CSIBER, Kolhapur

Tel No. :

SIGNATORY ON BEHALF OF THE DEPARTMENT OF FOOD SCIENCE AND TECHNOLOGY, SHIVAJI UNIVERSITY, KOLHAPUR WITNESS WHEREOF, the undersigned, being duly authorized by their respective organizations, sign this MoU on the date as above written.

Signed by]
For and on behalf of }
Department of FST,

Shivaji University Kolhapur]

4/10/2019

Registrar,
Shivaji University Kolhapur

AND

College of Non-conventional
Courses for Women

Principal,CNCVCW
CSIBER,Kolhapur

In the presence of

Coordinator, Food Science and Technology

Khandekar.

Head
Dept.of Food Tech ,CNCVCW

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Sambhaji Nagar, Kolhapur - 416007.
Phone : +91 231 2620199 Mobile : +91 7888030099
Email : mh.kolhapursambhajinagar@caddcentre.com

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MoU) entered on the 29th January 2020.

By and Between

CADD Centre, Sambhaji Nagar, Kolhapur having its office at Plot No 3, Thakkar Business Centre, 3rd Floor, Old More Colony, Opp Sambhaji Nagar Bus Stand, Sambhaji Nagar, Kolhapur – 416 007 (hereinafter referred as "CADD CENTRE" for the sake of brevity) and represented by its **Business Head, Mr. Dhaval Bagawade** (which expression shall mean and include its successors in office and assigns)

and

C.S.I.B.E.R. Trust's College of Non-Conventional and Vocational Courses for Women (hereinafter referred as "College" for the sake of brevity), an Interior Designing College affiliated to Shivaji University having its campus at University Road, Tal Karveer, Dist Kolhapur – 416 113 and represented by its **Principal** (which expression shall mean and include its successors in office and assigns)

Objectives of the Collaboration:

1. To provide employable skills to the student during their course at the college.
2. Make the student aware of the latest tools and techniques at an affordable fee in order to keep them *industry ready* at the end of their course.
3. Maximize placement opportunities for students from all the courses.
4. To build the confidence level of the student to face the challenges of the real time.

This Memorandum of Understanding is to conduct a **Unique, Systematic** and **Employable Skills Development Program** for the students of the college towards achieving the objective of maximizing the employable opportunities for students of the College.

This Memorandum of Understanding states the terms and conditions under which the **Trainings** shall be conducted by CADD Centre at the College premises and lists herein the respective responsibilities of both parties.

CADD Centre Training Services Private Limited

Registered & Corporate Office :
91, Dr. Radhakrishnan Salai,
8th Floor, Gee Gee Crystal, Office No. 8C & 8D,
Mylapore, Chennai - 600 004, India.
Phone : 044 4596 6100

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Phone : +91 231 2620199 Mobile : +91 7888030099
Email : mh.kolhapursambhajinagar@caddcentre.com

PREAMBLE:

For a student to be recruited by a good company, over and above the subject knowledge, he/she is expected to have the following:

1. Strong Fundamental Engineering Knowledge.
2. Engineering related Multiple Technical Skills - Develop skills that add value.
3. Project Management & Operational excellence - Learn & Acquire the Skills.
4. Communication & other Soft Skills.

While Subject Knowledge would be provided by the college, CADD Centre will equip the students with required industry specific technical, project management and people skills.

On one hand, thousands of unemployed Engineering graduates are not finding suitable jobs, while on the other hand, Industry requires millions of young minds at all levels but are unable to find the right candidates. This is because of the skill gap that exists between academic institutions and industry requirements. This skill gap is sought to be minimized for the students of the "College" by facilitating them to acquire the appropriate and relevant skills at the college itself.

Through this collaboration, CADD CENTRE will prepare the students of the "College" to be ready for industry by the time they enter the final semester and for this the students have to be nurtured and trained in different areas from the very beginning. Keeping in mind the academic program and the progressive skill development cycle in mind, the programs are spread across their semesters.

CADD Centre shall provide

- The required trainers for the course and the training program would be Instructor led.
- Comprehensive CADD Centre reference books to all students for 3D's Max course as part of the course.
- Periodical assessment on the progress of students for their further improvements.
- The 'Certificate of course completion on 3D's Max' to every student who successfully participates in the training program every semester.

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Email : mh.kolhapursambhajinagar@caddcentre.com

- The 'Certificate of Participation' on other value added programs to every student who successfully participates in the training program. The certificate will be issued with logo of C.N.C.V.C.W.
- "Certificate of Association" from CADD Centre to the college.
- Provide Permission to use CADD Centre logo as the Skill Development Partner.
- Organize Campus and Off-Campus interviews for the final year students based on the requirements for CADD Centre and its clients.
- Welcome College to use **CADD Centre,** strategically based on the need.

The College Shall Provide

- The required number of computer systems in the lab and other required infrastructure for the practice and its maintenance.
- The Class rooms with LCD projector for the theory classes.
- The Schedule with the classes for this training during normal hours of the college.
- The supports to ensure, all students in a class, attend the training programs scheduled for them.
- Disciplinary support for the smooth conduct and timely completion of the entire course.

PARTICIPANTS:

The participants would be of Interior Designing branch students.

COURSE CONTENTS

CADD Centre in consultation with the College shall finalize the course contents for the skills development program.

TIME SCHEDULE

The program(s) will be conducted during working hours mutually decided by CADD Centre and College. The students will be divided into batches, depending on the total strength based on requirements.

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LINK OFFICER

The Principal of the College shall appoint a Link Officer from each department for the duration of the program, who shall liaise with CADD Centre and make the training process learner-friendly and effective. CADD Centre shall work in close relationship with the Link Officer, who in-turn shall keep a close touch with the students. In the event of any difference of opinion between CADD Centre and the Link Officer, the matter should be referred to the **Principal of the College,** whose decision thereon shall be final and binding on both the parties.

COURSE FEES & PAYMENT PATTERN

The course fee per student is decided and mutually agreed upon by both the parties. The College shall collect the course fee from the students and pay to CADD Centre.

VALIDITY

This Memorandum of Understanding shall be valid for 1 year from 29th January 2020.

For: **C.S.I.B.E.R. Trust's CNCVCW**

Name: Dr. A.R. Kulkarni.

Designation: **Principal**

PRINCIPAL,
College of Non-Conventional
Vocational Courses For Women
Kolhapur

Date:

For: CADD Centre Training Services

Info Grow Institute
3rd Floor, Thakkar Business Center
Old More Colony, Opp. Sambhaji Nagar
bus stop Sambhaji Nagar, Kolhapur-416 007
Ph:0231 2620199 / 7888030099

Name: **Dhaval Bagawade**

Designation: **Business Head**

Date:

Name: Hon'ble Dr. R. A. Shinde.

Designation: Secretary and Managing Trustee

Secretary & Managing Trustee
Chhatrapati Shahu Institute of Business
Education & Research Trust
University Road, Kolhapur - 416 004

Date:

CADD Centre Training Services Private Limited

Registered & Corporate Office :
91, Dr. Radhakrishnan Salai,
8th Floor, Gee Gee Crystal, Office No. 8C & 8D,
Mylapore, Chennai - 600 004, India.
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Email : mh.kolhapursambhajinagar@caddcentre.com

Terms & Conditions

1. **Please note that above mentioned product pricing is inclusive of all taxes.**
2. Payment can be made either through Cheque or DD drawn in favor of "**Info Grow Institute**" payable at Kolhapur.
3. CNCVCW will ensure a minimum of 80 to 90 students.
4. CNCVCW will take the responsibility of collecting payments from students on or before due date of fee payment.
5. **Validity:** This proposal is valid for a period of **1 year**.
6. **Payment terms:**

   1st Installment will be 50% of total course fees on completion 2 sessions.

   2nd Installment will be 25% of total course fees on 100% completion of course.

   Final Balance payment will be 25% on issuing respective certificates.
7. Centre Participation Certificate will **NOT** be issued to students until & unless the full payment is received.
8. Confirmation of the batch start date should be made at least 1 week in advance for the College venue.
9. The work order would be on the scope which has been defined and mutually accepted by both **CADD Centre Sambhaji Nagar Kolhapur &CNCVCW** on which changes are not encouraged.
10. Alterations, if necessary, after the MoU has been signed can be made on mutual agreement. The course fee may change depending on the alterations in the MoU.

We do hope that this proposal is in line with your expectations and look forward to a long and mutually beneficial relationship with you.

CADD Centre Training Services Private Limited

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Given below are the special course fees for the students of **CNCVCW.**

No.	Name of the course	Duration in hours	No. of Students	Special fees per student in INR
1.	3D's Max.	40	80 to 90 86	1450/-
2.	Vray for 3D's Max.	5		
3.	Quantity take-off.	3		
4.	Photoshop	2		

College of Non -Conventional Vocational Course for Women, Kolhapur

Internal Quality Assurance Cell (IQAC)

Action taken Report

Date of IQAC Meeting 3rd February 2020

Sr No	Agenda Item	Action taken
1	Preparation of AQAR 2019-20	The rough draft of AQAR for the year 2019-20 is ready but and as per the NAAC latest notification it is finalized to submit the same on or before 30th April 2020.
2	Preparation of the Vision Plan.	The vision plan was prepared and the same was shared with all the members if the committee and also with the faculty member. The copy of the same is enclosed with the minutes of the meeting.
3	Finalization of Schedule of National seminar to be organized by Food Technology and Interior Design Department and Design competition to be organized by Fashion Design Department.	Schedules of all the three events were prepared and finalized with minor changes. And all these events were conducted as per the dates mentioned. The schedules of all these events re enclosed win the minutes.
4	Discussion regarding organizing of Convocation for the very first time in the college.	The convocation ceremony was finalized on 3rd March 2020. And department of Fashion Design finalized the design of convocation gown and fabrics to be used. The Examination coordinator of the college prepared the schedule and all the other preparation of the convocation ceremony. A total number of 203 students who successfully completed their programme from the Shivaji University, Kolhapur, were awarded with Degree Certificate.
5	To take note of Mentoring System initiated by each department.	To improve quality of internship reports, Capacity building training programmes for better employment, Entrepreneurship development and guidance for higher education mentoring system will be developed in the department. Mentoring system in each department for the final year students was initiated. A ratio of Mentoring – mentee of 1:10 will be maintained.
6	To discuss regarding the MoU signed with Department of Technology Shivaji University by Food technology department.	Food Technology has signed the MoU 4th October 2019 for a period of five years with Department of Technology Shivaji University. Principal sir informed the members that it was for the very first time in the history where a university has signed a MoU with a undergraduate college. The MoU with CADD Centre, Kolhapur was also renews for the academic year 2019-20.

Notice

15 /07/2020

All the IQAC members are here by informed to be present for the academic year end meeting to be held on 22nd 2020 at 3.00 pm in the IQAC room.

Hiremath 15/7/20

IQAC Coordinator

Mrs Jyoti R Hiremath

Agenda for the Meeting:

1. To read and confirm the minutes of the previous meeting held on 3rd February 2020.
2. To take note on submission of AQAR 2019-20.
3. Review the feedback taken from Students, Teachers, Parents, Alumni and Employers.
4. To take a note of all the add -on courses conducted during the academic year.
5. Review the social outreach activity conducted during the year.
6. Note on National Seminar and competition organized.
7. To review the FDP and workshops conducted during the academic year.
8. To take a note on placement activities conducted.
9. Any other item with permission to chair.

IQAC members 2019-20

Chair Person :-	**Dr. A. R. Kulkarni,** **Principal, CNCVCW**
Senior Administrative officers :-	**Mr. B. Gore** **Mrs. Pratibha Kamble (Librarian)**
Teachers :-	**Ar. Amarr Mestry (HOD, BID)** **Mrs. Snehal Khandekar (HOD, B.Sc. FTM)** **Mr. Adarsh Chavan** **Mrs. Pradnya Kapdi** **Mrs Neelam Jirage** **Mrs. Nirali Gilbile** **Mrs. A. S. Raibagkar** **Mrs. Shambhavi Dixit**
Management Representative :-	**Dr. V. M. Hilage** **Trustee Member**
Local Society Representative :-	**1) Mrs. Varsha M. Desai** **2) Mrs. Jyoti Waghela**
Alumni Representative :-	**1) Ashwini Patil** **2) Pradnya Shah**
Student Representative :-	**1) Pooja Saitawdekar** **2) Pooja Magdum**
Employer / Industrialist :-	**1) Mrs. Urmila Gaikwad Industrialist** **2) Mr. Sunil Manjrekar Architect**

Minutes of Meeting

Due to the Covid pandemic lockdown the academic year end meeting was postponed to the month of July2020. Following members were present for the meeting held on 22nd July 2020 at 3.00pm in the IQAC room.

Chair Person :-	**Dr. A. R. Kulkarni,** **Principal, CNCVCW**
Senior Administrative :- **officers**	**Mr. B. Gore** **Mrs. Pratibha Kamble (Librarian)**
Teachers :-	**Ar. Amarr Mestry (HOD, BID)** **Mrs. Snehal Khandekar (HOD, B.Sc. FTM)** **Mr. Adarsh Chavan** **Mrs. Pradnya Kapdi** **Mrs Neelam Jirage** **Mrs. Nirali Gilbile** **Mrs. A. S. Raibagkar** **Mrs. Shambhavi Dixit**
Management Representative :-	**Dr. V. M. Hilage** **Trustee Member**
Local Society Representative :-	**1) Mrs. Varsha M. Desai** **2) Mrs. Jyoti Waghela**
Alumni Representative :-	**1) Ashwini Patil** **2) Pradnya Shah**
Student Representative :-	**1) Pooja Saitawdekar** **2) Pooja Magdum**
Employer / Industrialist :-	**1) Mrs. Urmila Gaikwad Industrialist** **2) Mr. Sunil Manjrekar Architect**

Agenda 1: To read and confirm the minutes of the previous meeting held on 3rd February 2020.

Resolution: The minutes of the previous meeting held on 3rd February 2020 were read and confirmed by the members of the committee.

Agenda 2: To take note on submission of AQAR 2019-20.

Resolution: Preparation of AQAR 2019-20 is still under process and could not completed as scheduled on 30th April 2020 because of lockdown of entire college due COVID-19 pandemic situation.

Agenda 3: Review the feedback taken from Students, Teachers, Parents, Alumni and Employers.

Resolution: Feedback is taken from students, teachers, employers, alumni and parents. This feedback helps to know the efficiency of teaching and learning process, student's understanding of the subjects and the overall outcome of the programme. Suggestions from employers, teachers, parents, alumni and students are beneficial for further improvement in curriculum and co-curriculum aspects.

Students suggested:

- To provide pre-reading material (soft or hard copy).
- Emphasized for more Add-on Courses.
- To organize more field/industry visits.
- To organize training programme or orientation lectures for preparing entrance examination for Master Degree Programme.
- To start Post Graduation Programmes in Food Science, Fashion Designing and Interior Designing.

Teachers suggested:

- Choice Based Credit System to be implemented to all the programmes in a phased manner subject to approval from Shivaji University, Kolhapur.
- Development of E-Content for each course.

- Strengthening ICT facility to each classroom.
- Setting up of well-equipped Language Lab.
- To organize in-house FDPs.

Employer suggested:

- To bridge gap between existing curriculum and expectations by the employer. This gap was bridged by introducing two to six credits courses in their functional areas. This will certainly enhance the employability of the students.
- To organize more industrial/field visits.

Alumni suggested:

- To improve the placement activities of the college.
- To conduct more workshops, guest lectures and software courses for extra skill development, as it had more demand in market and will increase the employability of the students. According to their suggestion, value added courses were initiated by the concerned department.
- To start post graduate diploma in fashion designing and college agreed to consider their suggestion.
- To increase the number of library books. New books were purchased through annual book exhibition and book suppliers as per their suggestions.

Parents suggested:

- To provide direct intimation to them about examination fees and extra fees of add on courses (if any) through sms and it was also agreed and implemented by the college.
- To start a college bus for nearby out station students. This suggestion was not feasible hence it was not considered.
- To give 15 minutes break after every two hours of lectures and it was agreed to give this break according to the convenience of department.
- To take their consent from parents regarding in-plant training and its location

It was resolved to consider all the above suggestion.

Agenda 4: To take a note of all add -on courses conducted during the academic year.

Resolution: Along with the existing add on courses seven new add on courses were initiated for the academic year 2019-20. Total ten add on courses out of which nine for the students and 1 for teaching faculty members The details of the same are as follows:

Sr no	Name of the certificate course	Date of implementation	Duration in days	Credits	No of students enrolled
1	Certificate course in French language	01/08/2019	90	6	109
2	Certificate course in German language	01/08/2019	90	6	122
3	Certificate course in Japanese language	01/08/2019	90	6	45
4	Certificate course in Japanese language level II	01/08/2019	45	3	06
5	Aari work	30/09/2019	45	3	88
6	Obesity Management	12/12/2019	45	3	36
7	Bamboo handicraft	04/02/2020	45	3	20
8	3D Max Quality Takeoff	01/02/2020	30	2	90
9	Entrepreneurship Development	07/02/2020	30	2	103
10	Learning management systems. IIT Mumbai MOOC		30	2	35 Teaching staff
Total					619 Students + 35 Staff

Agenda 4: Review the social outreach activity conducted during the year.

Resolution: Various activities were conducted by the three major departments with respect to social outreach activity. These social outreach activity was also highlighted as the best practice for the academic year 2019-20
Social outreach and services are those that extend our human talent and technological capacity to serve in our communities, our state, the nation and the world.

At the heart of the commitment are the values of engagement and communication. The specific goal is to improve and enhance the health and well-being of our communities and environment through outreach programs and

collaboration with our constituents to implement a new vision for engagement and outreach at some nearby places for health, hygiene and well-being through counseling the communities and to produce a measurable output.

Dept. of Food Technology –

Nutritional Awareness:

Social Outreach Programmes in Food and nutrition are designed to train community members regarding developing healthy life-styles, particularly in improving nutrition and promoting physical activity. Department of Food Technology has organized various Social Outreach Programmes through lectures, Demonstrations of healthy recipes, Street plays etc. These activities aimed to improve knowledge and behavior amongst community in order to prevent life-style related diseases and chronic health conditions. Such activities benefited pre-school, school going children and women of reproductive age.

Dept. of Interior Design -

Raising awareness among communities of Rashivde village in a form of hygienic concern and by giving a proper interior layout plan for the Rashivde Grampanchayat also developing an alternative landscape plan for the Gramdevat Temple.

The beneficiary were the local communities to whom the importance of proper sanitation was conveyed in form of slogan so as to make them aware. Of health and hygiene. As well as the Rashivde Grampanchayat and its staff along with the Talati and Grampanchayat chairman and his members were benefitted with direct site work done by students raising the existing interior layout. Of grampanchyat office to meet proper circulation and space utilization. Another targeted social outreach was the Gramdevat Temple. For which the student drafted on site landscape layout alternative plan which was to be beneficial for entire Rashivde community thus the interior department along with student and the staff conducted very successful outreach program.

Dept. of Fashion Design –

Skill Training:

Woman workers from Grape wine were identified and trained for cutting, stitching and printing shopping bags in different size and shapes. Staff and students were involved in this practice. Under the collaboration with Fresh Express, Sangli Training Program was organized through Sakhi Ladies Training Work. Total 30 ladies were trained under the label of Grape with Heart. The same shopping bags made by these ladies workers were displayed and distributed in Berlin Fruit Logistica – An International Fruit Conferene.

The positive outcome of the practice can be highlighted as:

- Healthy participation of staff and students.
- An increase in the confidence level and improvement in personality of the students as they are exposed to field experiences and learn to handle project from scratch till execution.
- These experiences will boost their site knowledge and help them in their future career.

Agenda 5: Note on National Seminar and competition organized.

Resolution: National seminar was organized by Food technology department " " on 6th March 2020 with 280 participants. National conference was organized by Interior Design Department " Interio Nex Gen" on 7th February 2020 with 80 participants. The National level Design Competition Fashion Flavour 2020 on 22nd February 2020 with 180 participants. All the three events were very well organized as per the schedule. The members of the committee appreciated and congratulated all the three departments for their achievements. The detailed reports of all these three events are enclosed as Annexure I.

Agenda 6: To review the FDP and workshops conducted during the academic year.

Resolution: FDP on "Revised seven criteria of NAAC Accreditation July 2017" was organized by IQAC for the faculty members. From 22nd August to 30th August 2019. Workshop on Intellectual property Rights (IPR) was organized for all the students and staff on 13th February 2020. Industry institute interaction were organized by Department of Fashion "Functional Finishes of Garments" on 19th October 2019.Department of Food technology "Quality Control and Recent trends of Dairy and Bakery Industry" on 07/01/2020. Department of Interior Design"

Modular Furniture" on 01/01/2020. The details of the FDP and Workshop are enclosed as Annexure II.

Agenda 8: To take a note on placement activities conducted.

Resolution: College conducted placement activity for the academic year 2019-20. The details of the same are as follows:

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of stduents placed	Name of organizations visited	Number of students participated	Number of stduents placed
Rathod Art Jewellary Manufacturing Ltd.Shiroli,Kolhapur.	11 students	3 students were selected	Shri Mahalakshmi Diatone Institute ,Kolhapur	2 students	2 were selected
Whyte Impact Pvt. Industries Ltd. – 28.8.2019	10 students	10 students were selected			
Fashion Skill development centre ,karad visited on 28.8.2019	10 students	2 were selected			
Dream Zone school of creative studies	3 students	One Students was selected.			

Agenda 9: Any other item with permission to chair.

Resolution: No other item was taken for the discussion.

Meeting concluded with vote of thanks to the chair.

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PRINCIPAL,
College of Non-Conventional
Vocational Courses For Women
Kolhapur

College of Non -Conventional Vocational Course for Women, Kolhapur

Internal Quality Assurance Cell (IQAC)

Action taken Report

Date of IQAC Meeting 22nd July 2020

Sr No	Agenda Item	Action taken
1	To take note on submission of AQAR 2019-20.	Preparation of AQAR 2019-20 is still under process and could not completed as scheduled on 30th April 2020 because of lockdown of entire college due COVID-19 pandemic situation
2	Review the feedback taken from Students, Teachers, Parents, Alumni and Employers.	Feedback helped to know the efficiency of teaching and learning process, student's understanding of the subjects and the overall outcome of the programme. Suggestions from employers, teachers, parents, alumni and students are beneficial for further improvement in curriculum and co-curriculum aspects. The suggestions given were considered for implementation and improvement. The students feedback was shared with the concerned faculty for their perusal and improvement.
3	To take a note of all the add -on courses conducted during the academic year.	Total ten add on courses nine for the students and 1 for teaching faculty members were successfully completed. The details of the number of students enrolled, duration, date of commencement and number of participants who successfully completed is provided in the minutes of the meeting. A total 619 students successfully completed Add on Courses of 2 to 6 credits and 35 teaching staff members completed Learning Management System for IIT, Mumbai.
4	Review the social outreach activity conducted during the year	Various social outreach activities were conducted by the three major departments. These social outreach activity were also highlighted as the best practice for the academic year 2019-20. Three major activities were successfully conducted. It was decided to continue the same for the coming years as a part of departmental activity.

5	Note on National Seminar and competition organized	National seminar was organized by Food technology department "Discovering Healthy Food through Food Processing and Nutrition" on 6th March 2020 with 280 participants. National conference was organized by Interior Design Department "Interio Nex Gen" on 7th February 2020 with 80 participants. The National level Design Competition Fashion Flavour 2020 on 22nd February 2020 with 180 participants. All the three events were very well organized as per the schedule. The members of the committee appreciated and congratulated all the three departments for their achievements. The detailed reports of all these three events are enclosed as Annexure I in the minutes of the meeting.
6	To review the FDP and workshops conducted during the academic year	FDP on "Revised seven criteria of NAAC Accreditation July 2017" was organized by IQAC for the faculty members. From 22nd August to 30th August 2019. Workshop on Intellectual property Rights (IPR) was organized for all the students and staff on 13th February 2020. Industry institute interaction were organized by Department of Fashion "Functional Finishes of Garments" on 19th October 2019.Department of Food technology "Quality Control and Recent trends of Dairy and Bakery Industry" on 07/01/2020. Department of Interior Design" Modular Furniture" on 01/01/2020. The details of the FDP and Workshop are enclosed as Annexure II in the minutes of the meeting.
7	To take a note on placement activities conducted.	College conducted placement activity for the academic year 2019-20. The details of the placements are enclosed in the minutes of the meeting.

Mrs Jyoti R. Hiremath
IQAC Coordinator

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