

**Action Taken Report**  
**(for meeting held dated 20.03.2020)**

**1: To prepare the academic calendar for the year 2020-21**

The draft academic calendar for year 2020-21 was prepared in accordance with university calendar and the discussions held with principal, faculty coordinator, COE and registrar.

**2: To constitute the CAS verification committee for year 2020-21**

List of committee members were proposed for assessment of CAS proposals during the academic year 2020-21. The names are as follows and will be finalized in the next meeting.

Dr. J. N. Chaudhari, Dr. K. G. Khadase, Dr. J. G. Magar, Dr. B. R. Kavimandan, Dr. K. B. Mahajan, Dr. J. T. Mahajan, Dr. B. N. Kesur, Dr. P. M. Chavan, Dr. Mrs. U. J. Nehete, Dr. A. P. Sarode, Dr. Mrs. S. Patil, Mrs. B. Bhalwatkar

**3: To plan updating of the college website**

The process of revising the overall structure of college web site is initiated; the site map was finalized and discussed with the web site developer Mr. Toke

**4: To update the softwares used in examination and data collection**

As a part of administrative reform, the updating of examination and admission software is initiated. It is expected that the updated version of exam and admission software will be available from next academic year. The process of IT infrastructure strengthening is under process.

**5: To constitute committees to frame/revised the policy documents required by NAAC**

As per revised NAAC framework, following committees are proposed to frame/ revise/document the quality policies

1. Research policy: Dr. Manoj Chopda, Dr. Kunal Ingle, Dr. Dubey, Dr. A. P. Sarode
2. Examination policy: Dr. J. N. Chaudhari, Yogesh Mahale, Anil Kshirsagar, Mr. Y A Saindane, Dr. B. R. Kavimandan
3. Grievance redressal policy: Dr. Sagar Badage, Mr. M. N. Lidhure, Mrs. S. J. Chandrate, Mr. Abdul Arsiwala
4. Code of Ethics: Dr. U. J. Nehete, Dr. Jayashri Bhirud, Dr. Mrs. Leena Barhate
5. IT policy: Dr. K. B. Mahajan, Mrs H. P. Patil
6. Maintenance policy: Dr. J. D. Borse, Mr. S. J. Patil, Dr. V..S. Kanchi
7. Mentoring policy: Dr. Sangita patil, Dr. Manoj Mahajan, Dr. Maruti Deshettewar




8. Divyangjan friendliness: Dr. V. S. Kanchi

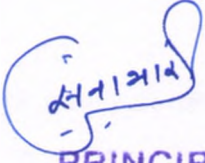
9. Green campus policy: Dr. Pooja Pande, Mr. Kiran Pawar

**6: To constitute the committee for preparation of perspective plan of college**

The team was established to prepare/revise the perspective plan of the college. The team includes all faculty incharge, COE, Librarian, NSS and NCC cooriginator, Alumni incharge, Placement coordinator, few members from IQAC etc.

  
Co-ordinator, IQAC  
M. J. College, Jalgaon



  
PRINCIPAL  
M. J. College, Jalgaon  
(Autonomous)