



**Rayat Shikshan Sanstha's  
Mahatma Phule Arts, Science and Commerce College,  
Panvel. District- Raigad (Maharashtra) 410 206**

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**Minutes of 1<sup>st</sup> Meeting of the IQAC for year 2024-25**

The first meeting of the IQAC for academic year 2024-25 was held on **23<sup>rd</sup> August 2024** at 03:30 p.m. in the IQAC Meeting Hall. Following members of the IQAC were present for the meeting:

Sr. No.	Name of the Member	Designation
1	Prin. Dr. G.A. Thakur	Chairperson
2	Hon. Ramsheth Thakur	Member, Management Representative
3	Hon. J.M. Mhatre	Member, Local Society
4	Hon. Mahendrasheth Gharat	Member, Alumni
5	Hon. Vijay Lokhande	Member, Industrialist
6	Hon. Mrs. Ulka Dhuri	Member, Stakeholder
7	Dr. A.M. Palve	Member, Teaching Staff
8	Mr. S.S. Avachite	Member, Teaching Staff
9	Dr. P.B. Thakur	Member, Teaching Staff
10	Dr. L.R. Rathod	Member, Teaching Staff
11	Mr. N.A. Sasane	Member, Teaching Staff
12	Dr. S.P. Supanekar	Member, Teaching Staff
13	Dr. G.S. Gund	Member, Teaching Staff
14	Mr. A.M. Jadhav	Member, Administrative staff
15	Mr. K.K. Pusam	Member, Administrative staff
16	Mr. Ashish Dolkar	Member, Student Representative
17	Ms. Snehal Patil	Member, Student Representative
18	Mr. S.L. Gove	Co-ordinator

Mr. Gove S.L. IQAC Co-ordinator initiated the meeting by welcoming all the members of IQAC and read the minutes of the fourth meeting of the IQAC for academic year 2022-23. The minutes of the earlier meeting and Action Taken Report were approved by the IQAC members without any modification.



Agenda of the first meeting of IQAC for academic year 2024-25 was as follows:

**Agenda:**

1. Plan of Action for academic year 2024-25.
2. Submission of AQAR for year 2023-24.
3. Implementation of NEP 2020 for UG classes.
4. Review of Admission Status of UG and PG classes.
5. Review of academic results of UG and PG classes.
6. Augmentation and renovation of infrastructural facilities.
7. Renewal of ISO 9001:2015 Certification.
8. Any other relevant issue(s) with permission of the Chairman.

**It was resolved that:**

1. The IQAC should stick with the plan of action prepared for academic year 2024-25 and strive for sustenance of institutional quality during the year.
2. Submission of AQAR for the year 2023-24 as per the revised guidelines be done in the month of September / October 2024.
3. The IQAC should take initiatives and provide required guidance to implement NEP 2020 for First Year of UG Programmes from academic year 2024-25 as per the guidelines received from University of Mumbai and Govt. of Maharashtra.
4. Admissions of UG and PG classes should carry out as per the timeline given by University of Mumbai PG departments should plan and take efforts to admit more number of students for PG level programmes.
5. The academic departments whose results are less than 90% should take efforts to improve academic results of UG and PG classes.
6. The IQAC should propose the CDC to develop install interactive panels in classrooms, purchase new benches, purchase new sound system for gymkhana, purchase new Digital Copy Printer Machine for examination



section of the college and undertake need based renovation of infrastructural facility.

7. The ISO 9001:2015 Certification should get renewed before expiry of existing certification.



**CO-ORDINATOR**  
**INTERNAL QUALITY ASSURANCE CELL**  
**MAHATMA PHULE A.S.C. COLLEGE, PANVEL**



**PRINCIPAL**  
**Mahatma Phule Arts, Science**  
**& Commerce College,**  
**Panvel, Dist. Raigad**

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**  
**2024-25**

**ACTION TAKEN REPORT**

*(In accordance with the First Meeting of IQAC for academic year 2024-25  
held on 23<sup>rd</sup> August 2024)*

Sr. No.	Particular	Action Taken
1	Plan of Action for academic year 2024-25.	<p>The IQAC prepared Plan of Action for year 2024-25 with following major actions to be taken during the year:</p> <ul style="list-style-type: none"><li>• To submit proposals to university of Mumbai to start new academic programmes</li><li>• To implement NEP 2020 at UG Level Programmes as per the guidelines received from University of Mumbai.</li><li>• To start short term course in Personality Development for UG students.</li><li>• To collect feedback on curriculum, academic facilities and ambience from various stakeholders.</li><li>• To conduct Student Satisfaction Survey (SSS).</li><li>• To conduct activities under DBT Star College Scheme.</li><li>• To strengthen ICT enabled Teaching-Learning.</li><li>• To organize Seminars / Conferences / Workshops.</li><li>• To sanction Institutional Minor Research Projects to inhouse faculty.</li><li>• To provide Research Inspirational Awards.</li><li>• To encourage faculty to publish patents, research papers in UGC Care List journals and undertake Minor Research Projects of various funding agencies.</li><li>• To sign MoUs with academic institutes and conduct collaborative activities under the MoUs signed.</li></ul>



		<ul style="list-style-type: none"> <li>• To conduct extension and outreach activities.</li> <li>• To strengthen library facilities through purchase of new text and reference books, subscription of N-List INFLIBNET, journals, periodicals, etc.</li> <li>• To upgrade ICT facility</li> <li>• To sign an agreement with external agency for maintenance of IT infrastructure of the college.</li> <li>• To provide Merit Scholarships / Freeships to needy students.</li> <li>• To organize induction programmes for freshers of UG and PG.</li> <li>• To organize campus placement drives.</li> <li>• To provide competitive examination and career guidance to the students.</li> <li>• To organize sports and cultural events.</li> <li>• To promote faculty members for Promotion under CAS.</li> <li>• To conduct Periodic Meetings of IQAC.</li> <li>• To Submit AQAR for academic year 2023-24.</li> <li>• To Participate in NIRF 2024.</li> <li>• To Organize Academic and Administrative Audit.</li> <li>• To organize Faculty and Staff Training Programmes</li> <li>• To strengthen Green Practices of the college.</li> <li>• To renew ISO 9001:2015 Certification.</li> <li>• To preserve documentary evidences of the activities conducted by the college during the academic year.</li> </ul>
2	Submission of AQAR for year 2023-24.	Submitted AQAR of the year 2023-24 to NAAC online on 15 <sup>th</sup> October 2024.
3	Implementation of NEP 2020 for UG classes.	Implemented NEP 2020 for First Year of UG classes from the academic year 2024-25 as per the guidelines received from University of Mumbai.



4	Review of Admission Status of UG and PG classes	Reviewed Admission Status of UG and PG classes and given suggestion to increase the number of admissions of PG classes.
5	Review of academic results of UG and PG classes.	Reviewed academic results of UG and PG classes and given suggestion to the departments to take more efforts to improve results.
6	Augmentation and renovation of infrastructural facilities.	Proposed the CDC of the college to install interactive panels in classrooms, purchase new benches, purchase new sound system for gymkhana, purchase new Digital Copy Printer Machine for examination section of the college and undertake need based renovation of infrastructural facility. Installed 25 interactive panels in classrooms, purchased 30 new computers for IT Lab, purchased 50 new benches, purchased new sound system for gymkhana, purchased new Digital Copy Printer Machine for examination section of the college and undertaken need based renovation of infrastructural facility during 2024-25.
7	Renewal of ISO 9001:2015 Certification.	Availed ISO 9001:2015 Certification from International Accreditation Forum on 31st August 2024.
8	Any other relevant issue(s) with permission of the Chairman	Organized Teacher Training Programme on use of Interactive panels for effective teaching learning.

  
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**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**Minutes of 2<sup>nd</sup> Meeting of the IQAC for year 2024-25**

The second meeting of the IQAC for academic year 2024-25 was held on **7<sup>th</sup> October 2024** at 11:30 a.m. in IQAC Meeting Hall. Following members of the IQAC were present for the meeting:

Sr. No.	Name of the Member	Designation
1	Prin. Dr. G.A. Thakur	Chairperson
2	Hon. Ramsheth Thakur	Member, Management Representative
3	Hon. J.M. Mhatre	Member, Local Society
4	Hon. Mahendrasheth Gharat	Member, Alumni
5	Hon. Vijay Lokhande	Member, Industrialist
6	Hon. Mrs. Ulka Dhuri	Member, Stakeholder
7	Dr. A.M. Palve	Member, Teaching Staff
8	Mr. S.S. Avachite	Member, Teaching Staff
9	Dr. P.B. Thakur	Member, Teaching Staff
10	Dr. L.R. Rathod	Member, Teaching Staff
11	Mr. N.A. Sasane	Member, Teaching Staff
12	Dr. S.P. Supanekar	Member, Teaching Staff
13	Dr. G.S. Gund	Member, Teaching Staff
14	Mr. A.M. Jadhav	Member, Administrative staff
15	Mr. K.K. Pusam	Member, Administrative staff
16	Mr. Ashish Dolkar	Member, Student Representative
17	Ms. Snehal Patil	Member, Student Representative
18	Mr. S.L. Gove	Co-ordinator

Mr. Gove S.L. IQAC Co-ordinator initiated the meeting by welcoming all the members of IQAC and read the minutes of the first meeting of the IQAC for academic year 2024-25. The minutes of the first meeting and Action Taken Report were approved by the IQAC members without any modification.



Agenda of the second meeting of IQAC for academic year 2024-25 was as follows:

**Agenda:**

1. Submission of AQAR for year 2023-24.
2. Participation in NIRF 2025 under College and Overall Categories.
3. Review of activities conducted under DBT Star College Scheme.
4. Review of Semester End Examinations and CIE.
5. Organization of Career Guidance Lectures and Workshops for students.
6. Organization of Workshop and Hands-On Training Programme.
7. Provision of financial assistance to faculty for Minor Research Projects.
8. Any other relevant issue(s) with permission of the Chairman.

**It was resolved that:**

1. The IQAC should submit AQAR for the academic year 2023-24 as per the revised framework issued by NAAC in the month of October 2024.
2. The IQAC should keep data and documentation ready and participate in NIRF 2025 under College and Overall Categories as per the notification received from the NIRF portal.
3. Department of Chemistry, Department of Zoology and Department of Physics should conduct the activities under DBT Star College Scheme as per the Plan of Action for year 2024-2025 and keep the documentary evidences.
4. Examination Section of the college should conduct Semester I and III Regular Examinations and Semester II and IV ATKT Examinations of UG classes in the month of October/November 2024. Academic departments should submit Reports on CIE to the IQAC.
5. Academic departments should plan and organize Career Guidance Lectures and Workshops for students under DBT Star College Scheme.



6. Academic departments should plan and organize Workshop and Hands-On Training Programme for faculty, staff and students.
7. Research Committee of the college should take initiatives to provide financial assistance to faculty for sanctioned Minor Research Projects through Seed Money.

  
**CO-ORDINATOR**  
**INTERNAL QUALITY ASSURANCE CELL**  
**MAHATMA PHULE A.S.C. COLLEGE, PANVEL**



  
**PRINCIPAL**  
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**& Commerce College,**  
**Panvel, Dist. Raigad**

# INTERNAL QUALITY ASSURANCE CELL (IQAC)

2024-25

## ACTION TAKEN REPORT

(In accordance with the Second Meeting of IQAC for academic year 2024-25 held on 7<sup>th</sup> October 2024)

Sr. No.	Particular	Action Taken
1	Submission of AQAR for year 2023-24.	Submitted AQAR for the academic year 2022-23 to NAAC on 15/10/2024.
2	Participation in NIRF 2025 under College and Overall Categories.	Participated in NIRF 2025 under College and Overall Categories in December 2024.
3	Review of activities conducted under DBT Star College Scheme.	Department of Chemistry, Department of Zoology and Department of Physics conducted the activities under DBT Star College Scheme as per the Plan of Action for year 2024-25 and preserved the documentary evidences.
4	Review of Semester End Examinations and CIE.	Examination Section of the college conducted Semester I and III Regular Examinations and Semester II and IV ATKT Examinations of UG classes in the month of October/November 2024. Academic departments submitted Reports on CIE to the IQAC.
5	Organization of Career Guidance Lectures and Workshops for students.	Academic departments organized Career Guidance Lectures and Workshops for students under DBT Star College Scheme.
6	Organization of Workshop and Hands-On Training Programme.	Academic departments organized Workshop and Hands-On Training Programme for faculty, staff and students.
7	Provision of financial assistance to faculty for Minor Research Projects.	Provided financial assistance to 17 Minor Research Projects of Inhouse Faculty through Seed Money for Research during 2024-25.

  
CO-ORDINATOR

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**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**Minutes of 3<sup>rd</sup> Meeting of the IQAC for year 2024-25**

The third meeting of the IQAC for academic year 2024-25 was held on **10<sup>th</sup> February 2025** at 11:30 a.m. in IQAC Meeting Hall. Following members of the IQAC were present for the meeting:

Sr. No.	Name of the Member	Designation
1	Prin. Dr. G.A. Thakur	Chairperson
2	Hon. Ramsheth Thakur	Member, Management Representative
3	Hon. J.M. Mhatre	Member, Local Society
4	Hon. Mahendrasheth Gharat	Member, Alumni
5	Hon. Vijay Lokhande	Member, Industrialist
6	Hon. Mrs. Ulka Dhuri	Member, Stakeholder
7	Dr. A.M. Palve	Member, Teaching Staff
8	Mr. S.S. Avachite	Member, Teaching Staff
9	Dr. P.B. Thakur	Member, Teaching Staff
10	Dr. L.R. Rathod	Member, Teaching Staff
11	Mr. N.A. Sasane	Member, Teaching Staff
12	Dr. S.P. Supanekar	Member, Teaching Staff
13	Dr. G.S. Gund	Member, Teaching Staff
14	Mr. A.M. Jadhav	Member, Administrative staff
15	Mr. K.K. Pusam	Member, Administrative staff
16	Mr. Ashish Dolkar	Member, Student Representative
17	Ms. Snehal Patil	Member, Student Representative
18	Mr. S.L. Gove	Co-ordinator

Mr. Gove S.L. IQAC Co-ordinator initiated the meeting by welcoming all the members of IQAC and read the minutes of the second meeting of the IQAC for academic year 2024-25. The minutes of the earlier meeting and Action Taken Report were approved by the IQAC members without any modification.



Agenda of the third meeting of IQAC for academic year 2024-25 was as follows:

**Agenda:**

1. Review of the academic activities conducted in 2024-25.
2. Organization of Students Satisfaction Survey (SSS).
3. Review of Semester End Examinations and CIE.
4. Organization of National / International Seminars / Webinars.
5. Organization of Cultural Programme & Annual Prize Distribution Ceremony.
6. Installation of Interactive Panels in classrooms.
7. Any other relevant issue(s) with permission of the Chairman.

**It was resolved that:**

1. The academic departments and support services should complete pending activities as per the perspective plan.
2. The IQAC should conduct online Students Satisfaction Survey (SSS) as per the questionnaire given by NAAC in by the end of January 2025 and incorporated the suggestions received from students for improvement in the overall functioning of the college.
3. Examination Section of the college should conduct Semester II and IV Regular Examinations and Semester I and III ATKT Examinations of UG classes in the month of February/March 2025. Academic departments should submit Reports on CIE to the IQAC.
4. Academic departments should plan and organize subject related Seminars/Webinars/Workshops.
5. Gymkhana Departments and Cultural Committee of the college should organize Annual Sports Competitions and Annual Prize Distribution Function in the month of January and March respectively. The faculty, staff and



students be felicitated at Annual Prize Distribution Function for their outstanding achievement in various fields.

6. The college should install 25 interactive panels in classrooms and organize hands on training for teachers for effective use of the same in teaching learning.
7. The IQAC should plan for Academic and Administrative Audit 2023-24 by the Peer Team Appointed by Rayat Shikshan Sanstha, Satara.

  
**CO-ORDINATOR**  
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**MAHATMA PHULE A.S.C. COLLEGE, PANVEL**



  
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# INTERNAL QUALITY ASSURANCE CELL (IQAC)

2024-25

## ACTION TAKEN REPORT

(In accordance with the Third Meeting of IQAC for academic year 2024-25 held on 10<sup>th</sup> February 2025)

Sr. No.	Particular	Action Taken
1	Review of the academic activities conducted in 2024-25.	The academic departments and support services of the college organized students seminars/workshops and extension activities in the month of February and March 2025.
2	Organization of Students Satisfaction Survey (SSS).	The IQAC conducted online Students Satisfaction Survey (SSS) as per the questionnaire given by NAAC in by the end of January 2025. 2046 students participated in the survey. The IQAC incorporated the suggestions received from students for improvement in the overall functioning of the college.
3	Review of Semester End Examinations and CIE.	Examination Section of the college conducted Semester II and IV Regular Examinations and Semester I and III ATKT Examinations of UG classes in the month of February/March 2025. Academic departments submitted Reports on CIE to the IQAC.
4	Organization of National / International Seminars / Webinars.	Organized 04 International, 01 National Level Seminars and 05 workshops during the academic year 2024-25.
5	Organization of Cultural Programme & Annual Prize Distribution Ceremony.	Gymkhana Departments and Cultural Committee of the college organized Annual Sports Competitions from 24/01/2025 To 29/01/025 and Annual



		Prize Distribution Function in the month of March. The faculty, staff and students be felicitated at Annual Prize Distribution Function for their outstanding achievement in various fields. Cultural programme i.e. Rangatarang was organized in the first week of March 2025.
6	Installation of Interactive Panels in classrooms.	Installed 25 Interactive Panels in classrooms and organized hands on training for teachers for effective use of the same in teaching learning.
7	Any other relevant issue(s) with permission of the Chairman	The IQAC planned for Academic and Administrative Audit 2023-24 by the Peer Team Appointed by Rayat Shikshan Sanstha, Satara.

  
**CO-ORDINATOR**  
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**MAHATMA PHULE ARTS, SCIENCE**  
**& COMMERCE COLLEGE,**  
**PANVEL, DIST. RAIGAD**



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**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**Minutes of 4<sup>th</sup> Meeting of the IQAC for year 2024-25**

The fourth meeting of the IQAC for academic year 2024-25 was held on **26<sup>th</sup> April 2025** at 01:00 p.m. in IQAC Meeting Hall. Following members of the IQAC were present for the meeting:

Sr. No.	Name of the Member	Designation
1	Prin. Dr. G.A. Thakur	Chairperson
2	Hon. Ramsheth Thakur	Member, Management Representative
3	Hon. J.M. Mhatre	Member, Local Society
4	Hon. Mahendrasheth Gharat	Member, Alumni
5	Hon. Vijay Lokhande	Member, Industrialist
6	Hon. Mrs. Ulka Dhuri	Member, Stakeholder
7	Dr. A.M. Palve	Member, Teaching Staff
8	Mr. S.S. Avachite	Member, Teaching Staff
9	Dr. P.B. Thakur	Member, Teaching Staff
10	Dr. L.R. Rathod	Member, Teaching Staff
11	Mr. N.A. Sasane	Member, Teaching Staff
12	Dr. S.P. Supanekar	Member, Teaching Staff
13	Dr. G.S. Gund	Member, Teaching Staff
14	Mr. A.M. Jadhav	Member, Administrative staff
15	Mr. K.K. Pusam	Member, Administrative staff
16	Mr. Ashish Dolkar	Member, Student Representative
17	Ms. Snehal Patil	Member, Student Representative
18	Mr. S.L. Gove	Co-ordinator

Mr. Gove S.L. IQAC Co-ordinator initiated the meeting by welcoming all the members of IQAC and read the minutes of the third meeting of the IQAC for academic year 2024-25. The minutes of the earlier meeting and Action Taken Report were approved by the IQAC members without any modification.



Agenda of the fourth meeting of IQAC for academic year 2024-25 was as follows:

**Agenda:**

1. Academic and Administrative Audit 2023-24 & 2024-25.
2. Analysis of Students Satisfaction Survey for academic year 2024-25.
3. Review of Research contribution by faculty members in year 2024-25.
4. Planning for Admissions of Second and Third Year of UG classes.
5. Introduction of Artificial Intelligence Short Term Course.
6. Renovation of Guest House of the college.
7. Any other relevant issue(s) with permission of the Chairman.

**It was resolved that:**

1. The IQAC should plan for Academic and Administrative Audit of year 2023-24 by the Peer Team appointed by Rayat Shikshan Sanstha, Satara to be conducted in the month of April 2025.
2. The IQAC should implement the suggestions received from the students under SSS for overall effective functioning of the college.
3. The IQAC should encourage faculty members for research contribution in terms of patent publication, registration of design patents, paper publication in UGC care listed journals, book and chapters in edited books, research projects of various funding agencies and participation in seminars and workshops.
4. The college should plan for admissions of second and third year of UG classes and complete the admission process in the month of May 2025.
5. The IQAC should adhere with Rayat Shikshan Sanstha's policy for introduction of Artificial Intelligence Course for the benefit of undergraduate students and start short term course in Artificial Intelligence for UG students from academic year 2025-26.
6. The college should renovate Guest House facility with better amenities to meet the requirement of residential facility for guests.

  
**CO-ORDINATOR**  
**INTERNAL QUALITY ASSURANCE CELL**  
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**& Commerce College,**  
**Panvel, Dist. Raigad**

# INTERNAL QUALITY ASSURANCE CELL (IQAC)

2024-25

## ACTION TAKEN REPORT

(In accordance with the Fourth Meeting of IQAC for academic year 2024-25 held on 26<sup>th</sup> April 2025)

Sr. No.	Particular	Action Taken
1	Academic and Administrative Audit 2023-24 & 2024-25.	Conducted Academic and Administrative Audit of the college for academic year 2023-24 by the Peer Team Appointed by Rayat Shikshan Sanstha, Satara on 30/04/2025.
2	Analysis of Students Satisfaction Survey for academic year 2024-25.	The IQAC analyzed Students Satisfaction Survey (SSS) conducted as per the questionnaire given by NAAC in by in January 2025 and incorporated the suggestions received from students for improvement in the overall functioning of the college.
3	Review of Research contribution by faculty members in year 2024-25.	Reviewed the research contribution made by faculty members during 2024-25 and encouraged faculty members for research contribution in terms of paten publication, registration of design patents, paper publication in UGC care listed journals, book and chapters in edited books, research projects of various funding agencies and participation in seminars and workshops. <ul style="list-style-type: none"><li>Faculty members of the college published 14 Indian patents, 34 research papers in UGC care listed journal, 17 chapters in</li></ul>



		<p>edited books by the faculty.</p> <ul style="list-style-type: none"> <li>Rs. 117500/- disbursed as Research Inspirational Awards to the faculty during the academic year 2024-25.</li> </ul>
4	Planning for Admissions of Second and Third Year of UG classes	Admissions of Third Year of UG classes were completed in May 2025. Admissions Second Year of UG classes were scheduled in June 2025 as per the directives of University of Mumbai.
5	Introduction of Artificial Intelligence Short Term Course	Signed a MoU with SICT Computers Panel for introduction of Artificial Intelligence Short Term Course to UG students.
6	Renovation of Guest House of the college	Renovated Guest House facility with better amenities to meet the requirement of residential facility for guests
7	Any other relevant issue(s) with permission of the Chairman	The IQAC preserved documentary evidences of all the academic activities conducted by the departments and support services in the year 2024-25.



**CO-ORDINATOR**  
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