

Bahujan Hitay , Bahujan Sukhay!

Janata Shikshan Prasarak Mandal's

**MARUTRAOJI GHULE PATIL ART'S,  
COMMERCE AND SCIENCE COLLEGE**

Ahmednagar. 414111 Ph.No. 0241-2779497

Web-www.mgpcollege.com. e-mail-mgpcollege@gmail.com



Online College Code No-C02430

ID No PU/ANI/ACS/111/2009

College Code No.893,

Pun.Code-CAAA017120

**Principal- Dr.T.M.Varat (M.A.M.Phil.Ph.D.)**

**Department of IQAC**

**Action Taken Report (ATR)**

**ATR for the Meeting on Date: 19 July 2018, Time: 10:30 AM**



**Agendas:**

- 1. Admission process**
- 4. Discussion about increasing new admissions**
- 5. Discussion about Academic and Administrative Audit**

Dear IQAC Members,

This Action Taken Report (ATR) is to provide an update on the actions taken regarding the agendas discussed during the meeting held on Date: 19 July 2018 at 10:30 AM. Please find below the status of Selected agendas:

**1. Admission process:**

- The admission committee reviewed the existing admission process to identify areas for improvement.
- Feedback and suggestions from the previous admission cycle were considered in order to streamline the process.
- The committee conducted a thorough analysis of admission criteria, eligibility requirements, and documentation procedures.
- Modifications were made to the admission form to capture essential information and ensure a smooth application process.
- The committee proposed the implementation of an online admission portal to facilitate online applications and document submission.
- Training sessions were organized for the admission staff to familiarize them with the updated admission process and guidelines.





- The revised admission process was communicated to the concerned departments and stakeholders.

#### **4. Discussion about increasing new admissions:**

- The admissions committee studied the current trends and demands in the educational sector.
- Market research and analysis were conducted to identify potential strategies for increasing new admissions.
- Collaborations with local schools, coaching institutes, and educational agencies were explored to enhance outreach and promote the college.
- Marketing campaigns and promotional activities were planned to create awareness about the college's unique features and programs.
- Open-house sessions and counseling sessions were organized to address queries and provide guidance to prospective students and their parents.

#### **5. Discussion about Academic and Administrative Audit:**

- The audit committee was formed, consisting of representatives from different departments.
- The committee conducted a comprehensive review of academic and administrative processes, policies, and documentation.
- Strengths, weaknesses, and areas for improvement were identified through internal audits and feedback from stakeholders.
- Action plans were developed to address the identified gaps and enhance the effectiveness and efficiency of academic and administrative operations.
- Regular monitoring and follow-up were initiated to ensure the implementation of the proposed improvements.
- The committee collaborated with the concerned departments to develop a timeline for the audit activities and set realistic targets.

We assure you that these agendas were given due importance, and appropriate actions have been taken to address them. The respective committees and responsible individuals have been actively working to implement the planned actions.

We appreciate the valuable suggestions and inputs provided during the meeting, which have contributed to the progress achieved so far. Your continued support and cooperation are vital for the successful execution of these initiatives.



If you have any further suggestions or recommendations, please feel free to share them with us. We value your feedback and strive to continuously improve the quality assurance processes.

Thank you for your participation and commitment to the betterment of our institution.

Best regards,

**Minutes recorded by:**

Kishor Bhausahab Take

Co-ordinator, IQAC

**IQAC**  
**Co-Ordinator**  
**Marutraoji Ghule Patil Arts, Commerce**  
**and Science College, Ahmednagar**

**Approved by:**

Dr. Tukaram Manikrao Varat,

[Signature of Chairman, IQAC]

[Date]

**PRINCIPAL**  
**Marutraoji Ghule Patil Arts,**  
**Commerce & Science College**  
**Nagapur, Ahmednagar**  
**College Code-893**