

## MINUTES.

The meeting of the IQAC Core Committee was held on 06.07.2022 at 11:00 am in Dome.

Following members were present:

Dr. Asha Menon - Principal & Chairperson -	<u>Menon</u>
Dr. S. Kumudharalli - Director -	-
Mr. Raju Chauhan - IQAC Co-ordinator -	<u>Chauhan</u>
Dr. Manjula Chheda - Assistant IQAC Co-ordinator -	<u>Chheda</u>
Mrs. Madhuri Vaidya - Sr. Administrative Officer -	<u>Vaidya</u>
Dr. Retha Randive - " -	<u>Randive</u>
Mrs. Ketaki Deshpande - " -	<u>Deshpande</u>
Dr. Manisha Porelkar - Teacher -	<u>Porelkar</u>
Dr. Madhura Bandyopadhyay - Teacher -	<u>Bandyopadhyay</u>
Dr. Shobha Bharat - " -	<u>Bharat</u>
Dr. Sachin Bhunke - " -	<u>Bhunke</u>
Dr. Aarti Varma - " -	<u>Varma</u>
Dr. Suchita Bhojwar - " -	<u>Bhojwar</u>

The minutes of the previous meeting were read and confirmed.

Matters arising:

1. Dr. Asha Menon, the Principal informed that SSR is to be submitted in the month of September. for which Steering Committee has been formed.
2. Dr. S. Kumudharalli, the Director informed that SSR 'qualitative metrics' write-up should be done effectively. She suggested that each criterion members should start writing a draft copy of their criterion's qualitative metrics. She informed that first draft needs to be submitted by next week and by the end of July, final draft should be ready which will be

presented before the IQAC and COC members in the upcoming meetings. Mrs. Ketaki Deshpande, the librarian suggested that previous five years AQARs can be referred for the same. Mr. Raju Chauhan, the IQAC Co-ordinator suggested to write everything without keeping in mind the limitations as later it can be trimmed as per the requirements.

3. Dr. Manjula Chheda, Assistant IQAC Co-ordinator suggested that a checklist can be made while writing the write-up for all the required documents which is to be submitted for substantiating it. Dr. S. Kumudharalli informed all the criterion heads to make a checklist along with the write-up and submit it to IQAC.

The meeting ended by thanking the chair.

*[Signature]*  
6/10/22

## MINUTES

The meeting of the IQAC was held on 03.08.2022 at 12:00 noon in Dome.

Following members were present:

Dr. Asha Menon	- Principal & Chairperson	- <u>Arumens</u>
Mrs. Meena Khetani	- Management Member	- <u>M.A. Khetani</u>
Dr. S. Kumudhavalli	- Director	- <u>Kumudhavalli</u>
Mr. Chirag Shethi	- Special Invitee	- <u>Shethi</u>
Mr. Venkataramani	- Nominee from Local Society	- <u>—</u>
Ms. Rashmi Bhanushali	- Nominee from Stakeholder	- <u>—</u>
Mr. Raju Chauhan	- IQAC Co-ordinator	- <u>Chauhan</u>
Dr. Manjula Chheda	- Assistant IQAC Co-ordinator	- <u>Manjula</u>
Mrs. Madhuri Vaidya	- Sr. Administrative Officer	- <u>Madhuri</u>
Dr. Rekha Randive	- Sr. Administrative Officer	- <u>Randive</u>
Mrs. Ketaki Deshpande	- Sr. Administrative Officer	- <u>—</u>
Mr. Sanjay Kanthe	- Sr. Administrative Officer	- <u>Kanthe</u>
Dr. Manisha Parelkar	- Teacher	- <u>Manisha Parelkar</u>
Dr. Madhura Bandyopadhyay	- Teacher	- <u>Madhura</u>
Dr. Shobha Bharat	- Teacher	- <u>Bharat</u>
Dr. Sachin Bhumbhe	- Teacher	- <u>Bhumbhe</u>
Dr. Aarti Varma	- Teacher	- <u>Varma</u>
Dr. Suchita Bhovar	- Teacher	- <u>Bhovar</u>
Mrs. Vandana Dalvi	- Alunni Representative	- <u>Dalvi</u>
Ms. Shruti Pandey	- Student Representative	- <u>Pandey</u>

Mr. Venkataramani, Ms. Rashmi Bhanushali and Ms. Ketaki Deshpande regretted their inability to attend the meeting.

The meeting began with the reading of the minutes of the last IQAC meeting. The minutes were read and confirmed.

Minutes of the IQAC meeting held on 03/08/2022:

1. Dr. Asha Menon, the Principal welcomed Ms. Shruti Pandey as the new IQAC Student's Representative.
2. Dr. Asha Menon presented the report of the previous month:
  - a. The college has been awarded the Best College by SNDT Women's University.
  - b. The proposals for MSc (Human Development -ECE), MA (Hindi) and BCA (Second division) has been approved by the Government of Maharashtra.
  - c. The college has been selected for Uppat Bharat Abhiyan (UBA) under the Ministry of Education. The college has adopted five villages under this scheme and have completed household survey.
  - d. Green Audit, Energy Audit & Environment Audit were conducted successfully in the month of June, 2022.
  - e. IQAC has organized a series of webinars on the topic 'Indian Feminism through the Ages' in collaboration with Women's Development Cell.
  - f. IQAC has organized a One Week National Faculty Development Program on the topic 'Teaching-Learning Digital Skills in 21<sup>st</sup> Century' in collaboration with GIAD-TLC.
  - g. Ph.D. Research Centre (Commerce) approval is awaited.
  - h. MOU with NSDC will be signed soon.
  - i. Various programmes under Azaadi Ka Amrit Mahotsav has been organized in the college.
  - j. Solar panel installation will be completed by the end of this month.
  - k. Gender Audit & Academic and Administrative Audits will be completed by the end of this month.
3. The qualitative metrics' write-ups were presented before the IQAC. Ms. Meena Khetani, the Management Member, suggested that the same should be sent via mail to all the members.

4. 15 add-on/value added courses were put forth before the IQAC for approval and the same were unanimously.

5. Any other matter:

- a. The new institutional Vision, Mission and Objectives were put forth before IQAC and the same were approved unanimously.
- b. The new institutional Perspective Plan and Policies were put forth before IQAC and the same were approved unanimously.
- c. Ms. Shruti Pandey, expressed her gratitude towards the institution for organizing various activities for them and even giving them opportunities to organize various events.

The meeting ended by thanking the chair.

~~Shruti Pandey~~  
3/5/23

## MINUTES

The meeting of the IGAC was held on 03.05.2023 at 02:00 pm in Dome.

Following members were present:

- Dr. Asha Menon - Principal & Chairperson - ~~the members~~  
Mrs. Meena Khetani - Management Member - ~~M.A. Khetani~~  
Dr. S. Kumudhavalli - Special Invitee - ~~Amolhavall~~  
Mr. Chiragbhai Sheth - Special Invitee - -  
Mr. Venkatramani - Nominee from Local Society - -  
Ms. Rashmi Bhanushali - Nominee from Local Society - -  
Mr. Raju Chauhan - Co-ordinator - ~~Chauhan~~  
Dr. Manjula Chheda - Assistant Co-ordinator - ~~Manjula~~  
Dr. Madhuri Vaidya - Sr. Administrative Officer - -  
Dr. Rekha Randive - Sr. Administrative Officer - ~~Randive~~  
Mrs. Ketaki Deshpande - Sr. Administrative Officer - ~~Deshpande~~  
Mr. Sanjay Kanthe - Sr. Administrative Officer - ~~Kanthe~~  
Dr. Manisha Parelkar - Teacher - ~~M.Parelkar~~  
Dr. Madhumita Bandyopadhyay - Teacher - ~~Madhumita~~  
Dr. Shobha Bharat - Teacher - -  
Dr. Sachin Bhurke - Teacher - ~~Bhurke~~  
Dr. Aarti Varma - Teacher - ~~Varma~~  
Dr. Suchita Bhojar - Teacher - ~~Bhojar~~  
Mrs. Vandana Dalvi - Alumni Representative - ~~Dalvi~~  
Ms. Shrutti Pandey - Student Representative - -  
Mr. Bhaveshbhai Yora - Special Invitee - ~~Bhavesh C Yora~~

Mr. Chiragbhai Sheth, Mr. Venkatramani, Ms. Rashmi Bhanushali, Dr. Madhuri Vaidya, Dr. Shobha Bharat and Ms. Shrutti Pandey regretted their inability to attend the meeting.

The minutes of the previous meeting were read and confirmed.

## Minutes of the IQAC meeting held on 03.05.2023:

1. Mr. Raju Chauhan presented the report of IQAC. He informed that Solar Panel has been installed, Gender Audit & Academic and Administrative Audits has been conducted successfully. Ph.D. Research Centre approval has been received. MoU with NSDC has been signed. Various activities have been conducted under Unnat Bharat Abhiyan. IQAC has successfully submitted the IIQA, SSR and DVV queries to NAAC and is expecting the NAAC Peer Team visit in the month of July June/July. Dr. S. Kumudhavalli, the Director, appreciated the efforts of the college's teaching and non-teaching staff for their support in the submission of the same.
2. Dr. Asha Menon informed that the college has enrolled for Chetana Courses which is a division of SNDT Women's University where add-on courses are offered. Dr. Madhumita Bandyopadhyay is the co-ordinator for the same. Dr. Madhumita Bandyopadhyay informed that 15 courses have been sent for approval to the University. She has informed how this system will work and the college is planning to conduct these courses in online mode where outsiders can also join the courses.
3. Dr. Asha Menon informed that A-403 classroom has been renovated into Ph.D. Research Centre. Dr. S. Kumudhavalli suggested that every semester one FDP should be organized. Online /offline courses for teaching as well as non-teaching staff to improve their skills should be organized every year. Ms. Meena Khetani suggested to start a programme like Super30 for academically weak students as well.

4. Dr. S. Kumudhavalli informed that for the upcoming NAAC Peer Team Visit, orientation of all the stakeholders should be conducted and various committees should be formed by next week.

The meeting ended by thanking the chair.

~~Shreemant~~  
16/10/23

## MINUTES

The meeting of the IQAC Core Committee was held on 04.05.2023 at 12:00 noon in Principal's Cabin.

Following members were present:

Dr. Asha Menon - Principal & Chairperson	-	<u>Ashameno</u>
Dr. S. Kumudhavalli - Director	-	<u>kumudhavalli</u>
Mr. Raju Chauhan - Co-ordinator	-	-
Dr. Manjula Chheda - Assistant Co-ordinator	-	<u>Manjula</u>
Dr. Madhuri Vaidya - Sr. Administrative Officer	-	-
Dr. Rekha Randive - " "	-	<u>Randive</u>
Mrs. Ketaki Deshpande - " "	-	<u>Kdeshpande</u>
Dr. Manisha Parelkar - Teacher	-	<u>Mparalke</u>
Dr. Madhumita Bandyopadhyay - " "	-	<u>Mb</u>
Dr. Shobha Bharat - " "	-	<u>sb</u>
Dr. Sachin Bhumbhe - " "	-	<u>Sb</u>
Dr. Aarti Varma - " "	-	-
Dr. Suchita Bhoovar - " "	-	<u>Sbhoovar</u>
Dr. Kavita Nikam - " "	-	<u>Nikam</u>

Mr. Raju Chauhan, Dr. Madhuri Vaidya and Dr. Aarti Varma regretted their inability to attend the meeting.

Minutes of the IQAC meeting held on 04.05.2023:

Various committees were formed for smooth functioning of the institution during the NAAC Peer Team visit unanimously.

## NAAC PREPARATION COMMITTEES

Sr. No.	Committees	Description	Names of the Staff Members	Signature
1	Documentation	To decide which soft/hard copies (SSR / prospectus/ magazine/ diary/ journal/ minutes books, etc) & Organize with proper labels	Mr. Raju Chauhan, Ms. Hashmat Khan, Ms. Sampada Wakankar, Dr. Manjula Chheda, Ms. Ankita Vispute	<i>[Signatures]</i>
2	Beautification & Display	Pots/ Paintings/ Posters (Floor wise incharge)	Ms. Nidhi Dattani, Ms. Lopa Devrukhkar, Dr. Manish Parekar, Dr. Kavita Nikam	<i>[Signatures]</i>
3	Boards	Sign boards	Mr Sanjay Kanthe, Ms Meenakshi Kondary, Ms. Shubhangi Gimonkar & Ms. Sampada Wakankar	<i>[Signatures]</i>
4	Refreshments		Dr. Madhuri Vaidya, Ms. Amrita Behel, Dr. Purvy Karia, Ms. Heth Upadhyay, Ms. Jinal Thakkar, Ms. Honey Thakkar, <i>Madhura</i>	<i>[Signatures]</i>
5	Orientation	Students/ Alumni / Parents/ Office/ non-teaching	Dr Madhumita Bandyopadhyay, Dr Shobha Bharat, Dr Nilesh Mhatre, Ms Sabina Khan, <i>Neelima .g.</i>	<i>[Signatures]</i>
6	Management Documents		Dr. Asha Menon	
7	Report Writing Committee		Dr. Nimisha Kambli & Dr Savita Chavan, <i>Sachin</i>	<i>[Signatures]</i>
8	Supplementary Documents		Dr. Kumudhavalli S.	
9	Banner		Dr. Sachin Bhumbe, Ms. Gayatri Mahapatro	<i>[Signatures]</i>
10	Display	Wall papers to be made ready	Ms Vageswari Gore, Dr Geeta Jadhav, Dr Vedprakash Dubey	<i>[Signatures]</i>
11	Photography / Videography		Dr. Nimisha Kambli, Ms Sanjee Doshi, <i>Madhura, Sabine</i>	<i>[Signatures]</i>
12	Dome Display		Dr. Rakha Kandive, Dr. Veena Shete, Ms. Vinaya D	<i>[Signatures]</i>
13	Logistics		Dr Aarti Varma, Mr Meet Shinde	<i>[Signatures]</i>
14	Welcome		Mrs. Jyoti Madye, Dr. Suchita Bhatnagar, Ms. Lopa Devrukhkar	<i>[Signatures]</i>
15	Accounts		Mr. Sanjay Kanthe, Mrs. Sampada Wakankar	<i>[Signatures]</i>
16	Stationary & Munchies		Ms. Meenakshi Kondary, Ms. Shubhangi Gimonkar	<i>[Signatures]</i>
17	ICT In-charge		Mr. Vaibhav, Ms. Varsha Jadhav, Ms. Swati Suchak	<i>[Signatures]</i>
18	Campus Visit		Mr. Raju Chauhan, Dr. Manjula Chheda	<i>[Signatures]</i>

Videography

Doshi

