



SAHYADRI SHIKSHAN SEVA MANDAL'S ARTS & COMMERCE COLLEGE, JUCHANDRA

AFFILIATED TO UNIVERSITY OF MUMBAI

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Ref. No.

Date : 15/04/ 2019

NOTICE FOR IQAC MEETING

It is hereby informed that, fourth meeting of Internal Quality Assurance Cell has been organized on **Saturday, 27th April, 2019 at 9:30 a.m. in the Mini Auditorium.** The agenda for the meeting is listed as below –

1. Approval of the minutes of the previous meeting.
2. To review and discuss the action taken report of the previous meeting.
3. Annual Presentations of various committees and departments.
4. To review the progress of the institute in terms of provision of Electronic Resources.
5. To discuss infrastructural and human resource requirements for the next academic session.
6. To prepare a perspective plan for the next academic session.
7. To discuss on renewal of MOU with Sonopant Dandekar College, Palghar
8. Any other matter with the permission of the chair.

Vandana

IQAC Co-ordinator
Sahyadri Shikshan Seva Mandal's
Arts and Commerce College
Juchandra, Naigaon East

27/04/2019

MINUTES OF THE MEETING

The minutes of the meeting were recorded in writing by the Mrs Vandana Singh , IQAC co-ordinator on 27th April, 2019.

Agenda 1: Approval of the minutes of the previous meeting.

The minutes of the previous meeting were read and approved by the Chairman.

Agenda 2: To review and discuss the action taken report of the previous meeting

The action taken report of the previous meeting was read and documented along with the supporting documents.

Agenda 3: Annual Presentations of various committees and departments.

The member secretaries and departmental heads delivered their annual presentations in the prescribed format as designed by the IQAC team with supporting documents available for reference. The marked improvement of faculties in the use of technology was highlighted to which the chairperson recommended intense delivery of training for faculties. The work done by the team was applauded and recognized and by the Dr Venkatramani sir. He further helped to streamline use of resources. A detailed presentation on various certificates courses conducted along with activities under MOU were highlighted upon.

Agenda 4: To review the progress of the institute in terms of provision of Electronic Resources and Women Participation.

After the discussions and deliberations the IQAC co-ordinator highlighted the fact that the institute had made good progress in embracing ICT tools in teaching learning ecosystem. The efforts would be further enhanced with a dedicated app and also help us move towards reduction in use of paper. The Chairman of the committee proposed to go for Gender Audit each year alongside mid-term feedbacks to be collected from students on teaching learning system from next academic session.

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Agenda 5: To discuss infrastructural and human resource requirements for the next academic session.

The proposal for infrastructural modifications, additions, and allocations were to be placed before CDC for final approval. Similarly, considering the additional workload the proposal for recruitment of staff was to be placed before governing body for consideration and approval.

Agenda 6: To prepare a perspective plan for the next academic session.

The perspective plan was drafted after considering discussions and recommendations from the IQAC team in detail. The central theme was to ensure a breakdown to the resistance of change, widen academic and industrial linkages, improved LSRW skills, penetrating deeper into research and development. A detailed list of short-term goals and long-term vision was carved out. It was further resolved that entire building would be under full CCTV coverage with access on mobile to key members, the proposal for the same was forwarded to CDC.

Agenda 7: To discuss on renewal of MOU with Sonopant Dandekar College, Palghar

It was decided to renew the MOU with Sonopant Dandekar College, Palghar and also to widen the scope and collaborative activities amongst the institutes. The proposal for same was forwarded to CDC.

With the permission of the chair and dignitaries, the meeting ended with a vote of thanks by the member secretary of the IQAC, Mrs Vandana Singh



ACTION TAKEN REPORT

Sr.No	Plan of Action	Action Taken
1.	Conduct of Gender Audit	The gender Audit was conducted for the year 2018-19 and the data for the same was discussed in the coming academic session.
2.	CCTV Coverage	The entire building was under CCTV coverage by 20th June 2019.
3.	Appointment of faculties	As per the required workload, new faculties were appointed in the month of May i.e. before the beginning of the next academic session.
4.	Perspective Plan for the next academic session	The key highlights for the next academic session were as follows: • Intense Trainings and wider use of technology • Formative tests and Project work to be an integral part of Teaching Learning system. • Digitalization of Teaching Learning ecosystem • Upgradation of playground and landscaping of the premises • Setting up focussed based plan for bridge and remedial lectures. • Strengthening of the Alumni Association
5.	Renewal of MOU with Sonopant Dandekar College, Palghar	The MOU with Sonopant Dandekar College, Palghar was renewed for another 3 academic sessions i.e 2019-20, 2020-21 and 2021-22




 Principal
 Sonopant Dandekar College, Palghar
 Palghar, Maharashtra