

**ASHADEEP ADHYAPAK MAHAVIDYALAYA (B.Ed.)  
NALLASOPARA**

Internal Quality Assurance Cell



**Minutes of IQAC Meeting  
2021-2022**

**MINUTES OF IQAC MEETING HELD ON 08-6-2021 (online)**

Date: 08-06-2021

Agenda:

- IQAC Year Plan for the new academic year
- Student Induction Program for freshers
- Organizing events in the Covid Scenario.
- Online teaching-learning process.
- Any other matter

**Members attended:**


No.	Name of the Member	Designation	Sign
1	Dr. Rizwana Ansari – Principal of Ashadeep College	Chairperson	
2	Dr. Maria Fernandes (Former Principal of Ashadeep College)	External Expert on Quality Management	
3	Dr. Sandra Pereira – (Former Principal of Ashadeep College)	External Expert on Quality Management	
4	Mr. Johnson M. Dsouza – Management Trustee of Holy Mary High School	Member, Industrialist	
5	Mr. Willi George – Management Trustee of Wiliibrord Education Trust	Alumni Representative	
6	Mrs. Mabel P. Vaz- Manager	Management Representative	
7	Mrs. Manisha Pathak – Assistant Professor	Member, Faculty	
8	Mrs. Vandana Save – Assistant Professor	Member, Faculty	
9	Mrs. Sanika B. Singh – Assistant Professor	Member, Faculty	
10	Mrs. Sanjeevani Alphanso – Librarian	Member, Librarian	
11	Mrs. Bhakti Pandey – Office Assistant	Member, Administrative Staff	
12	Miss Khushbu Yadav – Chairperson, Student Council	Student Representative	
13	Mr. Arvind Pandey- Parent	Member, Local Society	
14	Mrs. Ashwini Gurav	Nominee from Employer	
15	Mrs. Archana Sharma	IQAC Coordinator	

### **Action Taken Report:**

1. A Faculty Development Programme titled 'Responsible Citizens and Inspiring Teachers; A Professional Development Programme', was organized online on 01 June 2021.
2. Orientation programme for the Final Year students was organized on 3<sup>rd</sup> June 2021. The event was conducted online.
3. Online learning was supported using online learning platforms like zoom meeting and google meet.
4. A tentative annual plan for the IQAC activities for the academic year was finalized.
5. Necessary modification was made to the Strategic plan in the light of New Education Policy.

### **Minutes/Resolutions:**

1. In the context of pandemic, it was decided to organize all possible events in online mode. IQAC decided to provide all technical support and expertise to all departments, cell, and committees to organize events.
2. It was decided to accelerate the ISO certification process to ensure quality benchmarking in the campus.
3. It was decided to organize the Student Induction Programme for the freshers in online mode, but with all necessary modules including modules on vision, mission, etc.

  
Principal  
ASHADEEP ADHYAPAK MAHAVIDYALAYA  
Tulinj, Nallasopara (East), Dist. Thane-401209  
**Principal**

For Ashadeep Adhyapak Mahavidyalaya  
  
IQAC Coordinator  
**IQAC Coordinator**

**MINUTES OF IQAC MEETING HELD ON 27-10-2021 (Online)**

Date: 27/10/2021

**Agenda:**

1. Organizing Student Induction Programme
2. Self-appraisal of the staff.
3. Financial Support to the faculty to attend faculty development programmes.

**Members attended:**

No.	Name of the Member	Designation	Sign
1	Dr. Rizwana Ansari – Principal of Ashadeep College	Chairperson	
2	Dr. Maria Fernandes (Former Principal of Ashadeep College)	External Expert on Quality Management	
3	Dr. Sandra Pereira – (Former Principal of Ashadeep College)	External Expert on Quality Management	
4	Mr. Johnson M. Dsouza – Management Trustee of Holy Mary High School	Member, Industrialist	
5	Mr. Willi George – Management Trustee of Wiliibrord Education Trust	Alumni Representative	
6	Mrs. Mabel P. Vaz- Manager	Management Representative	
7	Mrs. Manisha Pathak – Assistant Professor	Member, Faculty	
8	Mrs. Vandana Save – Assistant Professor	Member, Faculty	
9	Mrs. Sanika B. Singh – Assistant Professor	Member, Faculty	
10	Mrs. Sanjeevani Alphanso – Librarian	Member, Librarian	
11	Mrs. Bhakti Pandey – Office Assistant	Member, Administrative Staff	
12	Miss Khushbu Yadav – Chairperson, Student Council	Student Representative	
13	Mr. Arvind Pandey- Parent	Member, Local Society	
14	Mrs. Ashwini Gurav	Nominee from Employer	
15	Mrs. Archana Sharma	IQAC Coordinator	

**Action Taken Report:**

1. Students Induction Programme was organized for the freshers in online mode from 04 to 09 October 2021. An entry level test was conducted at the end of Induction Programme to identify Advanced Learners and Slow Learners. Feedback on induction programme was taken from the students.

2. An awareness Seminar on 'Parenting the Youth' was organized for the parents of students on 12 October 2021 in online mode.

**Minutes/Resolutions:**

1. It was decided to collect the self-appraisal of faculty and submit it to the principal.
2. It was decided to conduct faculty development programme in the month of April on the topic "Professional Development of Faculties".
3. It was noted that Personal Counselling could not be done to the students as in the previous years since students were not coming to the college due to pandemic. However, it was suggested to conduct it online as far as possible.

  
Principal

ASHADEEP ADHYAPAK MAHAVIDYALAYA  
Tulinj, Nallasopara (East), Dist. Thane-401209

**Principal**

For Ashadeep Adhyapak Mahavidyalaya

  
IQAC Coordinator

**IQAC Coordinator**

A meeting of all the members of IQAC was convened on 18/02/2022 at 3.30 p.m. in the conference hall.

Following points were discussed and decisions were taken:

Item No. 1: Plan of AY 2021-22 by HODs

Resolution: All the head (Administration, Academics and Student Affairs) have presented their plan for the academic year 2021-22 which was prepared by the head of various functional committees under them.

No.	Name of the Member	Designation	Sign
1	Dr. Rizwana Ansari – Principal of Ashadeep College	Chairperson	
2	Dr. Maria Fernandes (Former Principal of Ashadeep College)	External Expert on Quality Management	
3	Dr. Sandra Pereira – (Former Principal of Ashadeep College)	External Expert on Quality Management	
4	Mr. Johnson M. Dsouza – Management Trustee of Holy Mary High School	Member, Industrialist	
5	Mr. Willi George – Management Trustee of Wiliibrord Education Trust	Alumni Representative	
6	Mrs. Mabel P. Vaz- Manager	Management Representative	
7	Mrs Manisha Pathak – Assistant Professor	Member, Faculty	
8	Mrs. Vandana Save – Assistant Professor	Member, Faculty	
9	Mrs. Sanika B. Singh – Assistant Professor	Member, Faculty	
10	Mrs. Sanjeevani Alphanso – Librarian	Member, Librarian	
11	Mrs. Bhakti Pandey – Office Assistant	Member, Administrative Staff	
12	Miss Khushbu Yadav – Chairperson, Student Council	Student Representative	
13	Mr. Arvind Pandey- Parent	Member, Local Society	
14	Mrs. Ashwini Gurav	Nominee from Employer	
15	Mrs. Archana Sharma	IQAC Coordinator	

The meeting ended with the vote of thanks

  
 Principal  
 ASHADEEP ADHYAPAK MAHAVIDYALAYA  
 Tulinj, Nallasopara (East), Dist. Thane-401209

**Principal**

For Ashadeep Adhyapak Mahavidyalaya

  
 IQAC Coordinator

**IQAC Coordinator**