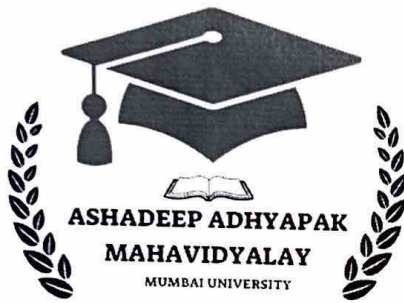


ASHADEEP ADHYAPAK MAHAVIDYALYA (B.Ed.)

NALLASOPARA

Affiliated to Mumbai University

Internal Quality Assurance Cell



Minutes of IQAC Meeting

2022-2023

Notice

Date: 08/06/2022

Dear IQAC Members,

I hope this message finds you well. This is to inform you that the next meeting of the Institutional Quality Assurance Cell (IQAC) has been scheduled. Your presence and participation in this meeting are crucial as we will be discussing important matters related to the formation of IQAC in our institution.

Meeting Details:

Date: 08/06/2022

Time: 3.30 pm to 5.00 pm

Venue: Conference Hall

Agenda: 1. IQAC Year Plan for the new academic year

2. Student Induction Program for freshers

3. Organizing events in the Covid Scenario.

4. Awareness programme on Code of Conduct

5. Online teaching-learning process.

6. ISO Certification

7. Any other matter

Please make sure to mark your calendars accordingly and come prepared for a productive discussion. If you have any specific items or issues you would like to include in the agenda, kindly send them to me.

Your active participation and contributions are essential for the continuous improvement of our institution. If, for any reason, you are unable to attend the meeting, please inform us in advance.

Thank you for your dedication to maintaining and enhancing the quality of education at our institution. We look forward to seeing you at the meeting.

Best regards,

IQAC Coordinator

7410179057

For Ashadeep Adhyapak Mahavidyalaya


IQAC Coordinator

MINUTES OF IQAC MEETING HELD ON 08-6-2022

Agenda:

- IQAC Year Plan for the new academic year
- Student Induction Program for freshers
- Organizing events in the Covid Scenario.
- Awareness programme on Code of Conduct
- Online teaching-learning process.
- ISO Certification
- Any other matter

Members attended:

No.	Name of the Member	Designation	Sign
1	Dr. Rizwana Ansari – Principal of Ashadeep College	Chairperson	<i>R. Ansari</i>
2	Mr. Deep Murzello – Senior Administrative Officer	Member Secretary	<i>Deep Murzello</i>
3	Dr. Maria Fernandes (Former Principal of Ashadeep College)	External Expert on Quality Management	<i>M. Fernandes</i>
4	Dr. Sandra Pereira – (Former Principal of Ashadeep College)	External Expert on Quality Management	<i>S. Pereira</i>
5	Mr. Johnson M. Dsouza – Management Trustee of Holy Mary High School	Member, Industrialist	<i>J. M. Dsouza</i>
6	Mr. Willi George – Management Trustee of Willibrord Education Trust	Alumni Representative	<i>W. George</i>
7	Mrs. Mabel P. Vaz- Manager	Management Representative	<i>M. P. Vaz</i>
8	Mrs. Manisha Pathak – Assistant Professor	Member, Faculty	<i>M. Pathak</i>
9	Mrs. Vandana Save – Assistant Professor	Member, Faculty	<i>V. Save</i>
10	Mrs. Sanika B. Singh – Assistant Professor	Member, Faculty	<i>S. B. Singh</i>
11	Mrs. Ruhi Patil – Librarian	Member, Librarian	<i>R. Patil</i>
12	Mr. Shubham Chavan – Office Assistant	Member, Administrative Staff	<i>S. Chavan</i>
13	Miss Aishwarya Pandey – Chairperson, Student Council	Student Representative	<i>A. Pandey</i>
14	Mr. Arvind Pandey - Parent	Member, Local Society	<i>A. Pandey</i>
15	Mr. Deep Murzello	IQAC Coordinator	<i>Deep Murzello</i>

Action Taken Report:

1. A Faculty Development Programme titled 'Responsible Citizens and Inspiring Teachers; A Professional Development Programme', was organized online on 01 June 2022. Fr. Ramesh was the resource person.
2. Orientation programme for the Final Year students was organized on 3 June 2022. Dr. Sandra Pereira, Former Principal, was the resource person. The event was conducted online.
3. Online learning was supported using online learning platforms like Microsoft Teams, OBS and Google Tools. Recording of video lectures in the Media Lab was facilitated.
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 technic support and expertise to all departments, cell and committees to organize events.
2. It was decided to organize a workshop online on Code of Conduct for the office staff in June 2022.
3. In the pursuit of further improving online teaching-learning in the college, it was decided to organize a faculty development programme on Google Meet in July 2022.
4. It was decided to accelerate the ISO certification process to ensure quality benchmarking in the campus.
5. 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, code of conduct etc.
6. It was decided to organize a faculty development program on Professional Development of Faculty' on 16-6-2022.

Principal

A. S. S. R.
Principal

ASHADEEP ADHYAPAK MAHAVIDYALAYA
Tulsi, Nallasopara (East), Dist. Thane-401309.

IQAC Coordinator

For Ashadeep Adhyapak Mahavidyalaya

A. S. S. R.
IQAC Coordinator

NOTICE

Date: 25/08/2022

Dear IQAC Members,

I hope this message finds you well. This is to inform you that the next meeting of the Institutional Quality Assurance Cell (IQAC) has been scheduled. Your presence and participation in this meeting are crucial as we will be discussing important matters related to the quality enhancement of our institution.

Meeting Details:

Date: 25/08/2022

Time: 11.30 pm to 1.30 pm

Venue: Conference Hall

Agenda: 1. External evaluation of data for 1st Cycle Accreditation

2. Value-added Courses

3. Feedback on curriculum

4. Workshop Online Teaching

5. Academic and Administrative Audit (external)

6. Value-added courses

7. Any other matter

Please make sure to mark your calendars accordingly and come prepared for a productive discussion. If you have any specific items or issues you would like to include in the agenda, kindly send them to me.

Your active participation and contributions are essential for the continuous improvement of our institution. If, for any reason, you are unable to attend the meeting, please inform us in advance.

Thank you for your dedication to maintaining and enhancing the quality of education at our institution. We look forward to seeing you at the meeting.

Best regards,

IQAC Coordinator

7410179057

For Ashadeep Adhyapak Mahavidyalaya


IQAC Coordinator

MINUTES OF IQAC MEETING HELD ON 25-08-2022

Date: 25-08-2022

Agenda:

- External evaluation of data for 1st Cycle Accreditation
- Value-added Courses
- Feedback on curriculum
- Workshop Online Teaching
- Academic and Administrative Audit (external)
- Value-added courses
- Any other matter

Members attended:

Action Taken Report:

1. A five days online Advanced Online Google Classroom Training Workshop was organized for the faculty from 12 July 2022 onwards to further the online learning in the college. Mr. Deep Murzello and Mr. Russel Vaz were the resource persons.
2. A faculty development programme on 'Research, Consultancy and Professional Development of Faculty' in collaboration with the Research Council and Innovation Cell was conducted on 16-6-2022.

No.	Name of the Member	Designation	Sign
1	Dr. Rizwana Ansari – Principal of Ashadeep College	Chairperson	<i>Ansari</i>
2	Mr. Deep Murzello – Senior Administrative Officer	Member Secretary	<i>Murzello</i>
3	Dr. Maria Fernandes (Former Principal of Ashadeep College)	External Expert on Quality Management	<i>M Fernandes</i>
4	Dr. Sandra Pereira – (Former Principal of Ashadeep College)	External Expert on Quality Management	<i>S Pereira</i>
5	Mr. Johnson M. Dsouza – Management Trustee of Holy Mary High School	Member, Industrialist	<i>JM</i>
6	Mr. Willi George – Management Trustee of Willibrord Education Trust	Alumni Representative	<i>W George</i>
7	Mrs. Mabel P. Vaz- Manager	Management Representative	<i>M Vaz</i>
8	Mrs. Manisha Pathak – Assistant Professor	Member, Faculty	<i>M Pathak</i>
9	Mrs. Vandana Save – Assistant Professor	Member, Faculty	<i>V Save</i>
10	Mrs. Sanika B. Singh – Assistant Professor	Member, Faculty	<i>S Singh</i>
11	Mrs. Ruhi Patil – Librarian	Member, Librarian	<i>R Patil</i>
12	Mr. Shubham Chavan – Office Assistant	Member, Administrative Staff	<i>S Chavan</i>
13	Miss Aishwarya Pandey – Chairperson, Student Council	Student Representative	<i>A Pandey</i>
14	Mr. Arvind Pandey - Parent	Member, Local Society	<i>A Pandey</i>
15	Mr. Deep Murzello	IQAC Coordinator	<i>Murzello</i>

3. The IQAC-NAAC Coordination team started organizing separate interface meetings with each and every department of the college in preparation of the 1st Cycle Accreditation.
4. Reports of classes taken by teachers online was collected by IQAC for monitoring the effectiveness of online teaching.
5. An online awareness workshop on Code of Conduct was organized on 17 August 2022 for the administrative staff.
6. Mentor-Mentee Program for the current year was initiated with circulars.

Minutes/Resolutions:

1. It was decided to conduct an external evaluation of the cumulative data collected for NAAC 1st Cycle Accreditation in September 2022 with the support of external experts.
2. It was decided to start several new value-added courses for students targeting skill inculcation, training in trending areas and communication skills.
3. It was decided to conduct Academic and Administrative Audit during the academic year.
4. In preparation for the 1st cycle accreditation, it was decided intensify activities criteriawise under the leadership of Criteria Coordinators.

Principal

Anand
Principal

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

IQAC Coordinator

For Ashadeep Adhyapak Mahavidyalaya

Ashadeep
IQAC Coordinator

Date: 27/10/2022

Dear IQAC Members,

I hope this message finds you well. This is to inform you that the next meeting of the Institutional Quality Assurance Cell (IQAC) has been scheduled. Your presence and participation in this meeting are crucial as we will be discussing important matters related to the quality enhancement of our institution.

Meeting Details:

Date: 27/10/2022

Time: 3.30 pm to 5.00 pm

Venue: Conference Hall

- Agenda: 1. Organizing Student Induction Programme
2. Review – 1st Cycle Accreditation
3. Self-appraisal of the staff.
4.. Personal Counselling to students

Please make sure to mark your calendars accordingly and come prepared for a productive discussion. If you have any specific items or issues you would like to include in the agenda, kindly send them to me.

Your active participation and contributions are essential for the continuous improvement of our institution. If, for any reason, you are unable to attend the meeting, please inform us in advance.

Thank you for your dedication to maintaining and enhancing the quality of education at our institution. We look forward to seeing you at the meeting.

Best regards,

[Redacted]
IQAC Coordinator

7410179057

For Ashadeep Adhyapak Mahavidyalaya


IQAC Coordinator



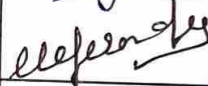
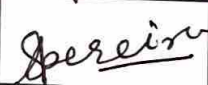

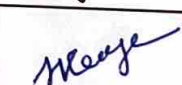
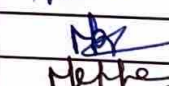
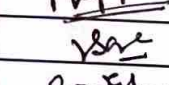
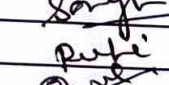


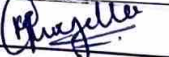

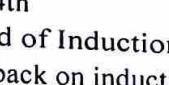
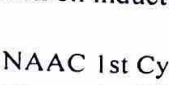
MINUTES OF IQAC MEETING HELD ON 27-10-2022

Date: 27.10.22

Agenda:

1. Organizing Student Induction Programme
2. Review – 1st Cycle Accreditation
3. Self-appraisal of the staff.
- 4.. Personal Counselling to students

Members attended:

No.	Name of the Member	Designation	Sign
1	Dr. Rizwana Ansari – Principal of Ashadeep College	Chairperson	
2	Mr. Deep Murzello – Senior Administrative Officer	Member Secretary	
3	Dr. Maria Fernandes (Former Principal of Ashadeep College)	External Expert on Quality Management	
4	Dr. Sandra Pereira – (Former Principal of Ashadeep College)	External Expert on Quality Management	
5	Mr. Johnson M. Dsouza – Management Trustee of Holy Mary High School	Member, Industrialist	
6	Mr. Willi George – Management Trustee of Willibrord Education Trust	Alumni Representative	
7	Mrs. Mabel p. Vaz -Manager	Management Representative	
8	Mrs. Manisha Pathak – Assistant Professor	Member, Faculty	
9	Mrs. Vandana Save – Assistant Professor	Member, Faculty	
10	Mrs. Sanika B. Singh – Assistant Professor	Member, Faculty	
11	Mrs. Ruhi Patil – Librarian	Member, Librarian	
12	Mr. Shubham Chavan – Office Assistant	Member, Administrative Staff	
13	Miss Aishwarya Pandey – Chairperson, Student Council	Student Representative	
14	Mr. Arvind Pandey - Parent	Member, Local Society	
15	Mr. Deep Murzello	IQAC Coordinator	

Action Taken Report:

1. Students Induction Programme was organized for the freshers from 4th to 9th October 2022. 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. A preliminary external evaluation of the cumulative data collected for NAAC 1st Cycle Accreditation was conducted online on 10 September 2022 with the support of Dr. Anjan Sahay.
3. An awareness Seminar on 'Parenting the Youth' was organized for the parents of students on 12 October, 2022

4. An external review exercise to ensure Professionalism in Accreditation was organized on 5th & 6th October 2022. Prof. Harry Cletus was the resource person.

Minutes/Resolutions:

1. It was decided to collect the self-appraisal of faculty and submit it to the manager.
2. It was decided to avail financial support to the faculty to participate in faculty development programmes.
3. It was suggested to conduct Personal Counselling to the students as in the previous years students were not coming to the college due to pandemic.

Principal
Ashadeep
Principal

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

IQAC Coordinator

For Ashadeep Adhyapak Mahavidyalaya

Ashadeep
IQAC Coordinator

NOTICE

Date: 25/11/2022

Dear IQAC Members,

I hope this message finds you well. This is to inform you that the next meeting of the Institutional Quality Assurance Cell (IQAC) has been scheduled. Your presence and participation in this meeting are crucial as we will be discussing important matters related to the quality enhancement of our institution.

Meeting Details:

Date: 25/11/2022

Time: 3.30 pm to 5.00 pm

Venue: Conference Hall

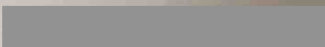
- Agenda:
1. Interface Meetings with Departments
 2. Feedback on teachers by students
 3. Feedback by parents on Online classes
 4. 1st Cycle NAAC accreditation
 6. Enhancing Innovation and IPR training.
 7. Any other matter

Please make sure to mark your calendars accordingly and come prepared for a productive discussion. If you have any specific items or issues you would like to include in the agenda, kindly send them to me.

Your active participation and contributions are essential for the continuous improvement of our institution. If, for any reason, you are unable to attend the meeting, please inform us in advance.

Thank you for your dedication to maintaining and enhancing the quality of education at our institution. We look forward to seeing you at the meeting.

Best regards,


IQAC Coordinator

7410179057

For Ashadeep Adhyapak Mahavidyalaya


IQAC Coordinator

MINUTES OF IQAC MEETING HELD ON 25-11-2022

Date: 25-11-2022

Agenda:

1. Interface Meetings with Departments
2. Feedback on teachers by students
3. Feedback by parents on Online classes
4. 1st Cycle NAAC accreditation
6. Enhancing Innovation and IPR training.
7. Any other matter

Members attended:

No.	Name of the Member	Designation	Sign
1	Dr. Rizwana Ansari – Principal of Ashadeep College	Chairperson	<i>Ansari</i>
2	Mr. Deep Murzello – Senior Administrative Officer	Member Secretary	<i>Murzello</i>
3	Dr. Maria Fernandes (Former Principal of Ashadeep College)	External Expert on Quality Management	<i>efernandes</i>
4	Dr. Sandra Pereira – (Former Principal of Ashadeep College)	External Expert on Quality Management	<i>Speeira</i>
5	Mr. Johnson M. Dsouza – Management Trustee of Holy Mary High School	Member, Industrialist	<i>JD</i>
6	Mr. Willi George – Management Trustee of Willibrord Education Trust	Alumni Representative	<i>WGeorge</i>
7	Mrs. Mabel P. Vaz	Management Representative	<i>MVaz</i>
8	Mrs. Manisha Pathak – Assistant Professor	Member, Faculty	<i>MPathak</i>
9	Mrs. Vandana Save – Assistant Professor	Member, Faculty	<i>VS</i>
10	Mrs. Sanika B. Singh – Assistant Professor	Member, Faculty	<i>Sanika</i>
11	Mrs. Ruhi Patil – Librarian	Member, Librarian	<i>Ruhi</i>
12	Mr. Shubham Chavan – Office Assistant	Member, Administrative Staff	<i>Shubham</i>
13	Miss Aishwarya Pandey – Chairperson, Student Council	Student Representative	<i>Aishwarya</i>
14	Mr. Arvind Pandev - Parent	Member, Local Society	<i>Arvind</i>
15	Mr. Deep Murzello	IQAC Coordinator	<i>Murzello</i>

Action Taken Report:

1. An awareness seminar on atrocities against women and children was organized on 28 October 2022 by Internal Complaints Committee and Department of Social Work at the recommendation of IQAC.
2. Feedback on effectiveness on online classes was taken from faculty members to take corrective measures. The feedback analysis report revealed mixed response with teachers differing on the effectiveness of online classes.

3. IQAC took measures to enhance online teaching in the campus. Feedback was regularly collected from all teachers on the conduct of online classes with the list of topics covered in each class online.
4. IQAC organized training to the faculty as to how to use interactive panels for effective teaching-learning process.

5. In order to get the institution ISO-certified, an agency was identified and task was initiated
Initiated.

Minutes/Resolutions:

1. It was decided to collect feedback by students on faculty.
2. It was decided to collect feedback on online classes by parents.
3. It was decided to upload IIPA before 28th February 2023 for 1st Cycle NAAC accreditation.
4. It was decided to do the needful to enhance the documentation software (e-governance) with additional modules and facilities to support more reports.
5. It was decided to support and encourage innovation activities and do the needful.

Principal

Ch. S. S. S. S.
Principal

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

IQAC Coordinator

For Ashadeep Adhyapak Mahavidyalaya

Ch. S. S. S. S.
IQAC Coordinator

NOTICE

Date: 02/02/2023

Dear IQAC Members,

I hope this message finds you well. This is to inform you that the next meeting of the Institutional Quality Assurance Cell (IQAC) has been scheduled. Your presence and participation in this meeting are crucial as we will be discussing important matters related to the quality enhancement of our institution.

Meeting Details:

Date: 02/02/2023

Time: 3.30 pm to 5.00 pm

Venue: Conference Hall

- Agenda:
1. Documentation and Advanced Profile
 2. MoU and Collaborations
 3. Strategic Plan Review
 4. Academic and Administrative Audit
 5. FDP on IPR
 6. Capacity building programme for the non-teaching staff.

Please make sure to mark your calendars accordingly and come prepared for a productive discussion. If you have any specific items or issues you would like to include in the agenda, kindly send them to me.

Your active participation and contributions are essential for the continuous improvement of our institution. If, for any reason, you are unable to attend the meeting, please inform us in advance.

Thank you for your dedication to maintaining and enhancing the quality of education at our institution. We look forward to seeing you at the meeting.

Best regards,

IQAC Coordinator

7410179057

For Ashadeep Adhyapak Mahavidyalaya


IQAC Coordinator

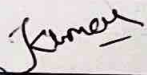
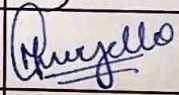
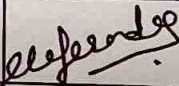
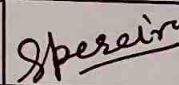

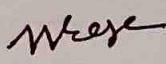
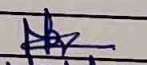
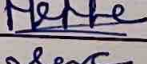
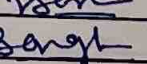
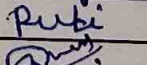
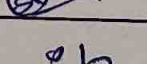
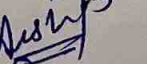
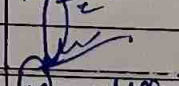

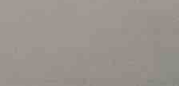
MINUTES OF IQAC MEETING HELD ON 02.02.2023

Date: 02.02.2023

Agenda:

1. Documentation and Advanced Profile
2. MoU and Collaborations
3. Strategic Plan Review
4. Academic and Administrative Audit
5. FDP on IPR
6. Capacity building programme for the non-teaching staff.

Members attended:

No.	Name of the Member	Designation	Sign
1	Dr. Vipin Kumar – Principal of Ashadeep College	Chairperson	
2	Mr. Deep Murzello – Senior Administrative Officer	Member Secretary	
3	Dr. Maria Fernandes (Former Principal of Ashadeep College)	External Expert on Quality Management	
4	Dr. Sandra Pereira – (Former Principal of Ashadeep College)	External Expert on Quality Management	
5	Mr. Johnson M. Dsouza – Management Trustee of Holy Mary High School	Member, Industrialist	
6	Mr. Willi George – Management Trustee of Willibrord Education Trust	Alumni Representative	
7	Mrs. Mabel P. Vaz- Manager	Management Representative	
8	Mrs. Manisha Pathak – Assistant Professor	Member, Faculty	
9	Mrs. Vandana Save – Assistant Professor	Member, Faculty	
10	Mrs. Sanika B. Singh – Assistant Professor	Member, Faculty	
11	Mrs. Ruhi Patil – Librarian	Member, Librarian	
12	Mr. Shubham Chavan – Office Assistant	Member, Administrative Staff	
13	Miss Aishwarya Pandey – Chairperson, Student Council	Student Representative	
14	Mr. Arvind Pandey - Parent	Member, Local Society	
15	Mr. Deep Murzello	IQAC Coordinator	

Action Taken Report:

1. IIQA for 1st Cycle NAAC accreditation was submitted on 3rd February, 2023.
2. ISO Certification of the College Office was completed and the Certification was awarded.
3. Self-appraisal reports of faculty were collected and submitted to the manager for his perusal.
4. Feedback on Faculty by the students was collected online in college LMS portal and the analysis was availed to the Principal.

Minutes / Resolutions:

1. The Strategic Plan of the college and its implementation against timeline was assessed and reviewed.
2. It was decided to organize a capacity building programme for the non-teaching staff of the college.

Principal

Asani
Principal

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

IQAC Coordinator

For Ashadeep Adhyapak Mahavidyalaya

Asani
IQAC Coordinator

NOTICE

Date: 12/04/2023

Dear IQAC Members,

I hope this message finds you well. This is to inform you that the next meeting of the Institutional Quality Assurance Cell (IQAC) has been scheduled. Your presence and participation in this meeting are crucial as we will be discussing important matters related to the quality enhancement of our institution.

Meeting Details:

Date: 12/04/2023

Time: 3.30 pm to 5.00 pm

Venue: Conference Hall

- Agenda:
1. Imagining the new Academic year and Planning exercise
 2. Faculty Orientation and training programme in May 2023
 3. Orientation programme for the second year Students
 4. Students Induction Programme for the freshers in July 2023
 5. 1st cycle NAAC accreditation - SSR Submission
 6. Any other relevant matter

Please make sure to mark your calendars accordingly and come prepared for a productive discussion. If you have any specific items or issues you would like to include in the agenda, kindly send them to me.

Your active participation and contributions are essential for the continuous improvement of our institution. If, for any reason, you are unable to attend the meeting, please inform us in advance.

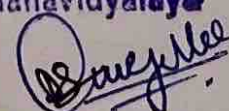
Thank you for your dedication to maintaining and enhancing the quality of education at our institution. We look forward to seeing you at the meeting.

Best regards,

[Redacted]
IQAC Coordinator

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For Ashadeep Adhyapak Mahavidyalaya


IQAC Coordinator

MINUTES OF IQAC MEETING HELD ON 12-04-2023

Date: 12.04.2023

Agenda:

1. Imagining the new Academic year and Planning exercise
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Members attended:

No.	Name of the Member	Designation	Sign
1	Dr. Vipin Kumar – Principal of Ashadeep College	Chairperson	<i>[Signature]</i>
2	Mr. Deep Murzello – Senior Administrative Officer	Member Secretary	<i>[Signature]</i>
3	Dr. Maria Fernandes (Former Principal of Ashadeep College)	External Expert on Quality Management	<i>[Signature]</i>
4	Dr. Sandra Pereira – (Former Principal of Ashadeep College)	External Expert on Quality Management	<i>[Signature]</i>
5	Mr. Johnson M. Dsouza – Management Trustee of Holy Mary High School	Member, Industrialist	<i>[Signature]</i>
6	Mr. Willi George – Management Trustee of Willibrord Education Trust	Alumni Representative	<i>[Signature]</i>
7	Mrs. Mabel P. Vaz - Manager	Management Representative	<i>[Signature]</i>
8	Mrs. Manisha Pathak – Assistant Professor	Member, Faculty	<i>[Signature]</i>
9	Mrs. Vandana Save – Assistant Professor	Member, Faculty	<i>[Signature]</i>
10	Mrs. Sanika B. Singh – Assistant Professor	Member, Faculty	<i>[Signature]</i>
11	Mrs. Ruhi Patil – Librarian	Member, Librarian	<i>[Signature]</i>
12	Mr. Shubham Chavan – Office Assistant	Member, Administrative Staff	<i>[Signature]</i>
13	Miss Aishwarya Pandey – Chairperson, Student Council	Student Representative	<i>[Signature]</i>
14	Mr. Arvind Pandev - Parent	Member, Local Society	<i>[Signature]</i>
15	Mr. Deep Murzello	IQAC Coordinator	<i>[Signature]</i>

Action taken Report:

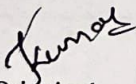
1. Queries from NAAC on IIQA were clarified and clarifications were submitted online. SSR was submitted on 10th April 2023.
2. Orientation for the Student Representatives of IQAC (SQAC) from each class was organized by IQAC.
3. Feedback on Syllabus was collected from faculty, alumni, students and employers during the current year which was analysed

on research methodology, plagiarism, research writing and consultancy training for the benefit of the faculty.

5. Requests for Financial support to the faculty to attend faculty development programmes were considered and funds were approved.
6. During the current academic year, value-added courses were conducted for the students for skill enhancement.
7. IQAC conducted analysis as a measure of quality enhancement to identify strengths, weaknesses, opportunities and challenges of the college.

Resolutions:

1. It was decided to conduct an Exit Survey from the outgoing students of the college as a quality measure.
2. It was decided to organize a faculty development program and orientation to the faculty prior to the beginning of upcoming academic year.
3. It was decided to organize student orientation programmes in the first week of June 2023 for the existing students.
4. It was decided to organize a weeklong Students Induction Programme for the freshers in the new academic year.
5. It was decided to organize Annual Academic Planning exercise in the first week of May 2023.


Principal

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IQAC Coordinator

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