

**South Indian Children's Education Society's
Degree College of Arts, Science and Commerce, Ambarnath (W.)**

Jambhul Phata, Chikloli, Ambarnath (W) -421505
(Permanently Affiliated to University of Mumbai)

Email id : sicesdegreecollege@gmail.com
Contact : 0251-2685264

University Code : 961
JDHE Code : T-44

Date : 02/12/2019

4th IQAC Meeting (Academic Year 2019-20)

To,
The IQAC Members
S.I.C.E.Society's,
Degree College of Arts, Science and Commerce,
Ambarnath (West).

Sub.:- 4th Meeting of Internal Quality Assurance Cell of Academic year 2019-20

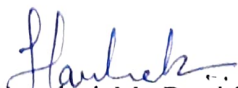
This is to inform to all IQAC Members that the 4th Meeting of Internal Quality Assurance Cell of Academic year 2019-20 will be held on Wednesday, 11th Dec. 2019 at 2.30 p.m. in Room Number 30, Second floor S.I.C.E.S. Degree College of Arts, Science and Commerce, Ambarnath.

You are requested to make it convenient to attend the meeting.

Agenda of the Meeting

1. To read the minutes of 3rd IQAC meeting held on 17th Oct. 2019
2. To confirm the completion of minutes of 3rd IQAC meeting held on 17th Oct. 2019 and to prepare the action taken report on the minutes of this meeting
3. To discuss on science laboratories enrichment and up gradations
4. Discussion to increase participative learning and experiential learning activities
5. Follow up of requirements sanctioned on 17/07/2019, 25/07/2019 and 09/08/2019
6. Discussion on Application for NAAC Accreditation
7. College website overview and changes and updations in newly developed website
8. To review the AMC works help and support provided to the college work system from AMC's of i) Lift ii) Generator iii) Computer+Printers.
9. To review the help and support provided to college by physical and academic supporting agencies like on call support of yearly fire extinguisher refillings, Physical structures maintenance, Printer cartridge refillings, Xerox machine on call maintenance support, solar panels cleaning and maintenance, other maintenances.
10. Discussion on internal Academic audit of all departments
11. Discussion on Sem I, III and V results
12. Any other matter after permission of chair




Dr. Harshal M. Bachhav
(I/c principal & IQAC Chairperson)

I/c Principal
S.I.C.E.S. Degree College of Arts, Science & Commerce
Ambarnath - 421 505.

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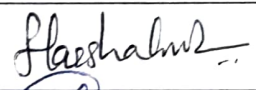

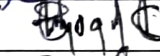
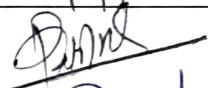

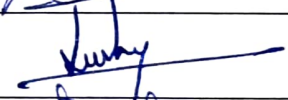
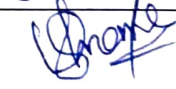



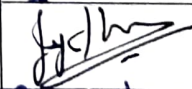
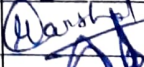


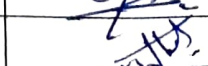


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Acknowledge of Fourth IQAC meeting of Academic Year 2019-20

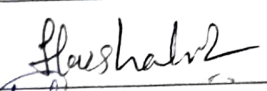

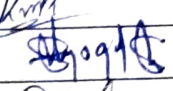
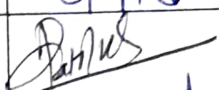
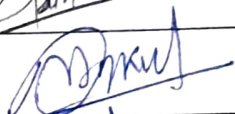
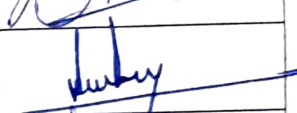
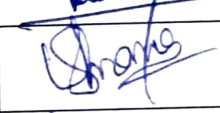
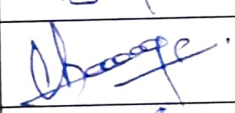
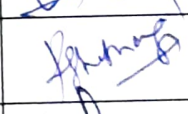
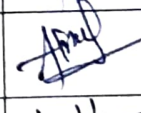
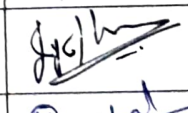
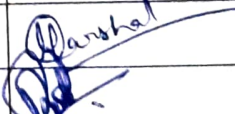

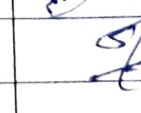
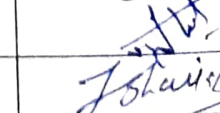
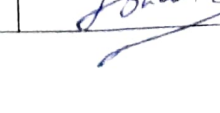

- 1) Day & Date of meeting : Wednesday, 11th Dec. 2019
- 2) Time : 2.30 pm
- 3) Venue : Room Number 30, Second floor S.I.C.E.S. Degree College of Arts, Science and Commerce Ambarnath -Thane

Sr. No.	Name	Designation	Signature
1.	Dr. Harshal M. Bachhav - (I/C Principal)	IQAC Chairperson	
2.	Shri K.M.K. Nair	Joint Secretary S.I.C.E. Society	
3.	Dr. Yogesh S. Shelar	IQAC Co-ordinator	
4.	Dr. Vilas S. Patil	Teacher Representative	
5.	Dr. D. M. Sapkal	Teacher Representative	
6.	Mr. Sharad K. Awate	Teacher Representative	
7.	Mr. Vikas Deshmane	Teacher Representative	
8.	Dr. Pravin Hudge	Teacher Representative	
9.	Ms. Shubhangi Rajguru	Teacher Representative	
10.	Dr. Alpa Patel	Teacher Representative	
11.	Dr. Jyothi Mallia	Teacher Representative	
12.	Mr. Marshal Nadar	Alumni	
13.	Mr. Deepak Revankar	Industrialist	
14.	Mr. Anil Atmaram Bhoir	Stake holder	
15.	Dr. Sangharsh Gajbe	Librarian	
16.	Mr. Vijayraj Alzande	Office Senior Clerk	
17.	Mr. Jamiluddin Shaikh (TYBMS)	Student Representative	

Minutes of Meeting

The fourth meeting of the Internal Quality Assurance Cell for the Academic year 2019-20 was held on wednesday, 11th Dec. 2019 at 2.30 pm in the Room Number 30, Second floor S.I.C.E.S. Degree College of Arts, Science and Commerce, Ambarnath -Thane.

The following Members were present for the Meeting

Sr. No.	Name	Designation	Signature
1.	Dr. Harshal M. Bachhav (I/C Principal)	IQAC Chairperson	
2.	Shri K.M.K. Nair	Joint Secretary S.I.C.E. Society	
3.	Dr. Yogesh S. Shelar	IQAC Co-ordinator	
4.	Dr. Vilas S. Patil	Teacher Representative	
5.	Dr. D. M. Sapkal	Teacher Representative	
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13.	Mr. Deepak Revankar	Industrialist	
14.	Mr. Anil Atmaram Bhoir	Stake holder	
15.	Dr. Sangharsh Gajbe	Librarian	
16.	Mr. Vijayraj Alzande	Office Senior Clerk	
17.	Mr. Jamiluddin Shaikh	Student Representative	

The IQAC Co-coordinator Dr. Y. S. Shelar addressed welcome to the Chairperson of the meeting and all IQAC members present for the 4th meeting of IQAC for Academic Year 2019-20. The following agenda were discussed in the meeting and it was unanimously resolved to implement them.

Item No. 01 :

To read the minutes of 3rd IQAC meeting held on 17th Oct. 2019

Resolution :

The minutes of 3rd IQAC meeting held on 17th Oct. 2019 was read by IQAC coordinator Dr. Y.S. Shelar and kept for its confirmation in today's meeting agenda's item number 02 for the actions taken on the minutes of these 3rd IQAC meeting.

Item No. 02 :

To confirm the completion of minutes of 3rd IQAC meeting held on 17th Oct. 2019 and to prepare the action taken report on the minutes of this meeting

Resolution :

The minutes of last meeting the 3rd IQAC meeting held on 17th Oct. 2019 were confirmed in the meeting and Action taken report prepared

Agenda Item No.	Minutes of 3 rd IQAC meeting held on 17 th Oct. 2019	Actions Taken
1.	To read the minutes of 2 nd IQAC meeting held on 03 rd August 2019	Completed
2.	To confirm the completion of minutes of 2 nd IQAC meeting and action taken report	Minutes of 2 nd IQAC meeting held on 03 rd August 2019 were confirmed and Action taken report was prepared
3.	Discussion and finalization of institutional distinctiveness of the college	The Institutional distinctiveness was finalized " <i>Utilization of Solar Energy and Minimization of energy consumption (LED installation)</i> "
4.	Discussion of Code of Conduct of staff and students	The code of conduct of staff and students was discussed and finalized
5.	Physical visit for checking and verification of the records	Physical visit was done at 07 different work places and the records and documents were verified and oral suggestions given in visit on same day and time of last meeting
6.	To take review of exam department work, up-gradations, university online assessment and examinations in progress	Examination work was revived along with online university Assessment and found to be satisfactory
7.	Any other matter with the permission of the chair	No other matter was discussed

Item No. 03 :

To discuss on science laboratories enrichment and up gradations

Resolution :

I/c Principal Dr. H.M. Bachhav informed the need of laboratories enrichment and upgradations considering the requirements at the science laboratories. He also informed the requirements received for Chemistry Department on 18/11/2019 and for other Departments the Board



Physics and Microbiology on 22/11/2019 which are forwarded for sanctions to CDC chairperson Shri T. Gopalan Sir.

Item No. 04 :

Discussion to increase participative learning and experiential learning activities

Resolution :

- It was discussed to increase the participative learning activities and instead of giving individual projects to students of self-financed courses they must be given in number of 03 to 06 students to increase their participative learning and interactive learning
- Experiential learning must be increased increasing field visits, study excursions and industrial visits by all departments

Item No. 05 :

Follow up of requirements sanctioned on 17/07/2019, 25/07/2019 and 09/08/2019

Resolution :

I/c Principal Dr. H.M. Bachhav informed all sanctioned requirements have come to him for procurement and are in process while some are procured.

Item No. 06 :

Discussion on Application for NAAC Accreditation

Resolution :

After taking follow up from all criterion representatives the status of NAAC accreditation was discussed and resolved to go for Application to NAAC for accreditation in end of the academic year 2020-21. It was also discussed to prepare checklists for each department and for office, library, sports & Gymkhana, Criteria and get their fulfillment confirmed before going for Application to NAAC accreditation

Item No. 07 :

College website overview, changes and updations in newly developed website

Resolution :

College website was opened in the meeting and the uploaded data was found to be more enriched and was in progressive mode.

Item No. 08 :

To review the AMC works help and support provided to the college work system from AMC's of i) Lift ii) Generator iii) Computer+Printers.

Resolution :

The review of all 03 AMC works was taken and the records of maintenance, verified in the meeting and found satisfactory and decided to report positive outcomes to CDC and SICES Management for the AMC's for their continuation for next academic year

Item No. 09 :

To review the help and support provided to college by physical and academic supporting agencies like on call support support of yearly fire extinguisher refilling's, Physical structures



maintenance, Printer cartridge refilling's, Xerox machine on call maintenance support, solar panels cleaning and maintenance, other maintenances

Resolution :

The review of all the academic, physical and administrative supports facilities maintenance and up gradations was taken and records maintained at Housekeeping supervisor were verified and found satisfactory and decided to continue all the agencies giving on call support and assistance for next academic ear and also to be requested the same to SICES management and the CDC committee

Item No. 10 :

Discussion on internal Academic audit of all departments

Resolution :

It was resolved after discussion on exam and other activities dates to schedule the internal academic audit of all departments in last week of February 2020

Item No. 11:

Discussion on Sem I,III and V results

Resolution :

IQAC committee member and Exam Chairperson Dr. Jyothi Mallia reported class wise results which were satisfactory. IQAC Chairperson Dr. H.M. Bachhav informed the overall results of students passing third year must increase for upcoming Semester VI. The discussion on measures to be followed to increase the results was finalized to have extra lectures, Question paper practices, Students revisions, Unit wise testes to be conducted and Problem solving practices of students to be done and all measures to be followed must be informed to all departments.

Item No. 12:

Any other matter after permission of the chair

Resolution :

No any matter was kept for discussion by any IQAC committee member

IQAC Chairperson informed to close the meeting and the meeting was accomplished after the vote of thank to the chair and the IQAC members address by IQAC Coordinator. Meeting stopped at 5.45 pm after permission of chair.

 11/12/2019
IQAC Coordinator

IQAC COORDINATOR

S.I.C.E.S. DEGREE COLLEGE OF ARTS, SCIENCE & COMMERCE
Jairohul Phala, Ambarnath (W) - 421 505.




IQAC Chairperson

I/c Principal

S.I.C.E.S. Degree College of Arts, Science & Commerce
Ambarnath - 421 505.