

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 : 25/09/2020

2nd IQAC Meeting (Academic Year 2020-21)

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

Sub.:- 2nd Meeting of Internal Quality Assurance Cell of Academic year 2020-21

This is to inform to all IQAC Members that the 2nd Meeting of Internal Quality Assurance Cell for the Academic year 2020-21 will be held on Monday, 05th Oct. 2020 at 03.00 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.

NOTE :

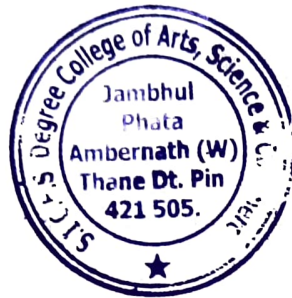
- 1) All IQAC committee members remaining present for the 2nd IQAC meeting of year 2020-21 must strictly follow all COVID-19 precautions of maintaining safe physical distancing, Use of Face masks and regular sanitization/washing of hands with soap and water.
- 2) Any IQAC committee member with fever, cough, body ache any other or allied recommended symptoms of COVID-19 infection must pre-inform and remain absent for this meeting
- 3) Number of staff permitted in college on the day of 2nd IQAC meeting will be adhering to and as recommended by University of Mumbai and Government of Maharashtra guidelines.

Agenda of the Meeting

1. To read the minutes of last IQAC meeting the 1st IQAC meeting of year 2020-21 held on 16th Sept. 2020
2. To confirm the completion of minutes of 1st IQAC meeting of year 2020-21 held on 16th Sept. 2020 and prepare the action taken report on these minutes
3. Discussion on Checklists confirmation to be started from 22/10/2020 as discussed in last meeting the 1st IQAC meeting agenda item number 04
4. Preparation of work plan and schedule of SSR, DVV, SSS work
5. To resolve the conduction of Term I, Term II exams by online mode
6. To discuss on conduction of NSS and DLLE activities in COVID-19 Pandemic condition



7. Discussion on Research Publications and Minor Research projects of year 2019-20 and year 2020-21
8. To discuss regarding students participation in Research Convention " Avishkar"
9. Any other matter with the permission of the chair




Dr. Harshal M. Bachhav
(~~Uc principal & IQAC Chairperson~~)
I/c Principal
S.I.C.E.S. Degree College of Arts, Science & Commerce
Ambernath - 421 505.

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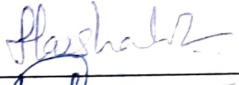
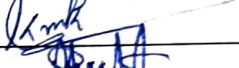
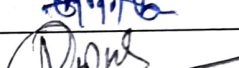


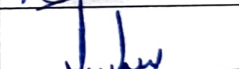

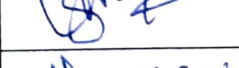


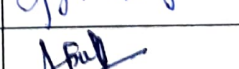






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Acknowledge of Second IQAC meeting of Academic Year 2020-21

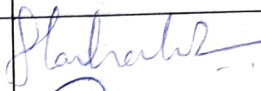



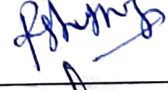
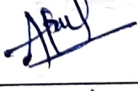

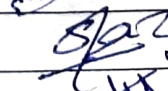
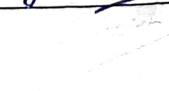

- 1) Day & Date of meeting : Monday, 05th Oct. 2020
- 2) Time : 3.00 pm
- 3) Venue : Room Number 30, Second floor S.I.C.E.S. Degree College of Arts, Science and Commerce Ambarnath -Thane

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 Second meeting of the Internal Quality Assurance Cell for the Academic year 2020-21 was held on Monday, 05th Oct. 2020 at 3.00 pm in the Room Number 30, Second floor S.I.C.E.S. Degree College of Arts, Science and Commerce, Ambernath -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	
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9.	Ms. ShubhangiR ajguru	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 AtmaramBhoir	Stake holder	
15.	Dr. SangharshGajbe	Librarian	
16.	Mr. VijayrajAlzande	Office Senior Clerk	
17.	Mr. Jamiluddin Shaikh	Student Representative	

The IQAC Co-coordinator Dr. Y. S. Shelar addressed welcome to Chairperson of the meeting and all IQAC members present for the 2nd IQAC meeting of year 2020-21. The following agenda was discussed in the meeting and it was unanimously resolved to implement them.

Item No. 01 :

To read the minutes of last IQAC meeting the 1st IQAC meeting of year 2020-21 held on 16th Sept. 2020

Resolution :

The minutes of 1st IQAC meeting of year 2020-21 held on 16th Sept. 2020 was read by IQAC coordinator Dr. Y.S. Shelar and kept for its confirmation in agenda's item number 02 for the actions taken on the minutes of these 1st IQAC meeting

Item No. 02 :

To confirm the completion of minutes of 1st IQAC meeting of year 2020-21 held on 16th Sept. 2020 and prepare the action taken report on these minutes

Resolution :

The minutes of last meeting the 1st IQAC meeting of year 2020-21 held on 16th Sept. 2020 were confirmed in this 2nd IQAC meeting of year 2020-21 and the Action taken report prepared

Agenda Item No.	Agenda & Minutes of 1 st IQAC meeting	Actions Taken
1.	To read the minutes of minutes of 5 th IQAC meeting of Past Academic year 2019-20 held on 25th February 2020	The minutes of last IQAC meeting were read by IQAC coordinator Dr. Y.S. Shelar and kept for confirmation
2.	Action taken on minutes of 5 th IQAC meeting of Past Academic year 2019-20 held on 25th February 2020	The minutes of 5th IQAC meeting held on 25th February 2020 were confirmed and action taken report was prepared
3.	Overview of NAAC work and NAAC meetings held in Lockdown	IQAC coordinator informed the NAAC work in Lockdown period was satisfactory all 07 criterions and departments, committees, librarian all worked on the SSR metrics related checklists send to all in lockdown period. Total 06 meetings were conducted in lockdown for NAAC works
4.	Discussion on Checklists of seven criterions, Departments, Sports Gymkhana, Library and office	<ul style="list-style-type: none"> - IQAC coordinator informed about 70 % work of checklists was completed for all 07 criterions and pending 30 % documentation will be completed within a month - Schedule for documents checking against checklists was prepared in last meeting
5.	Discussion on date of application for NAAC Accreditation	Discussed in last meeting to send the application for NAAC accreditation in the form of IQA in May 2021 before the academic year 2020-21 ends.
6.	Discussion on syllabus, syllabus completion, designing curriculum based on syllabus. University of Mumbai allotted Arrangement of Terms for Academic Year 2020-21	<ul style="list-style-type: none"> - Discussed there are no changes in syllabus and syllabus of year 2019-20 is continued for year 2020-21 - The time lines for syllabus completion were discussed - Resolved to continue the online teaching-learning, evaluation and assessment using google meet, zoom meet, webex meet, conference call, google classroom, google forms and other university recommended online modes of teaching learning. - Resolved to continue third year exam assisting software provided named "Future Tech Partner"



		- Resolved field visits and physical visits of study tours-excursions will not be conducted
7.	Discussion on college committees for year 2020-21 and the committee members	Total 32 college committees were discussed and approved for academic year 2020-21
8.	To discuss and finalize the academic calendar prepared by Academic planning and monitoring committee	Academic calendar for academic year 2020-21 was kept for discussion by APMC chairperson which was unanimously approved in last meeting
9.	Review of feedbacks of academic year 2019-20	Academic year 2019-20 feedback was reviewed and few suggestions suggested
10.	Discussion on COVID-19 precautions followed in college	All COVID-19 precautionary measures followed were read by IQAC coordinator and found satisfactory
11.	Discussion on progress of admissions and measures undertaken for admissions completed and ongoing admissions	Discussion was held on admissions completed and ongoing
12.	Discussion on college website	- College website was opened in the meeting and found website is regularly updated - IT department staff Mrs. Neha patil was allotted the responsibility to handle the communications between website operator and college
13.	To check the progress of the work of Alumni registration and Wall display Boards. To discuss on Botanical Garden set up, Compost pit built up, Mosquito controller Guppy fish cultivation in open tank & rain water soaking pit builtup	- Progress of all the work of Alumni registration was discussed and informed to boost the work on priority. - Wall display Boards list was discussed and approved - Self motivated willingness of staff to give efforts and laborer work inputs considering health benefits in COVID lockdown for Botanical Garden set up, Compost pit built up, Mosquito controller Guppy fish cultivation in open tank & rain water soaking pit built up was permitted by IOQAC chairperson and was appreciated
14.	Discussion on Library facility access and utilization by students	- It was resolved to provide the library access to students through issue-returns through library, library website, E-resources are available on college website, Computer and Internet facility at library to be available with COVID-19 precautions followed. - IQAC chairperson informed N-List (INFLIBNET) is sanctioned and its procurement is in last stage
15.	Any other matter with the permission of the chair	No other matter was discussed

Item No. 03 :

Discussion on Checklists confirmation to be started from 22/10/2020 as discussed in last meeting the 1st IQAC meeting agenda item number 04

Resolution :

IQAC chairperson and IQAC coordinator discussed with all IQAC committee members about documentation against Checklists ready for checking which resolved to start the Checklists confirmation of seven criterions, departments, office, library, sports Gymkhana from 22/10/2020

Item No. 04 :

Preparation of work plan and schedule of SSR, DVV, SSS work

Resolution :

The sketch for work plan and schedule of SSR, DVV, SSS work was prepared and approved to be started from 11th November 2020

Item No. 05 :

To resolve the conduction of Term I, Term II exams by online mode



Resolution :

It was resolved unanimously by all that considering COVID-19 pandemic conditions and all academic activities going on in online mode to conduct the term I exams of all classes by online mode and be prepared with online mode for term II also and follow the University of Mumbai Guidelines given in future regarding conduction of exams

Item No. 06 :

To discuss on conduction of NSS and DLLE activities in COVID-19 Pandemic condition

Resolution :

It was resolved that considering severity of COVID-19 Pandemic situation and the predictions from health department experts about possibility of Second wave of COVID-19 pandemic resolved to conduct all NSS and DLLE activities by online mode except few street plays, COVID-19 Informative on field activities, COVID-19 precautionary measures motivational activities to be conducted adhering to Government of Maharashtra and University of Mumbai guidelines.

Item No. 07 :

Discussion on Research Publications and Minor Research projects of year 2019-20 and year 2020-21

Resolution :

- IQAC coordinator informed number of research publications in academic year 2019-20 were less due to COVID-19 Pandemic and Minor research projects were sanctioned to 05 staff from University of Mumbai with amount

Name of staff	Department	Year of Application	Date of Sanction	Amount sanctioned	Duration of Project
Ms. Neelam Jaiswar	Bachelor of Banking & Insurance (BBI)	2019	17 th March 2020	20000/-	1 year
Asst. Prof. Uma Tanwar	Commerce	2019	17 th March 2020	45000/-	1 year
Dr. Digambar Sapkal	Physics	2019	17 th March 2020	65000/-	1 year
Mrs. Shweta V. Humbarwadi	Microbiology	2019	17 th March 2020	25000/-	1 year
Dr. Alpa K. Patel	Botany	2019	17 th March 2020	35000/-	1 year

Item No. 08 :

To discuss regarding students participation in Research Convention "Avishkar"



Resolution :

It was resolved for Research convention in COVID Pandemic student's research projects with innovative concepts to be by online mode and no offline work possible to be done


Item No. 09 :

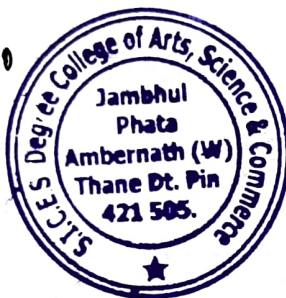
Any other matter after permission of the chair

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 6.00 pm after permission of chair.


05/10/2020
IQAC Coordinator
IQAC COORDINATOR
S.I.C.E.S. DEGREE COLLEGE OF ARTS, SCIENCE & COMMERCE
Jambhul Phata, Ambarnath (W) - 421 505.




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