

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

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

University Code : 961
JDHE Code : T-44

Date : 17/12/2021

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

3rd IQAC Meeting (Academic Year 2021-22)

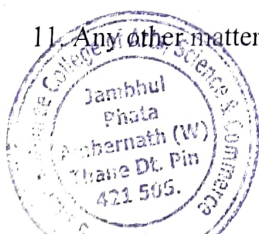
Sub.:- 3rd Meeting of Internal Quality Assurance Cell of Academic year 2021-22

This is to inform to all IQAC Members that the 3rd Meeting of Internal Quality Assurance Cell of Academic year 2021-22 will be held on Friday, 17th Dec. 2021 at 3.00 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

Agenda of the Meeting

1. To read the minutes of 2nd IQAC meeting of academic year 2021-22 held on 16th Sep. 2021
2. To confirm the completion of minutes of 2nd IQAC meeting of academic year 2021-22 held on 16th Sep. 2021 and to prepare the action taken report on the minutes of this meeting
3. Discussion on date to conduct internal Academic audit
4. To discuss and confirm the COVID-19 precautionary measures followed in college premises, Lectures, Practical sessions, administrative office, staff room and other places
5. To suggest to the College Development Committee the upgradations and the requirements for infrastructural changes, teaching learning facilities, students centric activities, library facilities, administrative office and in the sports and gymkhana.
6. To check the progress of internship programme for self Financed Courses of B.Com. conducted with The Mentors (Real Estate Advisory) and review the activities conducted
7. To check and confirm the conduction of lectures-practical's and the outcomes of online-offline lectures going on together in combination considering the criteria of permission of offline lectures to students completed two doses of COVID-19 vaccine
8. To discuss regarding NSS 07 days residential camp, annual cultural activity "Kalautsav" & Annual Sports day celebration
9. To discuss the status of preparations for NAAC PEER Team visit scheduled on 27th & 28th January 2022. To instruct and provide the work plan for preparations of NAAC PEER Team visit.
10. To take decision regarding missing record of students feedbacks
11. Any other matter after permission of chair



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

Dr. Harshal M. Bachhav

**South Indian Children's Education Society's
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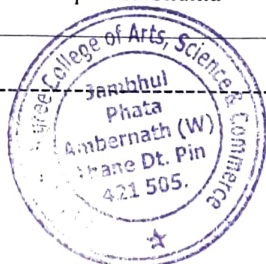
University Code : 961
JDHE Code : T-44

Date : 09/12/2021

Acknowledge of Third IQAC meeting of Academic Year 2021-22

- 1) Day & Date of meeting : Thursday, 17th Dec. 2021
- 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


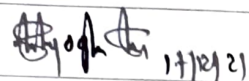
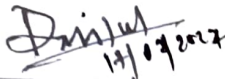





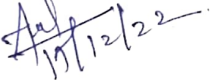


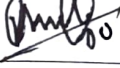

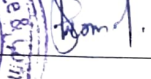
Sr. No.	Name	Designation	Signature
1.	Dr. Harshal M. Bachhav - (I/C Principal)	IQAC Chairperson	<i>Harshal</i>
2.	Shri K.M.K. Nair	Joint Secretary S.I.C.E. Society	Absent
3.	Dr. Yogesh S. Shelar	IQAC Co-ordinator	<i>Yogesh S. Shelar</i> 9/12/21
4.	Dr. Vilas S. Patil	Teacher Representative	<i>Vilas S. Patil</i> 19/12/21
5.	Dr. D. M. Sapkal	Teacher Representative	<i>D. M. Sapkal</i> 9/12/21
6.	Mr. Sharad K. Awate	Teacher Representative	<i>Sharad K. Awate</i>
7.	Mr. Vikas Deshmane	Teacher Representative	<i>Vikas Deshmane</i> 9/12/21
8.	Dr. Pravin Hudge	Teacher Representative	<i>Pravin Hudge</i> 9/12/21
9.	Ms. Shubhangi Rajguru	Teacher Representative	<i>Shubhangi Rajguru</i> 05/12/21
10.	Dr. Alpa Patel	Teacher Representative	<i>Alpa Patel</i> 9/12/21
11.	Dr. Jyothi Mallia	Teacher Representative	<i>Jyothi Mallia</i> 9/12/21
12.	Mr. Marshal Nadar	Alumni	<i>Marshal Nadar</i>
13.	Mr. Deepak Revankar	Industrialist	<i>Deepak Revankar</i>
14.	Mr. Anil Atmaram Bhoir	Stake holder	Absent
15.	Dr. Sangharsh Gajbe	Librarian	Absent
16.	Mr. Vijayraj Alzande	Office Senior Clerk	<i>Vijayraj Alzande</i>
17.	Ms. Komal Ramprasad Shukla (TYBSc)	Student Representative	<i>Komal Ramprasad Shukla</i>

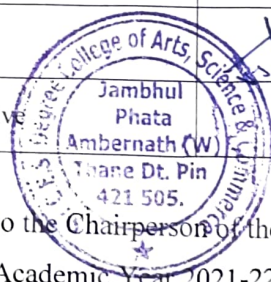


Minutes of Meeting

The third meeting of the Internal Quality Assurance Cell for the Academic year 2021-22 was held on Thursday, 17th Dec. 2021 at 3.00 pm in the Room Number 30, Second floor S.I.C.E.S. Degree College of Arts, Science and Commerce, Ambarnath.

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	Absent
3.	Dr. Yogesh S. Shelar	IQAC Co-ordinator	 17/12/21
4.	Dr. Vilas S. Patil	Teacher Representative	 17/12/2021
5.	Dr. D. M. Sapkal	Teacher Representative	 17/12/21
6.	Mr. Sharad K. Awate	Teacher Representative	
7.	Mr. Vikas Deshmane	Teacher Representative	 17/12/21
8.	Dr. Pravin Hudge	Teacher Representative	 17/12/21
9.	Ms. Shubhangi Rajguru	Teacher Representative	
10.	Dr. Alpa Patel	Teacher Representative	 17/12/22
11.	Dr. Jyothi Mallia	Teacher Representative	 17/12/21
12.	Mr. Marshal Nadar	Alumni	
13.	Mr. Deepak Revankar	Industrialist	
14.	Mr. Anil Atmaram Bhoir	Stake holder	Absent
15.	Dr. Sangharsh Gajbe	Librarian	Absent
16.	Mr. Vijayraj Alzande	Office Senior Clerk	
17.	Ms. Komal Ramprasad Shukla (TYBSc)	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 3rd meeting of IQAC for Academic Year 2021-22. The following agenda were discussed in the meeting and it was unanimously resolved to implement

Resolution :

The minutes of 2nd IQAC meeting held on 16th Sep. 2021 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 2nd IQAC meeting.

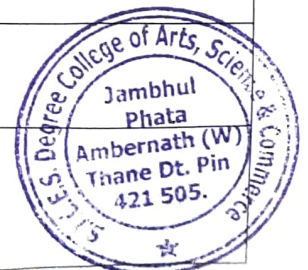
Item No. 02 :

To confirm the completion of minutes of 2nd IQAC meeting of academic year 2021-22 held on 16th Sep. 2021 and to prepare the action taken report on the minutes of this meeting

Resolution :

The minutes of last meeting the 2nd IQAC meeting held on 16th Sep. 2021 were confirmed in the meeting

Agenda Item No.	Minutes of 2 nd IQAC meeting held on 16 th Sep. 2021	Actions Taken
1.	To read the minutes of last IQAC meeting, the 1 st IQAC meeting of year 2021-22 held on 18 th June. 2021	Completed
2.	To confirm the completion of minutes of 1 st IQAC meeting of year 2021-22 held on 18 th June. 2021 and prepare the action taken report on these minutes	Minutes of 1 st IQAC meeting held on 18 th June. 2021 were confirmed and Action taken report was prepared
3.	To review the status of NAAC Accreditation process & finalize the measures to be taken proceeding the Accreditation process towards completions	The status of NAAC Accreditation process was explained by IQAC Coordinator. It was decided to start further work after prequalifying for Accreditation
4.	Work plan of Peer Team Visit was prepared and finalized	PEER Tem visit work plan of was started to practice and implemented
5.	It was decided to use NSNRC laboratory instruments for research work	Instruments of old NSNRC laboratory were started for Research use at different departments
6.	Review of online lectures was taken and decided to start offline lectures considering announcement from Government of Maharashtra to start offline lectures from October 2021	Offline lectures are started and going on
7.	It was decided to have "No Mask No entry" Boards, to conduct covid 19 vaccination drive, to make alternate seating arrangement for students in classrooms. It was decided to take consent from students attendance to college is willingly and will follow COVID-19 prevention guidelines in college	Boards placed in whole college premises, Covid 19 vaccination drive planned in January, students are seating alternately for lectures, consent forms collected from students and parents
8.	It was resolved unanimously by all to follow university of Mumbai circular dated 4 th Aug. 2021 for collection of fees	Fees are collected as per university of Mumbai circular dated 4 th Aug. 2021 for collection of fees and no compulsion is made on students to pay their fees immediately and installments are given for fees payments
9.	Results of academic year 2020-21 were read in meeting	Completed in the Meeting
10.	The fulfillment of recommendations of external audits conducted in academic year 2020-21 at library, academic audit, energy audit, green audit and	Completed in the Meeting



	environmental audit was checked by IQAC Chairperson and was found satisfactory.	
11.	Self-explanatory information Boards and soft copies was discussed and decided to print them and fix in college locations	All boards printed and fixed in college premises
12.	Whatsaap messages, emails to be considered for official communication amidst COVID-19 Pandemic situation. It was resolved to commonly use whatsapp as a media for communications and mode of information delivery to students and all stakeholders.	All communications were going on and in practice by Whatsapp and email mode.
13.	It was discussed and decided considering total 98 preexisting computers in college to purchase minimum 03 computers in college with authorized, licensed copy of operating system and software's	03 computers are made available with licensed copies at Examination Section, Library and office
14.	Physical inspection and visit to newly developed courts of Badminton, Volley ball, Football and running track on Playground was done. It was observed the arrangement was satisfactory. It was decided all courts need to be upgraded in future with cement concrete base, fencing, seating arrangement and other facilities	Proposal for up gradations, fencing, facilities in Playground and courts is sent to Management for sanction in CDC
15.	Any other matter with the permission of the chair	No other matter was discussed

Item No. 03 :

Discussion on date to conduct internal Academic audit

Resolution :

It was resolved after discussion that considering the PEER Team Visit Scheduled on 27th and 28th January 2021, to schedule the internal academic audit of all departments after the visit in last week of February 2021.

Item No. 04 :

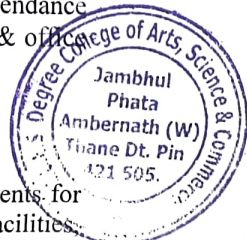
To discuss and confirm the COVID-19 precautionary measures followed in college premises, Lectures, Practical sessions, administrative office, staff room and other places

Resolution :

Covid-19 and IQAC Committee member the librarian Dr. Sangharsh Gajbe gave the details as, the "No mask No entry" Boards are placed in whole college campus. Students seat for lectures with 50 % capacity of class and in an alternate pattern leaving one bench vacant and all alternate benches are locked by the glue based tape, in Administrative office the documents collection tray are placed at each table and window and the documents placed one day prior are collected on next day, disposable glasses are kept at drinking water places, soap solution is placed at every water tap positions in whole college campus, Practical's are conducted with 50% students capacity, vehicles are parked far apart, Staff Attendance Punching is stopped for attendance records, hand sanitizers are placed at every floor & department & library & gymkhana & office etc.

Item No. 04 :

To suggest to the College Development Committee the up gradations and the requirements for infrastructural changes, teaching learning facilities, students centric activities, library facilities, administrative office and in the sports and gymkhana.



Resolution :

The changes & Requirements for infrastructural changes, teaching learning facilities, students centric activities, library facilities, administrative office and in the sports and gymkhana were discussed and the list was prepared and passed by all to be forwarded to CDC for its sanction.

Item No. 04 :

To check the progress of internship programme for Self Financed Courses of B.Com. conducted with The Mentors (Real Estate Advisory) and review the activities conducted

Resolution :

IQAC Coordinator gave the details of internship programme for Self-Financed Courses of B.Com. conducted with The Mentors (Real Estate Advisory). The internship is going on and students feedback is satisfactory with practical learning experience received by students is good.

Item No. 04 :

To check and confirm the conduction of lectures-practical's and the outcomes of online-offline lectures going on together in combination considering the criteria of permission of offline lectures to students completed two doses of COVID-19 vaccine

Resolution :

IQAC Coordinator gave the details - Amidst Covid-19 pandemic situation government have permitted only students completed second dose to be present for classes. Majority of students are waiting for completion of second dose. Comparatively less number of students are present for offline classes and particularly students of science class are present for offline lecture practical's in higher number and the combined online and offline teaching is going on successfully with offline teaching done in class simultaneously online teaching done with online screen used by teacher and camera focused on blackboard.

Item No. 04 :

To discuss regarding NSS 07 days residential camp, annual cultural activity "Kalautsav" & Annual Sports day celebration

Resolution :

It was discussed due to Covid-19 Pandemic situation the students gathering activity of NSS 07 days residential camp, cultural programme "Kalautsav" & Annual Sports day celebration will not be held for current academic year.

Item No. 04 :

To discuss the status of preparations for NAAC PEER Team visit scheduled on 27th & 28th January 2022. To instruct and provide the work plan for preparations of NAAC PEER Team visit.

Resolution :

Tentative schedule for NAAC PEER Team visit scheduled on 27th & 28th January 2022 was discussed in the meeting as per sequence given by NAAC and prepared to be ready for zero day discussion with PEER TEAM Members. The micro planning and work distribution with minute to minute work execution during PEER Team Visit was prior prepared by IQAC Coordinator and was discussed and finalized in the meeting. IQAC Chairperson and Incharge Principal Dr. H.M. Bachhav and all IQAC committee Members agreed & appreciated the minute to minute Planning prepared by IQAC coordinator.

Item No. 07 :

To take decision regarding missing record of students feedbacks

Resolution :

IQAC Coordinator informed some part of feedback records is missing due to transfer of documents from college to home and back to college and from person to person during COVID 19 Pandemic situations and SSR preparations during Lockdown and Partial lockdown conditions. It was unanimously resolved in this meeting to consider the missing hard copies to be considered



as lost in favor of incontinency of documents handling and transfer due to Covid 19 situations and the same was resolved and accepted by all.

Item No. 07 :

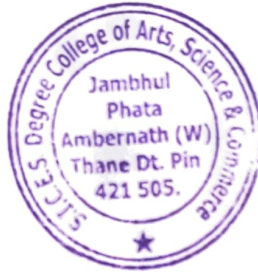
Any other matter after permission of the chair

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.


17/12/2021
IQAC Coordinator




IQAC Chairperson

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