

IQAC Minutes: A Y: 2022- 23

Date: 11/06/2022

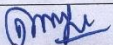


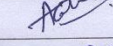

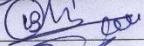




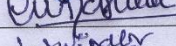
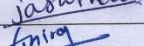

Internal Quality Assurance Cell (IQAC) Minutes of IQAC First Meeting

Meeting 1

A meeting of Internal Quality Assurance Cell of college was held on Saturday 11 June 2022 at 3.00 pm in Conference Room of our Institute.

Principal Mr. Tushar Sharma had announced the establishment of Internal Quality Assurance Cell for the institute. He welcomed all the members for the first meeting.

Following teaching and non-teaching staff were present in the meeting.

Sr. No.	Name of Person	Signature
1	Mr. Tushar Sharma	
2	Mrs. Suchita Avasthi	
3	Mr. Pankaj Shewale	
4	Mrs. Anamika Patil	
5	Hon. Indira Tai Hiray	Absent
6	Mr. Machhindra Khairnar	
7	Mrs. Usha Chaure	
8	Mr. Bajirao Nikam	
9	Ms. Ashpreet Kaur	
10	Ms. Rutvi Patni	
11	Mr. Sunil Khangal	
12	Mr. Nilesh Lodha	
13	Mrs. Jaswinder Kaur Aasi	
14	Mr Gokul Hiray	

During the meeting following points were discussed:

1. Introduction of the Internal Quality Assurance Cell:
The objectives, strategies, benefits and functions of Internal Quality Assurance Cell guidelines provided by National Assessment and Accreditation Council were explained by the IQAC coordinator. The major objective behind the establishment of IQAC was also explained and it was also mentioned that IQAC is the main pillar to synchronize the efforts of the institution for the improved functioning of the same.
2. Announcement of the composition of IQAC:
Principal Mr. Tushar Sharma have announced the establishment and composition of IQAC for the institute. All the members present were welcomed by him for the 1st meeting. The list of IQAC member is attached here.
3. To conduct two IQAC meeting per semester:
It was decided unanimously that to conduct IQAC members meeting UGC guidelines
4. To conduct Academic meeting for semester:
It was decided to conduct the academic meeting for the semester to discuss the start of the academic session, course work lecture and faculty involvement for the same.

5. Publication in Journals and Books:

It was also suggested to publish research papers in listed journals and to attend the Faculty development programs by the faculties for their development.

6. Approval and selection committee from S.N.D.T University:

It was decided unanimously to complete all the preparations for the university selection committee for the full time approval of faculties as per the Guidelines of UGC.

7. Functioning of various committees:

The revise composition of various committees and functioning of various committees has been decided and work allotted to concern faculty.

8. Alumni issue:

It's decided to take the require measures for improving Alumni interaction and database management.


9. Recruitment if Any:


It is decided to fill vacancies of B.C.A and M.SC (C.S) teaching faculty as per norms and Selection Committee for the same will be called for approval process.

10. Any other matter with the permission of the cell:

The meeting was concluded as there was no any other matter for the further discussions with the vote of thanks.




Principal
Indira College
Golibar Maidan, Malegaon Camp (Nashik)


IQAC Coordinator
Indira College
Dabhadi Road, Malegaon

Date: 19/11/2022














Internal Quality Assurance Cell (IQAC)
Minutes of IQAC Second Meeting

Meeting 2

The second meeting of Internal Quality Assurance Cell of institute was held on 19 November 2022 Saturday at 3.00 pm in Conference Room of our Institute.

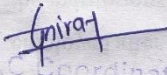
IQAC coordinator Mr. Gokul Hiray had welcomed all the members for the meeting.

Following committee members were present in the meeting.


Sr. No.	Name of Person	Designation	About The Member	Signature
1	Mr. Tushar Sharma	Chairperson	Principal, Indira College	
2	Mrs. Suchita Avasthi	Member	Teaching	
3	Mr. Pankaj Shewale	Member	Teaching	
4	Mrs. Anamika Patil	Member	Teaching	
5	Hon. Indira Tai Hiray	Member	One Member from the Management	Absent
6	Mr. Machhindra Khairnar	Member	Administrative Officer	
7	Mrs. Usha Chaure	Member	Administrative Officer	
8	Mr. Bajirao Nikam	Member	Local Societies	
9	Ms. Ashpreet Kaur	Member	Student 3 rd year BCA	
10	Ms. Rutvi Patni	Member	Alumni	
11	Mr. Sunil Khangal	Member	Nominee Member(Educationalist) By Management	
12	Mr. Nilesh Lodha	Member	Industrialist	
13	Mrs. Jaswindar Kaur Aasi	Member	Parents	
14	Mr Gokul Hiray	Member	IQAC Co-ordinator	

During the meeting following points were discussed:

1. Confirmation of the last meeting minutes:
Resolved to confirm the minutes of the first meeting of IQAC held on 11 June 2022.
Action taken report of previous meeting was read in front of all IQAC committee members and the report was displayed for their review
2. Academic meeting for the semester:
It was decided to conduct the academic meeting for the semester on 16 December 2022 to discuss the start of the academic session, course work lecture and faculty involvement for the same.
3. NAAC work:
IQAC coordinator explained the importance of NAAC and motivated the members to start with the self-study about the NAAC work and proceedings.
4. Activities Planning for next Academic Semester:
It was suggested to conduct seminars, Guest Lectures and Industrial visits for the overall development of the students.
5. Purchase of Library books:
It was decided to purchase the books for the library and accordingly the librarian was asked to work on the same.
6. Promotional Activities for Admissions:
It was decided to start with the promotional activities for the admissions of next academic year for both the courses i.e. B.C.A and M.Sc. (C.S).
7. Visiting Faculty for B.C.A:
It was decided to appoint visiting faculty for B.C.A as per the requirement.
8. To discuss about the start of faculty development program for the same:
9. Any other matter with the permission of the cell:
The meeting was concluded as there was no any other matter for the further discussions with the vote of thanks.


IQAC Coordinator
Indira College
Dabhadi Road, Malegaon




Principal
Indira College
Golibar Maidan, Malegaon Camp (Nashik)

Date: 07/01/2023

Internal Quality Assurance Cell (IQAC)
Minutes of IQAC Third Meeting

Meeting 3

The third meeting of Internal Quality Assurance Cell of institute was held on 07 January 2023 at 3.00 pm in Conference Room of our Institute.

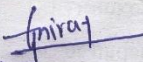
IQAC coordinator Mr. Gokul Hiray had welcomed the newly appointed Mrs. Karishma Sasane and announced the revised composition of Internal Quality Assurance Cell for the institute. He also welcomed all the members for the meeting.

Following teaching and non-teaching staff were present in the meeting.


Sr. No.	Name of Person	Designation	About The Member	Signature
1	Mr. Tushar Sharma	Chairperson	Principal, Indira College	
2	Mrs. Suchita Avasthi	Member	Teaching	
3	Mr. Pankaj Shewale	Member	Teaching	
4	Mrs. Anamika Patil	Member	Teaching	
5	Hon. Indira Tai Hiray	Member	One Member from the Management	Absent
6	Mr. Machhindra Khairnar	Member	Administrative Officer	
7	Mrs. Usha Chaure	Member	Administrative Officer	
8	Mr. Bajirao Nikam	Member	Local Societies	
9	Ms. Ashpreet Kaur	Member	Student 3 rd year BCA	
10	Ms. Rutvi Patni	Member	Alumni	
11	Mr. Sunil Khangal	Member	Nominee Member(Educationalist) By Management	
12	Mr. Nilesh Lodha	Member	Industrialist	
13	Mrs. Jaswindar Kaur Aasi	Member	Parents	
14	Mr Gokul Hiray	Member	IQAC Co-ordinator	

During the meeting following points were discussed:

1. Confirmation of the last meeting minutes:
Resolved to confirm the minutes of the 2nd meeting of the IQAC held on 19 November 2022. Action taken report of previous meeting was read in front of all IQAC committee members and the report was displayed for their review
2. NAAC work progress:
The IQAC coordinator shared the distribution of NAAC work and suggested all the members to take care of the completion dates of work and as the target dates were also set in the meeting.
3. Welcome of newly appointed teaching staff.
The IQAC coordinator Mr. Gokul Hiray welcomed and introduced the newly appointed Mrs. Karishma Sasane to the committee members and gave a brief introduction about the institute and Internal Quality Assurance Cell and its working.
4. To introduce short term skill based courses for students:
It was suggested to introduce some short term skill based courses for students which can improve their skills which are needed to excel in other fields too.
5. To conduct performance appraisal of teaching and non-teaching staff:
It was decided unanimously to conduct performance appraisal once in a academic year for teaching and non-teaching staff both.
6. To discuss the progress of library advisory committee:
To improve the structure and quality of library it was suggested to upgrade and maintain the books for both the courses (BCA and MSC.CS). The update on library software progress was also discussed.
7. To discuss the admission status for the Academic year 2023-24:
The admission work progress was discussed and it was suggested to complete all the admissions as early as possible for BCA and MSC. (CS) It was also decided to complete the management seat admission after preparing the merit list and following the proper admission process.
8. Publication in Journals and Books:
It was also suggested to publish research papers in listed journals and to attend the Faculty development programs by the faculties for their development.
9. Recruitment if Any:
It is decided to fill vacancies of B.C.A and M.SC (C.S) non-teaching faculty as per norms and Selection Committee for the same will be called for approval process
10. Any other matter with the permission of the cell:
The meeting was concluded as there was no any other matter for the further discussions with the vote of thanks.


IQAC Coordinator
Indira College
Dabhadi Road, Malegaon




Principal
Indira College
Golibar Maidan, Malegaon Camp (Nashik)

Date: 15/04/2023

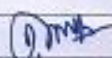



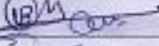



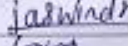

Internal Quality Assurance Cell (IQAC)
Minutes of IQAC Third Meeting

Meeting 4

The Fourth meeting of Internal Quality Assurance Cell of institute was held on 15 April 2023 at 2.30 pm in Conference Room of our Institute.

IQAC coordinator Mr. Gokul Hiray had welcomed the newly appointed Ms. Rutvi Patani and announced the revised composition of Internal Quality Assurance Cell for the institute. He also welcomed all the members for the meeting.

Following committee members were present in the meeting.

Sr. No.	Name of Person	Designation	About The Member	Signature
1	Mr. Tushar Sharma	Chairperson	Principal, Indira College	
2	Mrs. Suchita Avasthi	Member	Teaching	
3	Mr. Pankaj Shewale	Member	Teaching	
4	Mrs. Anamika Patil	Member	Teaching	
5	Hon. Indira Tai Hiray	Member	One Member from the Management	Absent
6	Mr. Machhindra Khairnar	Member	Administrative Officer	
7	Mrs. Usha Chaure	Member	Administrative Officer	
8	Mr. Bajirao Nikam	Member	Local Societies	
9	Ms. Ashpreet Kaur	Member	Student 3 rd year BCA	
10	Ms. Rutvi Patni	Member	Alumni	
11	Mr. Sunil Khangal	Member	Nominee Member(Educationalist) By Management	
12	Mr. Nilesh Lodha	Member	Industrialist	
13	Mrs. Jaswindar Kaur Aasi	Member	Parents	
14	Mr Gokul Hiray	Member	IQAC Co-ordinator	

During the meeting following points were discussed:

1. Confirmation of the last meeting minutes:
Resolved to confirm the minutes of the first meeting of IQAC held on 07 January 2023.
Action taken report of previous meeting was read in front of all IQAC committee members and the report was displayed for their review
2. NAAC work progress:
NAAC work Target dates were reviewed in the meeting.
3. To plan and start with the promotional activities for the admission process:
It was decided to start with the promotional activities for the admissions of next academic year for both the courses i.e. BCA and MSC (CS).
4. Publish research paper in UGC listed Journals:
It was suggested to the faculties to conduct research work and publish research paper in UGC Listed journals.
5. Resources and Infrastructure requirement:
It is discussed that the institute would work for the requirements of laboratories, equipment, books and other academic resources
6. Finalization of Alumni Association and alumni meeting:
The Alumni association was finalized and it was decided to conduct the first alumni meeting.
7. To discuss about the placement activities by strengthening the corporate relations:
Discussed the planning about special efforts such as planning various training program such as "How to face the Interview and Aptitude test", to arrange the lecture's series for Spoken English to our M.SC (CS) Students.
8. Any other matter with the permission of the cell:
The meeting was concluded as there was no any other matter for the further discussions with the vote of thanks.


IQAC Coordinator
Indira College
Dabhadi Road, Malegaon




Principal
Indira College
Golibar Maidan, Malegaon Camp (Nashik)