

### MINUTES OF IQAC MEETING HELD ON 21<sup>ST</sup> APRIL 2023

A meeting of the Internal Quality Assurance Cell (IQAC) was held on Thursday 21<sup>st</sup> April 2023 at 11.30 a.m. to transact following business

#### AGENDA:

- To read and confirm minutes of the previous IQAC meeting.
- To inform about department wise activities of the college.
- To upraise about progress of AQAR submission and NAAC process.
- To discuss on the way ahead with respect to future: ours being of stand-alone college.
- Any other matter with the permission of the Chairperson.

The following members were present for the meeting.

Name of Members	Designation
Prof. Dr. Sunayana J. Kadle	Chairperson: Head of the institution
Smt. Nupur Mitra	Management Member (President, ICBE)
Smt. Asha Damle	Management Member (Hon. Secretary, ICBE)
Sr. Dr. Tanuja Waghmare	Local Society member (Prin. St. Teresa's College of Education)
Smt. Kavita Bhatt	Alumni
Smt. Sabiha More	Representative of Teaching Staff
Dr. Priti S. Chandorkar	Representative of Teaching Staff
Dr. Yogita Mandole	Representative of Teaching Staff
Dr. Smt. Pradnya Bhosekar	Librarian
Shri Ram Neman	Senior Administrative staff
Smt. Gauri Chavan	Administrative Staff
Smt. Farheen Belhim	Students Council Member
Shri. Tanmay Prajapati	Students Council Member
Smt. Vaishali S. Dhaware	IQAC Co-ordinator

The Management members, I/C principal, teaching staff and administrative non-teaching staff along with the student representative attended this meeting.

The following members expressed their inability to attend the meeting due to personal reasons.

Dr. Smt. Vibhuti Patel Stakeholder (Trustee, ICBE), Dr. Frances Vaidya, representatives of teaching staff.

**I) The minutes of previous IQAC meeting: - I)** The minutes of previous IQAC meeting and action taken plan was read and discussed. Smt. Nupur Mitra madam and Smt. Sabiha More asked queries about activities conducted under Memorandum of understanding with MGM Dental college and raised issues about its functioning. Smt. Vaishali Dhaware reminded that the Institution had done demonstration about their proposed activities. Smt. Nupur Mitra madam informed that MGM institution was ready to establish Dental Chair set up under certain terms and conditions but this was not possible due to lack of space as they required a complete room for the set up. Smt. Nupur Mitra madam suggested that if the MOU is not practical it should be formally ended, also suggested to take staff meetings and see pros and cons of MOUs.

Mr. Ram Nemane and Smt. Gauri Chavan gave an explanation about Minority Scholarships. Smt. Nupur Mitra asked which is a good scholarship and the number of students who had got the scholarship.

Smt. Gauri Chavan informed that Rajarshi Shahu Scholarship is a good scholarship and Nine students had received their tuition fees through this Scholarship. Smt. Nupur Mitra suggested to keep teacher's in charge to orient and motivate students about scholarships.

Smt. Vaishali Dhaware enquired about roaster/ Bindunamavali. Smt. Nupur Mitra asked about appointments. Prof Dr. Sunayana Kadle informed that as per the communication with JD office it would come in 3 to 4 months.

Smt. Sabiha More commented that establishing Gandhi Study Center is difficult due to unavailability of funds, shortage of staff and also suggested to appoint someone to run this center. Smt. Nupur Mitra madam suggested to start E- Kutir/Center if possible.

Smt. Sabiha More proposed acceptance of minutes and Dr. Priti Chandorkar seconded it.

## **II) Information about the activities of the college: -**

1) Smt. Sabiha More presented updates about practice teaching, centralized admission process, University examinations and Alumni association activities. Smt. Kavita Bhat provided the information that due to NEP 2020 schools are focusing more on practical innovative practices.

Smt. Sabiha More commented that students are not attentive due to excess use of mobiles. Smt. Nupur Mitra madam suggested to give notice to student about not using mobiles during college ours. There was a discussion about students wearing the burkha and other religious practices of students. Smt. Kavita Bhat informed that school authorities do not allow burkha however hijab is allowed. Smt. Nupur Mitra madam commented that ours being secular educational institution and all religions are respected but religious rituals are not allowed in the institution.

Shri. Ram Nemane requested to announce to S.Y. B. Ed. Students about alumni membership and its fees to contribution. Smt. Sabiha More requested to have meeting of management with students. There was a question about how much Alumni association fees should be charged? Smt. Vaishali Dhaware suggested to put suggestions in CDC meeting. Smt. Kavita Bhatt asked for membership voucher to collect membership fees. Shri. Ram Nemane and Smt. Gauri Chavan suggested to make it compulsory to S.Y. B. Ed. Students. Smt. Nupur Mitra madam requested all to approach all social media platforms for donations.

2) IQAC coordinator Smt. Vaishali Dhaware informed the committee members about the progress of AQAR submission and Placement cell activities during the year.

3) Dr. Priti Chandorkar gave an account of websites, DLLE activities and rural camp to Mangon. There was a discussion about life of people in tribal areas of Mangoan and student's experiences about it.

4) Dr. Pradnya Bhosekar presented details about library updating work and activities conducted through library. Smt. Sabiha More raise a query about issuing text books to students. She further noted that students do not refer to reference books. Dr. Pradnya Bhosekar suggested to stop book bank facility. Smt. Vaishali Dhaware took objection on stopping book bank facility. I/C Prin. Dr. Sunayana Kadle stated students require help so we will try to find solution. Prin. Dr. Tanuja Waghmare stated that students buy the books on their own.

5) Dr. Yogita Mandole gave an account of research cell activities and highlights of all activities during the year 2022-2023. Smt. Sabiha More questioned about presenting college activities in IQAC meeting. She stated that only quality initiatives should be presented in this meeting. I/C Prin. Dr. Sunayana Kadle and Smt. Vaishali Dhaware spoke in support of presenting activities in IQAC meeting as all activities are for quality enhancement.

**III) To upraise about PhD cell activities and NAAC process** - I/C Prin. Dr. Sunayana Kadle presented about CAS – Promotions, PhD cell activities, Heartfulness Program for teaching and non- teaching and MOOC Course – Inclusive education. She gave the updates about IIQA process and AQAR. Smt. Nupur Mitra extended her good wishes to candidates appearing for CAS.

**IV) The way ahead with respect to future – ours being standalone college: -**

I/C prin. Dr. Sunayana Kadle raised the issue of future of Smt. Surajba College of Education as standalone college. Smt. Nupur Mitra madam commented that this agenda required a separate one agenda meeting so as to discuss it in detail. She also stated that the required information will be gathered from I/C prin. Dr. Sunayana Kadle.

**IV) Any other: -**

Shri. Ram Nemane and Smt. Gauri Chavan reported that ARA – for 51 students have got approval from DHE. The office staff and admission committee were appreciated for their sincere and committed work by the management.

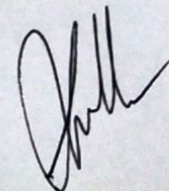
Smt. Farheen Belhim, Student representative, shared about receiving 2<sup>nd</sup> prize for National level competition at Homo Bhabha Center for Science and Maths Education.

I/C Prin. Dr. Sunayana Kadle raised a concern that the admission process for next year may be hampered due to in completion of NAAC process. Smt. Vaishali Dhaware spoke about IIQA submission and time limit of 45 days for SSR submission after IIQA acceptance. Smt. Nupur Mitra madam asked to start the process as early as possible and asked everyone to cooperate.

I/C prin. Dr. Sunayana Kadle suggested Smt. Sabiha More's name as NAAC coordinator. Smt. Vashali Dhaware seconded it. Smt. Sabiha More accepted it by making a commitment to present NAAC data as per the functioning of the institution. Smt. Asha Damle madam commented that the activities are happening in spite of paucity of space and should be reported.

There was a discussion about cleaning the backyard and removing materials kept by Amantran as it is inviting lot of mosquitoes and pests and there are several complaints from the students. Smt. Nupur Mitra madam informed that they are moving to IMA and the materials will be removed soon.

The meeting was ended with vote of thanks by IQAC Coordinator Smt. Vaishali Dhaware.



**I/C PRINCIPAL**  
Gandhi Shikshan Bhavan's  
Smt. Surajba College of Education  
Juhu Road, (North), Juhu, Mumbai-400 049.

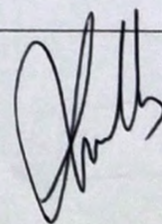
MINUTES OF INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING

21<sup>st</sup> April 2023

**ACTION TAKEN REPORT**

SR. NO.	AGENDA	ISSUES RAISED	ACTION TAKEN
1	To read and confirm minutes of the previous IQAC meeting	<ol style="list-style-type: none"><li>1. Formally ending MOU with MGM college</li><li>2. Appointing teacher in charge to motivate students for various scholarship</li><li>3. Appointments of principal and staff</li></ol>	<p>There has been no collaboration activities with MGM since then.</p> <p>Dr. Priti Chandorkar along with the office staff, as a committee inform the students about the scholarships</p> <p>I/C Principal has met the JD office and gone through the procedure for Principals NOC. Due to lack of <b>updated Schedule 1 with charity commissioner</b>, the NOC is held.</p> <p>There is no recruitment for Faculty throughout the year as the government had stopped giving NOC.</p> <p>Applied for CHB and acquired an NOC for appointing 6 candidates but only one accepted the appointment and others denied as it came during the month of February and they were not ready to leave previous commitments for a CHB post which would last for only 2.5 months .</p> <p>One CHB faculty is coming and delivering lectures in the college. Teaching Staff roaster is updated but government will give NOC for new appointments in August 2024.</p> <p>Non-teaching staff Roaster work was getting done but due to Maratha Reservations changes in the roaster to be done again</p>

		4. Establishing E- Gandhi study centre	Gandhi Study Centre. Need to still work on the same.
2	To inform about department wise activities of the college	1 .Notice to students about not using mobile during college hours  2. Announcement of Alumni membership- compulsory membership  3. Appeal for donations  4. Book bank facility	The students are not allowed to use mobiles and have been informed by teachers from time to time.  The Alumni membership has been availed by students in May 2023. The accounts are with the Alumni President.  Awaiting for the draft which was to be given by management.  This facility continues for students and the books are issued on the recommendation of the teachers.
3	To upraise about progress of AQAR submission and NAAC process	1 AQAR submission 2.IIQA and NAAC	AQAR for 22-23 has been submitted and the IIQA form will be filled soon for NAAC process
4	To discuss on the way ahead with respect to future: ours being of stand-alone college	1. Separate one agenda meeting to be held to discuss matter in detail	I/C Principal has discussed and informed the management about the Status Quo regarding the Survival of Standalone colleges Faculty and staff awaiting a meeting with the management in this regard
5	Any other matter with the permission of the Chairperson	1. Cleaning of backyard and removing materials	Action is yet to be taken by the management



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