

SCMIRT IQAC COMMITTEE Meeting NOTICE

Date: 09/09/2019

This is to inform all members of SCMIRT IQAC Committee that the meeting will be held on Monday 11th September 2019 at 2:30 pm. You are requested to make yourself available to participate in the meeting.

Agenda for the meeting –

- 1) To welcome the Members.
- 2) To grant leave of absence to members
- 3) To table and approve the minutes of last meeting agenda and the Action Taken Report.
- 4) To discuss about IIQA and SSR preparation
- 5) To discuss about conduction of parent teacher meeting.
- 6) To introduce Google classroom and arrangement of workshop for faculty members.
- 7) To discuss about various committees.
- 8) To review the student council.
- 9) To discuss about the progress of FDP enrolled to IIBMx.
- 10) To discuss the result of all the courses.
- 11) To discuss about add on courses.
- 12) To discuss any other matter with the permission of the Chair.

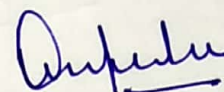
Day & Date: 11th September 2019

Time: 2:30 pm

Venue: Board Room


Prof. Rasika Naik

IQAC co-ordinator



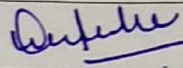
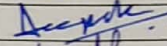
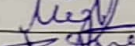
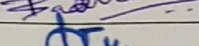

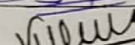

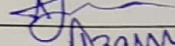
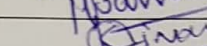
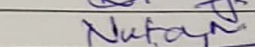
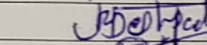
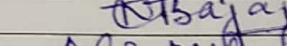
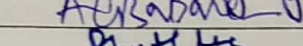


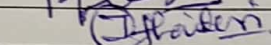
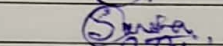
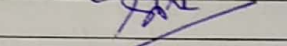

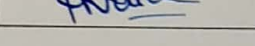
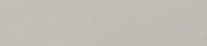
Dr. Abbas Lokhandwala

IQAC Chairperson

Minutes of the Meeting and Action Taken Report

The meeting of the SCMIRT IQAC Committee was held on Monday 11th September 2019 at 2.30 pm in the Board Room.

The following members were present.

Sr. No.	Name of the Person	Designation in IQAC	Signature
1	Dr. Abbas Lokhandwala	Chairperson: Head of the Institution	
2	Prof. Deepak Singh	Teacher Representative	
3	Prof. Monali Meghal	Teacher Representative	
4	Prof. Priyanka Jadhav	Teacher Representative	
5	Prof. Ritu Prasad	Teacher Representative	
6	Prof. Jyoti Gaikwad	Teacher Representative	
7	Dr. Vijayalaxmi Nemmaniwar	Teacher Representative	
8	Dr. Ankit Jain	Teacher Representative	
9	Prof. Yashoda Barve	Teacher Representative	
10	Ms. Kimaya Chordiya	Management Representative	
11	Mrs. Nutan Gawali	Registrar	
12	Mrs. Netra Deshpande	Administrative Officer	
13	Mr. Neelkand Bajaj	Local Society Representative	
14	Mr. Aniket Badve	Student Representative	
15	Mr. Bharat Gupta	Student Representative	
16	Mr. Prasad Gattewar	Alumni Representative	
17	Dr. Pratiksha Wable	Invitee	
18	Mr Juzer Haideri	Industrialist	
19	Mrs. Suneeta Manekar	Parent Representative	
20	Dr. Shailesh Kasande	Invitee	
21	Asst. Prof. Rasika Naik	IQAC Coordinator, Member Secretary	

Minutes:

Agenda No.1: To welcome the Members.

Prof. Rasika Naik, Coordinator, IQAC welcomed all the members and Dr. Abbas Lokhandwala, Principal explained the agenda of the meeting to everyone present.

Agenda No.2: To grant leave of absence to the members

No member was absent on the date of meeting.

Agenda No.3: To table and approve the minutes of last meeting agenda and the Action Taken Report.

Prof. Rasika Naik tabled the minutes of the last meeting and the Action Taken Report. The same was unanimously approved by the members.

Agenda No.4: To discuss about IIQA and SSR preparation.

Discussion:

- a) Dr. Abbas Lokhandwala informed all members about the acceptance of IIQA and he also asked about the SSR.
- b) Dr. Shailesh Kasande has given inputs for SSR preparation.

Agenda No.5: To discuss about conduction of parent teacher meeting.

Discussion:

Prof. Ritu Prasad discussed about the parent teacher meeting for all the courses. So all faculty members and parents can interact with each other and parents will have idea about the student progress.

Resolution No#2:

It was unanimously resolved to have parent teacher meeting.

Agenda No.6: To introduce Google classroom and arrangement of workshop for faculty members.

Discussion:

- a) Dr. Shailesh Kasande anticipated that faculty members should introduce Google classroom.
- b) Prof. Rasika Naik suggested that there should be workshop on Google Classroom for all faculty members.

Resolution No#3:

It was unanimously resolved that Dr. Pratiksha Wable will conduct Google Classroom workshop for all faculty members.

Agenda No.7. To encourage faculty members to attend workshop for CBCS pattern which will be introduce from upcoming year.

Discussion:

- a) Dr. Pratiksha Wable brought forward that from coming year the syllabus will be revised and will follow choice based credit system pattern. (CBCS)

- b) Dr. Sudhakar Sali stressed that it is new pattern for all the faculty members so they should attend workshop on CBCS pattern arranged by SPPU in collaboration with the colleges. AS it will be guiding line for implementation.

Resolution No#3:

It was unanimously resolved that few faculty members will attend the workshops of CBCS pattern will guide other faculty members on CBCS pattern.

Agenda No.8: To plan induction for incoming batches.

Discussion:

Dr. Sudhakar Sali Discussed about the planning for induction programme for the new students. He also emphasized on allotting induction duties to faculty members.

Resolution No#4: It was unanimously resolved that Dr. Kirti Bhatia and Prof. Priyanka Wankhade will coordinate the Induction programme.

Agenda No. 9: To find out the course preferences of the faculty members.

Discussion

- a) Dr. Pratiksha Wable instructed to all the programme coordinator to collect course preferences from all faculty members and find out the faculty requirements as per revised syllabus.
- b) Dr. Sudhakar Sali suggested considering the peer review of faculty members while allotting the courses to the particular faculty members.

Resolution No#5: It was unanimously resolved that all programme coordinator will take course preference from the faculty members.

Agenda No. 10: To appoint new faculty members.

Dr. Sudhakar Sali emphasized on to appoint new experience faculty member.

Resolution No#6: It was unanimously resolved that new faculty members will be appointed for courses which is not allotted.

Agenda No. 11: To restructure the IQAC committee.

Discussion

Dr. Shailesh Kasande proposed to change the IQAC Coordinator and some members. He also emphasized on including faculty members from science and commerce department.



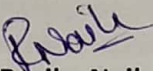
Suryadatta Education Foundation's
Suryadatta College of Management Information Research and Technology
(SCMIRT)




Resolution No#7: It was unanimously resolved to change the IQAC Coordinator and add new IQAC members.

Agenda No. 12: Discuss any other matter with the permission of the Chair.

Dr. Sudhakar Sali suggested all the members to start preparation for the next academic year.


Prof. Rasika Naik

IQAC co-ordinator


Dr. Abbas Lokhandwala

IQAC Chairperson



ACTION TAKEN REPORT

Resolution No#1:

It was unanimously resolved to ask faculty members to attend workshop on innovation and start up.

Primary Responsibility: Dr. Sudhakar Sali
Supportive Responsibility: Innovation & Incubation Cell
Indicative Deadline: 10th February 2019
Current Status: Implemented.

Resolution No#2:

It was unanimously resolved to form different committees.

Primary Responsibility: Dr. Sudhakar Sali
Supportive Responsibility: IQAC Cell
Indicative Deadline: 25th February 2019
Current Status: Implemented.

Resolution No#3:

It was unanimously resolved that Prof. Rasika Naik will participate in three months IIMBx's FDP on "Strategy and Sustainable Enterprise".

Primary Responsibility: Dr. Shailesh Kasande
Supportive Responsibility Prof. Rasika Naik
Indicative Deadline: 10th June 2019
Current Status: Implemented.

Resolution No#4: It was unanimously resolved that Dr. Pratiksha Wable and Dr. Sudhakar Sali will review the lectures delivered by the faculty members.

Primary Responsibility: Dr. Sudhakar Sali & Dr. Pratiksha Wable
Supportive Responsibility: Faculty members
Indicative Deadline: 31st March 2019
Current Status: Implemented.

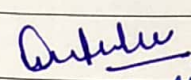
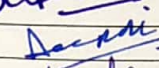
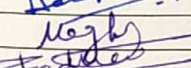
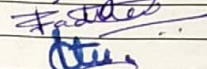
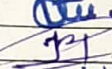



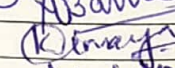
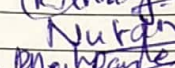
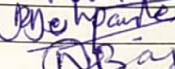

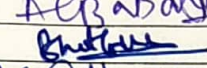
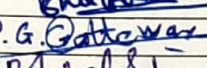
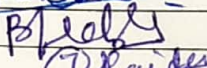
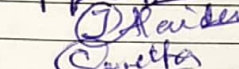
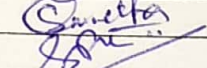
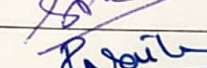

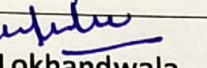
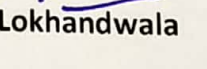
Prof. Rasika Naik

IQAC co-ordinator

Dr. Abbas Lokhandwala

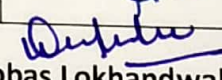
IQAC Chairperson

Attendance dated Wednesday 11th September 2019

Sr. No.	Name of the Person	Designation in IQAC	Signature
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2	Prof. Deepak Singh	Teacher Representative	
3	Prof. Monali Meghal	Teacher Representative	
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Prof. Rasika Naik

IQAC co-ordinator


Dr. Abbas Lokhandwala

IQAC Chairperson