

Ref. No. : _____

Date : 05/12/2023

IQAC Meeting Agenda

IQAC Meeting will be held on


Date: 06/12/2023

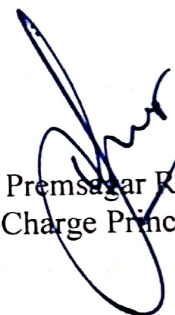
Time: 11.30 am

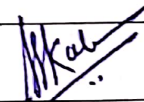
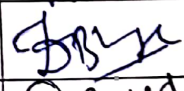
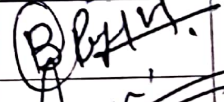
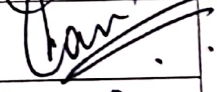
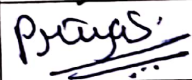
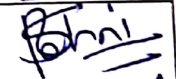
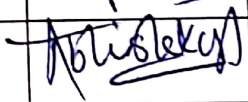
Venue: Room No. 101

Kindly attend the meeting. The agenda of the meeting is given below-

1. Review of Minutes of previous IQAC Meeting conducted on 07/10/2023
2. To Discuss the SSR subission
3. Any other point with permission from the chair


Mrs. Trupti Waghmare
IQAC Coordinator
C.C. To,


Dr. Premeagar R. Singh
In-Charge Principal

Sr. No.	Name	Designation	Sign
1	Mrs. Soniya Kale	Management Representative	
2	Asst.Prof. Mrs.Tanushree Bhanage	Teachers Representative	
3	Ass. Prof. Mrs. Bhavika Rajyagor	Teachers Representative	
4	Asst. Prof. Ars. Laxmidevi Gupta	Teachers Representative	
5	Asst. Prof Priya Badlani	Teachers Representative	
6	Asst. Prof Roshni Ahir	Teachers Representative	
7	Asst. Prof. Abhishek Ojha	Teachers Representative	



ANANDIBAI DAMODAR KALE SHAIKSHANIK SANSTHA'S
**ANANDIBAI DAMODAR KALE DEGREE COLLEGE OF
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Ref. No. : _____

Date : _____

Minutes of IQAC Meeting

The IQAC Meeting was held on 06/12/2023, at 11.30 am in room no 101 Room. The following members were present for the meeting:

1. Dr.PremSagar R.Singh, In-Charge Principal
2. Mrs. Soniya Kale – Management Representative
3. Mrs.Trupiti Waghmare – IQAC Co-ordinator
4. Asst. Prof. Tanushree Bhanage- Teachers Representative
5. Ass. Prof. Bhavika Rajyagor- - Teachers Representative
6. Asst. Prof. Laxmidevi Gupta - Teacher Representative
7. Asst. Prof Priya Badlani-Teacher Representative
8. Asst. Prof. Abhishek Ojha Teacher Representative
9. Asst. Prof Roshni Ahir- Teacher Representative
10. Asst. Prof. Rajnish Yadav Teacher Representative
11. Mr. Shashikant Chavan – Head Clerk

The meeting was started with a warm welcome by In-charge Principal Dr.PremSagar R. Singh.
 The following matters were discussed

Agenda 1. Review of Minutes of previous IQAC Meeting conducted on 07/10/2023

Minutes of the previous IQAC meeting conducted on 07/10/2023 were read and confirmed.

Agenda 2.To Discuss the SSR subission

IQAC coordinator informed that the college requested NAAC for an extension of the date for submission of SSR report as the submission window had already closed in August 2023. The IQAC coordinator informed the committee about the NAAC extension granted for SSR submission. The new deadline for SSR submission is December 19th, 2023.

- **Timeline for Information Gathering:**

The I/C principal Dr. PremSagar Singh emphasizes the importance of this being the final chance for SSR submission. Asst. Prof Tanushree Bhanage proposed to decide a timeframe for each criterion information submission. Committee members discussed and agreed on the proposed timeframe.



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Ref. No. : • Data Uploading Assistance:

Date : _____


The I/C principal Dr. Premsagar Singh asked Assistant Professor Abhishek Ojha (IT coordinator) to assist the IQAC coordinator with data uploading for the SSR. Any technical concerns related to data upload and seek clarification from Prof. Ojha.

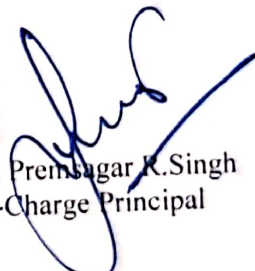
• Action Items:

IQAC coordinator assigned responsibilities for data collection and preparation to Asst. Prof Tanushree Bhanage. It was decided that regular meetings would be conducted to track progress and address any challenges. All committee members are expected to come prepared to discuss the specific criteria they are responsible for. Relevant documents and resources related to the SSR format and submission process should be distributed beforehand.

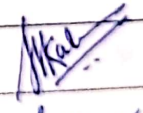
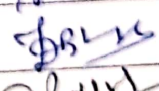
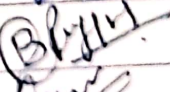
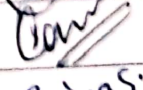
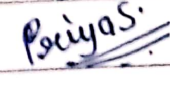
The date was finalized for information submission from each criterion head.

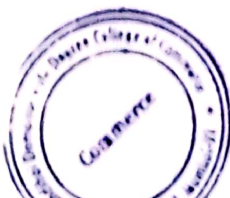
I/ Principal Dr. Premsagar Singh informed all criteria heads and staff to focus on effectively utilizing the remaining time for a successful SSR submission. The meeting was concluded at 1.00 pm with a vote of thanks to the chair.


Mrs. Trupti Waghmare
IQAC Coordinator


Dr. Premsagar K. Singh
In-Charge Principal

CC to Members

Sr. No.	Name	Designation	Sign
1	Mrs. Soniya Kale	Management Representative	
2	Asst. Prof. Mrs. Tanushree Bhanage	Teachers Representative	
3	Ass. Prof. Mrs. Bhavika Rajyagor	Teachers Representative	
4	Asst. Prof. Ars. Laxmidevi Gupta	Teachers Representative	
5	Asst. Prof Priya Badlani	Teachers Representative	



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Ref. No. : IQAC Committee Members List Date : 9/12/2023
Year 2023-2024

Sr. No.	Name	Designation	Sign
1	Dr. Premsagar R.Singh	I/C Principal	
2	Mrs. Trupti Waghmare	Coordinator	
3	Mrs. Soniya Kale	Management Representative	
4	Asst.Prof. Mrs.Tanushree Bhanage	Teachers Representative	
5	Ass. Prof. Mrs. Bhavika Rajyagor	Teachers Representative	
6	Asst. Prof. Ars. Laxmidevi Gupta	Teachers Representative	
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9	Asst. Prof. Abhishek Ojha	Teachers Representative	
10	Asst. Prof. Rajnish Yadav	Teachers Representative	
11	Asst. Prof. Rekha Jha	Teachers Representative	
12	Mr. Shashikant Chavan	Head Clerk	
13	Mr. Girish Potdar	Industrialist	
14	Mr. Chirag Shaha	Local Society Member	
15	Miss. Jaaee Pandurkar	Student Representative	
16	Mr. Kshitij Gaichare	Student Representative	
17	Mr. Omkar Rajgole	Alumni	

Dr. Premsagar Singh
I/C Principal
In-Charge Principal
Anandibai Damodar Kale Degree
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Tel. : 2807 7126

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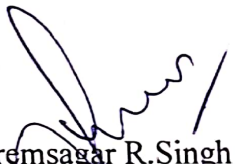
Date : _____

IQAC Action Taken Report
Meeting Held on 06/12/2023

- SSR submitted on December 19th, 2023.


Mrs. Trupti Waghmare
IQAC Coordinator




Dr. Premsagar R. Singh
In-Charge Principal
Anandibai Damodar Kale Degree
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Ref. No. : _____

Date : 14/02/2024

IQAC Meeting Agenda

IQAC Meeting will be held on


Date: 15/02/2024

Time: 11.30 am

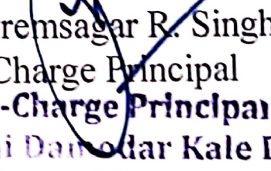
Venue: Room No. 101

Kindly attend the meeting. The agenda of the meeting is given below-

1. Review of Minutes of previous IQAC Meeting conducted on 06/01/2024
2. College Prequalified by NAAC
3. Planning for Peer team Visit and finalize the date for the same
4. Organizing Inter collegiate Box Cricket
5. Organizing Best Entrepreneur by BMS Department
6. NSS Blood Donation Camp
7. Women's Day Celebration
8. Infrastructure Development: Purchasing of 2 Water Purifiers and Cleaning of Water Tank
9. Skill India Bridge Course Registration process


Mrs. Trupti Waghmare
IQAC Coordinator




Dr. Premeasagar R. Singh
In-Charge Principal
In-Charge Principal
Anandibai Damodar Kale Degree
College of Commerce
Saibaba Nagar, Borivali (West),
MUMBAI - 400 092.



The IQAC Meeting was held on **15/01/2024**, at 11.30 am in room no 101 Room. The following members were present for the meeting:

1. Dr.PremSagar R.Singh, In-Charge Principal
2. Mrs.Trupti Waghmare – IQAC Co-ordinator
3. Mrs. Soniya Kale – Management Representative
4. Asst. Prof. Tanushree Bhanage- Teachers Representative
5. Ass. Prof. Bhavika Rajyagor- - Teachers Representative
6. Asst. Prof. Laxmidevi Gupta - Teacher Representative
7. Asst. Prof. Priya Badlani -Teacher Representative
8. Asst. Prof. Abhishek Ojha Teacher Representative
9. Asst. Prof Roshni Ahir- Teacher Representative
10. Asst. Prof. Rajnish Yadav Teacher Representative
11. Asst. Prof Rekha Jha – Teachers Representative
12. Mr. Shashikant Chavan – Head Clerk
13. Mr. Girish Potddar -Industrialist
14. Miss. Jaaee Pandurkar- Student Representative

IQAC Coordinator welcomes attendees and provides a brief overview of the meeting's purpose.

Agenda1. Review of Minutes of previous IQAC Meeting conducted on 06/01/2024

Minutes of the previous IQAC meeting conducted on 06/01/2024 were read and confirmed.

Agenda 2. College Prequalified by NAAC

The In-charge principal shared the good news of informing all the members that the college is pre-qualified by NAAC for Peer Team Visit Discussion might revolve around next steps in the accreditation process, like preparing for a peer team visit.

Agenda 3. Planning for Peer Team Visit and Finalize the Date

IQAC coordinator informed that the next step in the NAAC accreditation process is on field visit by the Peer Team from NAAC.





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Ref. No. : ~~Accordingly, discussion takes place regarding logistics, documentation required,~~
 and presentations for the peer team visit. **Date :** _____

Finalizing a date for the visit was crucial. Taking all the factors into account three tentative dates were finalized for the Peer Tea Visit.

Agenda 4. Organizing Intercollegiate Box Cricket

To focus on an extracurricular activity I/ C Principal informed about organizing the Inter-Collegiate Box Cricket tournament.

Accordingly, the Sports Committee chairperson Asst. Prof Bhavika Rajyagor was asked to take charge of the event and assign responsibilities for organizing the tournament, like budgeting, scheduling, and marketing.

Agenda 5. Organizing Best Entrepreneur by BMS Department

BMS department Co-Ordinator Asst. Prof Laxmidevi Gupta discusses organizing a Best Entrepreneur event.

Accordingly finalizing judging criteria, selection process, and potential sponsorships was discussed.

Agenda 6. NSS Blood Donation Camp

As a social responsibility initiative NSS department was asked to organize a Blood Donation camp on campus.

NSS coordinator Asst. Prof. Rajnish Yadav was asked to take the initiative in organizing the camp

Agenda 7. Women's Day Celebration

The IQAC coordinator put forward the idea of celebrating Women's day with the mother of students. CWDC and a cultural committee were asked to jointly organize the event.





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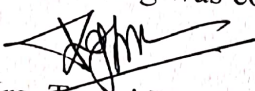
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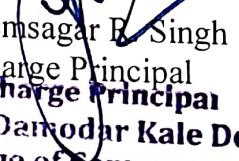
Ref. No. : ~~Agenda 8. Infrastructure Development: Purchasing of 2 Water Purifiers and~~
Cleaning of Water Tank Date : _____

I/C Principal informed that the college is in the process of purchasing of water purifiers and scheduling the water tank cleaning.



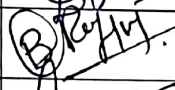
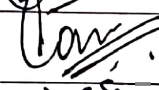
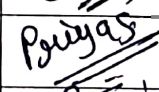

Agenda 9. Skill India Bridge Course Registration Process

I/C principal asked Asst. Prof Mrs. Tanushree Bhanage to take the lead in the governmental initiative of providing skill development courses and discuss streamlining the registration process for students interested in these courses. All the agenda of the meeting was discussed and members agreed to the same. The meeting was concluded at 1.00 pm with a vote of thanks to the chair.


Mrs. Trupti Waghmare
IQAC Coordinator


Dr. Premsagar B. Singh
In-Charge Principal
In-Charge Principal
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6	Asst. Prof Roshni Ahir	Teachers Representative	



7	Asst. Prof. Abhishek Ojha	Teachers Representative	<i>Abhishek</i>
8	Asst. Prof. Rajnish Yadav	Teachers Representative	<i>Rajnish</i>
9	Asst. Prof. Rekha Jha	Teachers Representative	<i>Rekha</i>
10	Mr. Shashikant Chavan	Head Clerk	<i>Shashikant</i>
11	Mr. Girish Potdar	Industrialist	<i>Girish</i>
12	Mr. Chirag Shaha	Local Society Member	<i>Chirag</i>
13	Miss. Jaaee Pandurkar	Student Representative	<i>Jaaee</i>
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15	Mr. Omkar Rajgole	Alumni	<i>Omkar Rajgole</i>





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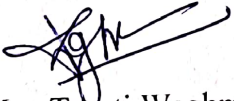
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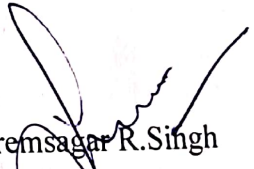
Date : _____

IQAC Action Taken Report
Meeting Held on 15/02/2024

- Preparation for Peer Team Visit
- Successfully organized the Inter-Collegiate Box Cricket tournament on 22/02/2024
- CWDC and a cultural committee jointly organized a Women's Day celebration with the mothers of students.
- The work of water tank cleaning was done and two water purifiers purchase.
- Blood donation camp was organized


Mrs. Trupti Waghmare
IQAC Coordinator




Dr. Premsagar R. Singh
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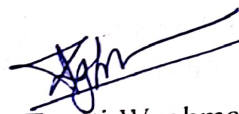
Date: 06/01/2024

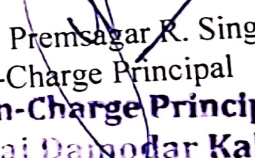
Time: 11.30 am

Venue: Room No. 101

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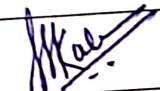
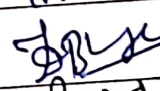
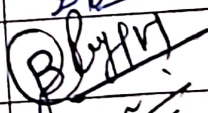
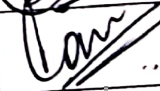
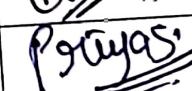
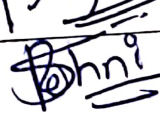
1. Review of Minutes of previous IQAC Meeting conducted on 06/12/2023
2. To Discuss the DVV submission
3. Any other point with permission from the chair


Mrs. Trupti Waghmare
IQAC Coordinator


Dr. Premsagar R. Singh
In-Charge Principal
In-Charge Principal
Anandibai Damodar Kale Degree
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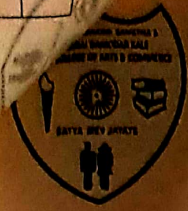
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CC to Members

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Date : 6/01/2024

Minutes of IQAC Meeting

The IQAC Meeting was held on 06/01/2024, at 11.30 am in room no 101 Room. The following members were present for the meeting:

1. Dr.Premsagar R.Singh, In-Charge Principal
2. Mrs.Trupiti Waghmare – IQAC Co-ordinator
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10. Asst. Prof Rekha Jha – Teachers Representative
11. Mr. Shashikant Chavan – Head Clerk

IQAC Coordinator welcomes attendees and provides a brief overview of the meeting's purpose.

Agenda 1. Review of Minutes of previous IQAC Meeting conducted on 06/12/2023

Minutes of the previous IQAC meeting conducted on 06/12/2023 were read and confirmed.

Agenda 2. Discuss the DVV submission

IQAC coordinator informed that the college has submitted SSR on 18/12/2023 to NAAC. Based on our SSR report college received DVV last date for DVV submission is 19/01/2024. She further discusses the criteria-wise data points required for the DVV submission as outlined by the accrediting agency (NAAC in India).



Each criteria head was assigned the task of providing an update on their department's progress in collecting and verifying data for the DVV.

- **Data Quality Assurance**

It is decided that to ensure the accuracy and completeness of all submitted data will be reviewed and verified by the IQAC coordinator and I/C Principal.

- **Timeline**

I/C Principal established a clear timeline for finalizing and submitting the DVV and assigned deadlines for each stage of the completion process.

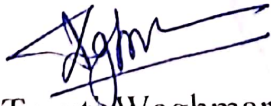
The I/C principal Dr. Premasagar Singh asked Assistant Professor Abhishek Ojha (IT coordinator) to assist the IQAC coordinator in the DVV submission process.

Contingency Planning

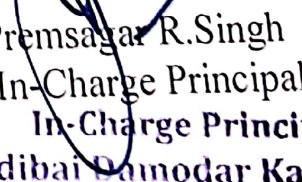
It was decided that follow-up meetings would be held to resolve any challenges that may arise during the submission process and brainstorm solutions.

Asst. Prof Bhavika Rajyagor suggested circulating a copy of the DVV requirements and any relevant templates to all criteria heads.

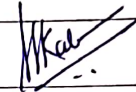
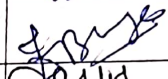
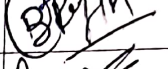
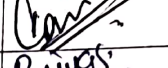

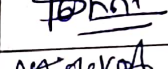
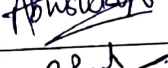
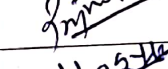
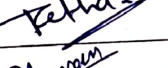
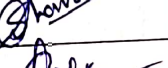
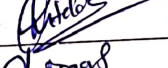
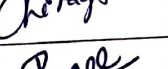
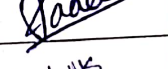
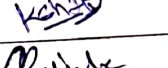
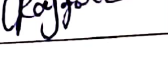
I/ Principal Dr. Premasagar Singh informed all criteria heads and staff to focus on effectively utilizing time for a successful DVV submission. The meeting was concluded at 1.00 pm with a vote of thanks to the chair.


Mrs. Trupti Waghmare
IQAC Coordinator




Dr. Premasagar R. Singh
In-Charge Principal
In-Charge Principal
Anandibai Damodar Kale Degree
College of Commerce
Saibaba Nagar, Borivali (West)
MUMBAI - 400 092

CC to Members

Sr. No.	Name	Designation	Sign
1	Mrs. Soniya Kale	Management Representative	
2	Asst.Prof. Mrs.Tanushree Bhanage	Teachers Representative	
3	Ass. Prof. Mrs. Bhavika Rajyagor	Teachers Representative	
4	Asst. Prof. Ars. Laxmidevi Gupta	Teachers Representative	
5	Asst. Prof Priya Badlani	Teachers Representative	
6	Asst. Prof Roshni Ahir	Teachers Representative	
7	Asst. Prof. Abhishek Ojha	Teachers Representative	
8	Asst. Prof. Rajnish Yadav	Teachers Representative	
9	Asst. Prof. Rekha Jha	Teachers Representative	
10	Mr. Shashikant Chavan	Head Clerk	
11	Mr. Girish Potdar	Industrialist	
12	Mr. Chirag Shaha	Local Society Member	
13	Miss. Jaaee Pandurkar	Student Representative	
14	Mr. Kshitij Gaichare	Student Representative	
15	Mr. Omkar Rajgole	Alumni	





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Date : _____

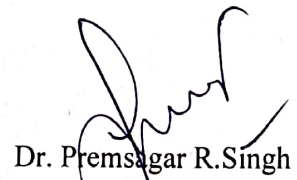
IQAC Action Taken Report
Meeting Held on 06/01/2024

- DVV submitted on 19th, January 2024.



Mrs. Trupti Waghmare
IQAC Coordinator





Dr. Premeagar R. Singh
In-Charge Principal
Anandibai Damodar Kale Degree
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Saibaba Nagar, Borivali (West),
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Ref. No.:-

Date: 05/10/2023

IQAC Meeting Agenda

IQAC Meeting will be held on

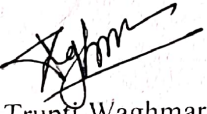
Date: 07/10/2023

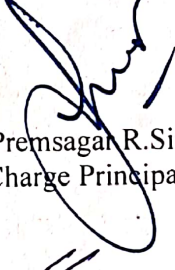
Time: 11.30 am

Venue: Room No. 101



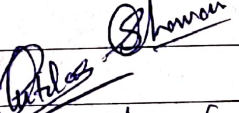
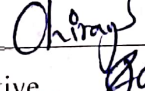
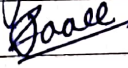

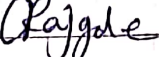
Kindly attend the meeting. The agenda of the meeting is given below-

1. To Discuss the Revised NAAC Manual, Revised SOP and Benchmark
2. To discuss the timeline for criteriawise data submission.
3. Any other point with permission from the chair


Mrs. Trupti Waghmare
IQAC Coordinator


Dr. Premsagar R. Singh
In-Charge Principal

C.C. To,

1. Mrs. Soniya Kale – Management Representative _____
2. Asst.Prof. Mrs.Tanushree Bhanage- Teachers Representative 
3. Ass. Prof. Mrs. Bhavika Rajyagar- - Teachers Representative 
4. Asst. Prof. Ars. Laxmidevi Gupta - Teachers Representative _____
5. Mr. Shashikant Chavan – Head Clerk 
6. Mr. Girish Potdar - Industrialist _____
7. Mr. Chirag Shaha – Local Society Member 
8. Miss. Jaaee Pandurkar - Student Representative 
9. Mr. Kshitij Gaichare – Student Representative 
10. Mr. Omkar Rajgole – Alumni 





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Date: : 09/10/2023

Minutes of IQAC Meeting

The IQAC Meeting was held on 07/10/2023, at 11.30 am in room no 101 Room. The following members were present for the meeting:

1. Dr.Premsagar R.Singh, In-Charge Principal
2. Mrs. Soniya Kale – Management Representative
3. Mrs.Trupiti Waghmare – IQAC Co-ordinator
4. Ass. Prof. Bhavika Rajyagor- - Teachers Representative
5. Asst. Prof. Laxmidevi Gupta - Teacher Representative
6. Mr. Shashikant Chavan – Head Clerk
7. R. Girish Potdar -Industrialist
8. Miss. Jaaee Pandurkar - Student Representative
9. R. Kshitij Gaichare_ Student Representative

The meeting was started with a warm welcome by In-charge Principal Dr.Premsagar R. Singh.
The following matters were discussed

Agenda -1. To Discuss Revised NAAC Manual, Revised SOP, and Benchmark

IQAC coordinator Mrs. Trupiti Waghmare made a PPT presentation about the new revised NAAC manual and criteria-wise updated key indicators, Benchmarks and Standard Operating Procedure for affiliated colleges. It was very informative session, all questions related to data collection were answered by the IQAC coordinator.

Agenda -2. To discuss the timeline for criteria-wise data submission

IQAC coordinator assigned a time framework for data submission for each criterion. All the criteria heads agreed to the same. Data collection work will be done by the criteria head and it was decided that one supporting staff member be assigned to them to ease the workload.

Agenda-3 To Discuss Annual Day Celebrations

It was decided that this academic year Annual Day will be celebrated. The tentative date for the Annual Day will be 08/01/2024. The Cultural Committee Chairperson was asked to discuss with the student's potential performances solely as well as in groups. Head Clerk rs. Shashikant Chavan was asked to check the availability of the venue -Prabhodhankar Thakre Hall Borivali, for an annual day on the decided date and also discuss logistical arrangements



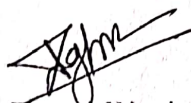
Agenda-4 Sports Day celebrations:

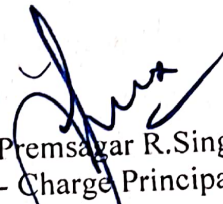
The sports committee chairperson was asked to review available dates in December and consider potential conflicts with other college events. It was decided that indoor and outdoor sports events would be included (individual, team, track & field, etc.). Sports Committee Chairperson Asst. Prof. Bhavikay Rajyagor put forward a demand for a new cricket Kit for students. Head Clerk Mrs. Shashikant Chavan was told to look into the matter and ask for a quotation from respective sports vendors for cricket kits to ensure the availability of necessary equipment for sports day.


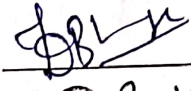
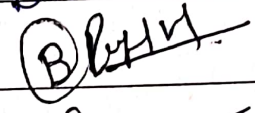


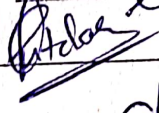
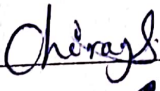


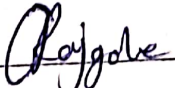
Agenda 3: Any other point with permission from the chair

I/C Principal Dr. Premsagar Singh informed the IQAC coordinator to include Asst. Prof. Rajnish Yadav, Asst. Prof. Roshni Yadav, Asst. Prof. Rekha Jha, Asst. Prof. Priya Badlani, Asst. Prof. Abhishek Ojha as teacher representative in IQAC cell

In-Charge Principal informed all faculties to follow the deadline for the submission of data strictly. There was no other point for discussion. The meeting concluded at 12.45 pm with a vote of thanks accorded to the chair.


Mrs. Trupti Waghmare
IQAC Coordinator


Dr. Premsagar R. Singh
In- Charge Principal

1. Mrs. Soniya Kale – Management Representative 
2. Asst. Prof. Mrs. Tanushree Bhanage- Teachers Representative 
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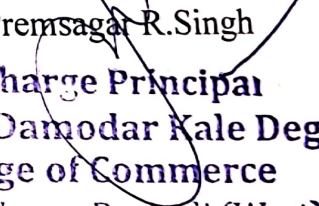
Date : _____

IQAC Action Taken Report Meeting Held on 03/10/2023

- The time framework for data submission for each criterion was given to the criteria head.
- Asst. Prof Rajnish Yadav, Asst. Prof, Roshni Yadav, Asst. Prof. Rekha Jha, Asst. Prof. Priya Badlani, Asst. Prof Abhishek Ojha appointed as the teacher's representative in the IQAC cell
- Sports Day was celebrated on 19/12/2023 to 21/12/2023 and Annual Day on 08/01/2024


Mrs. Trupti Waghmare
IQAC Coordinator




Dr. Premsagar R. Singh
In-Charge Principal
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