

## MINUTES OF IQAC MEETING Held on 9<sup>th</sup> December 2021



A meeting of Internal Quality Assurance Cell (IQAC) of our College was held on 9<sup>th</sup> December 2021 at 17.30 Hrs. in Pincipal's cabin. Following members of IQAC were present for the meeting.

1. Principal Dr. Anuja Palsuledesai
2. Dr. S.M. Chandratre
3. Dr. Preeti K. Soni
4. Prof. Amit A. Joshi
5. Prof. Dilipkumar Mathapati
6. Dr. Vijay More
7. Dr. Shriniwas M. Athalye
8. Dr. Subhash T. Pandit
9. Dr. Suryakant Shelke
10. Shri. Shashikant Ganar (Administration)
11. Shri. Shashikant Tirmare (Alumni Representative)
12. Dr. Sumant E. Autade (IQAC Coordinator)

Review of matters discussed in the meeting:

1. IQAC coordinators welcome all the members of IQAC and presented before the gathering, the minutes of previous meeting held on 27<sup>th</sup> September 2021 and same were approved unanimously.
2. Principal Dr. Anuja Madam instructed all the members of IQAC to thoroughly go through the recent guidelines and formats for AQAR for the year 2020-21 applicable to UG Colleges.
3. Principal Dr. Anuja Madam took overview of academic activities carried out by different departments during the year 2020-21 and also instructed all the members to keep input data required for AQAR of 2020-2021 in the prescribed format given by NAAC (DVV templates).
4. Dr. S.M. Chandratre has suggested that documentation for AQAR may be done using Google Drive of G Suite account. IQAC Coordinator replied that the folders and DVV templates for SSR have already been prepared and the same are shared with the concerned departments.
5. IQAC coordinator, requested the members to compile required documents for AQAR 2020-21 in soft copy format.
6. Dr. Anuja madam, instructed IQAC coordinator to collect and compile data for AQAR 2020-21 in prescribed format and prepare the same for final submission.
7. After sufficient discussion on the agenda of meeting, the meeting concluded with vote of thanks by IQAC coordinator to all the members.

Minutes of the meeting held on 27<sup>th</sup> September 2021  
are approved.

  
PRINCIPAL  
PRINCIPAL

SWAMI VIVEKANAND NIGHT COLLEGE  
OF ARTS & COMMERCE DOMBIVLI

Date - 9/12/2021





Rashtriya Shikshan Sanstha's  
**Swami Vivekanand Night College of Arts and Commerce**  
Dombivli (East) – 421201

**INTERNAL QUALITY ASSURANCE CELL**

**ACTION TAKEN REPORT BASED ON MINUTES OF IQAC MEETING**

(09<sup>th</sup> December 2021)

Sr. No.	Agenda/Discussion topic in the IQAC meeting	Action taken subsequently on the agenda points discussed in the IQAC meeting
1	To take overview of revised AQAR format	The revised AQAR format for 2020-21 was circulated among the members for detailed study.
2	Documentation for AQAR for the year 2020-21	The documentation process for AQAR with revised guidelines was completed.
3	Documentation of AQARs and SSR be preserved in digital format	The supporting documents for AQARs and SSR have been uploaded on Google Drive of the institutional email address.
4	To conduct webinar on Human Values and Professional Ethics	A webinar on Human Values and Professional Ethic was successfully organized by Commerce Department in association with IQAC on 22 <sup>nd</sup> December 2021 wherein 65 students participated.
5	Submission of AQAR for the academic year 2020-21	The AQAR for 2020-21 was submitted along with the necessary supporting documents and the same has been accepted by NAAC on 20/01/2022.

*A. K. Kulkarni*

**IQAC COORDINATOR**

*[Signature]*

**PRINCIPAL  
PRINCIPAL**

**SWAMI VIVEKANAND NIGHT COLLEGE  
OF ARTS & COMMERCE DOMBIVLI (E)**