

Lions Juhu Nandlal Jalan Mahila Mahavidyalaya
Mangalayatana, Paranjape 'B' Scheme, Road No.1,
Hanuman Road, Vile Parle (E) , Mumbai-400057
Tel.022-26169565

Minutes

The minutes of the meeting of IQAC held on 29th July, 2017 at 11.30 a.m.

Following members were present at the meeting:

- 1) Dr. Smriti Bhosle, Chairperson
- 2) Dr. Bharati Tendulkar
- 3) Ms.Sharmila Gupte
- 4) Dr. Sunita Kulkarni
- 5) Dr. H. N. Lokhande
- 6) Ms. Ramila Gaikwad
- 7) Ms. Shital Rawal
- 8) Ms.Neeta Kamble
- 9) Mr. Ravindra Muntode
- 10) Ms.Gayatri Bapat, Management Representative
- 11) Mr. K.S.Gaikwad, Co-ordinator

Agenda No. 1:-

To confirm the minutes of previous meeting.

The minutes of previous meeting dated 25th April 2017 were confirmed and approved unanimously.

Agenda No.2

To review the results of University examinations:

The results of university examinations for Academic Year 2016-17 were reviewed. Results were as follows:

Sr.No.	Programme	Result
1	B.A.	66.12 %
2	B.Com.	71.01%
3	BCA	50%
4	M.A.(History)	86.66%
5	M.A. (Marathi)	94.11%
6	M.A. (Sociology)	100%

The strategy to improve results further was discussed and it was planned that following measures will be taken:

- Arrange subjectwise expert lectures
- Remedial coaching for weaker students
- Writing practice
- Paper solving practice
- Arrange Class tests , surprise tests
- Scholar Cards to be issued to meritorious students

Agenda No.3:-

To decide about completion and submission of AQAR for year 2016-17.

It was finalized that the AQAR 2016-17 should be sent to NAAC till 15th August 2017.

Shri. K.S. Gaikwad(IQAC Co-ordinator) informed the committee that most of the information compilation was completed and the AQAR would be finalized soon.

Agenda No. 4:-

To make changes in the composition of existing IQAC from this academic year (2017-18).

As per revised guidelines of NAAC,a new committee for IQAC was framed from academic year 2017-18 as follows:-

- 1) Principal Dr. Smriti Bhosle (Chairperson)
- 2) Dr. Bharati Tendulkar (Member)
- 3) Dr. Kalpana Deokar (Member)
- 4) Dr. Sunita Kulkarni (Member)
- 5) Ms.Ramila Gaikwad (Member)
- 6) Shri. K.S. Gaikwad (Member)
- 7) Ms. Gayatri Bapat (Management Member)
- 8) Mr. Ravindra Muntode (Administrative member)
- 9) Ms. Sneha Chattambali (Alumni)
- 10) Ms. Nilima Joshi (Stakeholder)
- 11) Ms. Shital Rawal (Coordinator)

Agenda No.5-

To make changes in the portfolios of IQAC.

IQAC Portfolios were finalized as follows:-

- 1) Alumni Association
Ms. Sharmila Gupte,
Ms. Neeta Kadam

2) Parents' Teachers' Association	Dr. H.N.Lokhande, Ms. Medha Soman
3) Career Counselling and placement cell	Ms. Shital Rawal
4) GrievanceRedressal cell	Ms. Harshita Amritkar
5) Teachers' Appraisal / Students' Feedback	Dr. Bharati Tendulkar
6) Value Education	Dr. Sunita Kulkarni

Agenda No. 6-

To discuss the organization of National level seminars and workshops to be conducted in academic year 2017-18.

It was decided that National level seminar in subject of Marathi and workshops on Question Bank should be arranged in the month of August 2017.

Agenda No.7

To place before the committee the following matters for information.

The committee was informed about the following matters :

- A "Felicitation programme" for meritorious Alumni who have started a bright careerwas organized on 24 June 2017.
- The Academic Calendar for academic year 2017-18 is prepared.

AgendaNo.8

To discuss strategy to motivate students to participate largely in co-curricular activities.

It was decided that teachers should motivate students to take part in large number in co-curricular activities like NSS, Sports, inter-collegiate seminars and cultural activities.

Agenda No.9

Any other matter with the permission of the chair.

NIL.

The meeting ended with a vote of thanks to the chair.

Coordinator, IQAC

Chairperson, IQAC

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Minutes

The minutes of meeting of IQAC held on 8th September, 2017 at 11.00 a.m.

Following members were present at the meeting:

- 1) Principal Dr. Smriti Bhosle
- 2) Dr. Bharati Tendulkar
- 3) Dr. Kalpana Deokar
- 4) Dr. Sunita Kulkarni
- 5) Ms.Ramila Gaikwad
- 6) Shri. K.S. Gaikwad
- 7) Ms. Gayatri Bapat
- 8) Mr. Ravindra Muntode
- 9) Ms. Sneha Chattambali
- 10) Ms. Nilima Joshi
- 11) Ms. Shital Rawal

Agenda No. 1

To read and confirm the minutes of the previous meeting.

The minutes of previous meeting dated 29th July 2017 were read and confirmed.

Agenda No.2

To prepare for NAAC Accreditation – 3rd cycle.

It was decided that our college will go for NAAC Accreditation -3rd cycle in first window and hence most of the requisite preparation should be completed at the earliest.

Agenda No.3

To review the progress of the AQAR 2016-17 for submission to the NAAC.

It was decided that the AQAR should be read and discussed by IQAC committee members. AQAR should be sent to the NAAC by 30th September 2017.

Agenda No.4

To discuss the timeline for submitting college data to NIRF, MIS and AISHE

All teaching and non-teaching staff members were informed that they should provide relevant information for data to be sent :

- i. AISHE- 05th October 2017.
- ii. NIRF rankings- 3rd edition- 05th October 2017.
- iii. Statistical information to SNDT Women's university - 4th December 2017.
- iv. AISHE (2017-18) –(TIF)- 27th January 2018.
- v. NIRF link to be uploaded on college website- 30th January 2018.

Agenda No.5

To decide organization of activities like Workshops for teachers, Inter-Collegiate students' seminar, field visits and expert lectures.

- It was decided that all departments should arrange activities like workshops for teachers and Inter-collegiate students' seminars, field visits and expert guidance lectures.

Agenda No.6

To update the college website as per NAAC guidelines:

- It was decided that as per guidelines of NAAC, the links for NIRF and IQAC will be updated on the college website.

Agenda No.7

To encourage faculty to do more research and update their knowledge.

Teachers were encouraged to present and publish papers at National and International level. It was decided that Research Committee should communicate with other colleges and call for research papers to be published in the upcoming issue of college research journal "In Search of Knowledge" .

Agenda No.8

Any other matter with the permission of the chair

NIL

The meeting ended with a vote of thanks to the chair.

Coordinator, IQAC

Chairperson, IQAC

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The minutes of the meeting of IQAC held on 5th January, 2018 at 11.00 a.m.

Following members were present at the meeting:-

- 1) Principal Dr. Smriti Bhosle
- 2) Dr. Bharati Tendulkar
- 3) Dr. Kalpana Deokar
- 4) Dr. Sunita Kulkarni
- 5) Ms.Ramila Gaikwad
- 6) Shri. K.S. Gaikwad
- 7) Ms. Gayatri Bapat
- 8) Mr. Ravindra Muntode
- 9) Ms. Sneha Chattambali
- 10) Ms. Nilima Joshi
- 11) Ms. Shital Rawal

Agenda No.1

To read and confirm the minutes of previous meeting.

The minutes of previous meeting dated 8th September 2017 were read and confirmed.

Agenda No.2

To review the results of college and University examinations Oct-Nov 2017:

The results of college and university examinations were reviewed.

It was seen that the strategy used previously (decided in meeting of 29th July 2017) proved effective in improving results and so it was decided unanimously that the same strategy will be implemented henceforth.

Agenda No.3

To decide the programmes and activities to be conducted further.

It was decided that following activities should be conducted:

- i. External Academic Audit for academic year 2017-18 to be conducted in February 2018.
- ii. A workshop on "File management and Office Automation" for Administrative staff in February 2018.

Agenda No.4

To review the preparations for NAAC 3rd Cycle

Review of the work done so far was taken and the committee was informed about the following matters:

- Submission of IIQA to NAAC on 8th December 2017.
- Submissions of IIQA with clarifications on 18th December 2017.

It was decided that the preparations for submitting SSR should be expedited.

Agenda No.5

Any other matter with the permission of the chair.

Nil.

The meeting ended with a vote of thanks to the chair.

Coordinator, IQAC

Chairperson, IQAC

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Minutes

The minutes of the meeting of IQAC held on 28th April, 2018 at 12.00 p.m.
Following members were present at the meeting:-

- 1) Principal Dr. Smriti Bhosle
- 2) Dr. Bharati Tendulkar
- 3) Dr. Kalpana Deokar
- 4) Dr. Sunita Kulkarni
- 5) Ms. Ramila Gaikwad
- 6) Shri. K.S. Gaikwad
- 7) Ms. Gayatri Bapat
- 8) Mr. Ravindra Muntode
- 9) Ms. Sneha Chattambali
- 10) Ms. Nilima Joshi
- 11) Ms. Shital Rawal

Agenda No. 1

To read and confirm the minutes of previous meeting.

The minutes of previous meeting dated 5th January 2018 were read and confirmed.

Agenda No.2

To review and place before the committee the work completed till date for NAAC Accreditation and the activities under IQAC portfolios in academic year 2017-18.

The committee members were informed that the following activities were conducted under the IQAC portfolios in academic year 2017-18:

- 1) The AQAR was sent to NAAC office by email on 30th September 2017.
- 2) Submission of IIQA to NAAC on 8th December 2017.
- 3) Submission of IIQA with clarifications on 18th December 2017.
- 4) SSR is submitted to NAAC on 18th January 2018.
- 5) IQAC filled up the required information for AISHE and MIS and the same was sent to MHRD.
- 6) Marathi and Sociology Departments organized National level seminars as well as History, Economics, Marathi and Sociology departments organized state level inter-collegiate students' seminars.

- 7) Women's cell organized state level students' seminar on gender sensitization.
- 8) Career Counselling and placement cell organized many activities by inviting the institutions like Fly High Aviation, ICICI Skill Academy etc.
- 9) Workshop on "File Management and Office Automation" was arranged in February 2018.
- 10) External Academic Audit was arranged in February 2018.
- 11) Workshop on "Question Bank Preparation" .
- 12) Felicitation programme for Alumni students.
- 13) The Research Journal "In Search of knowledge" was published.
- 14) Meetings of Alumni Association held.
- 15) Meetings of Parents' Teachers' Association held.
- 16) Grievance redressal cell has taken timely care for solving students' grievances
- 17) Forms for Teachers' Appraisal and Students' Feedback were completed and analysed.
- 18) Guest lecture under Value Education

Agenda No.3

To decide about completion and submission of AQAR 2017-18 to NAAC.

It was decided that AQAR 2017-18 should be submitted by 30th July 2018. The task of report writing should be assigned to respective members as the college reopened in month of June 2018.

Agenda No. 4

To prepare teaching plan for next academic year (2018-19)

It was decided that all teachers should submit their teaching plans in June 2018.

Agenda No. 5

Any other matter with the permission of the chair.

Nil

The meeting ended with a vote of thanks to the chair.

Coordinator, IQAC

Chairperson, IQAC