

Lions Juhu Nandlal Jalan Mahila Mahavidyalaya

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IQAC meetings and Action Taken Report (Year 2017-18)

Date of meeting	IQAC Agenda with serial number	Action Taken
29 th July 2017	<u>Agenda No.2</u> To review the results of University examinations	The results of university examinations were discussed and the strategy to improve them was implemented like Expert lectures, remedial lectures, class tests, written practice and Scholar cards.
	<u>Agenda No. 4</u> 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.
	<u>Agenda No. 6</u> To discuss organization of National level seminars and workshops.	“Question Bank workshop” and workshop regarding “Reforms in Examinations” was organized on 22 nd August 2017.
08 th Sept. 2017	<u>Agenda No.2</u> To prepare for NAAC Accreditation – 3 rd cycle.	Report writing task was distributed among faculty members for timely submission of IIQA and SSR to NAAC.
	<u>Agenda No.3</u> To review the progress of the AQAR 2016-17 for submission to the NAAC.	The AQAR for the year 2016-17 is sent to the NAAC on 30 th September 2017.
	<u>Agenda No.4</u> To discuss the timeline for submitting college data to NIRF, MIS and AISHE.	Timely submission was done as follows: <ul style="list-style-type: none"> • AISHE-05th October 2017. • NIRF rankings- 3rd edition- 05th October 2017. • Statistical information to SNDT Women’s university on 4th December 2017. • AISHE (2017-18) – (TIF) is submitted on 27th January 2018. • NIRF link is uploaded on college website on 30th January 2018.

	<p><u>Agenda No.5</u> To decide organization of activities like Workshops for teachers, Inter-Collegiate students' seminar, field visits and expert lectures.</p>	<p>Workshop on "New Syllabus of History at Undergraduate level for B.A. Sem V & VI" by History Dept. on 28th July 2017.</p> <p>Field visits and expert guidance lectures were organized for students.</p>
5 th January 2018	<p><u>Agenda No.2</u> To review the results of college and University examinations Oct-Nov.2017</p>	<p>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</p>
	<p><u>Agenda No.3</u> To decide about the programmes and activities to be conducted.</p>	<p>1) Workshop on "File Management and Office Automation" was conducted on 6th February 2018. Resource person Ms. Keya Mukherjee (Office Superintendent, Maniben Nanavati college) guided the participants.</p> <p>2) External Academic Audit for year 2017-18 was conducted on 14th February 2018. Resource person Ms. Archana Patki (Vice-Principal, MMP Shah College, Matunga) gave expert guidance to each department.</p>
	<p><u>Agenda No.4</u> To review the preparations for NAAC 3rd Cycle</p>	<ul style="list-style-type: none"> • Submission of IIQA to NAAC on 8th December 2017. • Submission of IIQA with clarifications on 18th December 2017. • SSR is submitted to NAAC on 18th January 2018.
28 th April 2018	<p><u>Agenda No.2</u> To review and place before the committee the activities under IQAC portfolios.</p>	<p>✓ Review of different portfolios under IQAC was done.</p> <p>Following activities were held:</p> <ol style="list-style-type: none"> 1) IQAC filled up the required information for AISHE and MIS and the same was sent to MHRD. 2) Marathi and Sociology Departments organized National level seminars as

		<p>well as History, Economics, Marathi and Sociology departments organized state level inter-collegiate students' seminars.</p> <p>3) Women's cell organized state level students' seminar on gender sensitization.</p> <p>4) Career Counselling and placement cell organized many activities by inviting the institutions like Fly High Aviation, ICICI Skill Academy etc.</p> <p>5) Workshop on "File Management and Office Automation" was arranged in February 2018.</p> <p>6) External Academic Audit was arranged in February 2018.</p> <p>7) Workshop on "Question Bank Preparation" .</p> <p>8) Felicitation programme for Alumni students.</p> <p>9) The Research Journal "In Search of knowledge" was published.</p> <p>10) Meetings of Alumni Association held.</p> <p>11) Meetings of Parents' Teachers' Association held.</p> <p>12) Grievance redressal cell has taken timely care for solving students' grievances</p> <p>13) Forms for Teachers' Appraisal and Students' Feedback were completed and analyzed</p> <p>14) Guest lecture under Value Education</p>
	<p><u>Agenda No.3</u> To decide about writing and submission of AQAR- 2017-18 to NAAC.</p>	<p>The task of criteria wise report writing is assigned to respective members as the college reopened in month of June 2018</p>
	<p><u>Agenda No. 4</u> To prepare teaching plan for next academic year (2018-19)</p>	<p>All teachers have submitted their teaching plans in June 2018.</p>