



# Dnyan Prasarak Shikshan Sanstha INDIRA GANDHI COLLEGE OF ARTS & COMMERCE



Park - Site, Vikhroli (West), Mumbai - 400 079

(Recognised by Govt. of Maharashtra & Affiliated to Mumbai University)

• Website : igcac.in • E-mail : igcac2004@gmail.com • 25185530

College Code : 622

AISHE Code : C-34008



**Founder : Shikshakmitra Principal BALASAHEB MHATRE**  
(Felicited By State Teacher Award)

Date: 13/06/2018

## Sanstha's Various Educational, Art & Sports Activities

Degree Colleges : 4  
Law College : 1  
Women College : 1  
Polytechnic : 1  
Junior Colleges : 8

Secondary Schools : 12  
Marathi Medium : 6  
English Medium : 4  
Hindi Medium : 2

Primary Schools : 9  
Marathi Medium : 3  
English Medium : 4  
Hindi Medium : 2

Pre-Primary Schools : 9  
Marathi Medium : 3  
English Medium : 4  
Hindi Medium : 2

Nursery : 9  
Marathi Medium : 3  
English Medium : 4  
Hindi Medium : 2

Study Centres : 2  
Y.C.M.O.U. : 1  
N.I.O.S. : 1

Computer Education  
Centre : 10

Sangeet Vidyalaya : 2  
Art & Sports Centre : 1  
Public Library : 1

Total Activities : 70  
No. of Students : 25,000  
No. of Employees : 650

## Office Order

As per the Guidelines of NAAC Internal Quality Assurance Cell (IQAC) has been constituted for the Academic Year 2018-19 in order to functionalize the Quality Enhancement Initiatives.

Sr. No.	Members	Designation	Mobile No.	Email.Id	Sign
1.	Mr. Rajendra Mhatre	Chairperson	9870009105	mhatrerm@gmail.com	
2.	Dr. Samruddhi More	Member-Management Representative	8689842111	samruddhi.mhatre82@gmail.com	
3.	Mr. Sameer Devlekar	Member-Administrative Officer	9702884912	sameerdevekar1982@gmail.com	
4.	Dr. Rupesh Kodilkar	Member-Controller of Exams	9029380424	rupesh.kodilkar1@gmail.com	
5.	Smt. Tabassum Shaikh	Member-Training and Placement Officer	7738996053	tabushaikh15@gmail.com	
6.	Smt. Snehal More	Member-Local Society Representative	9833903390	snehalmore9513@gmail.com	
7.	Miss. Swapnali Bhor	Member Alumni Representative	9869873073	swapnali.bhor@gmail.com	
8.	Mr. Shreeram Bhubaskar	Member-Parents Representative	9757472980	---	
9.	Mr. Himanshu More	Member-Students Representative	8652453683	himanshumore34@gmail.com	
10.	Mr. Sunil Mane	Member-Industry Representative	9892179869	sunil.mane12@gmail.com	
11.	Mr. Suvidya Gawand	Member-IQAC Coordinator	9768310230	suvidya.gawand@gmail.com	

The committee should conduct meetings as per requirements and record should be maintained accordingly. The entire concerned are requested to take the note and act accordingly.



PRINCIPAL

INDIRA GANDHI COLLEGE  
OF ARTS & COMMERCE  
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CC:-  
1. All the concerned

2. Office Copy



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**Founder : Shikshakmitra Principal BALASAHEB MHATRE**  
(Felicited By State Teacher Award)

Date: 14/06/2018

## NOTICE FOR IQAC COMMITTEE MEETING FOR A.Y. 2018-19

The meeting of IQAC Committee on 16/06/2018 at 11.30 in the Conference Hall of Indira Gandhi College of Arts & Commerce, Vikhroli (W).

Sr. No.	Name of Member	Position in Committee	Signature of Member Present
1.	Mr. Rajendra Mhatre	Chairperson	
2	Dr. Samruddhi More	Member-Management Representative	
3	Mr. Sameer Devlekar	Member-Administrative Officer	
4	Dr. Rupesh Kodilkar	Member-Controller of Exams	
5	Smt. Tabassum Shaikh	Member-Training and Placement Officer	
6	Smt. Snehal More	Member-Local Society Representative	
7	Miss. Swapnali Bhor	Member Alumni Representative	
8	Mr. Shreeram Bhubaskar	Member-Parents Representative	
9	Mr. Himanshu More	Member-Students Representative	
10	Mr. Sunil Mane	Member-Industry Representative	
11	Mr. Suvidya Gawand	Member-IQAC Coordinator	

### Sanstha's Various Educational, Art & Sports Activities

Degree Colleges	: 4
Law College	: 1
Women College	: 1
Polytechnic	: 1
Junior Colleges	: 8
Secondary Schools	: 12
Marathi Medium	: 6
English Medium	: 4
Hindi Medium	: 2
Primary Schools	: 9
Marathi Medium	: 3
English Medium	: 4
Hindi Medium	: 2
Pre-Primary Schools	: 9
Marathi Medium	: 3
English Medium	: 4
Hindi Medium	: 2
Nursery	: 9
Marathi Medium	: 3
English Medium	: 4
Hindi Medium	: 2
Study Centres	: 2
Y.C.M.O.U.	: 1
N.I.O.S.	: 1
Computer Education Centre	: 10
Sangeet Vidyalaya	: 2
Art & Sports Centre	: 1
Public Library	: 1

Total Activities	: 70
No. of Students	: 25,000
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No. of Students	: 25,000
No. of Employees	: 659

### Agenda for the meeting

- 1) Introduction of IQAC members & Welcome address by the Chairperson.
- 2) Review and approval of the minutes of the last IQAC meeting & Action taken report on the decisions of the previous meeting.
- 3) Discussion on the objectives set for the IQAC during the academic year & Any adjustments or additions to the objectives.
- 4) Overview of the AQAR for the year 2017-18, Analysis of key performance indicators and outcomes & Identification of areas for improvement.
- 5) Review of the academic calendar for the upcoming year & Suggestions for improvements or modifications.
- 6) Overview of ongoing internal quality assurance initiatives & Updates on external accreditation and quality assessment processes.
- 7) Identification and sharing of best practices in teaching, research, and administration & Planning for the implementation of new best practices.
- 8) Identification of training needs for faculty and staff & Proposal for workshops, seminars and training programs.
- 9) Formulation of quality enhancement plans based on the AQAR and institutional objectives & Assignment of responsibilities and timelines for QEP implementation.



**PROV. Chairman**  
INDIRA GANDHI COLLEGE  
OF ARTS & COMMERCE  
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Public Library	: 1
<b>Total Activities</b>	<b>: 70</b>
<b>No. of Students</b>	<b>: 25,000</b>
<b>No. of Employees</b>	<b>: 650</b>

### Minutes of Meeting

The committee chairman occupied the chair and welcomed the members for the IQAC Meeting. The following business was transacted in the meeting: -

### Members Present:-

Sr. No.	Members	Designation	Sign
1.	Mr. Rajendra Mhatre	Chairperson	
2.	Dr. Samruddhi More	Member-Management Representative	
3.	Mr. Sameer Devlekar	Member-Administrative Officer	
4.	Dr. Rupesh Kodilkar	Member-Controller of Exams	
5.	Smt. Tabassum Shaikh	Member-Training and Placement Officer	
6.	Smt. Snehal More	Member-Local Society Representative	
7.	Miss. Swapnali Bhor	Member Alumni Representative	
8.	Mr. Shreeram Bhubaskar	Member-Parents Representative	
9.	Mr. Himanshu More	Member-Students Representative	
10.	Mr. Sunil Mane	Member-Industry Representative	
11.	Mr. Suvidya Gawand	Member-IQAC Coordinator	

### Minutes of Meeting

- 1) The meeting commenced with Mr. Rajendra Mhatre welcoming all members and providing a brief introduction to each member present.
- 2) The minutes of the last IQAC meeting were reviewed. Mr. Suvidya Gawand presented the action taken report on the decisions made during the previous meeting. The minutes were unanimously approved.
- 3) Members engaged in a detailed discussion on the objectives set for the IQAC during the academic year. Suggestions for adjustments and additions were considered. The final objectives were agreed upon after thorough deliberation. A motion to approve the Proposal was proposed by Dr. Rupesh Kodilkar and seconded by Smt. Tabassum Shaikh. The Proposal were unanimously approved.
- 4) An overview of the Annual Quality Assurance Report (AQAR) for the previous year was presented by Mr. Suvidya Gawand & Key performance indicators and outcomes were analyzed and areas for improvement were identified for future consideration. A motion to approve the Proposal was proposed by Dr. Rupesh Kodilkar and seconded by Smt. Tabassum Shaikh. The Proposal were unanimously approved.



PRINCIPAL:-

INDIRA GANDHI COLLEGE  
OF ARTS & COMMERCE

Day: \_\_\_\_\_ Date: \_\_\_\_\_





# Dnyan Prasarak Shikshan Sanstha

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**Founder : Shikshakmitra Principal BALASAHEB MHATRE**

(Felicited By State Teacher Award)

### Sanstha's Various Educational, Art & Sports Activities

Degree Colleges	: 4
Law College	: 1
Women College	: 1
Polytechnic	: 1
Junior Colleges	: 8
Secondary Schools	: 12
Marathi Medium	: 6
English Medium	: 4
Hindi Medium	: 2
Primary Schools	: 9
Marathi Medium	: 3
English Medium	: 4
Hindi Medium	: 2
Pre-Primary Schools	: 9
Marathi Medium	: 3
English Medium	: 4
Hindi Medium	: 2
Nursery	: 9
Marathi Medium	: 3
English Medium	: 4
Hindi Medium	: 2
Study Centres	: 2
Y.C.M.O.U.	: 1
N.I.O.S.	: 1
Computer Education Centre	: 10
Sangeel Vidyalaya	: 2
Art & Sports Centre	: 1
Public Library	: 1

Total Activities	: 70
No. of Students	: 25,000
No. of Employees	: 650

- 5) The academic calendar for the upcoming year was reviewed and members provided suggestions for improvements and modifications. The revised calendar was accepted with the proposed changes. A motion to approve the Proposal was proposed by Dr. Rupesh Kodilkar and seconded by Smt. Tabassum Shaikh. The Proposal were unanimously approved.
- 6) Updates on ongoing internal quality assurance initiatives were presented and the status of external accreditation and quality assessment processes was discussed. Members were briefed on the progress and upcoming steps. A motion to approve the Proposal was proposed by Dr Rupesh Kodilkar and seconded by Smt. Tabassum Shaikh. The Proposal were unanimously approved.
- 7) Members identified and shared best practices in teaching, research, and administration. Plans for the implementation of new best practices were discussed and outlined. A motion to approve the Proposal was proposed by Smt. Tabassum Shaikh and seconded by Dr. Rupesh Kodilkar. The Proposal were unanimously approved.
- 8) Training needs for faculty and staff were identified and proposals for workshops, seminars and training programs were discussed. The finalized list will be shared in the coming days. A motion to approve the Proposal was proposed by Dr. Rupesh Kodilkar and seconded by Smt. Tabassum Shaikh. The Proposal were unanimously approved.
- 9) Based on the AQAR and institutional objectives, quality enhancement plans were formulated. Responsibilities and timelines for QEP implementation were assigned to relevant members. A motion to approve the Proposal was proposed Smt. Tabassum Shaikh and seconded by Dr. Rupesh Kodilkar. The Proposal were unanimously approved.

### VOTE OF THANKS:

Since there was no other business to be transacted, the meeting was adjourned. The Convener thanked the Members present in the meeting and for their co-operation for this Academic year.



  
P. Chairman

INDIRA GANDHI COLLEGE  
OF ARTS & COMMERCE  
PARK SITE, VIKHROLI (WEST), MUMBAI - 400 079



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Date: 22/01/2019

## Sanstha's Various Educational, Art & Sports Activities

### NOTICE FOR 2<sup>nd</sup> IQAC COMMITTEE MEETING FOR A.Y. 2018-19

The meeting of IQAC Committee on 23/01/2019 at 11.30 in the Conference Hall of Indira Gandhi College of Arts & Commerce, Vikhroli (W).

Degree Colleges	: 4
Law College	: 1
Women College	: 1
Polytechnic	: 1
Junior Colleges	: 8
Secondary Schools	: 12
Marathi Medium	6
English Medium	4
Hindi Medium	2
Primary Schools	: 9
Marathi Medium	3
English Medium	4
Hindi Medium	2
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Nursery	: 9
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Sr. No.	Name of Member	Position in Committee	Signature of Member Present
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2.	Dr. Samruddhi More	Member-Management Representative	
3.	Mr. Sameer Devlekar	Member-Administrative Officer	
4.	Dr. Rupesh Kodilkar	Member-Controller of Exams	
5.	Smt. Tabassum Shaikh	Member-Training and Placement Officer	
6.	Smt. Snehal More	Member-Local Society Representative	
7.	Miss. Swapnali Bhor	Member Alumni Representative	
8.	Mr. Shreeram Bhubaskar	Member-Parents Representative	
9.	Mr. Himanshu More	Member-Students Representative	
10.	Mr. Sunil Mane	Member-Industry Representative	
11.	Mr. Suvidya Gawand	Member-IQAC Coordinator	

Total Activities	: 70
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Total Activities	: 70
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### Agenda for the meeting

1. Greetings and welcome by the Chairperson, Introduction of new members & Overview of the agenda.
2. Brief recap of the key points discussed in the first meeting & Confirmation and approval of the minutes.
3. Status update on action items assigned in the first meeting & Discussion on any challenges faced and strategies for resolution.
4. Presentation of the IQAC objectives for the current academic year & Discussion on the relevance and feasibility of the objectives & Suggestions for modifications or additions.
5. Overview of existing quality assurance mechanisms in the institution, Presentation on any new processes or improvements in place & Feedback and discussion on the effectiveness of current mechanisms.
6. Discussion on organizing workshops or training sessions for faculty and staff, Identification of relevant topics and resource persons & Setting tentative dates and planning logistics.
7. Overview of the current status of assessment and accreditation activities & Discussion on any pending requirements or areas of improvement.



  
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OF ARTS & COMMERCE  
MUMBAI



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9.	Mr. Himanshu More	Member-Students Representative	
10.	Mr. Sunil Mane	Member-Industry Representative	
11.	Mr. Suvidya Gawand	Member-IQAC Coordinator	

### Minutes of Meeting:

- 1) The meeting commenced with a warm welcome by the Chairperson, followed by introductions of the new members. An overview of the agenda was provided to guide the discussions.
- 2) The minutes of the previous meeting were presented and after a brief recap of the key points, the minutes were confirmed and approved unanimously.
- 3) Each action item from the previous meeting was discussed and members provided updates on their progress. Challenges faced were discussed and collaborative strategies for resolution were proposed. A motion to approve the Proposal was proposed by Smt. Tabassum Shaikh and seconded by Dr. Rupesh Kodilkar. The Proposal were unanimously approved.
- 4) The Chairperson presented the proposed objectives for the current academic year. Members engaged in a detailed discussion on the relevance and feasibility of each objective. Suggestions for modifications or additions were welcomed and noted for further consideration. A motion to approve the Proposal was proposed by Dr. Rupesh Kodilkar and seconded by Smt. Tabassum Shaikh. The Proposal were unanimously approved.

### Sanstha's Various Educational, Art & Sports Activities

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- 5) The existing quality assurance mechanisms within the institution were reviewed. A presentation on new processes or improvements was given and members provided feedback. The effectiveness of current mechanisms was discussed with a focus on continuous improvement. A motion to approve the Proposal was proposed by Dr. Rupesh Kodilkar and seconded by Smt. Tabassum Shaikh. The Proposal were unanimously approved.
- 6) Members discussed the need for workshops and training sessions. Relevant topics were identified and potential resource persons were suggested. Tentative dates and logistics for the sessions were outlined for further planning. A motion to approve the Proposal was proposed by Smt. Tabassum Shaikh and seconded by Dr. Rupesh Kodilkar. The Proposal were unanimously approved.
- 7) The current status of assessment and accreditation activities was presented. Members engaged in a discussion on any pending requirements or areas that needed improvement. Action points were established to address these concerns. A motion to approve the Proposal was proposed by Dr. Rupesh Kodilkar and seconded by Smt. Tabassum Shaikh. The Proposal were unanimously approved.

### VOTE OF THANKS:

Since there was no other business to be transacted, the meeting was adjourned. The Convener thanked the Members present in the meeting and for their co-operation for this Academic year.



  
Chairman

INDIRA GANDHI COLLEGE  
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2.	Dr. Samruddhi More	Member-Management Representative	8689842111	samruddhi.mhatre82@gmail.com	
3.	Mr. Sameer Devlekar	Member-Administrative Officer	9702884912	sameerdevlekar1982@gmail.com	
4.	Dr. Rupesh Kodilkar	Member-Controller of Exams	9029380424	rupesh.kodilkar1@gmail.com	
5.	Smt. Tabassum Shaikh	Member-Training and Placement Officer	7738996053	tabushaikh15@gmail.com	
6.	Smt. Snehal More	Member-Local Society Representative	9833903390	snehalmore9513@gmail.com	
7.	Miss. Swapnali Bhor	Member Alumni Representative	9869873073	swapnali.bhor@gmail.com	
8.	Mr. Shreeram Bhoaskar	Member-Parents Representative	9757472980		
9.	Mr. Himanshu More	Member-Students Representative	8652453683	himanshumore34@gmail.com	
10.	Mr. Sunil Mane	Member-Industry Representative	9892179869	sunil.mane12@gmail.com	
11.	Mr. Suvidya Gawand	Member-IQAC Coordinator	9768310230	suvidya.gawand@gmail.com	

The committee should conduct meetings as per requirements and record should be maintained accordingly. The entire concerned are requested to take the note and act accordingly.

CC:-  
1. All the concerned

2. Office Copy



PRINCIPAL

INDIRA GANDHI COLLEGE  
OF ARTS & COMMERCE

Park - Site, Vikhroli (West), Mumbai - 400 079





# Dnyan Prasarak Shikshan Sanstha INDIRA GANDHI COLLEGE OF ARTS & COMMERCE



Park - Site, Vikhroli (West), Mumbai - 400 079

(Recognised by Govt. of Maharashtra & Affiliated to Mumbai University)

• Website : igcac.in • E-mail : igcac2004@gmail.com • 25-185530

College Code : 627

AISHE Code : C 3400B



**Founder : Shikshakmitra Principal BALASAHEB MHATRE**  
(Felicited By State Teacher Award)

Date: 18/06/2019

## NOTICE FOR 1<sup>st</sup> IQAC COMMITTEE MEETING FOR A.Y. 2019-20

The meeting of IQAC Committee on 19/06/2019 at 11.30 am in the Conference Hall of Indira Gandhi College of Arts & Commerce, Vikhroli (W).

Sr. No.	Name of Member	Position in Committee	Signature of Member Present
1.	Mr. Rajendra Mhatre	Chairperson	
2	Dr. Samruddhi More	Member-Management Representative	
3	Mr. Sameer Devlekar	Member-Administrative Officer	
4	Dr. Rupesh Kodilkar	Member-Controller of Exams	
5	Smt. Tabassum Shaikh	Member-Training and Placement Officer	
6	Smt. Snehal More	Member-Local Society Representative	
7	Miss. Swapnali Bhor	Member Alumni Representative	
8	Mr. Shreeram Bhubaskar	Member-Parents Representative	
9	Mr. Himanshu More	Member-Students Representative	
10	Mr. Sunil Mane	Member-Industry Representative	
11	Mr. Suvidya Gawand	Member-IQAC Coordinator	

### Sanstha's Various Educational, Art & Sports Activities

Degree Colleges	: 4
Law College	: 1
Women College	: 1
Polytechnic	: 1
Junior Colleges	: 8
Secondary Schools	: 12
Marathi Medium	: 6
English Medium	: 4
Hindi Medium	: 2
Primary Schools	: 9
Marathi Medium	: 3
English Medium	: 4
Hindi Medium	: 2
Pre-Primary Schools	: 9
Marathi Medium	: 3
English Medium	: 4
Hindi Medium	: 2
Nursery	: 9
Marathi Medium	: 3
English Medium	: 4
Hindi Medium	: 2
Study Centres	: 2
Y.C.M.O.U.	: 1
N.I.O.S.	: 1
Computer Education Centre	: 10
Sangeet Vidyalaya	: 2
Art & Sports Centre	: 1
Public Library	: 1

Total Activities	: 70
No. of Students	: 25,000
No. of Employees	: 650



PRINCIPAL  
INDIRA GANDHI COLLEGE  
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# Dnyan Prasarak Shikshan Sanstha

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• Website : igcac.in • E-mail : igcac.2004@gmail.com • 25185530

College Code : 622

AISHE Code : C-34008



**Founder : Shikshakmitra Principal BALASAHEB MHATRE**

(Felicited By State Teacher Award)

### Sanstha's Various Educational, Art & Sports Activities

Degree Colleges	: 4
Law College	: 1
Women College	: 1
Polytechnic	: 1
Junior Colleges	: 8
Secondary Schools	: 12
Marathi Medium	6
English Medium	4
Hindi Medium	2
Primary Schools	: 9
Marathi Medium	3
English Medium	4
Hindi Medium	2
Pre-Primary Schools	: 9
Marathi Medium	3
English Medium	4
Hindi Medium	2
Nursery	: 9
Marathi Medium	3
English Medium	4
Hindi Medium	2
Study Centres	: 2
Y.C.M.O.U.	1
N.I.O.S.	1

Computer Education  
Centre : 10

Sangeet Vidyalaya : 2  
Art & Sports Centre : 1  
Public Library : 1

Total Activities : 70  
No. of Students : 25,000  
No. of Employees : 650

### Agenda for the Meeting

Introduction of IQAC members & Welcome address by the Chairperson.

- 1) Review and approval of the minutes of the last IQAC meeting & Action taken report on the decisions of the previous meeting.
- 2) Discussion on the objectives set for the IQAC during the academic year & Any adjustments or additions to the objectives.
- 3) Overview of the AQAR for the year 2019-20, Analysis of key performance indicators and outcomes & Identification of areas for improvement.
- 4) Review of the academic calendar for the upcoming year & Suggestions for improvements or modifications.
- 5) Overview of ongoing internal quality assurance initiatives & Updates on external accreditation and quality assessment processes.
- 6) Identification and sharing of best practices in teaching, research and administration & Planning for the implementation of new best practices.
- 7) Identification of training needs for faculty and staff & Proposal for workshops, seminars and training programs.
- 8) Formulation of quality enhancement plans based on the AQAR and institutional objectives & Assignment of responsibilities and timelines for QEP implementation.



PRINCIPAL  
Chairman

INDIRA GANDHI COLLEGE  
OF ARTS & COMMERCE  
Park Site, Vikhroli (West), Mumbai - 400 079





# Dnyan Prasarak Shikshan Sanstha INDIRA GANDHI COLLEGE OF ARTS & COMMERCE



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AISHE Code : C 34008



**Founder : Shikshakmitra Principal BALASAHEB MHATRE**  
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## Sanstha's Various Educational, Art & Sports Activities

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Nursery	: 9
Marathi Medium	3
English Medium	4
Hindi Medium	2
Study Centres	: 2
Y.C.M.O.U.	: 1
N.I.O.S.	: 1
Computer Education Centre	: 10
Sangeet Vidyalaya	: 2
Art & Sports Centre	: 1
Public Library	: 1

Total Activities	: 70
No. of Students	: 25,000
No. of Employees	: 650

## Minutes of Meeting

The committee chairman occupied the chair and welcomed the members for the IQAC Meeting. The following business was transacted in the meeting -

### Members Present:-

Sr. No.	Members	Designation	Sign
1.	Mr. Rajendra Mhatre	Chairperson	
2.	Dr. Samruddhi More	Member-Management Representative	
3.	Mr. Sameer Devlekar	Member-Administrative Officer	
4.	Dr. Rupesh Kodilkar	Member-Controller of Exams	
5.	Smt. Tabassum Shaikh	Member-Training and Placement Officer	
6.	Smt. Snehal More	Member-Local Society Representative	
7.	Miss. Swapnali Bhor	Member Alumni Representative	
8.	Mr. Shreeram Bhubaskar	Member-Parents Representative	
9.	Mr. Himanshu More	Member-Students Representative	
10.	Mr. Sunil Mane	Member-Industry Representative	
11.	Mr. Suvidya Gawand	Member-IQAC Coordinator	

## Minutes of Meeting

- 1) The meeting commenced with Mr. Rajendra Mhatre welcoming all members and providing a brief introduction to each member present.
- 2) The minutes of the last IQAC meeting were reviewed. Mr. Suvidya Gawand presented the action taken report on the decisions made during the previous meeting. The minutes were unanimously approved.
- 3) Members engaged in a detailed discussion on the objectives set for the IQAC during the academic year. Suggestions for adjustments and additions were considered. The final objectives were agreed upon after thorough deliberation. A motion to approve the Proposal was proposed by Dr. Rupesh Kodilkar and seconded by Smt. Tabassum Shaikh. The Proposal were unanimously approved.
- 4) An overview of the Annual Quality Assurance Report (AQAR) for the previous year was presented by Mr. Suvidya Gawand & Key performance indicators and outcomes were analyzed and areas for improvement were identified for future consideration. A motion to approve the Proposal was proposed by Dr. Rupesh Kodilkar and seconded by Smt. Tabassum Shaikh. The Proposal were unanimously approved.



PRINCIPAL

INDIRA GANDHI COLLEGE  
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# Dnyan Prasarak Shikshan Sanstha

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AISHE Code : C 34008



**Founder : Shikshakmitra Principal BALASAHEB MHATRE**  
(Felicitated By State Teacher Award)

### Sanstha's Various Educational, Art & Sports Activities

Degree Colleges	: 4
Law College	: 1
Women College	: 1
Polytechnic	: 1
Junior Colleges	: 8
<b>Secondary Schools</b>	<b>: 12</b>
Marathi Medium	: 6
English Medium	: 4
Hindi Medium	: 2
<b>Primary Schools</b>	<b>: 9</b>
Marathi Medium	: 3
English Medium	: 4
Hindi Medium	: 2
<b>Pre-Primary Schools</b>	<b>: 9</b>
Marathi Medium	: 3
English Medium	: 4
Hindi Medium	: 2
<b>Nursery</b>	<b>: 9</b>
Marathi Medium	: 3
English Medium	: 4
Hindi Medium	: 2
<b>Study Centres</b>	<b>: 2</b>
Y.C.M.O.U.	: 1
N.I.O.S.	: 1
<b>Computer Education Centre</b>	<b>: 10</b>
Sangeet Vidyalaya	: 2
Art & Sports Centre	: 1
Public Library	: 1

Total Activities	: 70
No. of Students	: 25,000
No. of Employees	: 650

- 5) The academic calendar for the upcoming year was reviewed and members provided suggestions for improvements and modifications. The revised calendar was accepted with the proposed changes. A motion to approve the Proposal was proposed by Smt. Tabassum Shaikh and seconded by Dr. Rupesh Kodilkar. The Proposal were unanimously approved.
- 6) Updates on ongoing internal quality assurance initiatives were presented and the status of external accreditation and quality assessment processes was discussed. Members were briefed on the progress and upcoming steps. A motion to approve the Proposal was proposed by Dr. Rupesh Kodilkar and seconded by Smt. Tabassum Shaikh. The Proposal were unanimously approved.
- 7) Members identified and shared best practices in teaching, research and administration. Plans for the implementation of new best practices were discussed and outlined. A motion to approve the Proposal was proposed by Smt. Tabassum Shaikh and seconded by Dr. Rupesh Kodilkar. The Proposal were unanimously approved.
- 8) Training needs for faculty and staff were identified and proposals for workshops, seminars, and training programs were discussed. The finalized list will be shared in the coming days. A motion to approve the Proposal was proposed by Dr. Rupesh Kodilkar and seconded by Smt. Tabassum Shaikh. The Proposal were unanimously approved.
- 9) Based on the AQAR and institutional objectives, quality enhancement plans were formulated. Responsibilities and timelines for QEP implementation were assigned to relevant members. A motion to approve the Proposal was proposed by Dr. Rupesh Kodilkar and seconded by Smt. Tabassum Shaikh. The Proposal were unanimously approved.

### VOTE OF THANKS:

Since there was no other business to be transacted, the meeting was adjourned. The Convener thanked the Members present in the meeting and for their co-operation for this Academic year.



  
PRINCIPAL  
INDIRA GANDHI COLLEGE  
OF ARTS & COMMERCE  
PARK SITE, VIKHROLI (WEST), MUMBAI - 400 079





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College Code : 622

AISHE Code : C-3400B



**Founder : Shikshakmitra Principal BALASAHEB MHATRE**  
(Felicited By State Teacher Award)

Date:28/01/2020

### Sanstha's Various Educational, Art & Sports Activities

Degree Colleges	: 4
Law College	: 1
Women College	: 1
Polytechnic	: 1
Junior Colleges	: 8
Secondary Schools	: 12
Marathi Medium	6
English Medium	4
Hindi Medium	2
Primary Schools	: 9
Marathi Medium	3
English Medium	4
Hindi Medium	2
Pre-Primary Schools	: 9
Marathi Medium	3
English Medium	4
Hindi Medium	2
Nursery	: 9
Marathi Medium	3
English Medium	4
Hindi Medium	2
Study Centres	: 2
Y.C.M.O.U.	: 1
N.I.O.S.	: 1
Computer Education Centre	: 10
Sangeet Vidyalaya	: 2
Art & Sports Centre	: 1
Public Library	: 1

Total Activities	: 70
No. of Students	: 25,000
No. of Employees	: 650

### NOTICE FOR 2<sup>nd</sup> IQAC COMMITTEE MEETING FOR A.Y. 2019-20

The meeting of IQAC Committee on 29/01/2020 at 11.30 am in the Conference Hall of Indira Gandhi College of Arts & Commerce, Vikhroli (W).

Sr. No.	Name of Member	Position in Committee	Signature of Member Present
1.	Mr.Rajendra Mhatre	Chairperson	
2.	Dr.Samruddhi More	Member-Management Representative	
3.	Mr.Sameer Devlekar	Member-Administrative Officer	
4.	Dr.Rupesh Kodilkar	Member-Controller of Exams	
5.	Smt.Tabassum Shaikh	Member-Training and Placement Officer	
6.	Smt.Snehal More	Member-Local Society Representative	
7.	Miss.Swapnali Bhor	Member Alumni Representative	
8.	Mr.Shreeram Bhubaskar	Member-Parents Representative	
9.	Mr.Himanshu More	Member-Students Representative	
10.	Mr.Sunil Mane	Member-Industry Representative	
11.	Mr.Suvidya Gawand	Member-IQAC Coordinator	



PRINCIPAL  
INDIRA GANDHI COLLEGE  
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College Code : 622

AISHE Code : C-34008



**Founder : Shikshakmitra Principal BALASAHEB MHATRE**  
(Felicited By State Teacher Award)

## Sanstha's Various Educational, Art & Sports Activities

Degree Colleges : 4  
Law College : 1  
Women College : 1  
Polytechnic : 1  
Junior Colleges : 8

Secondary Schools : 12  
Marathi Medium : 6  
English Medium : 4  
Hindi Medium : 2

Primary Schools : 9  
Marathi Medium : 3  
English Medium : 4  
Hindi Medium : 2

Pre-Primary Schools : 9  
Marathi Medium : 3  
English Medium : 4  
Hindi Medium : 2

Nursery : 9  
Marathi Medium : 3  
English Medium : 4  
Hindi Medium : 2

Study Centres : 2  
Y.C.M.O.U. : 1  
N.I.O.S. : 1

Computer Education  
Centre : 10

Sangeet Vidyalaya : 2  
Art & Sports Centre : 1  
Public Library : 1

Total Activities : 70  
No. of Students : 25,000  
No. of Employees : 650

## Agenda for the Meeting

Greetings and welcome by the Chairperson, Introduction of members & Overview of the agenda.

1. Brief recap of the key points discussed in the first meeting & Confirmation and approval of the minutes.
2. Status update on action items assigned in the first meeting & Discussion on any challenges faced and strategies for resolution.
3. Presentation of the IQAC objectives for the current academic year & Discussion on the relevance and feasibility of the objectives & Suggestions for modifications or additions.
4. Overview of existing quality assurance mechanisms in the institution, Presentation on any new processes or improvements in place & Feedback and discussion on the effectiveness of current mechanisms.
5. Discussion on organizing workshops or training sessions for faculty and staff, Identification of relevant topics and resource persons & Setting tentative dates and planning logistics.
6. Overview of the current status of assessment and accreditation activities & Discussion on any pending requirements or areas of improvement.



  
PRINCIPAL

INDIRA GANDHI COLLEGE  
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Marathi Medium	: 3
English Medium	: 4
Hindi Medium	: 2
Study Centres	: 2
Y.C.M.O.U.	: 1
N.I.O.S.	: 1
Computer Education Centre	: 10
Sangeet Vidyalaya	: 2
Art & Sports Centre	: 1
Public Library	: 1

Total Activities	: 70
No. of Students	: 25,000
No. of Employees	: 650

## Minutes of Meeting

The committee chairman occupied the chair and welcomed the members for the IQAC Meeting. The following business was transacted in the meeting :-

### Members Present:-

Sr. No.	Members	Designation	Sign
1.	Mr. Rajendra Mhatre	Chairperson	
2	Dr. Samruddhi More	Member-Management Representative	
3	Mr. Sameer Devlekar	Member-Administrative Officer	
4	Dr. Rupesh Kodilkar	Member-Controller of Exams	
5	Smt. Tabassum Shaikh	Member-Training and Placement Officer	
6	Smt. Snehal More	Member-Local Society Representative	
7	Miss. Swapnali Bhor	Member Alumni Representative	
8	Mr. Shreeram Bhubaskar	Member-Parents Representative	
9	Mr. Himanshu More	Member-Students Representative	
10	Mr. Sunil Mane	Member-Industry Representative	
11	Mr. Suvidya Gawand	Member-IQAC Coordinator	

## Minutes of Meeting

- 1) The meeting commenced with a warm welcome by the Chairperson, followed by introductions of the new members. An overview of the agenda was provided to guide the discussions.
- 2) The minutes of the previous meeting were presented and after a brief recap of the key points, the minutes were confirmed and approved unanimously.
- 3) Each action item from the previous meeting was discussed and members provided updates on their progress. Challenges faced were discussed and collaborative strategies for resolution were proposed. A motion to approve the Proposal was proposed by Smt. Tabassum Shaikh and seconded by Dr. Rupesh Kodilkar. The Proposal were unanimously approved.
- 4) The Chairperson presented the proposed objectives for the current academic year. Members engaged in a detailed discussion on the relevance and feasibility of each objective. Suggestions for modifications or additions were welcomed and noted for further consideration. A motion to approve the Proposal was proposed by Dr. Rupesh Kodilkar and seconded by Smt. Tabassum Shaikh. The Proposal were unanimously approved.



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(Felicited By State Teacher Award)

### Sanstha's Various Educational, Art & Sports Activities

Degree Colleges : 4  
Law College : 1  
Women College : 1  
Polytechnic : 1  
Junior Colleges : 8

Secondary Schools : 12  
Marathi Medium : 6  
English Medium : 4  
Hindi Medium : 2

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Study Centres : 2  
Y.C.M.O.U. : 1  
N.I.O.S. : 1

Computer Education  
Centre : 10

Sangeet Vidyalaya : 2  
Art & Sports Centre : 1  
Public Library : 1

Total Activities : 70  
No. of Students : 25,000  
No. of Employees : 650

- 5) The existing quality assurance mechanisms within the institution were reviewed. A presentation on new processes or improvements was given and members provided feedback. The effectiveness of current mechanisms was discussed with a focus on continuous improvement. A motion to approve the Proposal was proposed by Dr. Rupesh Kodilkar and seconded by Smt. Tabassum Shaikh. The Proposal were unanimously approved.
- 6) Members discussed the need for workshops and training sessions. Relevant topics were identified and potential resource persons were suggested. Tentative dates and logistics for the sessions were outlined for further planning. A motion to approve the Proposal was proposed by Smt. Tabassum Shaikh and seconded by Dr. Rupesh Kodilkar. The Proposal were unanimously approved.
- 7) The current status of assessment and accreditation activities was presented. Members engaged in a discussion on any pending requirements or areas that needed improvement. Action points were established to address these concerns. A motion to approve the Proposal was proposed by Dr. Rupesh Kodilkar and seconded by Smt. Tabassum Shaikh. The Proposal were unanimously approved.

### VOTE OF THANKS:

Since there was no other business to be transacted, the meeting was adjourned. The Convener thanked the Members present in the meeting and for their co-operation for this Academic year.



  
**Chairman**  
INDIRA GANDHI COLLEGE  
OF ARTS & COMMERCE  
Park - Site, Vikhroli (West), Mumbai - 400 079





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**Founder : Shikshakmitra Principal BALASAHEB MHATRE**  
(Felicited By State Teacher Award)

Date 20/06/2020

**Sanstha's Various  
Educational,  
Art & Sports  
Activities**

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Law College : 1  
Women College : 1  
Polytechnic : 1  
Junior Colleges : 8

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Computer Education  
Centre : 10

Sangeet Vidyalaya : 2  
Art & Sports Centre : 1  
Public Library : 1

Total Activities : 70  
No. of Students : 25,000  
No. of Employees : 650

## Office Order

As per the Guidelines of NAAC "Internal Quality Assurance Cell (IQAC)" has been constituted for the Academic Year 2020-21 in order to functionalize the Quality Enhancement Initiatives

Sr. No.	Members	Designation	Mobile No.	Email.Id	Sign
1.	Mr. Rajendra Mhatre	Chairperson	9870009105	mhatrerm@gmail.com	
2.	Dr. Samruddhi More	Member- Management Representative	8689842111	samruddhi.mhatre82@gmail.com	
3.	Mr. Sameer Devlekar	Member- Administrative Officer	9702884912	sameerdevlekar1982@gmail.com	
4.	Dr. Rupesh Kodilkar	Member- Controller of Exams	9029380424	rupesh.kodilkar1@gmail.com	
5.	Smt. Tabassum Shaikh	Member-Training and Placement Officer	7738996053	tabushaikh15@gmail.com	
6.	Smt. Snehal More	Member-Local Society Representative	9833903390	snehalmore9513@gmail.com	
7.	Miss. Swapnali Bhor	Member Alumni Representative	9869873073	swapnali.bhor@gmail.com	
8.	Mr. Shreeram Bhoaskar	Member-Parents Representative	9757472980	-	
9.	Mr. Aman Kadari	Member-Students Representative	8652001932	amankadri35@gmail.com	
10.	Mr. Sunil Mane	Member-Industry Representative	9892179869	sunil.mane12@gmail.com	
11.	Mr. Suvidya Gawand	Member-IQAC Coordinator	9768310230	suvidya.gawand@gmail.com	

The committee should conduct meetings as per requirements and record should be maintained accordingly. The entire concerned are requested to take the note and act accordingly.

CC-  
1. All the concerned  
2. Office Copy



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INDIRA GANDHI COLLEGE  
OF ARTS & COMMERCE  
Park Site, Vikhroli (West), Mumbai - 400 079



# Dnyan Prasarak Shikshan Sanstha

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AISHE Code : C-34008



**Founder : Shikshakmitra Principal BALASAHEB MHATRE**  
(Felicited By State Teacher Award)

Date: 22/06/2020

### Sanstha's Various Educational, Art & Sports Activities

Degree Colleges	: 4
Law College	: 1
Women College	: 1
Polytechnic	: 1
Junior Colleges	: 8
Secondary Schools	: 12
Marathi Medium	6
English Medium	4
Hindi Medium	2
Primary Schools	: 9
Marathi Medium	3
English Medium	4
Hindi Medium	2
Pre-Primary Schools	: 9
Marathi Medium	3
English Medium	4
Hindi Medium	2
Nursery	: 9
Marathi Medium	3
English Medium	4
Hindi Medium	2
Study Centres	: 2
Y.C.M.O.U.	: 1
N.I.O.S.	: 1
Computer Education Centre	: 10
Sangeet Vidyalaya	: 2
Art & Sports Centre	: 1
Public Library	: 1

Total Activities	: 70
No. of Students	: 25,000
No. of Employees	: 650

### NOTICE FOR 1<sup>st</sup> IQAC COMMITTEE MEETING FOR A.Y. 2020-21

The meeting of IQAC Committee schedule online on 23/06/2020 at 11.30 am

Sr. No.	Name of Member	Position in Committee	Signature of Member Present
1.	Mr.Rajendra Mhatre	Chairperson	Present
2	Dr.Samruddhi More	Member-Management Representative	Present
3	Mr.Sameer Devlekar	Member-Administrative Officer	Present
4	Dr.Rupesh Kodilkar	Member-Controller of Exams	Present
5	Smt.Tabassum Shaikh	Member-Training and Placement Officer	Present
6	Smt.Snehal More	Member-Local Society Representative	Present
7	Miss.Swapnali Bhor	Member Alumni Representative	Present
8	Mr.Shreeram Bhubaskar	Member-Parents Representative	Present
9	Mr.Aman Kadari	Member-Students Representative	Present
10	Mr.Sunil Mane	Member-Industry Representative	Present
11	Mr.Suvidya Gawand	Member-IQAC Coordinator	Present



  
 Mr. Rajendra Mhatre  
 Chairperson  
 IQAC Committee  
 Indira Gandhi College  
 Park Site, Vikhroli (West), Mumbai - 400 079





# Dnyan Prasarak Shikshan Sanstha

## INDIRA GANDHI COLLEGE OF ARTS & COMMERCE



Park - Site, Vikhroli (West), Mumbai - 400 079

(Recognised by Govt. of Maharashtra & Affiliated to Mumbai University)

• Website : igcac.in • E-mail : igcac2004@gmail.com • 25185530

College Code : 622

AISHE Code : C-34008



**Founder : Shikshakmitra Principal BALASAHEB MHATRE**  
(Felicited By State Teacher Award)

### Sanstha's Various Educational, Art & Sports Activities

Degree Colleges	: 4
Law College	: 1
Women College	: 1
Polytechnic	: 1
Junior Colleges	: 8
Secondary Schools	: 12
Marathi Medium	6
English Medium	4
Hindi Medium	2
Primary Schools	: 9
Marathi Medium	3
English Medium	4
Hindi Medium	2
Pre-Primary Schools	: 9
Marathi Medium	3
English Medium	4
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Y.C.M.O.U.	1
N.I.O.S.	1
Computer Education Centre	: 10
Sangeet Vidyalaya	: 2
Art & Sports Centre	: 1
Public Library	: 1

Total Activities	: 70
No. of Students	: 25,000
No. of Employees	: 650

### Agenda Report of Meeting

- 1) Welcome note by the Chairperson, Introductions of members present, Overview of the purpose of the meeting & Review of IQAC Framework and Objectives.
- 2) Brief overview of the IQAC framework, Discussion on the objectives set for the current academic year & Any revisions or updates required in the existing framework.
- 3) Presentation on the challenges faced during the pandemic, Discussion on how COVID-19 has affected the college's academic and administrative processes & sharing of experiences and best practices adopted by different departments.
- 4) Overview of the measures taken by various departments to adapt to online teaching, Discussion on the effectiveness of online teaching methods & sharing of innovative practices in the virtual learning environment.
- 5) Evaluation of support services provided to students and faculty during the pandemic, Discussion on any improvements or additional support needed & Sharing success stories and challenges faced in providing support services.
- 6) Review of the assessment and evaluation methods used during the pandemic, Discussion on the fairness and effectiveness of these methods & Consideration of alternative assessment strategies for the upcoming semester.
- 7) Discussion on maintaining and enhancing the quality of education during the pandemic, Identification of areas that require special attention & Planning for internal audits and reviews.
- 8) Brainstorming on future initiatives to enhance the quality of education, Recommendations for improvements in the IQAC framework & Planning for periodic reviews and follow-up actions.



  
**Chairman**  
INDIRA GANDHI COLLEGE  
OF ARTS & COMMERCE  
Park Site, Vikhroli (West), Mumbai - 400 079



# Dnyan Prasarak Shikshan Sanstha INDIRA GANDHI COLLEGE OF ARTS & COMMERCE



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Computer Education Centre	: 10
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Art & Sports Centre	: 1
Public Library	: 1
<b>Total Activities</b>	<b>: 70</b>
<b>No. of Students</b>	<b>: 25,000</b>
<b>No. of Employees</b>	<b>: 650</b>

### Online meeting of IQAC Committee held on 08/01/2021 at 11.30 am.

The committee chairman welcomed the members for the online IQAC Meeting. The following business was transacted in the meeting: -

#### Members Present:-

Sr. No.	Members	Designation	Sign
1.	Mr. Rajendra Mhatre	Chairperson	Present
2	Dr. Samruddhi More	Member-Management Representative	Present
3	Mr. Sameer Devlekar	Member-Administrative Officer	Present
4	Dr. Rupesh Kodilkar	Member-Controller of Exams	Present
5	Smt. Tabassum Shaikh	Member-Training and Placement Officer	Present
6	Smt. Snehal More	Member-Local Society Representative	Present
7	Miss. Swapnali Bhor	Member Alumni Representative	Present
8	Mr. Shreeram Bhubaskar	Member-Parents Representative	Present
9	Mr. Aman Kadari	Member-Students Representative	Present
10	Mr. Sunil Mane	Member-Industry Representative	Present
11	Mr. Suvidya Gawand	Member-IQAC Coordinator	Present

#### Minutes of Meeting

- 1) The meeting commenced with a warm welcome note from the Chairperson, who expressed gratitude for the members presence. Introductions followed, allowing each member to briefly introduce themselves. The Chairperson provided an overview of the meeting's purpose and emphasized the importance of reviewing the IQAC Framework and Objectives in the context of the ongoing COVID-19 pandemic.
- 2) A brief overview of the existing IQAC framework was presented, and members engaged in a discussion regarding the objectives set for the current academic year. Suggestions for revisions or updates to the framework were welcomed, and the group collectively explored ways to align the framework with the challenges posed by the pandemic. A motion to approve the Proposal was proposed by Smt. Tabassum Shaikh and seconded by Dr. Rupesh Kodilkar. The Proposal were unanimously approved.
- 3) A presentation on the challenges encountered during the pandemic was delivered, focusing on how COVID-19 has impacted both academic and administrative processes within the college. Members actively participated in a discussion, sharing experiences and best practices adopted by their respective departments to address these challenges. A motion to approve the Proposal was proposed by Dr. Rupesh Kodilkar and seconded by Smt. Tabassum Shaikh. The Proposal were unanimously approved.
- 4) Various departments presented an overview of measures taken to adapt to online teaching. The effectiveness of online teaching methods was discussed and innovative practices in the virtual learning environment were shared among members. The conversation centered on lessons learned and opportunities for improvement. A motion to approve the Proposal was proposed by Dr. Rupesh Kodilkar and seconded by Smt. Tabassum Shaikh. The Proposal were unanimously approved.



INDIRA GANDHI COLLEGE  
OF ARTS & COMMERCE  
Park Site, Vikhroli (West), Mumbai - 400 079





Dnyan Prasarak Shikshan Sanstha

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**Founder : Shikshakmitra Principal BALASAHEB MHATRE**  
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Computer Education Centre	: 10
Sangeet Vidyalaya	: 2
Art & Sports Centre	: 1
Public Library	: 1

Total Activities	: 70
No. of Students	: 25,000
No. of Employees	: 650

- 5) An evaluation of support services provided to students and faculty during the pandemic was undertaken. Members discussed potential improvements and additional support needed and shared success stories and challenges faced in delivering support services. A motion to approve the Proposal was proposed by Dr. Rupesh Kodilkar and seconded by Smt.Tabassum Shaikh. The Proposal were unanimously approved.
- 6) The meeting turned to a review of assessment and evaluation methods used during the pandemic. Discussion ensued on the fairness and effectiveness of these methods and members considered alternative assessment strategies for the upcoming semester. A motion to approve the Proposal was proposed by Smt.Tabassum Shaikh and seconded by Dr. Rupesh Kodilkar. The Proposal were unanimously approved.
- 7) Members engaged in a discussion on maintaining and enhancing the quality of education during the pandemic. Areas requiring special attention were identified and plans for internal audits and reviews were discussed to ensure the continual improvement of educational quality. A motion to approve the Proposal was proposed by Dr. Rupesh Kodilkar and seconded by Smt.Tabassum Shaikh. The Proposal were unanimously approved.
- 8) The meeting concluded with a brainstorming session on future initiatives to enhance education quality. Recommendations for improvements in the IQAC framework were discussed and plans for periodic reviews and follow-up actions were outlined. A motion to approve the Proposal was proposed by Smt.Tabassum Shaikh and seconded by Dr. Rupesh Kodilkar. The Proposal were unanimously approved.

### VOTE OF THANKS:

Since there was no other business to be transacted, the meeting was adjourned. The Convener thanked the Members present in the meeting and for their co-operation for this Academic year.



  
Chairman

INDIRA GANDHI COLLEGE  
OF ARTS & COMMERCE  
Park Site, Vikhroli (West), Mumbai - 400 079



# Dnyan Prasarak Shikshan Sanstha

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### Sanstha's Various Educational, Art & Sports Activities

Degree Colleges	: 4
Law College	: 1
Women College	: 1
Polytechnic	: 1
Junior Colleges	: 8
Secondary Schools	: 12
Marathi Medium	6
English Medium	4
Hindi Medium	2
Primary Schools	: 9
Marathi Medium	3
English Medium	4
Hindi Medium	2
Pre-Primary Schools	: 9
Marathi Medium	3
English Medium	4
Hindi Medium	2
Nursery	: 9
Marathi Medium	3
English Medium	4
Hindi Medium	2
Study Centres	: 2
Y.C.M.O.U.	: 1
N.I.O.S.	: 1
Computer Education Centre	: 10
Sangeet Vidyalaya	: 2
Art & Sports Centre	: 1
Public Library	: 1

Total Activities	: 70
No. of Students	: 25,000
No. of Employees	: 650

Date: 06/01/2021

### NOTICE FOR 2<sup>nd</sup> IQAC COMMITTEE MEETING FOR A.Y. 2020-21

The meeting of IQAC Committee schedule online on 08/01/2021 at 11.30 am.

Sr. No.	Name of Member	Position in Committee	Signature of Member Present
1	Mr. Rajendra Mhatre	Chairperson	Present
2	Dr. Samruddhi More	Member-Management Representative	Present
3	Mr. Sameer Devlekar	Member-Administrative Officer	Present
4	Dr. Rupesh Kodilkar	Member-Controller of Exams	Present
5	Smt. Tabassum Shaikh	Member-Training and Placement Officer	Present
6	Smt. Snehal More	Member-Local Society Representative	Present
7	Miss. Swapnali Bhor	Member Alumni Representative	Present
8	Mr. Shreeram Bhubaskar	Member-Parents Representative	Present
9	Mr. Aman Kadari	Member-Students Representative	Present
10	Mr. Sunil Mane	Member-Industry Representative	Present
11	Mr. Suvidya Gawand	Member-IQAC Coordinator	Present



  
Principal  
INDIRA GANDHI COLLEGE  
OF ARTS & COMMERCE  
Park Site, Vikhroli (West), Mumbai - 400 079





# Dnyan Prasarak Shikshan Sanstha

## INDIRA GANDHI COLLEGE OF ARTS & COMMERCE



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AISHE Code : C-34008



**Founder : Shikshakmitra Principal BALASAHEB MHATRE**  
(Felicited By State Teacher Award)

### Sanstha's Various Educational, Art & Sports Activities

Degree Colleges	: 4
Law College	: 1
Women College	: 1
Polytechnic	: 1
Junior Colleges	: 8
Secondary Schools	: 12
Marathi Medium	: 6
English Medium	: 4
Hindi Medium	: 2
Primary Schools	: 9
Marathi Medium	: 3
English Medium	: 4
Hindi Medium	: 2
Pre-Primary Schools	: 9
Marathi Medium	: 3
English Medium	: 4
Hindi Medium	: 2
Nursery	: 9
Marathi Medium	: 3
English Medium	: 4
Hindi Medium	: 2
Study Centres	: 2
Y.C.M.O.U.	: 1
N.I.O.S.	: 1
Computer Education Centre	: 10
Sangeet Vidyalaya	: 2
Art & Sports Centre	: 1
Public Library	: 1

Total Activities	: 70
No. of Students	: 25,000
No. of Employees	: 650

### Agenda for the Meeting

- 1) Welcome note by the Chairperson & Overview of the agenda.
- 2) Confirmation of minutes from the first meeting.
- 3) Brief overview of challenges faced during covid-19 pandemic, Assessment of the effectiveness of virtual learning, Feedback from faculty and students, Strategies employed for academic continuity, & Identification of areas for improvement.
- 4) Presentation on the measures taken to ensure quality in online education, Discussion on the utilization of online tools and platforms, sharing of best practices among faculty members & Addressing challenges in maintaining academic standards in the virtual environment.
- 5) Overview of support services provided during the pandemic, Feedback on the effectiveness of support mechanisms & Proposal for any additional support needed.
- 6) Update on ongoing internal quality assessments, Discussion on external accreditation processes & Action plans for addressing identified areas of improvement.
- 7) Discussion on lessons learned from the pandemic, Strategies for enhancing institutional resilience & Emergency preparedness for future disruptions.



Chairman

INDIRA GANDHI COLLEGE  
OF ARTS & COMMERCE  
Park Site, Vikhroli (West), Mumbai - 400 079



# Dnyan Prasarak Shikshan Sanstha INDIRA GANDHI COLLEGE OF ARTS & COMMERCE



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AISHE Code : C 34008



**Founder : Shikshakmitra Principal BALASAHEB MHATRE**

(Felicited By State Teacher Award)

## Sanstha's Various Educational, Art & Sports Activities

Degree Colleges	: 4
Law College	: 1
Women College	: 1
Polytechnic	: 1
Junior Colleges	: 8
Secondary Schools	: 12
Marathi Medium	6
English Medium	4
Hindi Medium	2
Primary Schools	: 9
Marathi Medium	3
English Medium	4
Hindi Medium	2
Pre-Primary Schools	: 9
Marathi Medium	3
English Medium	4
Hindi Medium	2
Nursery	: 9
Marathi Medium	3
English Medium	4
Hindi Medium	2
Study Centres	: 2
Y.C.M.O.U	1
N.I.O.S	1
Computer Education Centre	: 10
Sangeet Vidyalaya	: 2
Art & Sports Centre	: 1
Public Library	: 1

Total Activities	: 70
No. of Students	: 28,000
No. of Employees	: 650

### Online meeting of IQAC Committee held on 08/01/2021 at 11.30 am.

The committee chairman welcomed the members for the Online IQAC Meeting. The following business was transacted in the meeting :-

#### Members Present:-

Sr. No.	Members	Designation	Sign
1	Mr. Rajendra Mhatre	Chairperson	Present
2	Dr. Samruddhi More	Member-Management Representative	Present
3	Mr. Sameer Devlekar	Member-Administrative Officer	Present
4	Dr. Rupesh Kodilkar	Member-Controller of Exams	Present
5	Smt. Tabassum Shaikh	Member-Training and Placement Officer	Present
6	Smt. Snehal More	Member-Local Society Representative	Present
7	Miss. Swapnali Bhor	Member Alumni Representative	Present
8	Mr. Shreeram Bhoaskar	Member-Parents Representative	Present
9	Mr. Aman Kadari	Member-Students Representative	Present
10	Mr. Sunil Mane	Member-Industry Representative	Present
11	Mr. Suvidya Gawand	Member-IQAC Coordinator	Present

#### Minutes of Meeting

- 1) The meeting commenced with a warm welcome from the Chairperson, who extended gratitude to all members for their presence. An overview of the agenda was provided, emphasizing the importance of addressing challenges faced during the COVID-19 pandemic and ensuring the quality of online education.
- 2) The minutes of the previous meeting were confirmed with no objections and it was noted that the actions taken were in progress.
- 3) A discussion ensued regarding the challenges faced during the pandemic, with a particular focus on the assessment of the effectiveness of virtual learning. Feedback from both faculty and students was shared, highlighting the strategies employed for academic continuity and identifying areas for improvement. A motion to approve the Proposal was proposed by Dr. Rupesh Kodilkar and seconded by Smt. Tabassum Shaikh. The Proposal were unanimously approved.



  
PRINCIPAL,  
INDIRA GANDHI COLLEGE  
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# Dnyan Prasarak Shikshan Sanstha

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**Founder : Shikshakmitra Principal BALASAHEB MHATRE**  
(Felicited By State Teacher Award)

### Sanstha's Various Educational, Art & Sports Activities

Degree Colleges : 4  
Law College : 1  
Women College : 1  
Polytechnic : 1  
Junior Colleges : 8

Secondary Schools : 12  
Marathi Medium : 6  
English Medium : 4  
Hindi Medium : 2

Primary Schools : 9  
Marathi Medium : 3  
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Hindi Medium : 2

Pre-Primary Schools : 9  
Marathi Medium : 3  
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Nursery : 9  
Marathi Medium : 3  
English Medium : 4  
Hindi Medium : 2

Study Centres : 2  
Y.C.M.O.U. : 1  
N.I.O.S. : 1

Computer Education  
Centre : 10

Sangeet Vidyalaya : 2  
Art & Sports Centre : 1  
Public Library : 1

Total Activities : 70  
No. of Students : 25,000  
No. of Employees : 650

- 4) A detailed presentation was made on the measures taken to ensure quality in online education. The discussion covered the utilization of online tools and platforms, sharing of best practices among faculty members and addressing challenges in maintaining academic standards in the virtual environment. A motion to approve the Proposal was proposed by Smt.Tabassum Shaikh and seconded by Dr Rupesh Kodilkar. The Proposal were unanimously approved.
- 5) The meeting included an overview of support services provided during the pandemic, along with feedback on their effectiveness. Proposals for additional support needed were discussed, and a consensus was reached on implementing necessary measures. A motion to approve the Proposal was proposed by Dr. Rupesh Kodilkar and seconded by Smt.Tabassum Shaikh. The Proposal were unanimously approved.
- 6) An update was provided on ongoing internal quality assessments and a discussion ensued on external accreditation processes. Action plans were formulated to address identified areas of improvement and ensure alignment with accreditation standards. A motion to approve the Proposal was proposed by Dr. Rupesh Kodilkar and seconded by Smt.Tabassum Shaikh. The Proposal were unanimously approved.
- 7) Members engaged in a comprehensive discussion on lessons learned from the pandemic, exploring strategies to enhance institutional resilience. Emergency preparedness for future disruptions was emphasized and a commitment to developing robust contingency plans was reiterated. A motion to approve the Proposal was proposed by Smt.Tabassum Shaikh and seconded by Dr. Rupesh Kodilkar. The Proposal were unanimously approved.

### VOTE OF THANKS:

Since there was no other business to be transacted, the meeting was adjourned. The Convener thanked the Members present in the meeting and for their co-operation for this Academic year.



  
Chairman

INDIRA GANDHI COLLEGE  
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**Founder : Shikshakmitra Principal BALASAHEB MHATRE**  
(Felicited By State Teacher Award)

Date: 25/06/2021

**Sanstha's Various  
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Art & Sports  
Activities**

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Law College	: 1
Women College	: 1
Polytechnic	: 1
Junior Colleges	: 8
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Art & Sports Centre	: 1
Public Library	: 1

Total Activities	: 70
No. of Students	: 25,000
No. of Employees	: 650

## Office Order

As per the Guidelines of NAAC "Internal Quality Assurance Cell (IQAC)" has been constituted for the Academic Year 2021-22 in order to functionalize the Quality Enhancement Initiatives.

Sr. No.	Members	Designation	Mobile No.	Email.Id	Sign
1.	Mr.Rajendra Mhatre	Chairperson	9870009105	mhatrerm@gmail.com	
2.	Dr.Samruddhi More	Member-Management Representative	8689842111	samruddhi.mhatre82@gmail.com	
3.	Mr.Sameer Devlekar	Member-Administrative Officer	9702884912	sameerdevlekar1982@gmail.com	
4.	Dr.Rupesh Kodilkar	Member-Controller of Exams	9029380424	rupesh.kodilkar1@gmail.com	
5.	Smt.Tabassum Shaikh	Member-Training and Placement Officer	7738996053	tabushaikh15@gmail.com	
6.	Smt.Snehal More	Member-Local Society Representative	9833903390	snehalmore9513@gmail.com	
7.	Miss.Swapnali Bhor	Member Alumni Representative	9869873073	swapnali.bhor@gmail.com	
8.	Mr.Shreeram Bhobaskar	Member-Parents Representative	9757472980		
9.	Mr.Shejal Katkar	Member-Students Representative	8652023144	shejalkatkar2824@gmail.com	
10.	Mr.Sunil Mane	Member-Industry Representative	9892179869	sunil.mane12@gmail.com	
11.	Mr.Suvidya Gawand	Member-IQAC Coordinator	9768310230	suvidya.gawand@gmail.com	

The committee should conduct meetings as per requirements and record should be maintained accordingly. The entire concerned are requested to take the note and act accordingly.



CC:-  
1. All the concerned

2 Office Copy

PRINCIPAL  
INDIRA GANDHI COLLEGE  
OF ARTS & COMMERCE  
Park Site, Vikhroli (West), Mumbai - 400 079





# Dnyan Prasarak Shikshan Sanstha INDIRA GANDHI COLLEGE OF ARTS & COMMERCE



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**Founder : Shikshakmitra Principal BALASAHEB MHATRE**  
(Felicited By State Teacher Award)

Date: 26-06-2021

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Art & Sports Centre	: 1
Public Library	: 1

Total Activities	: 70
No. of Students	: 25,000
No. of Employees	: 650

## NOTICE FOR 1<sup>st</sup> IQAC COMMITTEE MEETING FOR A.Y. 2021-22

Online meeting of IQAC Committee schedule on 28/06/2021 at 11.30 am

Sr. No.	Name of Member	Position in Committee	Signature of Member Present
1.	Mr.Rajendra Mhatre	Chairperson	Present
2	Dr.Samruddhi More	Member-Management Representative	Present
3	Mr.Sameer Devlekar	Member-Administrative Officer	Present
4	Dr.Rupesh Kodilkar	Member-Controller of Exams	Present
5	Smt.Tabassum Shaikh	Member-Training and Placement Officer	Present
6	Smt.Snehal More	Member-Local Society Representative	Present
7	Miss.Swapnali Bhor	Member Alumni Representative	Present
8	Mr.Shreeram Bhubaskar	Member-Parents Representative	Present
9	Mr.Shejal Katkar	Member-Students Representative	Present
10	Mr.Sunil Mane	Member-Industry Representative	Present
11	Mr.Suvidya Gawand	Member-IQAC Coordinator	Present



INDIRA GANDHI COLLEGE  
OF ARTS & COMMERCE  
Park Site, Vikhroli (West), Mumbai - 400 079



# Dnyan Prasarak Shikshan Sanstha INDIRA GANDHI COLLEGE OF ARTS & COMMERCE



Park - Site, Vikhroli (West), Mumbai - 400 079

(Recognised by Govt. of Maharashtra & Affiliated to Mumbai University)

• Website : iqcac.in • Email : iqcac2004@gmail.com • 25185530

College Code : 622

AISHE Code : C-34008



**Founder : Shikshakmitra Principal BALASAHEB MHATRE**  
(Felicited By State Teacher Award)

## Sanstha's Various Educational, Art & Sports Activities

Degree Colleges : 4  
Law College : 1  
Women College : 1  
Polytechnic : 1  
Junior Colleges : 8

Secondary Schools : 12  
Marathi Medium : 6  
English Medium : 4  
Hindi Medium : 2

Primary Schools : 9  
Marathi Medium : 3  
English Medium : 4  
Hindi Medium : 2

Pre-Primary Schools : 9  
Marathi Medium : 3  
English Medium : 4  
Hindi Medium : 2

Nursery : 9  
Marathi Medium : 3  
English Medium : 4  
Hindi Medium : 2

Study Centres : 2  
Y.C.M.O.U. : 1  
N.I.O.S. : 1

Computer Education  
Centre : 10

Sangeel Vidyalaya : 2  
Art & Sports Centre : 1  
Public Library : 1

Total Activities : 70  
No. of Students : 25,000  
No. of Employees : 650

## Agenda for the Meeting

- 1) Brief welcome by the Chairperson & Introduction of all IQAC members and attendees.
- 2) Discuss the challenges faced during the pandemic & Share experiences and learnings from the remote learning period.
- 3) Overview of the current academic status & discuss any changes made to the curriculum or assessment methods.
- 4) Review and assess the effectiveness of quality assurance measures during the pandemic & Brainstorm on new strategies for maintaining and improving academic quality.
- 5) Discuss the impact on student well-being and support services & Propose improvements or new initiatives for student support.
- 6) Evaluate the success of technology integration for remote learning & discuss any plans for continued technology use in education.
- 7) Outline goals and objectives for the upcoming academic year & discuss any new policies or changes needed for a smooth transition.



*B*

Chairman

INDIRA GANDHI COLLEGE  
OF ARTS & COMMERCE  
Park Site, Vikhroli (West), Mumbai - 400 079





# Dnyan Prasarak Shikshan Sanstha INDIRA GANDHI COLLEGE OF ARTS & COMMERCE



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College Code : 622

AISHE Code : C 34008



**Founder : Shikshakmitra Principal BALASAHEB MHATRE**  
(Felicited By State Teacher Award)

**Online meeting of IQAC Committee held on on 28/06/2021 at 11.30 am**

The committee chairman occupied the chair and welcomed the members for the IQAC Meeting. The following business was transacted in the meeting -

### Members Present:-

Sr. No.	Members	Designation	Sign
1.	Mr. Rajendra Mhatre	Chairperson	Present
2.	Dr. Samruddhi More	Member-Management Representative	Present
3.	Mr. Sameer Devlekar	Member-Administrative Officer	Present
4.	Dr. Rupesh Kodilkar	Member-Controller of Exams	Present
5.	Smt. Tabassum Shaikh	Member-Training and Placement Officer	Present
6.	Smt. Snehal More	Member-Local Society Representative	Present
7.	Miss. Swapnali Bhor	Member Alumni Representative	Present
8.	Mr. Shreeram Bhoaskar	Member-Parents Representative	Present
9.	Mr. Shejal Katkar	Member-Students Representative	Present
10.	Mr. Sunil Mane	Member-Industry Representative	Present
11.	Mr. Suvidya Gawand	Member-IQAC Coordinator	Present

### Minutes of Meeting

- 1) The meeting commenced with a warm welcome from the Chairperson. Each member of the Internal Quality Assurance Cell (IQAC) and attendees introduced themselves briefly.
- 2) Members shared their experiences and discussed the challenges faced during the COVID-19 pandemic, emphasizing the impact on teaching, learning, and overall academic activities. The committee highlighted key learnings from the remote learning period.
- 3) The current academic status was presented, including any changes made to the curriculum or assessment methods. Members engaged in a thorough discussion to ensure a comprehensive understanding of the current academic scenario. A motion to approve the Proposal was proposed by Dr. Rupesh Kodilkar and seconded by Smt. Tabassum Shaikh. The Proposal were unanimously approved
- 4) The effectiveness of quality assurance measures during the pandemic was reviewed. Members brainstormed new strategies to maintain and improve academic quality, considering the unique challenges posed by the remote learning environment. A motion to approve the Proposal was proposed by Dr. Rupesh Kodilkar and seconded by Smt. Tabassum Shaikh. The Proposal were unanimously approved

### **Sanstha's Various Educational, Art & Sports Activities**

Degree Colleges	: 4
Law College	: 1
Women College	: 1
Polytechnic	: 1
Junior Colleges	: 8
Secondary Schools	: 12
Marathi Medium	: 6
English Medium	: 4
Hindi Medium	: 2
Primary Schools	: 9
Marathi Medium	: 3
English Medium	: 4
Hindi Medium	: 2
Pre-Primary Schools	: 9
Marathi Medium	: 3
English Medium	: 4
Hindi Medium	: 2
Nursery	: 9
Marathi Medium	: 3
English Medium	: 4
Hindi Medium	: 2
Study Centres	: 2
Y.C.M.O.U.	: 1
N.I.O.S.	: 1
Computer Education Centre	: 10
Sangeet Vidyalaya	: 2
Art & Sports Centre	: 1
Public Library	: 1

Total Activities	: 70
No. of Students	: 25,000
No. of Employees	: 650



INDIRA GANDHI COLLEGE  
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# Dnyan Prasarak Shikshan Sanstha INDIRA GANDHI COLLEGE OF ARTS & COMMERCE



Park - Site, Vikhroli (West), Mumbai - 400 079

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• Website : igcac.in • Email : igcac2004@gmail.com t 25185530

College Code : 622

AISHE Code : C-34008



**Founder : Shikshakmitra Principal BALASAHEB MHATRE**  
(Felicited By State Teacher Award)

## Sanstha's Various Educational, Art & Sports Activities

Degree Colleges : 4  
Law College : 1  
Women College : 1  
Polytechnic : 1  
Junior Colleges : 8

Secondary Schools : 12  
Marathi Medium : 6  
English Medium : 4  
Hindi Medium : 2

Primary Schools : 9  
Marathi Medium : 3  
English Medium : 4  
Hindi Medium : 2

Pre-Primary Schools : 9  
Marathi Medium : 3  
English Medium : 4  
Hindi Medium : 2

Nursery : 9  
Marathi Medium : 3  
English Medium : 4  
Hindi Medium : 2

Study Centres : 2  
Y.C.M.O.U. : 1  
N.I.O.S. : 1

Computer Education  
Centre : 10

Sangeet Vidyalaya : 2  
Art & Sports Centre : 1  
Public Library : 1

Total Activities : 70  
No. of Students : 25,000  
No. of Employees : 650

- 5) The committee discussed the impact of the pandemic on student well-being and support services. Suggestions were made to propose improvements or initiate new initiatives aimed at enhancing student support in the post-pandemic era. A motion to approve the Proposal was proposed by Dr. Rupesh Kodilkar and seconded by Smt.Tabassum Shaikh. The Proposal were unanimously approved.
- 6) The success of technology integration for remote learning was evaluated. Plans for continued technology use in education were discussed, considering the positive aspects and potential areas for improvement. A motion to approve the Proposal was proposed by Smt.Tabassum Shaikh and seconded by Dr. Rupesh Kodilkar. The Proposal were unanimously approved.
- 7) The committee outlined goals and objectives for the upcoming academic year. Discussions included any proposed new policies or changes necessary for a smooth transition into the post-pandemic academic environment. A motion to approve the Proposal was proposed by Dr. Rupesh Kodilkar and seconded by Smt.Tabassum Shaikh. The Proposal were unanimously approved.

## VOTE OF THANKS

The meeting concluded with a vote of thanks, expressing gratitude to all members for their active participation and valuable contributions to the discussions.



**Chairman**

INDIRA GANDHI COLLEGE  
OF ARTS & COMMERCE  
Park Site, Vikhroli (West), Mumbai - 400 079





# Dnyan Prasarak Shikshan Sanstha

## INDIRA GANDHI COLLEGE OF ARTS & COMMERCE



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• Website : igcac.in • E-mail : igcac2004@gmail.com • 25185530

College Code : 522

AISHE Code : C-34008



**Founder : Shikshakmitra Principal BALASAHEB MHATRE**  
(Felicited By State Teacher Award)

Date: 12-01-2022

**Sanstha's Various  
Educational,  
Art & Sports  
Activities**

### NOTICE FOR 2<sup>nd</sup> IQAC COMMITTEE MEETING FOR A.Y. 2021-22

The meeting of IQAC Committee on 14/01/2022 at 11.30 am in the Conference Hall of  
Indira Gandhi College of Arts & Commerce, Vikhroli (W).

Degree Colleges	: 4
Law College	: 1
Women College	: 1
Polytechnic	: 1
Junior Colleges	: 8
Secondary Schools	: 12
Marathi Medium	6
English Medium	4
Hindi Medium	2
Primary Schools	: 9
Marathi Medium	3
English Medium	4
Hindi Medium	2
Pre-Primary Schools	: 9
Marathi Medium	3
English Medium	4
Hindi Medium	2
Nursery	: 9
Marathi Medium	3
English Medium	4
Hindi Medium	2
Study Centres	: 2
Y.C.M.O.U.	1
N.I.O.S.	1
Computer Education Centre	: 10
Sangeet Vidyalaya	: 2
Art & Sports Centre	: 1
Public Library	: 1

Total Activities	: 70
No. of Students	: 25,000
No. of Employees	: 650

Sr. No.	Name of Member	Position in Committee	Signature of Member Present
1.	Mr.Rajendra Mhatre	Chairperson	
2	Dr.Samruddhi More	Member-Management Representative	
3	Mr.Sameer Devlekar	Member-Administrative Officer	
4	Dr.Rupesh Kodilkar	Member-Controller of Exams	
5	Smt.Tabassum Shaikh	Member-Training and Placement Officer	
6	Smt.Snehal More	Member-Local Society Representative	
7	Miss.Swapnali Bhor	Member Alumni Representative	
8	Mr.Shreeram Bhubaskar	Member-Parents Representative	
9	Mr.Shejal Katkar	Member-Students Representative	
10	Mr.Sunil Mane	Member-Industry Representative	
11	Mr.Suvidya Gawand	Member-IQAC Coordinator	



PRINCIPAL,  
INDIRA GANDHI COLLEGE  
OF ARTS & COMMERCE  
Park Site, Vikhroli (West), Mumbai - 400 079



# Dnyan Prasarak Shikshan Sanstha INDIRA GANDHI COLLEGE OF ARTS & COMMERCE



Park - Site, Vikhroli (West), Mumbai - 400 079

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• Website : [ipcac.in](http://ipcac.in) • Email : [ipcac2004@gmail.com](mailto:ipcac2004@gmail.com) • 25185530

College Code : 622

AISHE Code : C-34008



**Founder : Shikshakmitra Principal BALASAHEB MHATRE**

(Felicited By State Teacher Award)

## Sanstha's Various Educational, Art & Sports Activities

Degree Colleges	: 4
Law College	: 1
Women College	: 1
Polytechnic	: 1
Junior Colleges	: 8
Secondary Schools	: 12
Marathi Medium	: 6
English Medium	: 4
Hindi Medium	: 2
Primary Schools	: 9
Marathi Medium	: 3
English Medium	: 4
Hindi Medium	: 2
Pre-Primary Schools	: 9
Marathi Medium	: 3
English Medium	: 4
Hindi Medium	: 2
Nursery	: 9
Marathi Medium	: 3
English Medium	: 4
Hindi Medium	: 2
Study Centres	: 2
Y.C.M.O.U.	: 1
N.I.O.S.	: 1
Computer Education Centre	: 10
Sangeet Vidyalaya	: 2
Art & Sports Centre	: 1
Public Library	: 1

Total Activities	: 70
No. of Students	: 25,000
No. of Employees	: 650

## Agenda for the Meeting

- 1) Brief welcome to all members & Roll call to ensure attendance.
- 2) Review and approval of the minutes from the previous meeting.
- 3) Overview of the current situation and any changes since the last meeting & Discussion on the college's response and adaptation strategies.
- 4) Review of the academic calendar and any adjustments needed & Discussion on teaching methodologies and assessment strategies considering the ongoing situation.
- 5) Discuss initiatives for student support and engagement post-pandemic & Address any challenges faced by students and strategies to overcome them.
- 6) Review of the current state of infrastructure and technology in the college & Discussion on any upgrades or improvements required.
- 7) Assessment of the effectiveness of quality assurance measures implemented in the previous academic year & Identification of areas for improvement and enhancement.
- 8) Discussion on the feedback received from students, faculty and other stakeholders & Strategies for improving and implementing feedback mechanisms.
- 9) Planning for any future uncertainties and contingencies & Developing strategies for a flexible and adaptive approach to changing circumstances.



  
Chairman.

INDIRA GANDHI COLLEGE  
OF ARTS & COMMERCE  
Park Site, Vikhroli (West), Mumbai - 400 079





# Dnyan Prasarak Shikshan Sanstha INDIRA GANDHI COLLEGE OF ARTS & COMMERCE



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College Code : 622

AISHE Code : C 34008



**Founder : Shikshakmitra Principal BALASAHEB MHATRE**  
(Felicited By State Teacher Award)

## Sanstha's Various Educational, Art & Sports Activities

Degree Colleges	: 4
Law College	: 1
Women College	: 1
Polytechnic	: 1
Junior Colleges	: 8
Secondary Schools	: 12
Marathi Medium	6
English Medium	4
Hindi Medium	2
Primary Schools	: 9
Marathi Medium	3
English Medium	4
Hindi Medium	2
Pre-Primary Schools	: 9
Marathi Medium	3
English Medium	4
Hindi Medium	2
Nursery	: 9
Marathi Medium	3
English Medium	4
Hindi Medium	2
Study Centres	: 2
Y.C.M.O.U.	1
N.I.O.S.	1
Computer Education Centre	: 10
Sangeet Vidyalaya	: 2
Art & Sports Centre	: 1
Public Library	: 1

Total Activities	: 70
No. of Students	: 25,000
No. of Employees	: 650

## Meeting of IQAC Committee held on 14/01/2022 at 11.30 am in the Conference Hall of Indira Gandhi College of Arts & Commerce, Vikhroli (W).

The committee chairman occupied the chair and welcomed the members for the IQAC Meeting. The following business was transacted in the meeting: -

### Members Present:-

Sr. No.	Members	Designation	Sign
1.	Mr.Rajendra Mhatre	Chairperson	
2	Dr.Samruddhi More	Member-Management Representative	
3	Mr.Sameer Devlekar	Member-Administrative Officer	
4	Dr.Rupesh Kodilkar	Member-Controller of Exams	
5	Smt.Tabassum Shaikh	Member-Training and Placement Officer	
6	Smt.Snehal More	Member-Local Society Representative	
7	Miss.Swapnali Bhor	Member Alumni Representative	
8	Mr.Shreeram Bhubaskar	Member-Parents Representative	
9	Mr.Shejal Katkar	Member-Students Representative	
10	Mr.Sunil Mane	Member-Industry Representative	
11	Mr.Suvidya Gawand	Member-IQAC Coordinator	

### Minutes of Meeting

- 1) The meeting commenced with a warm welcome extended to all members. A roll call was conducted to ensure the attendance of each member and it was noted that all members were present.
- 2) The minutes of the previous meeting were reviewed. Members provided their input and after necessary clarifications and amendments, the minutes were approved by unanimous consent.
- 3) An overview of the current situation post-COVID-19 was presented. Changes and developments since the last meeting were discussed. Members engaged in a fruitful conversation about the college's response and strategies for adaptation to the evolving circumstances. A motion to approve the Proposal was proposed by Smt.Tabassum Shaikh and seconded by Dr. Rupesh Kodilkar. The Proposal were unanimously approved.
- 4) The academic calendar was scrutinized for any adjustments required due to the ongoing situation. The discussion extended to teaching methodologies and assessment strategies, with a focus on ensuring effective learning experiences for students. A motion to approve the Proposal was proposed by Dr. Rupesh Kodilkar and seconded by Smt.Tabassum Shaikh. The Proposal were unanimously approved.



INDIRA GANDHI COLLEGE  
OF ARTS & COMMERCE  
Park Site, Vikhroli (West), Mumbai - 400 079



# Dnyan Prasarak Shikshan Sanstha

## INDIRA GANDHI COLLEGE OF ARTS & COMMERCE



Park - Site, Vikhroli (West), Mumbai - 400 079

(Recognised by Govt. of Maharashtra & Affiliated to Mumbai University)

• Website : igcac.in • Email : igcac.2004@gmail.com • 25185530

College Code : 627

AISHE Code : C-34008



**Founder : Shikshakmitra Principal BALASAHEB MHATRE**  
(Felicited By State Teacher Award)

### Sanstha's Various Educational, Art & Sports Activities

Degree Colleges	: 4
Law College	: 1
Women College	: 1
Polytechnic	: 1
Junior Colleges	: 8
Secondary Schools	: 12
Marathi Medium	6
English Medium	4
Hindi Medium	2
Primary Schools	: 9
Marathi Medium	3
English Medium	4
Hindi Medium	2
Pre-Primary Schools	: 9
Marathi Medium	3
English Medium	4
Hindi Medium	2
Nursery	: 9
Marathi Medium	3
English Medium	4
Hindi Medium	2
Study Centres	: 2
Y.C.M.O.U.	: 1
N.I.O.S.	: 1
Computer Education Centre	: 10
Sangeet Vidyalaya	: 2
Art & Sports Centre	: 1
Public Library	: 1

Total Activities	: 70
No. of Students	: 25,000
No. of Employees	: 650

- 5) Members deliberated on initiatives to support and engage students in the post-pandemic scenario. Challenges faced by students were identified and strategies to overcome these challenges were discussed to enhance the overall student experience. A motion to approve the Proposal was proposed by Dr. Rupesh Kodilkar and seconded by Smt.Tabassum Shaikh. The Proposal were unanimously approved.
- 6) The current state of college infrastructure and technology was assessed. Discussions were held regarding any necessary upgrades or improvements required to facilitate a conducive learning environment. A motion to approve the Proposal was proposed by Dr. Rupesh Kodilkar and seconded by Smt.Tabassum Shaikh. The Proposal were unanimously approved.
- 7) A comprehensive assessment of the quality assurance measures implemented in the previous academic year was conducted. Areas for improvement and enhancement were identified, aiming to maintain and elevate the quality of education provided. A motion to approve the Proposal was proposed by Smt.Tabassum Shaikh and seconded by Dr. Rupesh Kodilkar. The Proposal were unanimously approved.
- 8) The feedback received from students, faculty and other stakeholders was discussed. Strategies for improving and implementing effective feedback mechanisms were explored, emphasizing the importance of a continuous feedback loop for ongoing improvement. A motion to approve the Proposal was proposed by Dr. Rupesh Kodilkar and seconded by Smt.Tabassum Shaikh. The Proposal were unanimously approved.
- 9) Members engaged in planning for future uncertainties and contingencies. Strategies were developed to adopt a flexible and adaptive approach to changing circumstances, ensuring the resilience of the college in the face of potential challenges. A motion to approve the Proposal was proposed by Dr. Rupesh Kodilkar and seconded by Smt.Tabassum Shaikh. The Proposal were unanimously approved.

### VOTE OF THANKS

The meeting concluded with a vote of thanks, expressing gratitude to all members for their active participation and valuable contributions to the discussions.



**Chairman**

INDIRA GANDHI COLLEGE  
OF ARTS & COMMERCE  
Park Site, Vikhroli (West), Mumbai - 400 079





# Dnyan Prasarak Shikshan Sanstha INDIRA GANDHI COLLEGE OF ARTS & COMMERCE



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College Code : 522

AISHE Code : C-34008



**Founder : Shikshakmitra Principal BALASAHEB MHATRE**  
(Felicited By State Teacher Award)

Date: 29/06/2022

## Sanstha's Various Educational, Art & Sports Activities

Degree Colleges : 4  
Law College : 1  
Women College : 1  
Polytechnic : 1  
Junior Colleges : 8

Secondary Schools : 12  
Marathi Medium : 6  
English Medium : 4  
Hindi Medium : 2

Primary Schools : 9  
Marathi Medium : 3  
English Medium : 4  
Hindi Medium : 2

Pre-Primary Schools : 9  
Marathi Medium : 3  
English Medium : 4  
Hindi Medium : 2

Nursery : 9  
Marathi Medium : 3  
English Medium : 4  
Hindi Medium : 2

Study Centres : 2  
Y.C.M.O.U. : 1  
N.I.O.S. : 1

Computer Education  
Centre : 10

Sangeet Vidyalaya : 2  
Art & Sports Centre : 1  
Public Library : 1

Total Activities : 70  
No. of Students : 25,000  
No. of Employees : 650

## Office Order

As per the Guidelines of NAAC Internal Quality Assurance Cell (IQAC) has been constituted for the Academic Year 2022-23 in order to functionalize the Quality Enhancement Initiatives.

Sr. No.	Members	Designation	Mobile No.	Email.Id	Sign
1.	Mr. Rajendra Mhatre	Chairperson	9870009105	mhatrerm@gmail.com	
2.	Dr. Samruddhi More	Member-Management Representative	8689842111	samruddhi.mhatre82@gmail.com	
3.	Mr. Sameer Devlekar	Member-Administrative Officer	9702884912	sameerdevlekar1982@gmail.com	
4.	Dr. Rupesh Kodilkar	Member-Controller of Exams	9029380424	rupesh.kodilkar1@gmail.com	
5.	Smt. Tabassum Shaikh	Member-Training and Placement Officer	7738996053	tabushaikh15@gmail.com	
6.	Smt. Snehal More	Member-Local Society Representative	9833903390	snehalmore9513@gmail.com	
7.	Miss. Swapnali Bhor	Member Alumni Representative	9869873073	swapnali.bhor@gmail.com	
8.	Mr. Shreeram Bhubaskar	Member-Parents Representative	9757472980	---	
9.	Mr. Shubham Mehta	Member-Students Representative	8652232314	mehshubham123@gmail.com	
10.	Mr. Sunil Mane	Member-Industry Representative	9892179869	sunil.mane12@gmail.com	
11.	Mr. Suvidya Gawand	Member-IQAC Coordinator	9768310230	suvidya.gawand@gmail.com	

The committee should conduct meetings as per requirements and record should be maintained accordingly. The entire concerned are requested to take the note and act accordingly.



CC:-  
1. All the concerned

2. Office Copy

PRINCIPAL  
INDIRA GANDHI COLLEGE  
OF ARTS & COMMERCE  
Park - Site, Vikhroli (West), Mumbai - 400 079



# Dnyan Prasarak Shikshan Sanstha INDIRA GANDHI COLLEGE OF ARTS & COMMERCE



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College Code : 622

AISHE Code : C 34008



**Founder : Shikshakmitra Principal BALASAHEB MHATRE**  
(Felicited By State Teacher Award)

Date: 30/06/2022

## Sanstha's Various Educational, Art & Sports Activities

Degree Colleges	: 4
Law College	: 1
Women College	: 1
Polytechnic	: 1
Junior Colleges	: 8
Secondary Schools	: 12
Marathi Medium	: 6
English Medium	: 4
Hindi Medium	: 2
Primary Schools	: 9
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English Medium	: 4
Hindi Medium	: 2
Study Centres	: 2
Y.C.M.O.U	: 1
N.I.O.S.	: 1
Computer Education Centre	: 10
Sangeet Vidyalaya	: 2
Art & Sports Centre	: 1
Public Library	: 1

Total Activities	: 70
No. of Students	: 25,000
No. of Employees	: 650

## NOTICE FOR 1<sup>st</sup> IQAC COMMITTEE MEETING FOR A.Y. 2022-23

The meeting of IQAC Committee on 01/07/2022 at 11.30 am in the Conference Hall of Indira Gandhi College of Arts & Commerce, Vikhroli (W).

Sr. No.	Name of Member	Position in Committee	Signature of Member Present
1.	Mr.Rajendra Mhatre	Chairperson	
2	Dr.Samruddhi More	Member-Management Representative	
3	Mr.Sameer Devlekar	Member-Administrative Officer	
4	Dr.Rupesh Kodilkar	Member-Controller of Exams	
5	Smt.Tabassum Shaikh	Member-Training and Placement Officer	
6	Smt.Snehal More	Member-Local Society Representative	
7	Miss.Swapnali Bhor	Member Alumni Representative	
8	Mr.Shreeram Bhoaskar	Member-Parents Representative	
9	Mr.Shubham Mehta	Member-Students Representative	
10	Mr.Sunil Mane	Member-Industry Representative	
11	Mr.Suvidya Gawand	Member-IQAC Coordinator	



PRINCIPAL  
INDIRA GANDHI COLLEGE  
OF ARTS & COMMERCE  
PARK SITE, VIKHROLI (WEST), MUMBAI - 400 079





# Dnyan Prasarak Shikshan Sanstha

## INDIRA GANDHI COLLEGE OF ARTS & COMMERCE



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AISHE Code : C-34008



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(Felicited By State Teacher Award)

### Sanstha's Various Educational, Art & Sports Activities

Degree Colleges	: 4
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Primary Schools	: 9
Marathi Medium	: 3
English Medium	: 4
Hindi Medium	: 2
Pre-Primary Schools	: 9
Marathi Medium	: 3
English Medium	: 4
Hindi Medium	: 2
Nursery	: 9
Marathi Medium	: 3
English Medium	: 4
Hindi Medium	: 2
Study Centres	: 2
Y.C.M.O.U.	: 1
N.I.O.S.	: 1
Computer Education Centre	: 10
Sangeet Vidyalaya	: 2
Art & Sports Centre	: 1
Public Library	: 1

Total Activities	: 70
No. of Students	: 25,000
No. of Employees	: 650

### Agenda for the Meeting

- 1) Introduction of IQAC members & Welcome address by the Chairperson.
- 2) Review and approval of the minutes of the last IQAC meeting & Action taken report on the decisions of the previous meeting.
- 3) Discussion on the objectives set for the IQAC during the academic year & Any adjustments or additions to the objectives.
- 4) Review of the academic calendar for the upcoming year & Suggestions for improvements or modifications.
- 5) Overview of ongoing internal quality assurance initiatives & Updates on external accreditation and quality assessment processes.
- 6) Identification and sharing of best practices in teaching, research and administration & Planning for the implementation of new best practices.
- 7) Identification of training needs for faculty and staff & Proposal for workshops, seminars and training programs.
- 8) Formulation of quality enhancement plans based on the AQAR and institutional objectives & Assignment of responsibilities and timelines for QEP implementation.



  
PRINCIPAL  
Chairman  
INDIRA GANDHI COLLEGE  
OF ARTS & COMMERCE  
PARK SITE, VIKHROLI (WEST), MUMBAI - 400 079



# Dnyan Prasarak Shikshan Sanstha INDIRA GANDHI COLLEGE OF ARTS & COMMERCE



Park - Site, Vikhroli (West), Mumbai - 400 079

(Recognised by Govt. of Maharashtra & Affiliated to Mumbai University)

• Website : igcac.in • E-mail : igcac2004@gmail.com • 25185530

College Code : 622

AISHE Code : C-34008



**Founder : Shikshakmitra Principal BALASAHEB MHATRE**  
(Felicitated By State Teacher Award)

## Sanstha's Various Educational, Art & Sports Activities

Degree Colleges	: 4
Law College	: 1
Women College	: 1
Polytechnic	: 1
Junior Colleges	: 8
Secondary Schools	: 12
Marathi Medium	6
English Medium	4
Hindi Medium	2
Primary Schools	: 9
Marathi Medium	3
English Medium	4
Hindi Medium	2
Pre-Primary Schools	: 9
Marathi Medium	3
English Medium	4
Hindi Medium	2
Nursery	: 9
Marathi Medium	3
English Medium	4
Hindi Medium	2
Study Centres	: 2
Y.C.M.O.U.	1
N.I.O.S.	1
Computer Education Centre	: 10
Sangeet Vidyalaya	: 2
Art & Sports Centre	: 1
Public Library	: 1

Total Activities	: 70
No. of Students	: 25,000
No. of Employees	: 650

**Meeting of IQAC Committee held on 01/07/2022 at 11.30 am in the Conference Hall of Indira Gandhi College of Arts & Commerce, Vikhroli (W).**

The committee chairman occupied the chair and welcomed the members for the IQAC Meeting. The following business was transacted in the meeting -

### Members Present:-

Sr. No.	Members	Designation	Sign
1.	Mr. Rajendra Mhatre	Chairperson	
2.	Dr. Samruddhi More	Member-Management Representative	
3.	Mr. Sameer Devlekar	Member-Administrative Officer	
4.	Dr. Rupesh Kodilkar	Member-Controller of Exams	
5.	Smt. Tabassum Shaikh	Member-Training and Placement Officer	
6.	Smt. Snehal More	Member-Local Society Representative	
7.	Miss. Swapnali Bhor	Member Alumni Representative	
8.	Mr. Shreeram Bhoaskar	Member-Parents Representative	
9.	Mr. Shubham Mehta	Member-Students Representative	
10.	Mr. Sunil Mane	Member-Industry Representative	
11.	Mr. Suvidya Gawand	Member-IQAC Coordinator	

### Minutes of Meeting

- 1) The Chairperson Rajendra Mhatre, welcomed all members and extended gratitude for their commitment to quality enhancement in higher education.
- 2) The first agenda item was the introduction of IQAC members. Each member briefly introduced themselves, highlighting their roles and areas of expertise. The Chairperson then delivered a warm welcome address, expressing optimism for a productive academic year ahead. A motion to approve the Proposal was proposed by Dr Rupesh Kodilkar and seconded by Smt. Tabassum Shaikh. The Proposal were unanimously approved.
- 3) The second agenda item involved the review and approval of the minutes from the last IQAC meeting. The Action Taken Report on decisions made during the previous meeting was presented, and after discussion, the minutes were duly approved.
- 4) Next, the meeting delved into a discussion on the objectives set for the IQAC during the academic year. Members deliberated on any adjustments or additions to ensure the goals aligned with the current institutional priorities. A motion to approve the Proposal was proposed by Dr Rupesh Kodilkar and seconded by Smt. Tabassum Shaikh. The Proposal were unanimously approved.
- 5) Moving forward, the IQAC reviewed the academic calendar for the upcoming year. Suggestions for improvements or modifications were invited, emphasizing the need for coherence and efficiency in scheduling academic activities. A motion to approve the Proposal was proposed by Dr Rupesh Kodilkar and seconded by Smt. Tabassum Shaikh. The Proposal were unanimously approved.



PRINCIPAL

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Degree Colleges : 4  
Law College : 1  
Women College : 1  
Polytechnic : 1  
Junior Colleges : 8

Secondary Schools : 12  
Marathi Medium : 6  
English Medium : 4  
Hindi Medium : 2

Primary Schools : 9  
Marathi Medium : 3  
English Medium : 4  
Hindi Medium : 2

Pre-Primary Schools : 9  
Marathi Medium : 3  
English Medium : 4  
Hindi Medium : 2

Nursery : 9  
Marathi Medium : 3  
English Medium : 4  
Hindi Medium : 2

Study Centres : 2  
Y.C.M.O.U. : 1  
N.I.O.S. : 1

Computer Education  
Centre : 10

Sangeet Vidyalaya : 2  
Art & Sports Centre : 1  
Public Library : 1

Total Activities : 70  
No. of Students : 25,000  
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6) An overview of ongoing internal quality assurance initiatives was presented, and updates on external accreditation and quality assessment processes were discussed. The institution's commitment to maintaining high standards in teaching, research, and administration was reaffirmed. A motion to approve the Proposal was proposed by Dr Rupesh Kodilkar and seconded by Smt.Tabassum Shaikh. The Proposal were unanimously approved.

7) The meeting proceeded with the identification and sharing of best practices. Members shared successful approaches in teaching, research, and administration, paving the way for planning the implementation of new best practices. A motion to approve the Proposal was proposed by Smt.Tabassum Shaikh and seconded by Dr Rupesh Kodilkar. The Proposal were unanimously approved.

8) Identifying training needs for faculty and staff was the focus of agenda item eight. A proposal for workshops, seminars, and training programs was discussed, aligning with the institution's dedication to continuous professional development. A motion to approve the Proposal was proposed by Dr Rupesh Kodilkar and seconded by Smt.Tabassum Shaikh. The Proposal were unanimously approved.

9) The final agenda item involved the formulation of quality enhancement plans based on the AQAR and institutional objectives. Responsibilities and timelines for the implementation of Quality Enhancement Plans (QEP) were assigned, ensuring a systematic approach towards improvement. A motion to approve the Proposal was proposed by Smt.Tabassum Shaikh and seconded by Dr Rupesh Kodilkar. The Proposal were unanimously approved.

### VOTE OF THANKS:

Since there was no other business to be transacted, the meeting was adjourned. The Convener thanked the Members present in the meeting and for their co-operation for this Academic year.



  
PRINCIPAL  
**Chairman**  
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Date: 13/01/2023

### Sanstha's Various Educational, Art & Sports Activities

Degree Colleges	: 4
Law College	: 1
Women College	: 1
Polytechnic	: 1
Junior Colleges	: 8
Secondary Schools	: 12
Marathi Medium	: 6
English Medium	: 4
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Marathi Medium	: 3
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### NOTICE FOR 2nd IQAC COMMITTEE MEETING FOR A.Y. 2022-23

The meeting of IQAC Committee on 17/01/2023 at 11.30 am in the Conference Hall of Indira Gandhi College of Arts & Commerce, Vikhroli (W).

Sr. No.	Name of Member	Position in Committee	Signature of Member Present
1.	Mr.Rajendra Mhatre	Chairperson	
2	Dr.Samruddhi More	Member-Management Representative	
3	Mr.Sameer Devlekar	Member-Administrative Officer	
4	Dr.Rupesh Kodilkar	Member-Controller of Exams	
5	Smt.Tabassum Shaikh	Member-Training and Placement Officer	
6	Smt.Snehal More	Member-Local Society Representative	
7	Miss.Swapnali Bhor	Member Alumni Representative	
8	Mr.Shreeram Bhubaskar	Member-Parents Representative	
9	Mr.Shubham Mehta	Member-Students Representative	
10	Mr.Sunil Mane	Member-Industry Representative	
11	Mr.Suvidya Gawand	Member-IQAC Coordinator	



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Study Centres	: 2
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Sangeet Vidyalaya	: 2
Art & Sports Centre	: 1
Public Library	: 1

Total Activities	: 70
No. of Students	: 25,000
No. of Employees	: 650

## Agenda for the Meeting

- 1) Greetings and welcome by the Chairperson, Introduction of new members & Overview of the agenda.
- 2) Brief recap of the key points discussed in the first meeting & Confirmation and approval of the minutes.
- 3) Status update on action items assigned in the first meeting & Discussion on any challenges faced and strategies for resolution.
- 4) Presentation of the IQAC objectives for the current academic year & Discussion on the relevance and feasibility of the objectives & Suggestions for modifications or additions.
- 5) Overview of existing quality assurance mechanisms in the institution, Presentation on any new processes or improvements in place & Feedback and discussion on the effectiveness of current mechanisms.
- 6) Discussion on organizing workshops or training sessions for faculty and staff, Identification of relevant topics and resource persons & Setting tentative dates and planning logistics.
- 7) Overview of the current status of assessment and accreditation activities & Discussion on any pending requirements or areas of improvement.



**Chairman-**

INDIRA GANDHI COLLEGE

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Computer Education  
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Total Activities : 70  
No. of Students : 25,000  
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**Meeting of IQAC Committee held on 17/01/2023 at 11.30 am in the Conference Hall of Indira Gandhi College of Arts & Commerce, Vikhroli (W).**

The committee chairman occupied the chair and welcomed the members for the IQAC Meeting. The following business was transacted in the meeting: -

### Members Present:-

Sr. No.	Members	Designation	Sign
1.	Mr.Rajendra Mhatre	Chairperson	
2	Dr.Samruddhi More	Member-Management Representative	
3	Mr.Sameer Devlekar	Member-Administrative Officer	
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9	Mr.Shubham Mehta	Member-Students Representative	
10	Mr.Sunil Mane	Member-Industry Representative	
11	Mr.Suvidya Gawand	Member-IQAC Coordinator	

### Minutes of Meeting

- 1) The meeting commenced with a warm welcome by the Chairperson, followed by introductions of the new members. An overview of the agenda was provided to guide the discussions.
- 2) The minutes of the previous meeting were presented, and after a brief recap of the key points the minutes were confirmed and approved unanimously.
- 3) Each action item from the previous meeting was discussed, and members provided updates on their progress. Challenges faced were discussed, and collaborative strategies for resolution were proposed. A motion to approve the Proposal was proposed by Dr Rupesh Kodilkar and seconded by Smt.Tabassum Shaikh. The Proposal were unanimously approved.



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Art & Sports Centre	: 1
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Total Activities	: 70
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- 4) The Chairperson presented the proposed objectives for the current academic year. Members engaged in a detailed discussion on the relevance and feasibility of each objective. Suggestions for modifications or additions were welcomed and noted for further consideration. A motion to approve the Proposal was proposed by Dr. Rupesh Kodilkar and seconded by Smt. Tabassum Shaikh. The Proposal were unanimously approved.
- 5) The existing quality assurance mechanisms within the institution were reviewed. A presentation on new processes or improvements was given and members provided feedback. The effectiveness of current mechanisms was discussed, with a focus on continuous improvement. A motion to approve the Proposal was proposed by Dr. Rupesh Kodilkar and seconded by Smt. Tabassum Shaikh. The Proposal were unanimously approved.
- 6) Members discussed the need for workshops and training sessions. Relevant topics were identified, and potential resource persons were suggested. Tentative dates and logistics for the sessions were outlined for further planning. A motion to approve the Proposal was proposed by Dr. Rupesh Kodilkar and seconded by Smt. Tabassum Shaikh. The Proposal were unanimously approved.
- 7) The current status of assessment and accreditation activities was presented. Members engaged in a discussion on any pending requirements or areas that needed improvement. Action points were established to address these concerns. A motion to approve the Proposal was proposed by Dr. Rupesh Kodilkar and seconded by Smt. Tabassum Shaikh. The Proposal were unanimously approved.

### VOTE OF THANKS:

Since there was no other business to be transacted, the meeting was adjourned. The Convener thanked the Members present in the meeting and for their co-operation for this Academic year.



  
Chairman-

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