

IQAC Meeting No. 14: Agenda

We are arranging for the fourth IQAC meeting for AY 2021-2022 on 13th June 2022 at 3.00 p.m. in Room no 5, 3rd Floor UPG College.

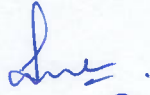
The agenda for the meeting is as follows:

1. Read and confirm the Minutes of the meeting held on 6th April 2022.
2. Review Action Taken Report of the meeting held on 6th April 2022.
3. Discussion on DVV clarifications sought by NAAC.
4. Review of criterion wise clarification documents status.
5. Preparing a plan to ensure submission of clarifications before 20th July 2022.
6. Any other matter, with permission of the Chair, Principal Dr. Anju Kapoor.

Kindly confirm your presence for the meeting.

Best Regards,

Smruti Nanavaty
IQAC Coordinator
(9820588518)



Lokesh Tardalkar
IQAC Assistant Coordinator
(9820990389)



Internal Quality Assurance Cell

SVKM's Usha Pravin Gandhi College of Arts, Science & Commerce

Academic Year 2021-2022

Minutes of the IQAC Term Meeting Dated 13th June 2022

Time: 3.00 pm to 5.00 pm

Place: Room No 5, Third Floor

Following members attended the meeting:

Sr. No.	Name of the members	Representation on IQAC
1.	Shri Harshadbhai Shah	Management Representative
2.	Smt. Smruti Nanavaty	IQAC Coordinator
3.	Shri Lokesh Tardalkar	Assistant -Coordinator
4.	Smt. Swapnali Lotlikar	Senior Teacher
5.	Dr. Navita Kulkarni	Senior Teacher
6.	Smt. Madhuvanti Date	Senior Teacher
7.	Shri Sriram Deshpande	PG Approved Teacher
8.	Shri Abhijeet Mohite	Teacher Representative
9.	Shri Bhupendra Kesaria	Teacher Representative
10.	Smt. Dipali Vichare	Administration
11.	Smt. Kalika Kherdikar	Administration
12.	Shri Meet Patel	Post Graduate Student
13.	Shri Vishal Ranka	General Secretary, Students' Council

Following were the special invitees for the meeting

Sr. No.	Name of the members	Representation on IQAC
1.	Shri Mayur Vyas	Course Coordinator, BMS
2.	Smt. Rashmi Gahlowt	Course Coordinator, BMM
3.	Shri Aashish Mehta	Course Coordinator, BA
4.	Shri Naresh Sukhani	Course Coordinator, MCOM

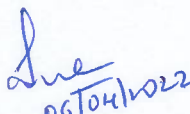
Leave of Absence

Sr. No.	Name of the members	Representation on IQAC
1.	Dr. Anju Kapoor	Principal
2.	Shri Amit Sheth	Industry Expert

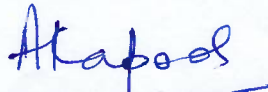
Minutes of the Meetings

- I. IQAC Coordinator welcomed everyone and then the leave of absence was granted to the members who asked for the same. (Mentioned above)
- II. IQAC Coordinator then started the meeting by taking up first item on the agenda i.e., reading and confirmation of the minutes of IQAC meeting held on 6th April 2022.
- III. After reading the minutes the IQAC Coordinator took up the second item on the agenda i.e., reviewing the action taken report of the meeting of IQAC held on 6th April 2022.
- IV. After this, the IQAC Coordinator took up the third item on the agenda i.e., discussion on DVV clarifications sought by NAAC. Prof. Sriram Deshpande, NAAC Coordinator for Cycle 2, showed the members of IQAC all the clarifications sought by NAAC through HEI portal. Detailed discussion took place on the clarifications sought. Prof. Sriram explained to all the members the steps that college needs to take in order to respond to these clarifications.
- V. IQAC Coordinator further proceeded with fourth item on the agenda i.e., review of criterion wise clarification documents status. Prof. Sriram Deshpande, NAAC Coordinator, Cycle 2, shared with IQAC the status of clarification documents criterion wise. He informed the IQAC that work is happening as per the schedule and college is planning to submit all the responses to clarifications by 18th June 2022.
- VI. IQAC coordinator further proceeded with fifth item on the agenda i.e., Preparing a plan to ensure submission of clarifications before 20th July 2022 by declaring the floor open for suggestions and discussion. A healthy discussion on plan preparation took place after this and all the members together drafted a plan to ensure submission of clarification responses before 20th June 2022. The plan included following action points:
 - a. Creating a DVV Clarification tab on college website
 - b. Preparing a schedule for submission of responses criterion wise
 - c. Ensuring availability of well-equipped scanning and printing devices for online submission
 - d. Review of all responses and necessary documents before final submission
- VII. The meeting was adjourned at this juncture by the HOI and IQAC Chairperson.
No action required.

It was unanimously agreed in the meeting that all the proceedings of the meeting shall be tabled before the next CDC meeting, for approval and further changes and suggestions.


06/04/2022
IQAC Coordinator

Ms. Smruti Nanavaty
IQAC CO-ORDINATOR
SVKM's
USHA PRAVIN GANDHI COLLEGE OF ARTS,
SCIENCE AND COMMERCE
VILE PARLE (WEST), MUMBAI - 400 056


Principal

Dr. Anju Kapoor
PRINCIPAL Meeting No. 14
SVKM's
USHA PRAVIN GANDHI COLLEGE OF ARTS,
SCIENCE AND COMMERCE
VILE PARLE (WEST), MUMBAI - 400 056

Internal Quality Assurance Cell

SVKM's Usha Pravin Gandhi College of Arts, Science & Commerce

Academic Year 2021-2022

Action Taken Report of IQAC Meeting Dated 13th June 2022

Time: 3.00 pm to 5.00 pm

Place: Room No 5, Third Floor

Action Taken Report:

- I. IQAC Coordinator welcomed everyone and then the leave of absence was granted to the members who asked for the same. (Mentioned above)

No Action required

- II. IQAC Coordinator then started the meeting by taking up first item on the agenda i.e., reading and confirmation of the minutes of IQAC meeting held on 6th April 2022.

Action: Minutes were read by all the members, approved and signed

- III. After reading the minutes the IQAC Coordinator took up the second item on the agenda i.e., reviewing the action taken report of the meeting of IQAC held on 6th April 2022.

Action: The action taken report was presented before the members and some issues were taken up for further discussion.

- IV. After this, the IQAC Coordinator took up the third item on the agenda i.e., discussion on DVV clarifications sought by NAAC. Prof. Sriram Deshpande, NAAC Coordinator for Cycle 2, showed the members of IQAC all the clarifications sought by NAAC through HEI portal. Detailed discussion took place on the clarifications sought. Prof. Sriram explained to all the members the steps that college needs to take in order to respond to these clarifications.

Action: No action required as the agenda item was only about discussion on clarifications sought.

- V. IQAC Coordinator further proceeded with fourth item on the agenda i.e., review of criterion wise clarification documents status. Prof. Sriram Deshpande, NAAC Coordinator, Cycle 2, shared with IQAC the status of clarification documents criterion wise. He informed the IQAC that work is happening as per the schedule and college is planning to submit all the responses to clarifications by 18th June 2022.

Action: No action required as the agenda item was only about discussion on clarifications sought.

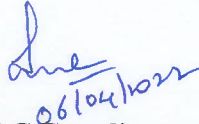
- VI. IQAC coordinator further proceeded with fifth item on the agenda i.e., Preparing a plan to ensure submission of clarifications before 20th July 2022 by declaring the floor open for suggestions and discussion. A healthy discussion on plan preparation took place after

this and all the members together drafted a plan to ensure submission of clarification responses before 20th June 2022. The plan included following action points:

- a. Creating a DVV Clarification tab on college website
- b. Preparing a schedule for submission of responses criterion wise
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- d. Review of all responses and necessary documents before final submission

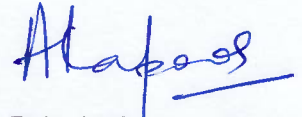
Action: All the action points under the plan were implemented and responses to DVV clarifications sought by NAAC were submitted on 18th June 2022.

- VII. The meeting was adjourned at this juncture by the HOI and IQAC Chairperson.
No action required.



IQAC Coordinator
Smruti Nanavaty

IQAC CO-ORDINATOR
SVKM's
USHA PRAVIN GANDHI COLLEGE OF ARTS,
SCIENCE AND COMMERCE
VILE PARLE (WEST), MUMBAI - 400 056



Principal
Dr. Anju Kapoor

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