



Date:-3rd June, 2022

NOTICE

The meeting of the IQAC for the first half of Academic year (2022-23) is to be held on 8th June, 2022 at 11 am on 2nd floor in Conference room to transact the following Agenda.

AGENDA

1. To read and approve the minute of the earlier meeting held on 28th April, 2022.
2. To discuss and approve the revised composition of IQAC from the Academic Year 2022 - 23 onwards.
3. To discuss AQAR 2021-22 Preparation and documentation
4. To discuss on appointment of Feedback Committee & its Members.
5. To discuss formation of IQAC members and new committees and clubs/Associations.
6. To discuss various certificate programs to be conducted during the current academic year.
7. To strengthen alumni activities
8. To discuss on upcoming Academic planning for the year 2022-2023.
9. To celebrate Aazadi ka Amrut Mahotsav
10. To celebrate various National & International Days
11. Any other matter with the permission of the chair.

Mr. Umesh Kabadi
IQAC Coordinator



Dr. Pratima Singh
I/C PRINCIPAL
Chandrabhan Sharma College
of Arts, Commerce & Science
Powai-Vihar, Powai, Mumbai - 400 076
Tel. 022-45266020

Date: - 9th June, 2022

MINUTES

The minutes of the meeting of IQAC for the academic year (2022-23) held on 8th June, 2022 at 11:00 am on 2nd floor in Conference room.

Dr. Pratima Singh was requested to take the chair and the following members were present.

Sr. No.	Designation	Names
1.	Chairperson	• I/C Principal Dr. Pratima Singh
2.	Teacher to represent all level	• Mr. Sandeep Vishwakarma • Mr. Tushar Shah • Mr. Vicky kukreja • Dr. Anita Pandey • Ms. Manali Naik • Mr. Sunil Ubale
3.	Member from the management	• Smt. Manju Prashant Sharma
4.	Senior Administrative Staff	• Mr. Deepak Salvi
5.	Nominee from each Society/ Student/ Alumni	• Mr. Shreyas Lingsur
6.	Nominees from Employers/ Industrialists/ Stakeholders	• Mr. Shreepad Parkhe • Mr. Kirtan Shah
7.	One of the Senior Teacher as the Coordinator/ Director of the IQAC:	• Mr. Umesh Kabadi

1. The minutes of an earlier meeting held on 28th June, 2022 were read and confirmed.
2. Dr. Pratima Singh discussed the smooth functioning of college in the previous academic year 2021-2022.
3. Dr. Pratima Singh shared details regarding the background and qualifications of the newly appointed member. Following this, the committee deliberated on the rationale behind the addition of the new member, and subsequently, all committee members unanimously approved the inclusion of Mr. Tushar Shah, Mr. Vicky kukreja, Dr. Anita


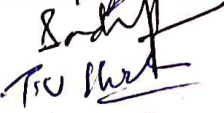
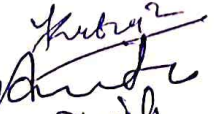
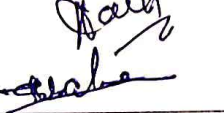
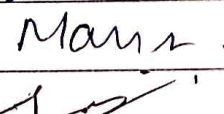
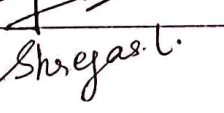
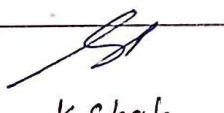
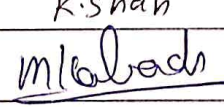







Pandey

4. All the IQAC committee member decided to submit AQAR 2021- 22 within the given time and framework. the IQAC coordinator explain the action plan for collecting information and data from various departments and preparation of the AQAR draft which support you documents and web link.
5. IQAC Members appointed Feedback committee & External members of the IQAC recommended analysis of feedback & adoption of necessary measures by the principal.
6. Mr. Umesh Kabadi provided a comprehensive discussion and informed everyone about the establishment of clubs and associations aimed at enhancing student development.
7. Head of the department should prepare mentor- mentee list for 2022-23
8. Dr. Pratima Singh informed IQAC coordinator to plan certificate programs for all course for the current academic year 2022-23. Principal was authorised to sign the MOUs.
9. Committee members discussed about activities to be conducted under alumni association, planning of alumni meet, appeal for contribution to institute, Utilisation of students alumni fund for admission of poor students etc. were suggested
10. Mr. Umesh Kabadi was given the responsibility to prepare academic calendar for 2022-23
11. IQAC Member decided to conduct various programs for celebration of Aazadi ka Amrut Mahotsav
12. As an integral part of learning & building a strong cultural belief in a students. It was decided to celebrate events & festival throughout the year.
13. The meeting was ended with the Vote of Thanks to the chair.



Members present for the IQAC Meeting held on 8th June, 2022.

Names	Signature
• I/C Principal Dr. Pratima Singh	
• Mr. Sandeep Vishwakarma	
• Mr. Tushar Shah	
• Mr. Vicky kukreja	
• Dr. Anita Pandey	
• Ms. Manali Naik	
• Mr. Sunil Ubale	
• Smt. Manju Prashant Sharma	
• Mr. Deepak Salvi	
• Mr. Shreyas Lingsur	
• Mr. Shreepad Parkhe	
• Mr. Kirtan Shah	
• Mr. Umesh Kabadi	



Date: 1st October, 2022

NOTICE

The meeting of the IQAC for the academic year (2022-23) is to be held on 8th October, 2022. The meeting would be conducted at 11 am sharp on the 2nd floor, Conference room to transact the following Agenda.

AGENDA

1. To read and approve the minutes of an earlier meeting held on 8th June, 2022.
2. To review AQAR 21-22 before uploading
3. To discuss about certificate programmes proposed
4. To review various events conducted in the college by the Committees and Departmental Club.
5. To review about placements and career guidance cell activities and planners.
6. To Discuss best outgoing student award
7. Any other matter with the permission of the chair



Mr. Umesh Kabadi
IQAC Coordinator



Dr. Pratima Singh
I/C PRINCIPAL
Chandrabhan Sharma College
of Arts, Commerce & Science
Powai-Vihar, Powai, Mumbai - 400 076
Tel. 022-45266020

Date: 9th October, 2022**MINUTES**

The minutes of the meeting of IQAC for the academic year (2022-23) held on 8th October, 2022 at 11 am on 2nd floor Conference room.

Dr. Pratima Singh was requested to take the chair and the following members were present.

Sr. No.	Designation	Names
1.	Chairperson	• I/C Principal Dr. Pratima Singh
2.	Teacher to represent all level	• Mr. Sandeep Vishwakarma • Mr. Tushar Shah • Mr. Vicky kukreja • Dr. Anita Pandey • Ms. Manali Naik • Mr. Sunil Ubale
3.	Member from the management	• Smt. Manju Prashant Sharma
4.	Senior Administrative Staff	• Mr. Deepak Salvi
5.	Nominee from each Society/ Student/ Alumni	• Mr. Shreyas Lingsur • Mr. Aldron Coelho
6.	Nominees from Employers/ Industrialists/ Stakeholders	• Mr. Shreepad Parkhe
7.	One of the Senior Teacher as the Coordinator/ Director of the IQAC:	• Mr. Umesh Kabadi

1. The minutes of an earlier meeting held on 8th June, 22 were read and confirmed.
2. Principal Dr. Pratima Singh discussed about NAAC, due year i.e. October, 2023 & informed about completion of AQAR (21-22) work on priority basis.
3. Final review of AQAR 21-22 data & Supporting documents was taken by IQAC. Suggestion were taken into consideration by the respective criterion coordinators
4. Mr. Umesh Kabadi provided an update to the committee members regarding the ongoing certificate programs across different streams. Committee members expressed appreciation for the efforts put forth in conducting these programs and acknowledged their value in enhancing student skills and employability



5. IQAC coordinator informed Members about some prime activities and events conducted by various committee /Clubs from June to October, 2022.

- B.Sc.IT –Tech- Wizard PPT presentation event on “Start Up India”
- Guest Lecture By Mr. Kevin Harding on Branding Solution/ Career Pathway
- Intra College PPT Presentation competition on startup India
- Guest lecture by Mr. Ashish Rana on career prospects in Media-photography/ sound video editing
- Health Checkup Campaign in association with Rotary Club of Mumbai Laker
- Guest & Guidance Session by Mr. Gaurav Sharma, Executive editor, Powai News on ‘College to Corporate’
- BAMMC department organized One day Educational Visit to Whistling Woods.
- Guest lecture by Ms. Tejaswini Patwardhan on Importance of Reading Habits
- One day national level intercollegiate webinar on Webinar on Cyber Awareness by Ms. Vibha Singh
- IQAC and Research Cell conducted “Career Path and Building Skills in Computing Research”. by Prof- C. Mehrotra Faculty, IBS
- Five days Student Development Program in association with Bombay Stock Exchange
- One day visit to DD House (Doordarshan) , Bombay Stock Exchange and Reserve Bank of India
- One day FDP on ‘Health Care Need’ in association with Quantum Corp Health Pvt. Ltd.
- One day IPR session by Adv. Gunjan Despande (DPIIT – IPR Chair) & Ms. Poorva Sharma (Research Asst. DPIIT- IPR Chair)
- Dr. Pratima Singh appreciated all coordinators efforts for successful conduct of DSR (Department Social Responsibility) like “Clean Diwali Green Diwali”- Donation of Old Cloth, Toys, Shoes and utility Items, All Members Present in the meeting appreciated about the Social work done by the Departments

Committee members commended the efforts of the organizing team in planning and executing these activities, noting their relevance and effectiveness in achieving organizational goals.


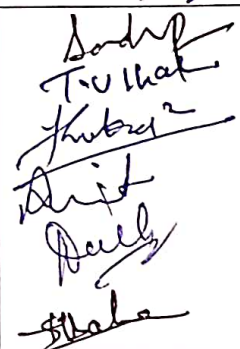


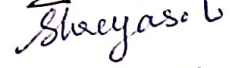

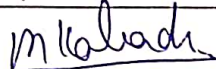
6. Placement & Carrer Guidance Cell Convenor Ms. Manali Naik informed Committee members about various sessions conducted for competitive exams & job readiness



session.

7. As per the college tradition, it has been resolved to award other accolades and honors alongside the Students of the Year for the academic year 2022-23. The responsibility for managing these awards also lies with the IQAC coordinator.
8. As there was no other matter, meeting ended on good and positive note

Members Present for IQAC meeting held on 8th October, 2022

Names	Signature
• I/C Principal Dr. Pratima Singh	
• Mr. Sandeep Vishwakarma	
• Mr. Tushar Shah	
• Mr. Vicky kukreja	
• Dr. Anita Pandey	
• Ms. Manali Naik	
• Mr. Sunil Ubale	
• Smt. Manju Prashant Sharma	
• Mr. Deepak Salvi	
• Mr. Shreyas Lingsur	
• Mr. Aldron Coelho	
• Mr. Shreepad Parkhe	
• Mr. Umesh Kabadi	




Date: 6th January, 2023

NOTICE

The meeting of the IQAC for the academic year (2022-23) is to be held on 13th January, 2023. The meet would be conducted at 11am - 2nd floor conference Room to transact the following Agenda.

Agenda

1. To read and approve the minutes of earlier meeting held on 8th October, 2022.
2. To discuss and review about NAAC work second cycle work in process.
3. To compile and verify IIQA Submission
4. To Discuss and start data compilation for SSR
5. To review Update of SSR
6. To Discuss about faculty research Activities
7. To update Institute website
8. To plan activities to be conducted in NSS camp
9. To plan placement drive
10. To Conduct various sports activities
11. Arrange Parents Teachers meeting
12. Any other matter with the permission of the chair.



Mr. Umesh Kabadi
IQAC Coordinator



Dr. Pratima Singh
I/C **PRINCIPAL**
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Powai-Vihar, Powai, Mumbai - 400 076
Tel. 022-45266020

Date: 14th January 2023

MINUTES

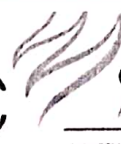
The minutes of the meeting of IQAC for the academic year (2022-23) held on 13th January, 2023 at 11 am on 2nd floor Conference room .

Dr. Pratima Singh was requested to take the chair and the following members were present.

Sr. No.	Designation	Names
1.	Chairperson	• I/C Principal Dr. Pratima Singh
2.	Teacher to represent all level	• Mr. Sandeep Vishwakarma • Mr. Tushar Shah • Mr. Vicky kukreja • Dr. Anita Pandey • Ms. Manali Naik • Mr. Sunil Ubale
3.	Member from the management	• Smt. Manju Prashant Sharma
4.	Senior Administrative Staff	• Mr. Deepak Salvi
5.	Nominee from each Society/ Student/ Alumni	• Mr. Aldron Coelho
6.	Nominees from Employers/ Industrialists/ Stakeholders	• Mr. Shreepad Parkhe • Mr. Kirtan Shah
7.	One of the Senior Teacher as the Coordinator/ Director of the IQAC:	• Mr. Umesh Kabadi

1. To read and approve the minutes of earlier meeting held on 3rd October, 2022
2. Mr. Umesh Kabadi IQAC Coordinator informed about NAAC work second cycle work in process, current status to Dr. Pratima Singh and to all IQAC members.
3. The committee taken review of data of IIQA submission and necessary recommendation were given. It was unanimously decided to upload IIQA at the earliest.
4. After submission of 5th AQAR 2021-22, it was decided to start data compilation for SSR, new SSR guideline and data templates were shared among the Criterion coordinators.
5. Mr. Kirtan Shah suggestion for preparation of SSR & advised to visit & consult other



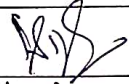
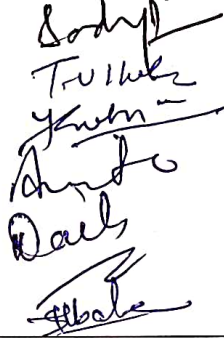

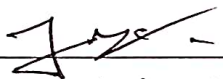
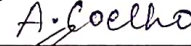

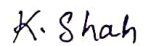
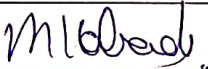


institutions with A++ grade.

6. principal Dr. Pratima Singh and management represented Smt. Manju Prashant Sharma instructed that all the faculties should involve the cell in research activities Such as paper Publication in Scopus/ UGC Care Listed journals, funded research project etc.
7. Before submission of IIQA it was decided to update Institute website. for this collection of departmental profile, personal biodata in prescript format, student supports system information etc. was suggested
8. Tushar Shah NSS Program officer informed members about 1 week NSS Camp and list of activities and duration of camp was decided an activities for each day where plant and communicated.
9. Manali Naik informed members about Job Fair to be conducted on 24th Feb, 2023. Considering need of job oppournities for the students and alumni, organisation of placement drive was planned. The decision was taken to call industries for recruitment.
10. IQAC Team unanimously decided to conduct sports activites, provide necessary facilities for sports & organize competitions for the students
11. with the objective of healthy interaction with parents and to convey them students' academic performance, it was resolved to organised parents need in the last week
As there was no other matter, meeting ended on good note with vote of thanks



Members Present for the IQAC meeting held on 13th January, 2023

Names	Signature
• I/C Principal Dr. Pratima Singh	
• Mr. Sandeep Vishwakarma	
• Mr. Tushar Shah	
• Mr. Vicky kukreja	
• Dr. Anita Pandey	
• Ms. Manali Naik	
• Mr. Sunil Ubale	
• Smt. Manju Prashant Sharma	
• Mr. Deepak Salvi	
• Mr. Aldron Coelho	
• Mr. Shreepad Parkhe	
• Mr. Kirtan Shah	
• Mr. Umesh Kabadi	



Date:- 19th April 2023

NOTICE

The meeting of the IQAC for the academic year (2022-23) is to be held on 22nd April, 2022.
The meet would be conducted at 11 am - 2nd floor, conference room to transact the following

AGENDA

1. To read and approve the minutes of earlier meeting held on 13th January 2023
2. To make final review of SSR
3. To apprise the members on revised NAAC Guidelines and Standard Operating Procedure and accordingly plan for features on the website.
4. To submit feedback analysis report on syllabus to University of Mumbai.
5. To discuss & review extension activities
6. To conduct appraisal for teaching and Non teaching staff
7. To review functional MoU's of the institution
8. To discuss FEP conducted by department
9. To prepare a plan (2023-24) for the institution.
10. Any other matter with the permission of the chair.



Mr. Umesh Kabadi
IQAC Coordinator





Dr. Pratima Singh
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Powai-Vihar, Powai, Mumbai - 400 076
Tel. 022-45266020

Date:- 22nd April, 2023**MINUTES**

The minutes of the meeting of IQAC for the academic year (2022-23) held on 22nd April 2023 at 11 am on 2nd floor Conference room

Dr Pratima Singh was requested to take the chair and the following members were present.

Sr. No.	Designation	Names
1.	Chairperson	• I/C Principal Dr. Pratima Singh
2.	Teacher to represent all level	• Mr. Sandeep Vishwakarma • Mr. Tushar Shah • Mr. Vicky kukreja • Dr. Anita Pandey • Ms. Manali Naik • Mr. Sunil Ubale
3.	Member from the management	• Smt. Manju Prashant Sharma
4.	Senior Administrative Staff	• Mr. Deepak Salvi
5.	Nominee from each Society/ Student/ Alumni	• Mr. Shreyas Lingsur • Mr. Aldron Coelho
6.	Nominees from Employers/ Industrialists/ Stakeholders	• Mr. Kirtan Shah
7.	One of the Senior Teacher as the Coordinator/ Director of the IQAC:	• Mr. Umesh Kabadi

1. The minutes of earlier meeting held on 9th Jan, 23 were read and confirmed.
2. Each Criterion coordinator explain the status of their respective criteria and assured about immediate finalisation of SSR data
3. IQAC Coordinator apprised the members of the revised NAAC guidelines that includes revised metrics, value added courses, experiential learning etc. IQAC Coordinator also briefed all on the SOP that involves criteria wise specifications to be considered for the Preparation & Submission of SSR. These guidelines and processes involve changes in website content and features that need to be incorporated as part of data availability and transparency.
4. The feedback on curriculum received was analysed & discussed to upload on college



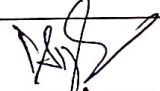
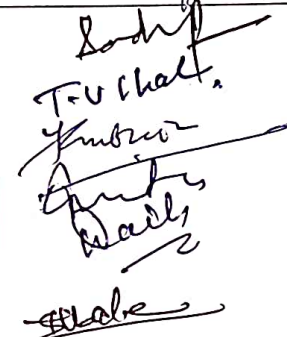


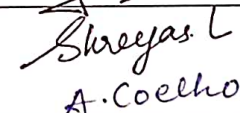
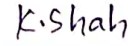
website along with ATR. feedback analysis report collected from stakeholders on curriculum of all programs was decided to forward to University of Mumbai for further necessary action.

5. The IQAC coordinator explain the extension activities organised by the college. the details were briefed and presented to the committee. the committee members were satisfied about the programs conducted in collaboration with accuracy by various department of the institution.
6. It was unanimously decided to conduct appraisal for teaching and non-teaching staff using prescribed format prepared by the institution.
7. The discussion was head on the significance of collaborative activities under MoU's. the committee agreed to increase the more activities under each MoU's of the institution. The IQAC coordinator brief members about significant activities organised by the various departments
8. IQAC Members expressed enthusiasm about the initiative and emphasized the importance of continuous learning and development for faculty members. Plans for promoting the Faculty Exchange Program and encouraging participation were discussed.
9. Planning of the next academic year 2023-24 was done. the committee members suggested recommendation as per this. as per national education policy (NEP) 2020 necessary changes were suggested.

As there was no other matter, meeting ended on good note, with vote of thanks.



Members Present for the IQAC meeting held on 22nd April, 2023

Names	Signature
• I/C Principal Dr. Pratima Singh	
• Mr. Sandeep Vishwakarma • Mr. Tushar Shah • Mr. Vicky kukreja • Dr. Anita Pandey • Ms. Manali Naik • Mr. Sunil Ubale	
• Smt. Manju Prashant Sharma	
• Mr. Deepak Salvi	
• Mr. Shreyas Lingsur • Mr. Aldron Coelho	
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• Mr. Umesh Kabadi	