

Shri Akola Gujarati Samaj
Smt. Maherbanu College of Science and Commerce, Akola
Internal Quality Assurance Cell
2020-21

NOTICE


Date: 30/06/2020

All the members of IQAC are hereby informed that the meeting of the IQAC will be held on Tuesday, 30th June, 2020 at 11:30 a.m. in the office of the Principal to discuss the following agenda.

AGENDA

- 1) To approve minutes of the last meeting.
- 2) Plan to organize online Induction Program for BBA and BCA I Year student.
- 3) Any other matter with the permission of the chair.




Principal
Smt. Maherbanu College of
Science & Commerce, Akola

Shri Akola Gujarati Samaj
Smt.Maherbanu College of Science and Commerce,Akola
Internal Quality Assurance Cell
2020-21

Minutes of the Meeting

The meeting of the IQAC was held on Tuesday, 30th June, 2020 at 11:30 a.m. in the office of the Principal. The following members were present in the meeting.

1. Dr.Smita P. Shingrup,Principal	Chairperson
2. Shri. Dipenbhai Shah	President
3. Shri. Sureshbhai Vora	Representative of Management
4. Shri.Narendrabhai Patel	Secretary
5. Shri.Kanubhai Sayani	Representative of Industry
6. Ms. Quddusa Farooqui	Representative of Teaching Staff
7. Ms. Kesar Gagnani	-----"Do"-----
8. Ms.Rakhi Malhi	-----"Do"-----
9. Dr. Mayur Malviya	-----"Do"-----
10. Mr.Vaibhav Joshi	Representative of Administrative Staff
11. Ms. Avani Kulkarni	Co-ordinator, IQAC

The agenda of the meeting was as follows:

- 1) To approve minutes of the last meeting.
- 2) Plan to organize online Induction Program for BBA and BCA I Year student.
- 3) Any other matter with the permission of the chair.

Item no.1 of the agenda:

To approve minutes of last meeting

Item no.2 of the agenda:

To discuss regarding organization of online Induction Program for BBA and BCA I Year students.

In this regard it was decided to organize Induction Program for BBA and BCA I year students on Tuesday, 11th July, 2020 online through google meet. The responsibility of organizing the seminar was given to "Cultural Activities and Students Welfare Committee".



Item no.3 of the agenda:

Any other matter with the permission of the chair.

As there was no any other matter with the permission of the chair,
the meeting ended with vote of thanks.

Action Taken

Induction Program for BBA and BCA I year students was successfully organized on Tuesday, 11th July, by the "Cultural Activities and Students Welfare Committee". Principal of the college inducted the students.

Place: Akola

Date: 11/07/2020




Principal
Smt. Mahabann College of
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**Smt. Maherbanu College of Science and
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2020-21

NOTICE

Date: 08/08/2020

All the members of IQAC are hereby informed that the meeting of the IQAC will be held on Saturday, 8th August 2020 at 11:00 a.m. in the office of the Principal to discuss the following agenda.

AGENDA

- 1) To approve minutes of the last meeting.
- 2) To discuss on the do's and don'ts of online teaching and online examination conduction.
- 3) Any other matter with the permission of the chair.




Principal
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Minutes of the Meeting

The meeting of the IQAC was held on Saturday, 8th August, 2020 at 11:00 a.m. in the office of the Principal. The following members were present in the meeting.

1. Dr. Smita P. Shingrup, Principal	Chairperson
2. Shri. Dipenbhai Shah	President
3. Shri. Sureshbhai Vora	Representative of Management
4. Shri. Narendrabhai Patel	Secretary
5. Shri. Kanubhai Sayani	Representative of Industry
6. Ms. Quddusa Farooqui	Representative of Teaching Staff
7. Ms. Kesar Gagnani	-----"Do"-----
8. Ms. Rakhi Malhi	-----"Do"-----
9. Dr. Mayur Malviya	-----"Do"-----
10. Mr. Vaibhav Joshi	Representative of Administrative Staff
11. Ms. Avani Kulkarni	Co-ordinator, IQAC

The agenda of the meeting was as follows:

1. To approve minutes of the last meeting.
2. To discuss on the do's and don'ts of online teaching and online examination conduction.
3. Any other matter with the permission of the chair.

Item no. 1 of the agenda: To approve minutes of the last meeting:

The minutes of the last meeting was readout by the coordinator and was approved by all the members.

Item no. 2 of the agenda: To discuss on the dos and don'ts of online teaching and online examination conduction.

In this various points discuss regarding technical problems while online teaching discussed also a walkthrough is taken on faculty technical competency



Item no. 3 of the agenda: Any other matter with the permission of the chair: As there was no any other matter with the permission of the chair, the meeting ended with vote of thanks.

ActionTaken

As per the meeting agenda the technical issues resolved ,a online faculty training program was organized under the presence of Principal to get familiar with online teaching techniques, tools used for it ,and also discussion held on barrier in online teaching and how to overcome them for smooth conduction of classes.

Place: Akola

Date:08/08/2020




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2020-21

NOTICE

Date: 14/10/2020

All the members of IQAC are hereby informed that the meeting of the IQAC will be held on Saturday, 14th October, 2020 at 11:00 a.m. in the office of the Principal to discuss the following agenda.

AGENDA

- 1) To approve minutes of the last meeting.
- 2) To discuss agenda of online examination conduction by University.
- 3) Any other matter with the permission of the chair.




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2020-21

Minutes of the Meeting

The meeting of the IQAC was held on Saturday, 14th October 2020 at 11:00 a.m. in the office of the Principal. The following members were present in the meeting.

1.Dr.Smita P. Shingrup, Principal	Chairperson
2.Shri. Dipenbhai Shah	President
3.Shri. Sureshbhai Vora	Representative of Management
4.Shri.Narendrabhai Patel	Secretary
5.Shri.Kanubhai Sayani	Representative of Industry
6.Ms. Quddusa Farooqui	Representative of Teaching Staff
7.Ms. Kesar Gagnani	-----"Do"-----
8.Ms.Rakhi Malhi	-----"Do"-----
9.Dr. Mayur Malviya	-----"Do"-----
10.Mr.Vaibhav Joshi	Representative of Administrative Staff
11.Ms. Avani Kulkarni	Co-ordinator, IQAC

The agenda of the meeting was as follows:

- 1) To approve minutes of the last meeting.
- 2) To discuss agenda of online examination conduction by University.
- 3) Any other matter with the permission of the chair.

Item no.1 of the agenda: To approve minutes of the last meeting:

The minutes of the last meeting was read out by the coordinator and was approved by all the members.

Item no. 2 of the agenda: To discuss agenda of online examination conduction by University.

To conduct online examination, all the needed points were discussed viz. number of staff members, availability of computer systems, Network availability etc.



Item no.3 of the agenda: Any other matter with the permission of the chair:

As there was no any other matter with the permission of the chair, the meeting ended with vote of thanks.

Action Taken

- a) Teaching and non-teaching staff was finalized for the conduction of examination
- b) Computer systems, proper network plan with needed speed was implemented.
- c) Class wise Students what's up group created to send paper link.

Place: Akola

Date: 14/10/2020




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NOTICE

Date: 02/12/2020

All the members of IQAC are hereby informed that the meeting of the IQAC will be held on Saturday, 02nd December, 2020 at 11:00 a.m. in the office of the Principal to discuss the following agenda.

AGENDA

- 1) To approve minutes of the last meeting.
- 2) To prepare agenda for 'College Development meeting'.
- 3) Any other matter with the permission of the chair.




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Internal Quality Assurance Cell
2020-21

Minutes of the Meeting

The meeting of the IQAC was held on Saturday, 02nd December, 2020 at 11:00 a.m. in the office of the Principal. The following members were present in the meeting.

1.Dr.Smita P. Shingrup, Principal	Chairperson
2.Shri. Dipenbhai Shah	President
3.Shri. Sureshbhai Vora	Representative of Management
4.Shri.Narendrabhai Patel	Secretary
5.Shri.Kanubhai Sayani	Representative of Industry
6.Ms. Quddusa Farooqui	Representative of Teaching Staff
7.Ms. Kesar Gagnani	-----"Do"-----
8.Ms.Rakhi Malhi	-----"Do"-----
9.Dr. Mayur Malviya	-----"Do"-----
10.Mr.Vaibhav Joshi	Representative of Administrative Staff
11.Ms. Avani Kulkarni	Co-ordinator, IQAC

The agenda of the meeting was as follows:

- 1) To approve minutes of the last meeting.
- 2) To prepare agenda for CDC meeting
- 3) Any other matter with the permission of the chair.

Item no.1 of the agenda: To approve minutes of the last meeting:

The minutes of the last meeting was read out by the coordinator and was approved by all the members.



Item no. 2 of the agenda: To prepare agenda for CDC meeting:

The following agenda was prepared for CDC meeting to be held on 30th December, 2020

- 1) To approve minutes of last meeting
- 2) To prepare agenda for second half session.
- 3) Any other matter with the permission of the chair.

Item no. 3 of the agenda: Any other matter with the permission of the chair: As there was no any other matter with the permission of the chair, the meeting ended with vote of thanks.

Action Taken

CDC meeting held on 30th December, 2020 and the following approved decisions were implemented:

- 1) Minutes of the last meeting were approved by all the members.
- 2) Detail plan was prepared for the second half session with faculty wise classes and online guest lectures.

Place: Akola

Date: 02nd December, 2020




Principal
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Shri. Akola Gujarati Samaj
**Smt. Maherbanu College of Science and
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Internal Quality Assurance Cell
2020-21

NOTICE

Date:13/02/2021

All the members of IQAC are hereby informed that the meeting of the IQAC will be held on Saturday 13th February, 2021 at 11:00 a.m. in the office of the Principal to discuss the following agenda.

AGENDA

- 1) To approve minutes of the last meeting.
- 2) The discussion on the conduction of online classes and other activities.
- 3) Any other matter with the permission of the chair.




Principal
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**Smt. Maherbanu College of Science and
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Internal Quality Assurance Cell
2020-21

Minutes of the Meeting

The meeting of the IQAC was held on Monday, 13th February , 2021 at 11:00 a.m. in the office of the Principal. The following members were present in the meeting.

1.Dr.Smita P. Shingrup, Principal	Chairperson
2.Shri. Dipenbhai Shah	President
3.Shri. Sureshbhai Vora	Representative of Management
4.Shri.Narendrabhai Patel	Secretary
5.Shri.Kanubhai Sayani	Representative of Industry
6.Ms. Quddusa Farooqui	Representative of Teaching Staff
7.Ms. Kesar Gagnani	-----"Do"-----
8.Ms.Rakhi Malhi	-----"Do"-----
9.Dr. Mayur Malviya	-----"Do"-----
10.Mr.Vaibhav Joshi	Representative of Administrative Staff
11.Ms. Avani Kulkarni	Co-ordinator, IQAC

The agenda of the meeting was as follows:

- 1) To approve minutes of the last meeting.
- 2) The discussion on the conduction of online classes and other activities.
- 3) Any other matter with the permission of the chair.

Item no.1 of the agenda: To approve minutes of the last meeting:

The minutes of the last meeting was read out by the coordinator and was approved by all the members.



- 1) **Item no. 2 of the agenda:** The discussion on the conduction of online classes and other activities.

The problems of the first session online classes conduction was discussed and their solutions were find out, and online activities for students discussed.

Item no. 3 of the agenda: Any other matter with the permission of the chair: As there was no any other matter with the permission of the chair, the meeting ended with vote of thanks.

Action Taken

Various online seminars of eminent personalities was planned for the students of BBA and BCA departments

Place: Akola

Date: 13th February, 2021




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NOTICE


Date: 24/04/2021

All the members of IQAC are hereby informed that the meeting of the IQAC will be held on Saturday, 24th April, 2021 at 11:30 a.m. in the office of the Principal to discuss the following agenda.

AGENDA

1. To approve minutes of the last meeting.
2. To discuss the online examination conduction of university and upcoming year admission strategies following COVID norms.
3. Any other matter with the permission of the chair.




Principal
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2020-21

Minutes of the Meeting

The meeting of the IQAC was held Saturday, 24th April, 2021 at 11:30 a.m. in the office of the Principal. The following members were present in the meeting.

1.Dr.Smita P. Shingrup, Principal
2.Shri. Dipenbhai Shah
3.Shri. Sureshbhai Vora
4.Shri.Narendrabhai Patel
5.Shri.Kanubhai Sayani
6.Ms. Quddusa Farooqui
7.Ms. Kesar Gagnani
8.Ms.Rakhi Malhi
9.Dr.Mayur Malviya
10.Mr.Vaibhav Joshi
11.Ms. Avani Kulkarni

Chairperson
President
Representative of Management
Secretary
Representative of Industry
Representative of Teaching Staff
-----"Do"-----
-----"Do"-----
-----"Do"-----
Representative of Administrative Staff
Co-ordinator, IQAC

The agenda of the meeting was as follows:

1. To approve minutes of the last meeting.
2. To discuss the online examination conduction of university and upcoming year admission strategies following COVID norms.
3. Any other matter with the permission of the chair.

Item no.1of the agenda: To approve minutes of the last meeting:

The minutes of the last meeting was read out by the co-coordinator and was approved by all the members.



1. **Item no.2 of the agenda:** To discuss the online examination conduction of university and upcoming year admission strategies following COVID norms

The brief discussion was held among the committee members and some strategies were decided.

2. **Item no.3 of the agenda:** Any other matter with the permission of the chair:

As there was no any other matter with the permission of the chair, the meeting ended with vote of thanks.


Action Taken

The examination committee was formed for online examinations, computer systems get ready, and network plan was updated. Admission committee was called and all plan were discussed with them for admission process.

Place: Akola

Date: 24/04/2021




Principal
Smt. Mahabam College of
Science & Commerce, Akola