بسم الله الرحمن الرحيم

Anjuman-I-Islam's

AKBAR PEERBHOY COLLEGE OF COMMERCE & ECONOMICS

NAAC Reaccredited College • Affiliated to University of Mumbai

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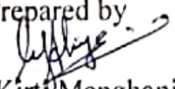
MINUTES OF THE IQAC MEETING

The meeting of IQAC was held on Monday 9th January 2023 at 11 am in the Principal's cabin. The agenda of the meeting was
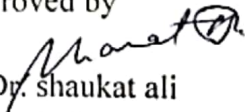
1. Submission Of AQAR for the academic year 2021-22 on or before 28th February 2023
2. Submission of data by criteria –in-charges in prescribed format till 31st January 2023
3. To discuss the progress in work done by audit committees.

Meeting started with recitation of Quran by Dr. Salim Khan. IQAC coordinator welcomed the Principal and present members in the meeting and read out the agenda of the meeting. The following things discussed and decided in the meeting-

1. IQAC –Co-ordinator informed that data templates of all criteria in prescribed format are sent to respective criteria in charges so that they can collect data and submit to IQAC on or before 31st January2023.
2. To save time, money and energy of human resource and institution and to make work more effective and efficient, authorities are making all functional areas digital so that data exchange and data collection becomes fast and easily accessible by all stakeholders.
3. In criteria-II under experimental learning, teacher in-charges of project work are sent data templates to provide data of project work assigned to students of final year and post graduation level.
4. Teacher's Whatsapp group is informed of the link to the Google form created by IQAC to report on the activities carried out by committee chairs, and a report of 23 activities is provided. She requested that use a Google form to report for left-out activities and make this regular practice to save time to restore the past data.
5. Under criteria –II and III , in-charges required data from each teacher about their research work, paper presentation, invitation as guest /chairperson/ resource person of any programme, Member of BOS, syllabus committee etc. For this purpose the Google form is designed by Prof. Ahtesham and link is given on website of college.

50 Glorious Years of Existence

Teachers are informed to use that link to provide data of their personal academic growth and achievements and same will help to get access data quickly and easily.

6. Salim sir informed that in academic audit, relevant data is collected and compilation is also done and gave credit to Prof. Kirti Kumar for doing such huge task as member of audit committee.

7. Dr. Smita Salunkhe shared that green audit report is also in the stage of completion .She reminded about rain water harvesting project. On that authority assured that she will get all logistic support to implement that project.

8. Dr. Hanif lakdawala informed the progress work done in energy audit work. He is working on the recommendations given by earlier NAAC team. He also informed that some steps for provision of solar energy will be taken soon.

9. Ms. Vaishali Bankar mentioned that her gender audit report is at the final stage and will be complied and ready within 15 days.

10. Libraraian Yameen asked to keep ready data of students got books under book bank scheme.

11. Vice Principal suggested for 360 degree appraisal and feedback system as per the NAAC requirements. He also informed that as per feedback, action taken reports to be prepared for the NAAC.

12. Dr. Smita Salunkhe proposed to buy plagiarism software to promote and support research work .She suggested that to reduce cost and to optimize utility, the college can enter into memorandum of understanding with other colleges for above purpose. Salim sir added by saying that even English Grammerly Software is also very much utility oriented for research work and to be considered to buy.

13. IQAC –Co-ordinator suggested for department presentation term wise which will be helpful for department development as well as it will be helpful for planning of future activities.

14. Principal Sir appreciated the contribution of every one. He emphasized that IQAC play very important role in suggesting and implementation quality assurance programme for student, staff and college development. It is data warehouse and that helps to show the quality and quantity of work done by the college for student, staff and college development to stakeholders.

15. He motivated the present members by saying that institutional development, departmental meeting and individual developments are interconnected and all must utilize all opportunities of their personal academic growth and improve the image of the college.

16. Sir said that at the end of the academic year the program will be organised to recognize important contribution of individual which benefited to students and college as value addition.

17. At the end meeting ended with vote of thanks given to the chair and present members.

Prepared by

Ms. Kirti Menghani
(IQAC-Co-ordinator)

Approved by

Prof.Dr. shaukat ali
(Principal)