

SCMIRT IQAC COMMITTEE Meeting NOTICE

Date: 14/05/2021

This is to inform all members of SCMIRTIQAC Committee that the meeting will be held on Monday 17<sup>th</sup> May 2021 at 10:00 AM. You are requested to make yourself available to participate in the meeting.

**Agenda for the meeting –**

- 1) To welcome the Members.
- 2) To discuss about organizing Innovation and Start Up Fest.
- 3) To attend webinar on emerging topics in association with CEGR.
- 4) To discuss about conduction of Term End Examination and CIE to be given to the students.
- 5) To make arrangement for program on international yoga day.
- 6) To discuss and start with student Inhouse Internship in the college.
- 7) To review about the best practice of the college.
- 8) To review the committee work.
- 9) To discuss any other matter with the permission of the Chair.

Day & Date: 17<sup>th</sup> May 2021

Time: 10:00 AM

Venue: Principal's Cabin

**Asst. Prof. Rasika Naik**



**IQAC co-ordinator**



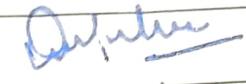
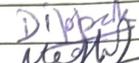
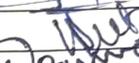
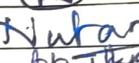
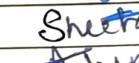
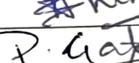
**Dr. Abbas Lokhandwala**



**IQAC Chairperson**

### Minutes of the Meeting and Action Taken Report

The meeting of the SCMIRT IQAC Committee was held on Monday 17<sup>th</sup> May 2021 at 10:00 AM in Principal's cabin. The following members were present.

Sr. No.	Name of the Person	Designation in IQAC	Signature
1	Dr. Abbas Lokhandwala	Chairperson: Head of the Institution	
2	Prof. Deepak Singh	Teacher Representative	
3	Prof. MonaliMeghal	Teacher Representative	
4	Prof. Priyanka Jadhav	Teacher Representative	
5	Prof. Ritu Prasad	Teacher Representative	
6	Prof. Jyoti Gaikwad	Teacher Representative	
7	Dr. VijayalaxmiNemmaniwar	Teacher Representative	
8	Prof. Yashoda Barve	Teacher Representative	
9	Ms. KimayaChordiya	Management Representative	
10	Mrs. NutanGawali	Registrar	
11	Mrs. Netra Deshpande	Administrative Officer	
12	Mr. Neelkand Bajaj	Local Society Representative	
13	Ms. Sheetal Choudhari	Student Representative	
14	Ms. Anushka Shinde	Student Representative	
15	Mr. Prasad Gattewar	Alumni Representative	
16	Dr. PratikshaWable	Invitee	
17	MrJuzerHaideri	Industrialist	
18	Mrs. SuneetaManekar	Parent Representative	
19	Dr. Shailesh Kasande	Invitee	
20	Asst. Prof. Rasika Naik	IQAC Coordinator, Member Secretary	

## Minutes:

**Agenda No.1:** To welcome the Members.

- Prof. Rasika Naik, Coordinator, IQAC welcomed all the members and Dr. Abbas Lokhandwala Principal explained the agenda of the meeting to everyone present.
- Prof. Rasika Naik tabled the minutes of the last meeting and the Action Taken Report. The same was unanimously approved by the members.

**Agenda No.2:** To discuss about organizing Innovation and Start Up Fest.

- Dr. Shailesh Kasandeenlightened about the organizing Innovation and Start Up Fest under Innovation and Incubation Cell (CIIL).
- Dr. Abbas Lokhandwala instructed all program coordinator to inform, motivate and guide students to participate in Innovation and Start Up Fest. Responsibilities are allocated to all program coordinators and Dr. Vijayalaxmi Nemmaniwar is appointed as overall head for Innovation and Start Up fest.

**Resolution No#1:** It was unanimously decided that Innovation and Start Up Fest will be conducted on 21<sup>st</sup> June 2021.

**Agenda No.3:** To attend webinar on emerging topics in association with CEGR.

- Asst. Prof. Rasika Naik, informed all the team about the CEGR webinars and all the students and faculty members of SCMIRT are expected attend the seminar for knowledge enhancement.
- Dr. Vijayalaxmi Nemmaniwar instructed all the program coordinator and class coordinator to communicate details to all the students.

**Agenda No.4:** To discuss about conduction of Term End Examination and CIE to be given to the students.

- Chief Exam Officer Jyoti Gaikwad has given review about current session examination pattern for student through online mode and also, she has given status of exam form filled.



- Principal Dr. Abbas Lokhandwala instructed CEO and all program coordinator to conduct term end exam for the students.

**Resolution No#2** It was unanimously decided that Term end Examination will be conducted for all the program through MCQ mode by following all the guidelines of the SPPU.

**Agenda No 5:** To make arrangement for program on international yoga day.

- Principal Dr. Abbas Lokhandwala allocated responsibility of celebrating International Yoga Day to NSS Department. The event will be headed by Asst. Prof. Priya Barhate and Priyanka Jadhav will be accompanying with Priya Barhate in the international yoga day celebration.
- Asst. Prof. Priyanka Jadhav suggested to conduct one-week online yoga session for all the students.

**Resolution No #3** It was unanimously decided that on 21<sup>st</sup> June 2021 International Yoga Day will be celebrated.

**Agenda No 6:** To discuss and start with student Inhouse Internship in the college.

- Dr Shailesh Kasande initiated an idea about inhouse internship. Asst. Prof. Rasika Naik will make all the arrangement under IQAC for the same. Students' interviews will be conducted and selection will be done.
- Dr. Pratiksha Wable also added that stipend will be given to students for the Internship.

**Resolution No #4** It was unanimously decided that Inhouse internship will be provided to the students.

**Agenda No 7:** To review about the best practice of the college.

- Principal Abbas Lokhandwala has reviewed the Best practice of the college and given suggestion about the same.

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(SCMIRT)



Agenda No 8: To review the committee work.

- Principal Dr. Abbas Lokhandwala has taken review all the committees and checked minutes of the meeting of all committee and given suggestion to member secretary wherever needed.

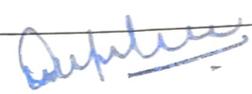
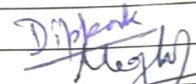
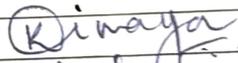
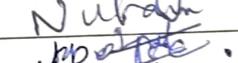
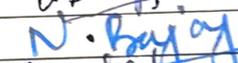
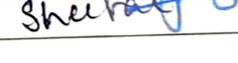
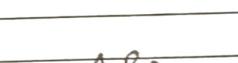
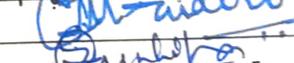
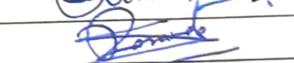
Agenda No. 9: Discuss any other matter with the permission of the Chair.

- Dr. Abbas Lokhandwala suggested all the members to start preparing and work enthusiastically for successful completion of AQAR 2021.

Asst. Prof. Rasika Naik  
  
IQAC Co-ordinator

Dr. Abbas Lokhandwala  
  
IQAC Chairperson

**Acknowledgement for Minutes of Meeting dated Monday 17<sup>th</sup> May 2021**

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Asst. Prof. Rasika Naik

  
IQAC Co-ordinator

Dr. Abbas Lokhandwala

  
IQAC Chairperson



## ACTION TAKEN REPORT

### Resolution No#1:

It was unanimously decided that an attempt should be through the process appeal wherein the decision given may reconsidered and hopefully upgraded.

Primary Responsibility: Asst. Prof. Rasika Naik

Supportive Responsibility: IQAC Members

Indicative Deadline: 15<sup>th</sup> May 2021

Current Status: Implemented.

### Resolution No#2:

It was unanimously decided conduct Activities under NSS Department which will be benefit the society.

Primary Responsibility: Asst. Prof. Priya Barhate

Supportive Responsibility: NSS Committee

Indicative Deadline: 30<sup>th</sup> June 2021

Current Status: Implemented.

Prof. Rasika Naik

  
IQAC Co-ordinator

Dr. Abbas Lokhandwala

  
IQAC Chairperson