

MINUTES OF IQAC MEETING HELD ON 19TH MAY 2022

A meeting of the Internal Quality Assurance Cell (IQAC) was held on Thursday 19th May 2022 at 11 a.m. The details of work done by the team of Smt. Surajba college of Education were presented in this meeting.

AGENDA:

- To read and confirm minutes of the previous IQAC meeting.
- To inform about the activities of the college in the second term
- To upraise about PhD cell activities
- To upraise about progress of AQAR submission and NAAC process.
- Any other matter with the permission of the Chairperson.

The following members were present for the meeting.

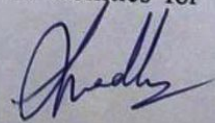
- Prof. Dr. Sunayana J. Kadle :- Chairperson : Head of the institution
- Smt. Nupur Mitra :- Management Member (President, ICBE)
- Smt. Asha Damle :- Management Member (Hon. Secretary, ICBE)
- Smt. Sabiha More :- Representative of Teaching Staff
- Smt. Priti S. Chandorkar :- Representative of Teaching Staff
- Dr. Smt. Pradnya Bhosekar :- Librarian
- Shri Ram Nemane :- Senior Administrative staff
- Smt. Gauri Chavan :- Administrative Staff
- Prof. Dr. Judy Grace Andrews :- Invitee Ex-I/C Principal
- Smt. Vaishali S. Dhaware :- IQAC Co-ordinator
- Ms. Darshana Makwana :- Students Representative

The Management members, I/C principal, teaching staff and administrative non - teaching staff along with a student representative attended this meeting. Ms. Darshana Makawana attended this meeting as a student council representative.

The following members expressed their inability to attend the meeting due to personal reasons.

Dr. Smt. Vibhuti Patel Stakeholder (Trustee, ICBE), Shri Uday Bhoj Local society member/alumni, Dr. Frances Vaidya, Dr. Yogita Mandole representatives of teaching staff. Poornima Warriar and Anoop Pandey both student council members.

I) The minutes of previous IQAC meeting :- The minutes of previous IQAC meeting and action taken plan was read and discussed. Smt. Nupur Mitra and Smt. Sabiha More asked queries about activities conducted under Memorandum of understanding with various institutions. Ms. Vaishali Dhaware and Dr. Judy Grace Andrews gave explanations about it. The queries were related to **Sanskar Yoga Institute** and **Better Tomorrow** NGO working in tribal areas of Mangoan. Smt. Nupur Mitra suggested to take an account of facilities for students before organizing a rural camp to Mangoan.



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II) Information about the activities of the college:-

1) Smt. Sabiha More presented highlights of the year 2021, practice teaching and value added course for M.M. P. Shah college. She gave a detail account of Walkathon, Documentaries viewing especially about women's contribution to environmental sustainability in foreign countries, book reading session etc. It was emphasized that the time table had thinking oriented activities. Smt. Nupur Mitra asked whether there was any documentary related to Indian Women. Further details of Practice Teaching activities conducted during online mode were explained along-with the reflections from students. The details of value added course conducted for MMP Shah college students were narrated. It was informed that faculty members of both the institutions were involved in teaching process and assessment process. Smt Nupur Mitra asked whether there was any documentary related to Indian Women. Dr. Judy Grace Andrews suggested to show documentary 0% wastage in Karnataka by Prerna 60-year-old women. Dr. Pradnya Bhosekar also reminded about B. Matahai's Poster. Dr. Sunayana Kadle emphasized the importance of showing documentary and also informed about collection and documentation of data of unsung women by our DLLE students. There was a suggestion from Smt. Nupur Mitra and Dr. Judy Grace Andrews to include MMP Shah college 's name in the document as it was a partnership between both institutions.

2) Smt. Priti Chandorkar gave an account of visits and rural camp. There was a discussion about life of people in Shantivan, Kushtarog Nivaran rehabilitation center and student's experiences about it. There was a discussion on workshop conducted at Chatrapati Shivaji Maharaj Vastu Sangrahalaya. Smt. Nupur Mitra Madam suggested to organize a visit to Bhau Daji Lad Museum.

3) Dr. Pradnya Bhosekar presented details about vachan prerna din programme, library updating work and activities conducted through library. It was informed that updating was done to soul 3.0 opaque. It was informed that NCTE is not sending Journal regularly however NCERT has a facility to purchase back issues. Smt. Nupur Mitra Madam asked about discount on purchase. Dr. Bhosekar informed that it is 10% discount. She told that each student had taken novels and suggested name of the books. The new PhD students and faculty were oriented about Nlist and library and also made video of it. Dr. Bhosekar suggested to use Nlist for action research. She also suggested to make a video of students explaining books that they read. There was a discussion on NDLI club activity and its organization through Language club. Dr. Bhosekar requested for time to conduct bibliotherapy as well as requested help from all in this matter. Smt. Nupur Mitra suggested to take initiative to develop a Gandhian study center and to invite eminent Gandhians. There was a suggestion to give books like Obstacles of life by Ryan Holiday for reading purpose. Smt. Sabiha More informed that Gandhians are always invited in the institution.

4) Smt. Vaishali dhaware informed that all placement activities such as training for TET, placement interviews etc. were organized in the hybrid mode. Smt. Nupur Mitra raised query about DMART employment. Ms. Darshana Makwana, student council member shared her experiences about her Placement.



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III) Information about progress of AQAR submission :- IQAC coordinator Smt. Vaishali Dhaware informed the committee members about submissions of AQARS from 2016 to 2020 and about the progress of submission of 2020-2021 AQAR. There was an extensive discussion about data collection and challenges faced during procuring the previous year's data for AQAR submissions. Smt. Vaishali Dhaware requested the faculty to cooperate and submit the data for AQAR completion. Smt. Nupur Mitra enquired about the storage of data. Dr. Judy Grace Andrews informed that the procured data was in NAAC classroom. Smt. Sabiha More raised a query why was this classroom not shared with the faculty. Dr. Judy Grace Andrews replied that due to some challenges it was not done. Smt. Dhaware asked for the access to data without which AQAR submissions could not be completed. Smt. Nupur Mitra and Dr. Judy Grace Andrews appreciated Smt. Sabiha More for providing data quickly. It was informed that wherever possible data was also collected from students. Mrs. Gauri Chauhan explained about technological challenges for saving data and suggested to create individual email to save data as hard disc is not a reliable source. Dr. Sunayana Kadle informed that the AQAR email and Google Classrooms are created and data is being uploaded on it. Smt. Nupur Mitra suggested to submit the data to IQAC coordinator as per the requirement. Dr. Sunayana Kadle promised to find out solution about the data collection and storage.

IV) To upraise about PhD cell activities and NAAC process - I/C prin. Dr. Sunayana Kadle gave an account of PhD research cell activities, DLLE Extension work and Students support – various scholarships given to students. She also updated the committee about NAAC process- IIQA submission process.

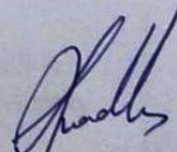
V) Any other :-

Smt. Sabiha More suggested to apply for Maulana Abdul Azad Scheme. Shri. Nemane and Smt. Gauri Chavan informed about college portal for scholarship. Smt. Nupur Mitra asked to find out more about scholarship for student's support. Dr. Judy Grace Andrews and Smt. Dhaware informed that they supported students by paying their fees.

Dr. Judy Andrews said Dr. Mandole is eligible for being the PhD guide. Dr. Kadle informed that the process is going on. Dr. Andrews also suggested to start UGC's online PG courses through distance mode.

Shri. Nemane and Gauri Chawan explained about Roster/ Bindunamavali updation work which is to be submitted as per the circular dated 11th April 2022. It was informed that unless and until roster is updated there will not be any new appointments. The Challenges and efforts made to update Bindunamavali were explained in detail.

The meeting ended with THEvote of thanks by Smt. Vaishali Dhaware.

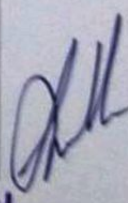


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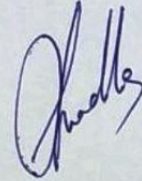
MINUTES OF INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING

ACTION TAKEN REPORT

SR. NO.	AGENDA	ISSUES RAISED	ACTION TAKEN
1	To read and confirm minutes of the previous IQAC meeting	MOU activity – Rural camp and finding out facilities for students	Camp _ was organised to Adivasi Pada's of Mangoan on 11 th and 12 th April 2023.in collaboration with Ngo Better Society. Students were provided with all required facilities.
2	To inform about the activities of the college in the second term	Documentaries on Indian Women	Documentaries were shown in the class.
		Gandhian study Centre	The plan is in the process.
3	To upraise about PhD cell activities	PHD Guide recognition of Dr. Yogita Mandole	Documents were sent to the University. Approval has not yet been received. Documents were resent for the same.
4	To upraise about progress of AQAR submission and NAAC process	System of procuring and storing data for AQAR Submission, progress of AQAR and IIQA submission	G- Clasroom and AQAR G mail for the year 2021-2022 and 2022-2023 is created for data storage. AQAR 2020-2021 is submitted successfully. AQAR 2021-2022 will be submitted till 30 th April 2023.
5	Any other matter with the permission of the Chairperson	Finding new scholarships for students	All Govt. scholarships are availed by SC/ST/OBC/VJNT/MINORITY and EBC (Rajarshi Shahu Maharaj scholarship.)
		Roster/ Bindunamavali Updation	Roster for teaching staff is approved from the university and Kokan Bhavan.


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		<p>For Non- Teaching staff the same is approved till 2019. Process of New appointments – Teaching – Non-Teaching Staff – As per the communication with Joint Director the NOC's are expected in the month of July 2023 Principal – The process of procuring NOC for the post of principal has been started.</p>
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