

IQAC Meeting No. 13: Agenda

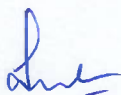
Date: 6th April 2022 at 2.00 p.m. in Croma Room, 3rd Floor UPG College.

Academic Year: 2021 - 2022

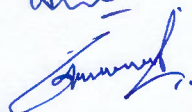
The Agenda for the meeting are as follows:

1. Read and confirm the Minutes of the meeting held on 11th Jan 2022
2. Review Action Taken Report of the meeting held on 11th Jan 2022
3. Review status on criteria-wise SSR documentation (QLMs, QMs) and inputs from the Advisory committee.
4. Discuss timeline for SSR upload on NAAC Portal.
5. Review on NIRF and ISO certification status.
6. Discuss Reforms and Suggestions of Staff and IQAC members:
 - a. Prospectus AY 2022-2023
 - b. Attendance Roadmap in for AY 2022-2023
 - c. New Committee list for AY 2022-2023
 - d. Discussion on conduction of Research methodology workshop for PG students
 - e. Discuss students' soft skill Training and Placement for the AY 2022-2023
 - f. Observations on curriculum feedback conducted in this academic year and action to be taken for 2022-2023.
7. MOUs and Linkages proposed by coordinators and members.
8. Check feasibility to conduct FDPS, Research Conferences, Value Added Program, Certificate Programs proposed by various departments.
9. Discuss the Perspective plan and proposals for AY 2022-2023.
10. Any other matter, with permission of the Chair, Principal Dr. Anju Kapoor.

Smruti Nanavaty
IQAC Coordinator



Lokesh Tardalkar
IQAC Assistant Coordinator



Internal Quality Assurance Cell

SVKM's Usha Pravin Gandhi College of Arts, Science & Commerce.

Academic Year 2021-2022

Minutes of the IQAC meeting Dated 6th April 2022

Time: 2.00 pm to 4.00 pm

Place: Room No 5, Third Floor

The Third meeting of the Internal Quality Assurance Cell (IQAC) of the SVKM's Usha Pravin Gandhi College of Arts, Science and Commerce for the academic year 2021-2022 was conducted on 6th April 2022 at 2:00pm. in room 5, 3rd floor Usha Pravin Gandhi College of Arts, Science and Commerce.

Following members attended the meeting :

Sr. No.	Name of the members	Representation on IQAC
1.	Dr. Anju Kapoor	Principal and Chairman IQAC
2.	Shri Harshadbhai Shah	Management Representative
3.	Prof. Smruti Nanavaty	IQAC and MSCIT Coordinator
4.	Prof. Lokesh Tardalkar	IQAC Assistant Coordinator
5.	Prof. Sriram Deshpande	Member and NAAC Coordinator
6.	Prof. Navita Kulkarni	Member, MAEMA Coordinator
7.	Prof. Swapali Lotlikar	Member and BSCIT Coordinator
8.	Kalika Kherdikar	Registrar, Administration
9.	Prof. Ashish Mehta	Member and BAFTNMP Coordinator
10.	Prof. Madhuwanti Date	Member

11.	Abhijeet Mohite	Member
12.	Dr Machunwangliu Kamei	Member
13.	DipaliVichare	Administration
14.	Shri K V Ramana Sastry	External/ Industry Expert
15.	Shri R. Sridhar	External/ Industry Expert
16.	Shri Amit B Sheth	Employer / Industry Expert
17.	Shri Harish Shetty	Representation from Local Society/ Community
18.	Preksha Jiwani	General Secretary(Students' Council)
19.	Mr . Jineshwar Panchal	Student Alumni

Leave of Absence

Sr. No.	Name of the members	Representation on IQAC
1.	Jinesh Lalan	Student Alumni

Welcome & Introductory remarks by the Chairperson.

Dr. Anju Kapoor presided over the meeting and welcomed all members present. Prof. Smruti Nanavaty briefed the members about the main agendas of the meeting to discuss the plan for the Academic year 2022-23.

Following matters was discussed with respect to the agenda –

ITEM I

The IQAC Coordinator read the Minutes of the meeting of 11th Jan 2022 and informed the members that it was circulated by e-mail with the agenda. The minutes were confirmed by all members.

ITEM II

The IQAC Assistant Coordinator presented the Action Taken Report based on the matter discussed in the meeting of 11th Jan 2022. All members took note of the same.

ITEM III

Prof Sriram Deshpande informed the members about the detailed status of criteria-wise SSR documentation (QLMs, QMs). He also explained the submission of each matrix step-wise.

ITEM IV

Prof Sriram Deshpande informed the members about the timeline of criteria-wise SSR documentation (QLMs, QMs) He also informed that SSR will be uploaded on 22nd April on NAAC Portal.

ITEM V

Review on NIRF and ISO certification status: Prof Lokesh informed that NRF data is uploaded on the portal and College has received the ISO certificate

ITEM VI

Following reforms and suggestions of Staff and IQAC members were discussed:

- a. Prospectus Draft for Academic year 2022-2023 was presented and reviewed by all the members. Suggestions and inputs were given to the IQAC members.
- b. Attendance Roadmap in for AY 2022-2023 was discussed and approved.
- c. New Committee list for AY 2022-2023 was approved.
- d. Regarding Research methodology workshop for PG students, Dr Navita Kulkarni explained the detail plan of workshop to members.
Department of Information Technology proposed a workshop to be held in association with IQAC on Video Editing with Adobe Premiere Pro to be conducted in the month of July.
- e. It was discussed that students' soft skill Training be conducted in the even semester as all courses have it as part of their syllabus. Placement for the AY 2022-2023 will be conducted like every year by the concerned departments.
- f. Prof. Smruti Nanavaty presented the observations on curriculum feedback conducted in this academic year and mentioned that the suggestions related to syllabus revision have been sent to Mumbai University for the academic year 2022-2023.

ITEM VII

1. MOU and Linkage was proposed by Prof. Ashish Mehta coordinator BAFTNMP for cooperation in education projects in areas of mutual interest in skilled based value added programs between SVKM's UPG college and Universal school of creative arts, Mumbai.

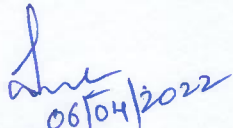
ITEM VIII

It was discussed that FDPS will be conducted for the academic year 2022-23 at institutional level. Research Conferences, Value Added Program, Certificate Programs would be conducted by various departments.

ITEM IX

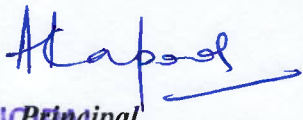
The Perspective plan and proposals for AY 2022-2023 was discussed and approved.

Meeting ended with vote of thanks by Prof. Smruti Nanavaty, IQAC coordinator.


06/04/2022
IQAC Coordinator

Ms. Smruti Nanavaty

IQAC CO-ORDINATOR
SVKM's
USHA PRAVIN CANDHI COLLEGE OF ARTS,
SCIENCE AND COMMERCE
VILE PARLE (WEST), MUMBAI - 400 056


Principal
SVKM's
USHA PRAVIN CANDHI COLLEGE OF ARTS,
SCIENCE AND COMMERCE
VILE PARLE (WEST), MUMBAI - 400 056

Internal Quality Assurance Cell

SVKM's Usha Pravin Gandhi College of Arts, Science & Commerce

Academic Year: 2021 - 2022

Action Taken Report of Meeting Dated: 6th April 2022

Following matters was discussed with respect to the agenda and action taken based on discussion in the meeting–

ITEM I

The IQAC Coordinator read the Minutes of the meeting of 11th Jan 2022 and informed the members that it was circulated by e-mail with the agenda. The minutes were confirmed by all members.

ACTION TAKEN: No action required.

ITEM II

The IQAC Assistant Coordinator presented the Action Taken Report based on the matter discussed in the meeting of 11th Jan 2022. All members took note of the same.

ACTION TAKEN: No action required.

ITEM III

Prof Sriram Deshpande informed the members about the detailed status of criteria-wise SSR documentation (QLMs, QMs). He also explained the submission of each matrix step-wise.

ACTION TAKEN: All matrices were submitted in time.

ITEM IV

Prof Sriram Deshpande informed the members about the timeline of criteria-wise SSR documentation (QLMs, QMs) He also informed that SSR will be uploaded on 22nd April on NAAC Portal.

ACTION TAKEN: SSR was uploaded on 22nd April on NAAC Portal.

ITEM V

Review on NIRF and ISO certification status: Prof Lokesh informed that NRF data is uploaded on the portal and College has received the ISO certificate

ACTION TAKEN: No action required.

ITEM VI

Following reforms and suggestions of Staff and IQAC members were discussed:

a. Prospectus Draft for Academic year 2022-2023 was presented and reviewed by all the members. Suggestions and inputs were given to the IQAC members.

ACTION TAKEN: Prospectus was reviewed, corrections were made and the final copy was uploaded on the website.

b. Attendance Roadmap in for AY 2022-2023 was discussed and approved.

ACTION TAKEN: Attendance committee was briefed about the Attendance Roadmap for AY 2022-2023

c. New Committee list for AY 2022-2023 was approved.

ACTION TAKEN: No action required.

d. Regarding Research methodology workshop for PG students, Dr Navita Kulkarni explained the detail plan of workshop to members.

The Department of Information Technology proposed a workshop to be held in association with IQAC on Video Editing with Adobe Premiere Pro to be conducted in the month of July.

ACTION TAKEN: Research methodology workshop for PG students (MAEMA) was conducted on 9th April 2022.

The Department of Information Technology in association with IQAC conducted Video Editing with Adobe Premiere Pro workshop on 23rd July, 2022. 21 students successfully completed the workshop.

e. It was discussed that students' soft skill Training be conducted in the even semester as all courses have it as part of their syllabus. Placement for the AY 2022-2023 will be conducted like every year by the concerned departments.

ACTION TAKEN: students' soft skill Training and Placement for the AY 2022-2023 scheduled and was decided to be put up in CDC for approval.

f. Prof. Smruti Nanavaty presented the observations on curriculum feedback conducted in this academic year and mentioned that the suggestions related to syllabus revision have been sent to Mumbai University for the academic year 2022-2023.

ACTION TAKEN: Feedback awaited from University.

ITEM VII

MOU and Linkage was proposed by Prof. Ashish Mehta coordinator BAFTNMP for cooperation in education projects in areas of mutual interest in skilled based value added programs between SVKM's UPG college and Universal school of creative arts, Mumbai.

ACTION TAKEN: MOU Proposal was approved and passed.

ITEM VIII

It was discussed that FDPS will be conducted for the academic year 2022-23 at institutional level. Research Conferences, Value Added Program, Certificate Programs would be conducted by various departments.

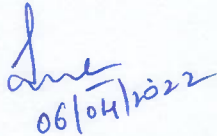
ACTION TAKEN: scheduled and was decided to be put up in CDC for approval.

ITEM IX

The Perspective plan and proposals for AY 2022-2023 was discussed and approved.

**ACTION TAKEN:
No action required.**

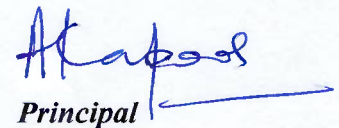
Meeting ended with a vote of thanks by Prof. Smruti Nanavaty, IQAC coordinator.


06/04/2022

IQAC Coordinator

Ms. Smruti Nanavaty

IQAC CO-ORDINATOR
SVKM's
USHA PRAVIN GANDHI COLLEGE OF ARTS,
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VILE PARLE (WEST), MUMBAI - 400 056


Principal

Dr. Anju Kapoor

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