

The SIA College of Higher Education, Dombivili (E)

Minutes of IQAC meeting

Date : 9th Sept,2017

The internal IQAC committee meeting was held on 9th Sept, 2017 at 3pm in the college premises. The following members attended the meeting:

Dr.Padmaja Arvind	Mr.NagariyaHasit Kumar
Mr.K.V Ranganathan	Mrs.Bharathi Rao
Mr.Karthik	Mrs.Tejaswani S
Mrs.Mhalgi Ranjana	Mrs Renu Verma
Ms.Salochna Nagdev	Mrs. Booma Halpeth (Spl invitee)

The following points were discussed :

- 1) AQAR was discussed and suggested that the report should be placed before statutory body after completion.
- 2) It was suggested to use Intranet extensively for Digital library and reference material.
- 3) It was decided to organize the workshop on E-content development by IQAC for faculty members.
- 4) It was suggested to continue short term certificate courses related to Communication skills, computer literacy program and Tally ERP ,CWP and introduce new certificate courses related to insurance etc.
- 5) It was suggested to introduce classes related to IBPS /UPSC/MPSC and other competitive examination
- 6) To enhance Academic performance, it was suggested to conduct revision lectures ,mid-term examination and preliminary examination.
- 7) It was suggested to explore placement opportunities and collaborations with various industries relating to Internships and job placements.
- 8) It was suggested that faculty members and students should enhance their knowledge by enrolling in various courses.
- 9) It was suggested to conduct market research survey on use of MIS and automation of data in Dombivili area for software development under SIA Tech link.

Ranjana Mhalgi
Secretary

Ranjana Mhalgi
IQAC Co-ordinator
The S.I.A College of Higher Education
Dombivili (E)



Padmaja
Dr.Padmaja Arvind

Chairperson
PRINCIPAL
The S.I.A. College of Higher Education
Dombivili (E)

The SIA College of Higher Education, Dombivili (E)

Minutes of IQAC meeting

Date : 9th Dec,2017

The IQAC committee meeting was held on 9th Dec, 2017 at 11am in the college premises. The following members attended the meeting:

Dr.Padmaja Arvind	Dr Parvati Venkatesh
Mr.K.V Ranganathan	Mr.Karthik
Mrs. Ranjana Mhalgi	Mrs.Bharathi Rao
Ms.Salochna Nagdev	Mrs.Tejaswani S
Mrs Renu Verma	Mr.Nagariya Hasit Kumar

The following points were discussed:

- 1) The minutes of the last meeting were presented and approved.
- 2) It was suggested to upload minutes of every meeting on the website of college and conduct IQAC meeting every quarter.

Faculty Workshop & Training

- 1) It was suggested to introduce Advance Excel course workshop for faculty members to give knowledge about parametric & non parametric test along with SPSS.
- 2) Faculty members should use Google class and develop E content and give students online .The content may be related to lectures, assignments, past question papers, answer keys etc.
- 3) It was suggested that faculty members should be educated regarding API scores required for their career enhancement.

Research Activities

- 1) It was suggested to plan research activities with cut off dates and work for completion. Also publish research papers in recognised and UGC listed journals with ISSN.
- 2) It was suggested to place research papers of faculty members before research committee and get approval. This facilitates publishing of quality research papers.

Academic Excellence

- 1) For result improvement, it was suggested to organising subject wise extra coaching for a nominal fees for slow learners and ATKT students.
- 2) During result declaration, it was suggested to call PTA meeting and appreciate ranker students in front of parents and give some gifts to motivate others.
- 3) It was suggested that internal assessment may be conducted by taking tests, PPT presentations and other activities .
- 4) It was suggested to arrange Industry expert lectures on specific topics related to marketing, finance Banking ,Insurance.

New NAAC Guidelines

- 3) The information relating to AQAR was discussed. It is renamed as IIQA (Institutional Information for Quality Assessment which is to be submitted during June –July and Dec every academic year.
- 4) It was suggested to discuss criterion wise new NAAC guidelines and plan activities according to questions asked in new SSR.

Others

- 1) It was suggested to do a pilot study on software development and visit MIDC offices to collect data relating to use of MIS.

Ruhani

IQAC Co-ordinator
The S.I.A College of Higher Education
Dombivli (E)



Padmaja

Dr. Padmaja Arvind

Chairperson
PRINCIPAL

The S.I.A. College of Higher Education
Dombivli (E)