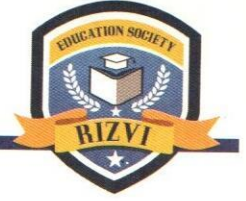




RIZVI COLLEGE OF ARTS, SCIENCE & COMMERCE



RIZVI EDUCATIONAL COMPLEX, OFF. CARTER ROAD, BANDRA (W), MUMBAI - 400 050
email : principal.asc@rizvicollege.edu.in • Website : www.rizvicollege.edu.in
Phone : 90048 34583 / 96533 56852

Date: 17th August, 2022

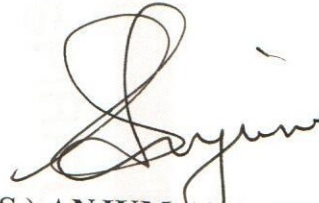
NOTICE (DEGREE COLLEGE)

This to inform that Criterion In charges with One member should attend a meeting on Thursday, 18th August, 2022 at 12.00 pm in the Principal Cabin.

Agenda

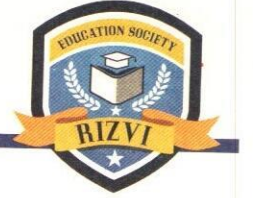
1. Requirements as per latest NAAC Templates
2. AQAR 2021 - 22
3. SSR to be submitted to NAAC


MRS. SHWETA DUBEY
(Coordinator, IQAC)


DR. (MRS.) ANJUM ARA AHMAD
(Principal I/C)



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Date: 18/08/2022

A meeting of IQAC, of all the In-charges / Convener and one members of each Criterion held on Thursday, 18th August, 2022 at 12.00 pm in the Principal Cabin.

Following in-charges and members attended the same.

Dr. (Mrs.) Anjum Ara Ahmad I/C Principal

Internal Quality Assurance Cell:

Dr. Ashfaq Khan : Coordinator *V.P.*

Mrs. Shweta Dubey : Co-Coordinator *Shweta*

Criterion I

Mrs. Swati Vora : Incharge *Swati*

1. Khan Zulfia

Criterion II

Dr. N.A. Jafry : Incharge *N.A. Jafry*

1.

Criterion III

Mrs. Shahida Shaikh : Incharge *Shahida*

1.

Criterion IV

Dr. Rajesh Masurkar : Incharge *Rajesh*

1.

Criterion V

Dr. Parhad Dattatraya : Incharge *Parhad*

1. Dr. Shilpa Shrivastava *Shilpa*

Criterion VI

Mrs. Farhana K. Wali : Incharge *Farhana*

1. Khan Moharram Ali *Moharram*

Criterion VII

Dr. Abhay Ranade : Incharge *Abhay*

1. Javed Pathan *Javed*

Mr. Mohammad Arif - Sec. Assistance

Following Business was transacted:



Date: 18/08/2022

A Meeting of IQAC Criterion In charges with One respective member is held in the Principal Cabin on 18th August, 2022 at 12.00 pm.

Following Business was transacted:

1. Mrs. Shweta Dubey, IQAC Coordinator and Dr. Abhay Ranade, In - Charge, Criterion VII emphasised on the need of ISR activities in the vicinity of the college through informative and skill based talks, lectures for the residents and academic help to the needy and weak students by faculty and students.
The suggestion is unanimously accepted.
Principal Dr. Anjum Ara Ahmad agreed to the decision and instructed Mrs. Shweta Dubey, IQAC Coordinator to take the needed initiatives.
2. Principal Dr. Anjum Ara Ahmad instructed to incorporate the college initiative to increase and enhance the ground water table during the monsoon in AQAR 2021 - 22.
3. Principal Dr. Anjum Ara Ahmad emphasised on the need to increase the number of Add On Courses/Short Term Courses/Skill Based Courses, Activities on Cross - Cutting Issues and Skill Development which comes under Criterion - I. She said every Department and Committee should organise Add On Courses/Short Term Courses/Skill Based Courses, Activities on Cross - Cutting Issues and Skill Development.
4. Dr. Nazar Abbas Jafry, In - Charge, Criterion - II proposed to organise a workshop on Academic Outcome Mapping which is accepted by the Principal Dr. Anjum Ara Ahmad. Principal asked him to plan out the required strategy to improve the results and performance of the slow learners.
5. For Criterion II, Principal Dr. Anjum Ara Ahmad instructed Dr. Nazar Abbas Jafry, In - Charge, Criterion - II to take appropriate measures for the effective implementation of Advanced Learner and Slow Learners Policy of the college.
6. Mr. Moharram Ali Khan suggested revamping the SMS system of the college for effective and speedy communication with the students/parents/guardians which is unanimously accepted.
7. Dr. Rajesh Masurkar, In - Charge, Criterion IV, emphasised the need of effective steps to be undertaken for the maintenance of Dead Stock Register with the detailed information of the transaction and counterfeited signature along with Timely availability of Audited Financial Statements.



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8. Dr. Parhad Dattatreya, In - Charge, Criterion V, requested to increase the current number and amount of the scholarships given by the management. He suggested atleast 100 students in every academic year should be offered scholarship with enhanced amount to improve the performance of the college in Criterion V.
By analysing his suggestion Principal Dr. Anjum Ara Ahmad explained the need of creating awareness amongst the students regarding Government Scholarships through appropriate measures and guide them to apply for the same as management is already offering significant amount of scholarships with its limited resources.
9. For, Criterion III, Principal Dr. Anjum Ara Ahmad also raised her concern over the Research Publication/Presentation by the faculty members. While discussing the issue she said faculties should publish their research papers only in agreed UGC-CARE Listed Journals and not in Peer Reviewed Journals. She was of the view that college may consider reimbursing one research paper per academic year of the concerned faculty member if paper is published in the UGC-CARE Listed Journals.
10. Criterion Incharge - VI, Mrs. Farhana Wali also raised her concern about timely unavailability of Audited Financial Statements. She requested the Principal to reimburse the fee to faculties if they attend any Faculty Improvement Course and if possible then implement some welfare schemes for the faculty.

She also requested to the Principal to make a team/committee for College Annual Report 2021 - 22 to which Principal suggested the Magazine Committee should prepare the same as its their responsibility so there is no requirement of any additional team/committee and agreed to instruct the Magazine Committee to prepare the College Annual Report 2021 - 22 with the assistance of IQAC.

Regarding Perspective Plan, Principal instructed IQAC to prepare the same for five years.

As suggested by Criterion Incharge - VI, Mrs. Farhana Wali Principal said The Feedback Report on Curriculum, Teachers Performance and Administration should be generated by Mr. Kalpesh Solanki for all concerned stakeholders i.e. Students, Parents and Employers.

11. As a conclusion, the unanimous decision was taken to schedule a staff meeting with the Faculty Members to incorporate the decisions and suggestions made/proposed during the meeting.
Thus IQAC Meeting with the Teaching Staff is scheduled on Monday, 29th August, 2022 at 11.00 am in the Staff Room.

The Meeting was concluded at 1.45 pm.





Rizvi Education Society's

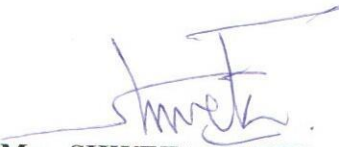
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Proposed by


Seconded by


Mrs. SHWETA DUBEY
(Co-ordinator, IQAC)


Dr. (Mrs.) ANJUMARA AHMAD
(Principal I/C)