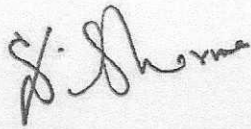


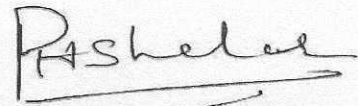
Agenda of IQAC Meeting on 13th August, 2022

1. Presentation of the IQAC Work Report.
2. Discussion on Future plan of action.
3. Any other matter with permission of the chair.



Prof. (Dr.) Sunita Sharma

Co-Ordinator, IQAC



Dr. Prashant H. Shelar

Principal





**Jogeshwari Education Society's
JES COLLEGE OF COMMERCE
SCIENCE & INFORMATION TECHNOLOGY
(AFFILIATED TO MUMBAI UNIVERSITY)**

Internal Quality Assurance Cell (IQAC)

17th August, 2022

Minutes of Inaugural IQAC Meeting 2022 – 2023

Date: - 13th August, 2022 at 11:00 a.m.

Venue: - Audio – Visual Room, JES College of Commerce Science & I.T.

Facilitator: - Prof. (Dr.) Sunita Sharma, Co-ordinator - IQAC

A. Opening

The first meeting for Academic Year 2022-2023 of IQAC was conducted in Audio – Visual Room of JES College of Commerce Science & I.T.

B. Attendee's List of Member, IQAC

1. Dr. Prashant H Shelar, Principal
2. Dr. Sunita Sharma, Co-ordinator IQAC
3. Shri. Kiran Kamat, Jt. Secretary
4. Dr. Shankar Sawant, Doctor
5. Ms. Neha Kothari, Asst. Prof.
6. Mr. Chittrarth Kate, Asst. Prof.
7. Mr. Hyder Khan, Asst. Prof.
8. Mr. Vikram Desai, Asst. Prof.
9. Mr. Yash Chilveri, Alumni Representative
10. Mrs. Manisha Shinde, Librarian
11. Mrs. Jasmine Jadhav, Head Clerk
12. Mr. Vedant Vora, Student (SYBAF)
13. Miss. Sakshi Rane, Student (SYBMS)
14. Miss. Pari Gada, Student (SYBCOM)
15. Mr. Avishkar Kurhade, Student (SYBSc.I.T.)

C. Absentee's List

1. Shri Manoj Phene, Chairman
2. Shri Abhay Jinsewala, Industrialist

D. Agenda

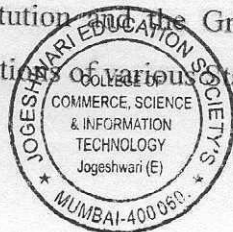
1. Presentation of the IQAC Work Report.
2. Discussion on Future plan of action.
3. Any other matter with permission of the chair.



E. Proceedings & Remarks

Prof. (Dr.) Sunita Sharma started the PPT presentation by introducing the role of IQAC towards ensuring quality enhancement and sustenance in an educational institution, its operational features listed as.

- Defining its objectives and chalking out work plan to achieve them.
- To see that whatever is done in the institution for institution for higher education is done efficiently and effectively.
- Mr. Hyder Khan presented the objectives and functions of IQAC.
- Mr. Vikram listed the jobs done by IQAC to streamline the activities in the college which included.
 - Formation of Statutory and Non – Statutory Committees.
 - Listing the objectives and activities plan for academic year 2022 – 2023.
 - 4 Bridge Courses planned
 - Preparation of following 4 documents.
 - College Prospectus
 - Faculty Log Book
 - Performance Appraisal Book
 - Hand Book of Code of Conduct 2022 – 2023
- Dr. Sunita Sharma listed the program conducted by IQAC
 - Workshop on “Documentation and its Importance by Mr. Peeyush Pahade, President, IQAC Cluster.
 - Workshop on “Workshop 2022 – Incorporating Professional Ethics and Personal Values at the workplace” by Mr. Harikrishnan Kurup, HOD, Dept. of Management, Mithibai College.
 - Workshop on “Mentoring in Achieving Excellence in HEIs” by Dr. Silpy Gupta, Behavioral Trainer.
 - A talk on “Kargil Valour Reignited” by Brigadier Ajit Shrivastav.
- Dr. Sunita Sharma also mention about the feedback collected from students, Teachers, Employees and Alumni.
- Ms. Neha Kothari explained the formation of College Grievance Redressal Cell (CGRC) formed in the institution and the Grievance Box is placed as per UGC guidelines. The roles and functions of various Statutory Committees like CGRC, Anti-



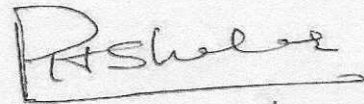
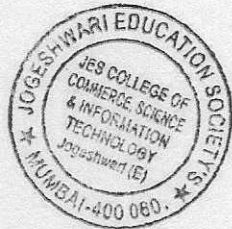
- Ragging Cell, RTI Cell, Anti-discrimination Cell and Internal Complaint Committee were also listed.
- IQAC Co-ordinator Prof. (Dr.) Sunita Sharma ended the meeting by listing the Journey Forward.
 - The proposed workshop on Teaching Methods – Enhancing Teaching, Learning, Experiences in Higher Education Institutions (HEIs)
 - Workshop on Outcome Based Education
 - Gender Week in Collaboration with WDC
 - Best practices in Higher Education for Quality Management
 - Assessment and Accreditation of HEIs and National Educational Policy
 - Website Development as per NAAC guidelines
 - Research Cell and IQAC of JES College of Commerce Science & I.T. is proposing a Collaborative student research paper competition and a conference along with other colleges.

Meeting adjourned at 12:00 noon.

Respectfully Submitted,



Prof. (Dr.) Sunita Sharma
Co-ordinator, IQAC



Dr. Prashant H Shelar
Principal



Jogeshwari Education Society's
JES COLLEGE OF COMMERCE
SCIENCE & INFORMATION TECHNOLOGY
(AFFILIATED TO MUMBAI UNIVERSITY)

IQAC

Action taken of the Inaugural Meeting of Internal Quality Assurance Cell, JES College of Commerce Science & I.T. on 13th August, 2022 at 11:00 a.m. in the Audio – Visual Room.

Agenda 1: - Presentation of the IQAC Work Report.

Action taken. IQAC Work Report was presented by members.

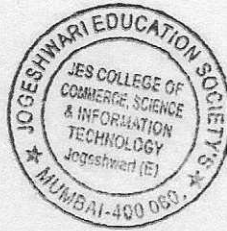
Agenda 2: - Discussion on Future plan of action.

Action taken. Future activities and plans of IQAC was decided.

Agenda 3: - Any other matter with permission of the chair.

Action taken. No such matter was discussed under this item.

Prof. (Dr.) Sunita Sharma
Co-ordinator, IQAC



Dr. Prashant H Shelar
Principal



Jogeshwari Education Society's
**JES COLLEGE OF COMMERCE SCIENCE &
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Telephone No. : 022-28245527. Email ID : jescollegecom@gmail.com

NOTICE - IQAC

15th November 2022

To

All Members

We have successfully completed various programmes along with departments and committees of our college. The second IQAC Meeting will be organised on 1st December 2022 at 12:00 noon in the Audio-Visual Room, First Floor.

Agenda of the meeting is as follows.

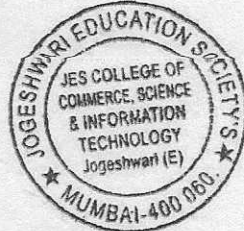
1. Presentation of the IQAC work report from August – November 2022.
2. IQAC's Plans for 2nd half of Academic Year 2022 – 2023.
3. Any other matter with permission of the year.

Your presence is very much appreciated.

Regards,

Prof. (Dr) Sunita Sharma

In-Charge, IQAC



Dr Prashant H Shelar

Principal



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Internal Quality Assurance Cell (IQAC)

2nd December 2022

Minutes of ~~1st Dec.~~ IQAC Meeting 2022 – 2023

Date: - 1st December 2022 at 12:00 noon

Venue: - Audio – Visual Room, JES College of Commerce Science & I.T.

Facilitator: - Prof. (Dr.) Sunita Sharma, Co-ordinator - IQAC

A. Opening

The second meeting for Academic Year 2022-2023 of IQAC was conducted in Audio – Visual Room of JES College of Commerce Science & I.T.

B. Attendee's List of Member, IQAC

1. Dr. Prashant H Shelar, Principal
2. Dr. Sunita Sharma, Co-ordinator IQAC
3. Shri Manoj Phene, Chairman
4. Shri. Kiran Kamat, Jt. Secretary
5. Mr. Chitrarth Kate, Member Faculty
6. Mr. Vikram Desai, Member Faculty
7. Mr. Hyder Khan, Member Faculty
8. Mr. Yash Chilveri, Alumni Representative
9. Mrs. Manisha Shinde, Librarian
10. Mrs. Jasmine Jadhav, Head Clerk
11. Miss. Pari Gada, Student (SYBCOM)
12. Miss. Sakshi Rane, Student (SYBMS)
13. Mr. Avishkar Kurhade, Student (SYBSc.I.T.)
14. Mr. Vedant Vora, Student (SYBAF)

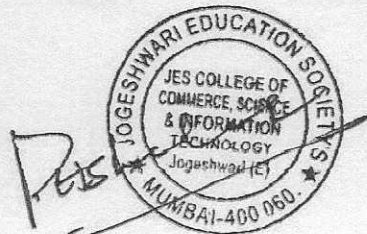
Prashant H Shelar
Dr. Sunita Sharma
Manoj Phene
Chit. Kate
Vikram Desai
Hyder Khan
Jadhav
Pari Gada
Rane
Vedant Kurhade

C. Absentee's List

1. Shri Abhay Jinsewala, Industrialist
2. Dr. Shankar Sawant, Doctor

D. Agenda

1. Presentation of the IQAC work report from August – November 2022.
2. IQAC's Plans for 2nd half of Academic Year 2022 – 2023.
3. Any other matter with permission of the Chair.

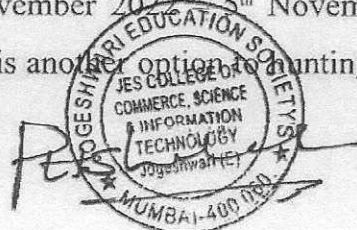


E. Proceedings & Remarks

Prof. (Dr.) Sunita Sharma welcomed all the members of IQAC for the second meeting of IQAC for the Academic Year 2022 – 2023. She read out the minutes of the meeting held on 13th August 2022, which was approved by all the members. This was followed by presentation of reports of various activities organised by IQAC from August – November 2022.

Dr. Sunita Sharma listed the program conducted by IQAC

- Four Bridge Courses conducted from 1st August – 8th August 2022
 - B.Com – Fundamentals of Mathematics
 - B.M.S. – Communication Skills and Preparation of PPT
 - B.A.F – Basic Accountancy
 - B.Sc. I.T. – Foundation of computers
- With the objective to sensitize the students about gender discrimination in the society, and different issues relating to LGBTQIA+ community a Gender Week sensitization programme was organized by IQAC in collaboration with WDC and ICC, titled “SAMANATA”. It was organized from 20th Sept – 26th Sept, 2022 and different topics covered were – Toxic Transformative – Unpacking Masculinity, Women’s Movement contribution towards advancing women rights, Breaking the binaries: Gender as a spectrum, Workshop on and Kill rape culture not the rapist.
- A student Induction Program by AICTE on Universal Human Values was conducted from 26th Sept – 1st October 2022. This 6 days online workshop is specially designed for sharing AICTE’s approach for inculcating human values and cultural enrichment. This was attended by 67 students.
- To explain the teacher’s different student centric teaching methods a webinar on “Enhancing Teaching Learning Experiences in HEIs” was organized on September 20, 2022. The speaker for the webinar was Dr. Deepak Nanaware, Trustee and Resource Person of IQAC Cluster. This was followed by conducting a meeting of teachers in which they were made to write what different student centric teaching methods they would be using in the classroom.
- IQAC & Student’s Council in Association with MBTLA Academy organized 40 hours Skill Development Course on “Udyojakta Demystified: Anyone Can” – Entrepreneurship Development Training, 1st November 2022 – 5th November 2022. The objective was to let student know that there is another option to hunting for work

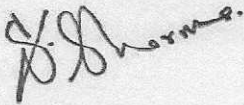


– self-employment. This was followed by Business Plan Competition. All the 27 students who attended the Workshop presented their Business Plans with their teams. On 5th November 2022 the participants also conducted a Marketing Research Survey on the product they had selected for their business plans.

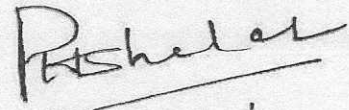
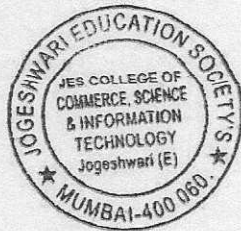
- In order to sensitize students and employees to the constitutional obligations a one week programme (7th November – 12th November 2022) was organized by IQAC in collaboration with Student's Council titled "AADYA KARTAVYA". It included topics like – Legal Awareness on Child Abuse, Understanding the Indian Constitution, Cultural, linguistic Tolerance towards Communal Harmony and Consumer Awareness. Inter Class Video Making competition was organized on the theme "Unity in Diversity".
- 40 hours Insurance Training program (02/11/2022 – 30/11/2022) for students who are interested in making career in Insurance Industry. Programme was with collaboration with Insurance Institute of India and was organised by IQAC along with Mr. Vivek Sthalekar, Jt. Secretary, JES Management.
- IQAC Co-Ordinator Prof. (Dr.) Sunita Sharma ended the meeting by listing the Journey Forward.
 - Workshop on NEP 2020
 - To get College Alumni Association started.
 - To start internship Program for Second Year Self Finance Students
 - Plan for two best practices.
 - Preparing college website as per NAAC Guidelines.

Meeting adjourned at 12:00 noon.

Respectfully Submitted,



Prof. (Dr.) Sunita Sharma
Co-ordinator, IQAC



Dr. Prashant H Shelar
Principal



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Telephone No. : 022-28245527. Email ID : jescollegecom@gmail.com

IQAC

Action taken of the Inaugural Meeting of Internal Quality Assurance Cell, JES College of Commerce Science & I.T. on 2nd December, 2022 at 12:00 p.m. in the Audio – Visual Room.

Agenda 1: - Presentation of the IQAC Work Report.

Action taken. IQAC work report was presented by members.

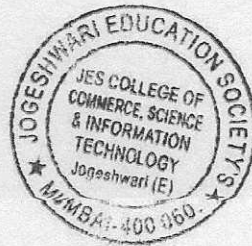
Agenda 2: - Discussion on Future plan of action.

Action taken. Future activities and plans of IQAC was decided.

Agenda 3: - Any other matter with permission of the chair.

Action taken. No such matter was discussed under this item.

Prof. (Dr.) Sunita Sharma
Co-ordinator, IQAC



Dr. Prashant H Shelar
Principal

NOTICE

23rd February, 2023

To,

All Members

Greetings of the day, Internal Quality Assurance Cell (IQAC) of JES College of Commerce Science & I.T. will be organising another academic meeting on 27th February 2023 at 12.00 noon in the Audio – Visual Room, First Floor.

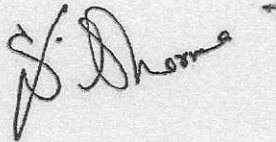
Agenda of IQAC Meeting

1. Presentation of the IQAC Work Report.
2. Discussion on Future plan of action.
3. Any other matter with permission of the chair.

Your presence is very much appreciated.

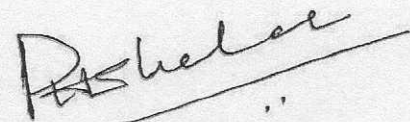
Thank you,

Regards,



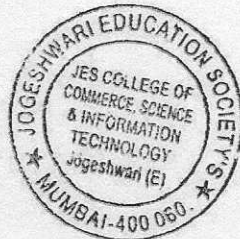
Prof. (Dr.) Sunita Sharma

Co-ordinator, IQAC



Dr. Prashant H Shelar

Principal





JOGESHWARI EDUCATION SOCIETY'S
JES COLLEGE OF COMMERCE, SCIENCE & INFORMATION TECHNOLOGY

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Caves Road, Arvind Gandbhir Campus, Opp. Rly. Stn., Jogeshwari (E), Mumbai - 400 060.

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28th February 2023

Minutes of 3rd IQAC Meeting held in Academic Year 2022 - 2023

Date: 27th February 2023 at 12.00 noon

Venue: B.Sc.(IT) Lab, JES College of Commerce Science & I.T.

Facilitator: Prof. (Dr.) Sunita Sharma, Co – Ordinator – IQAC.

A. Opening:

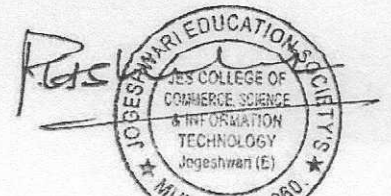
The third meeting for Academic Year 2022-2023 of IQAC was conducted in B.Sc. (IT) Lab of JES College of Commerce Science & IT.

B. Attendee's List of Members, IQAC

1. Dr. Prashant H Shelar, Principal
2. Dr. Sunita Sharma, Co-ordinator IQAC
3. Shri. Kiran Kamat, Jt. Secretary
4. Mr. Chitrarth Kate, Member Faculty
5. Mr. Vikram Desai, Member Faculty
6. Mr. Yash Chilveri, Alumni Representative
7. Ms. Manisha Shinde, Librarian
8. Ms. Jasmine Jadhav, Head Clerk
9. Mr. Vedant Vora, Student Representative
10. Ms. Sakshi Rane, Student Representative
11. Ms. Pari Gada, Student Representative
12. Mr. Avishkar Kurhade, Student Representative

C. Absentee's List

1. Shri. Manoj Phene, Chairman
2. Shri. Abhay Jinsewala, Industrialist
3. Dr. Shankar Sawant, Doctor
4. Mr. Hyder Khan, Member Faculty



D. Agenda

1. Presentation of the IQAC Work Report.
2. Discussion on Future Plan of Action
3. Any other matter with permission of the Chair.

E. Proceedings & Remarks

Prof. (Dr) Sunita Sharma welcomed all the members of IQAC for the third meeting of IQAC for the Academic Year 2022 – 2023. She read out the minutes of the meeting held on 1st December 2022, which was approved by all the members.

Agenda Item No 1:

Report of IQAC activities conducted by IQAC from 1st December 2022- 26th February 2023.

• MOUs entered –

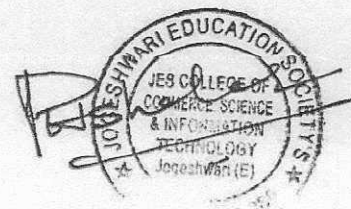
1. MBTLA Academy for Skill Development Programme on Entrepreneurship Development Training – 40 hours – 27 students completed the training.
2. Techno Serve for Skill Development Course titled "Career Readiness and Work Readiness"- 100 hours for T.Y. students for 3 months online 2 hours, 6 days a week, 42 students registered for the course.
3. Insurance Institute of India along with Mr. Vivek Sthalekar (Joint Secretary JES College) and IQAC of JES College conducted a 40 hours insurance training programme. This was conducted in the month of October, November, December 2022 for 21 students
4. Anudip Life Transformed for Skill Development Training Programme an MOU was entered to conduct training for the following 30 hours programmes.

Advanced Program in JAVA WEB Programming. 15 students

Advanced Program in Digital Marketing. 25 students

Advanced MS. EXCEL. 38 students

- A Workshop on "Institutional Preparedness for NEP 2020" conducted on 14th December 2022. The resource person was Mr. Peeyush Pahade, President IQAC Cluster. The workshop was attended by 25 teachers. Different fundamental principles of NEP 2020 were explained, he also briefed on different funding agencies.



Different questions of teachers were answered like difference between MOUs & Linkages, registration of students for ABC, Internships, field projects etc.

- **College Alumni Association** formed and first Get together organized on 21/01/2023.
- 9th February 2023 - A presentation by White Code on **“Preparing Website as per NAAC Compliance”** was made by Mr. Amit Patil Sr. Manager and Ms. Rutuja, Officer of White Code. The presentation started by explaining concepts like what is Domain, Hosting & E Mail, who can have edu.in, ac. in, which server to use, what is a dynamic website etc.
- Teachers Appraisal Form has been prepared and a feedback of teachers is being collected by Principal Sir about teachers from students. The data for Student Satisfaction Survey is also being collected.
- A detailed progress report of NAAC for Criterion I to VII was presented.
- Dr. Prashant Shelar presented division of Teachers as per seven criterions of NAAC.

AGENDA ITEM NO 2:

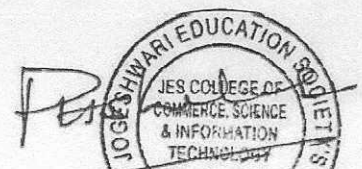
Future Plan of Action (March, April 2023)

- **Compulsory Internship** has been introduced for students of S.Y. BMS S.Y. BAF & S.Y.BSc.I.T.

This will be followed by a PPT presentation on **‘Learnings from Internship’**.

- A Workshop titled **‘Putting Best Foot Forward’** and **‘Career in Tourism & Travel Industry’** planned for 27th & 28th February 2023 by IQAC in collaboration with Placement Cell. (27th & 28th February 2023).
- A half day **workshop on Outcome Based Education**. This will help us to write two answers – 2.6.1 and 2.6.2 (March 2023).
- A Guidance Lecture on **“Getting Ready For Submission of Self Study Report”** and **submitting IIQA** (March 2023).
- **Two Best Practices** being implemented by the Institution - ANNNAPURNA & HAR GHAR DASTAK
- Performance of the Institution in **one area distinctive** to its priority and thrust the theme taken for current year is **“JOY OF SHARING”**.

Agenda Item No3:



Any other matter with permission of the chair:

- Ms. Manisha Shinde, Librarian suggested that we should invite one speaker for the library who would give suggestions on what new things can be introduced in the college library (conduct Library Audit).
- Dr. Sunita Sharma suggested that whenever there is a grievance in the college the students should be using the grievance box and the formal procedure to resolve the grievance should be followed.

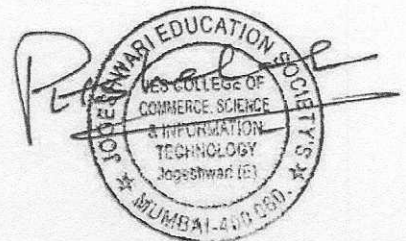
The meeting ended with thanks to the Chair at 1.00 p.m.

Respectfully Submitted,



Prof. (Dr) Sunita Sharma

Co-Ordinator, IQAC



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Caves Road, Jogeshwari (E), Mumbai-400 060.



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IQAC

Action Taken Report of 27th February, 2023 IQAC Meeting

Action taken of the meeting of Internal Quality Assurance Cell, held on 27th February 2023 at 12:00 noon in the B. Sc.IT lab was as follows:

Agenda 1: Presentation of the IQAC work report.

Action taken: IQAC work report by presented by members.

Agenda 2: Discussion on future plan of action.

Action taken:

1. Internships:

As many of the students completed their internship on 03rd April 2023 and their exams as per the University instructions started from 05th April 2023. The internship completion certificates have been submitted, but the PPT presentation will be held after exams.

2. Workshops:

Both the workshops "Putting Best Foot Forward" and "Career in Tourism and Travel Industry" was conducted on 27th and 28th February 2023 by IQAC in collaboration with Placement Cell.

Workshop on "Outcome Based Education" has been postponed as teachers are busy with examination supervisions.

Dr. Anuya Warty was invited on 16th March 2023 to give a guidance lecture on "Getting ready for submission of Self Study Report and preparing Best practices & Distinctiveness of an organisation (as per NAAC format)

Two best practices Annapurna and Har Ghar Dastak have been successfully implemented and one area of college distinctiveness is decided as "Joy of Sharing" (as per NAAC guidelines).



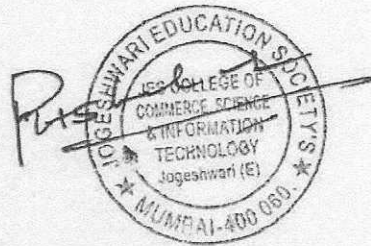
Principal sir divided the staff members as per different criteria. List attached.

Agenda 3: Any other matter with permission of the chair

Action Taken:

As suggested by Ms. Manisha Shinde it was requested to her to call a librarian from her network to give suggestions on new things that can be introduced in college library.

Ms. Jigna Sadhu took up the responsibility to guide the students to write their grievances formally and put them in the grievance box.



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Telephone No. : 022-28245527. Email ID : jescollegecom@gmail.com

NOTICE - IQAC

10th April, 2023

To

All Members

Greeting of the day, **Internal Quality Assurance Cell (IQAC)** of JES College of Commerce Science & I.T. will be organising its fourth academic meeting on **15th April, 2023 at 12:00 noon** in the Audio-Visual Room, First Floor.

Agenda of the meeting is as follows.

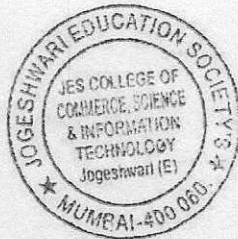
1. Presentation of the IQAC Quality Digest 2022 - 2023.
2. IQAC Progress report on preparation of Self Study Report (SSR).
3. Any other matter with permission of the Chair.

Your presence is very much appreciated.

Regards,

Prof. (Dr) Sunita Sharma

In-Charge, IQAC



Dr Prashant H Shelar

Principal



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INFORMATION TECHNOLOGY**

(Affiliated to University of Mumbai)

Arvind Gandbhir High School Campus, Caves Road, Jogeshwari (East), Mumbai-400060
Telephone No. : 022-28245527. Email ID : jescollegecom@gmail.com

Internal Quality Assurance Cell (IQAC)

NOTICE

26th April, 2023

To

All Members

Greetings of the day, College IQAC meeting of 15th April, 2023 was rescheduled due to unavailability of members. The IQAC meeting has been rescheduled on 29th April, 2023 i.e. Saturday at 11:30A.M. in the Audio – Visual Room, First Floor.

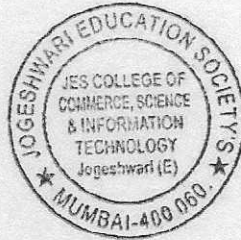
Agenda of the meeting is as follows,

1. Presentation of the IQAC Quality Digest 2022 – 2023.
2. IQAC Progress report on preparation of Self Study Report (SSR).
3. Any other matter with permission of the Chair.

Your presence is very much appreciated.

Regards,

Prof. (Dr.) Sunita Sharma
In- Charge, IQAC



Prashant H Shelar

Dr Prashant H Shelar
Principal



Jogeshwari Education Society's
**JES COLLEGE OF COMMERCE SCIENCE &
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03rd May, 2023

Minutes of 4th IQAC Meeting held in Academic Year 2022 -2023

Date: 29th April 2023 at 11.30 a.m.

Venue: Audio-Visual Room, First Floor.

Facilitator: Prof.(Dr.) Sunita Sharma, Co – Ordinator – IQAC.

A. Opening:

The fourth meeting for academic year 2022 -2023 of IQAC was conducted in Audio Visual Room, JES College of Commerce Science & IT.

B. Attendee's List of Members, IQAC

1. Dr. Prashant H Shelar, Principal
2. Dr. Sunita Sharma, Co-Ordinator IQAC
3. Shri Manoj Phene, Chairman
4. Shri Kiran Kamat, Jt. Secretary
5. Shri. Shankar Sawant, Member Local Society
6. Mr. Chitrarth Kate, Member Faculty
7. Mr. Vikram Desai, Member Faculty
8. Mr. Hyder Khan, Member Faculty
9. Mr. Yash Chilveri, Alumni Representative
10. Ms. Manisha Shinde, Member, Librarian
11. Ms. Jasmine Jadhav, Administrative member
12. Ms. Pari Gada, Student Representative
13. Ms. Sakshi Rane, Student Representative

C. Absentee's List

1. Shri Abhay Jinsewala, Industrialist
2. Mr. Vedant Vora, Student Representative
3. Mr. Avishkar Kurhade, Student Representative

D. Agenda

1. Presentation of the IQAC Quality Digest 2022-2023
2. IQAC Progress report on preparation of Self Study Report (SSR)
3. Any Other matter with permission of the chair.



E. Proceedings & Remarks

Prof (Dr) Sunita Sharma welcomed all the members of IQAC for the Fourth meeting of IQAC for Academic Year 2022-2023. She read out the minutes of the meeting held on 27th February 2023, which was approved by all the members without any modifications.

Agenda Item No 1: Presentation of the IQAC Quality Digest 2022 – 2023.

Prof. (Dr.) Sunita Sharma presented table of IQAC activities planned in the beginning of the Year. This was followed by sharing Newsletter Vol.1 which summarized all the activities organized by IQAC during Academic Year 2022 -2023.

Month	Activity List	Date of Activity conducted
July	Documentations and its Importance	11/06/2022
August	Enhancing Teaching, Learning, Experiences in Higher Education Institutions (HEIs)	20/09/2022
September	Workshop on Outcome Based Education	April End 2023
November	Best Practices in Higher Education for Quality Management	16/03/2023
December	Assessment and Accreditation of HEIs and National Education Policy	14/12/2022
February	Website Development as per NAAC guidelines	09/02/2023

Agenda Item No2:

IQAC Progress Report on preparation of Self Study Report:

Mr. Chittrarth Kate presented a PPT on how much work has been done under each Criterion.

Criterion I				
Metric No.	Answer	Supporting Documents	Years	About
1.1.1	Ready	Documents are ready	Last 5 years	Effective curriculum planning
1.2.1	Ready	Documents are ready	Last 5 years	Certificate/ Add on/ Value Added courses



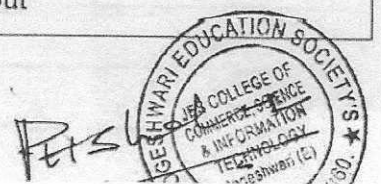
1.2.2	Not Ready	Documents are ready	Last 5 years	data based on 1.2.1
1.3.1	Ready	Documents from NSS and DLLE in Last four years is pending.		Professional Ethics, Gender, Human Values, Environment and Sustainability
1.3.2	Ready	Documents are ready		Project work/ Field work/ Internships
1.4.1	Ready	Data analysis for A.Y. 2022 - 2023 is pending		Feedback

Criterion II

Metric No.	Answer	Supporting Documents	Years	About
2.1.1	Ready	Documents are partially ready	Last 5 years	Students Enrolment
2.1.2	Ready	Documents are partially ready	Last 5 years	Reserved Categories
2.2.1	Not ready	Documents are not ready		Student: Full time teacher
2.3.1	Ready	Documents are ready	Last 5 years	Student centric methods
2.4.1	Not ready	Documents are not prepared		Sanctioned posts
2.4.2	Not ready	Documents are not prepared		NET/SET/SLET/Ph.D.
2.5.1	Ready	Documents are ready		Internal/External Assessment
2.6.1	Not ready	Workshop has been plan for April by IQAC		PO/CO/PSO
2.6.2	Not ready	From 2.6.1		Attainment
2.6.3	Not ready	Documents are ready and Data is being prepared	Last 5 years	Pass percentage of student
2.7.1	Ready	Data has been analysed		Student Satisfaction Survey

Criterion III

Metric No.	Answer	Supporting Documents	Years	About
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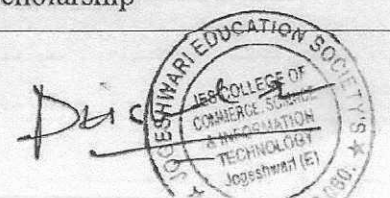
3.1.1	Not Ready	Documents are being prepared	Last 5 years	Grants from Government and Non-Government sources
3.2.1	Not ready	Documents are ready		EDP and Business Plan, Patents guest lecture and Visit to Pillai Incubation Centre
3.2.2	Not ready	Documents are ready		Research Workshop & Seminar
3.3.1	Not ready	Documents are ready	Last 5 years	Number of research paper publish
3.3.2	Not ready	Documents are ready	Last 5 years	Number of book chapters
3.4.1	Ready	Documents are ready but need to segregate them as community level and award recognition	Last 5 years	NSS and DLLE data
3.4.2	Ready	Descriptive question	Last 5 years	NSS and DLLE data
3.4.3	Not ready	Documents are being prepared	Last 5 years	NSS and DLLE data
3.5.1	Ready	Documents are ready	Last 5 years	MOUs

Criterion IV

Metric No.	Answer	Supporting Documents	Years	About
4.1.1	Ready	Documents are ready		Infra and facilities
4.1.2	Not ready	Infra. Audit is pending		Expenditure for infrastructure
4.2.1	Ready	Documents are ready		E resources are left
4.3.1	Ready	Documents are ready		IT Facilities and Internet Bandwidth
4.3.2	Ready	Documents are ready		Student: Computer
4.4.1	Not ready	Infra. Expenditure audit is pending		Principal / Office

Criterion V

Metric No.	Answer	Supporting Documents	Years	About
5.1.1	Ready	Documents are ready		Scholarship



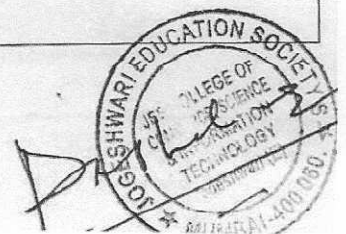
5.1.2	Ready	Documents are ready		Skill enhancement
5.1.3	Not ready	Documents are being prepared		Competitive exam
5.1.4	Ready	Documents are being prepared		Grievances Redressal
5.2.1	Not ready	Documents are being prepared		Placements
5.2.2	Not ready	Documents are not prepared		Qualifying for Exams
5.3.1	Not ready	Documents are ready		Sports / Cultural
5.3.2	Not ready	Documents are ready		Sports / Cultural
5.4.1	Ready	Documents are ready		Alumni

Criterion VI

Metric No.	Answer	Supporting Documents	Years	About
6.1.1	Ready	Documents are ready		Governance and Leadership
6.2.1	Ready	Organogram need to be prepared		Effective and efficient functioning
6.2.2	Not ready	Documents are being prepared		E governance
6.3.1	Not ready	Documents are not ready		Effective welfare and Performance Appraisal
6.3.2	Not ready	Documents are being prepared		Financial aid for conference / workshop
6.3.3	Not ready	Documents are being prepared		FDP
6.4.1	Not ready	Documents are not ready		Funds Audit
6.5.1	Not ready	Documents are ready		IQAC role
6.5.2	Not ready	Documents are ready		IQAC role

Criterion VII

Metric No.	Answer	Supporting Documents	Years	About
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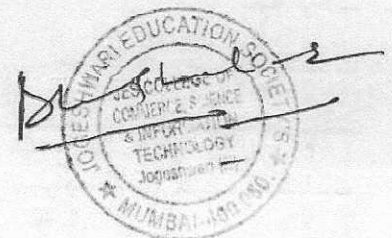
7.1.1	Ready	Documents are ready		Gender - Days
7.1.2	Not ready	Documents are ready		Nature's club
7.1.3	Not ready	Partial Documents are ready pending for Green Audit and Energy Audit		Green and Energy Audit
7.1.4	Not ready	Documents are ready		Inclusive Environment
7.2.1	Ready	Documents are being prepared		Best Practices
7.3.1	Not ready	Documents are being prepared		Distinctiveness

Agenda Item No.3:

Any other matter with permission of the Chair.

1. Because of unavailability of Dr. Arvind Dhond a workshop on "Programme Outcomes and Course Outcomes is postponed to the month of May.
2. To put forward the following employee welfare activities in the CDC meeting.
 - a. Medical check Up of the teaching and Non-teaching staff.
 - b. Payment to the staff (teaching and non-teaching) for husband and wife – visit to the hometown once in a year.
 - c. For encouraging research culture in the institution for current year staff wants the college to pay conference fees, FDP registration charges paid by teachers. A upper limit per teacher can be fixed and decided.
 - d. Teachers will be supported by money reimbursement for research projects done by them (This will be paid from grant received from NKGSB Bank).
 - e. Class IV Employees Incentive: For children of class IV employees, if their children get more than 60%, financial support from the institution will be given by reimbursing certain percentage of fees paid. This will be applicable from academic year 2023-2024.

The meeting was adjourned with thanks to the chair at 12:30 p.m.





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IQAC

Action taken of the 4th IQAC Meeting of Internal Quality Assurance Cell, JES College of Commerce Science & Information Technology on 29th April 2023 at 11.30 a.m. in the Audio – Visual Room.

Agenda 1: - Presentation of the IQAC Quality Digest 2022-2023

Action Taken. Hard copy of IQAC Quality Digest was distributed by Prof. (Dr.) Sunita Sharma

Agenda 2: - IQAC Progress report on preparation of Self Study Report (SSR)

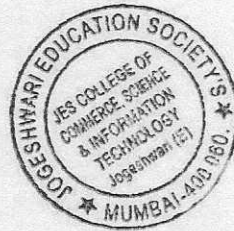
Action Taken. Mr. Chitrarth Kate presented the SSR Progress report through PPT. It was suggested that all the teachers must speed up the Criterion work and complete it by 1st week of June.

Agenda 3: - Any Other matter with permission of the chair.

Action Taken.

- Workshop on Programme Outcome and Course Outcome will be rescheduled.
- Employee welfare measures suggested will be forwarded to CDC for approval.

Prof. (Dr.) Sunita Sharma
Co-ordinator, IQAC



Dr. Prashant H. Shelar
Principal