

**JMF's VANDE MATARAM DEGREE COLLEGE of Arts, Commerce &
Science (CS & IT), Kopar, Dombivli (W)**

NAAC Accredited B Grade | ISO Certified College

Ref. No.: VMDC/NOTICE/2023-24

Date: 6/06/ 2023

NOTICE FOR IQAC MEETING

Members of IQAC are hereby informed that there will be a meeting on 10th June, 2023 at 11.30am in Room No. 505.

AGENDA

1. To read and confirm the minutes of the meeting held on 12th November 2022.
2. To discuss on appointment of teachers for vacant posts.
3. To discuss on academic calendar 2023-24.
4. To enhance ICT facility for an improved teaching-learning process.
5. To discuss on submission of IQA for second cycle of NAAC.
6. To discuss on registration for IIC and NIRF.
7. To discuss any other matter with the permission of the chair.

Handwritten signature of Mrs. Vanita Lokhande

Mrs. Vanita Lokhande
IQAC Coordinator



Handwritten signature of Dr. Rajkumar Kolhe

Dr. Rajkumar Kolhe

PRINCIPAL

JMF'S Vande Mataram Degree College
of Arts, Commerce & Science,
Dr. Nemade Road, Telcoswadi,
Kopar, Old Dombivli (W)-421202

Following points were discussed and decided in the meeting.

1. To read and confirm the minutes of the meeting held on 10th June, 2023.
The IQAC chairperson read the minutes of the meeting held on 10th June, 2023 and all the members approved the contents as correct.
2. To discuss on appointment of teachers for vacant posts.
There were 7 vacancies in the subjects of CS, IT, Commerce, Media and Zoology. Based on the advertisements already done and applications received, interviews shall be conducted at the earliest and the vacancies need to be filled in.
3. To discuss on academic calendar 2023-24.
The academic calendar made by the Academic Committee was distributed to all members and after discussion on the same, it was passed with the decision to distribute to all staff members and students for efficient functioning of the institution.
4. To enhance ICT facility for an improved teaching-learning process.
The existing ICT tools as available for teachers use currently are inadequate to meet the teaching requirement, Mrs. Manjula Dhawle informed. The members present proposed adding more ICT tools such as smart TV, projector for the benefit of teachers and students.
5. To discuss on submission of IIQA for second cycle of NAAC.
Mrs. Vanita Lokhande informed that the current grade of NAAC expires on 3rd March, 2024 and hence, we have to submit IIQA for the second cycle of accreditation by NAAC. After discussion over the same, the Hon. Principal directed the IQAC coordinator to the needful for the same.
6. To discuss on registration for IIC and NIRF.
Based on the current requirements of improvement of quality of teaching and learning as well as recognition to the institution it was decided to register for IIC and NIRF, the IQAC head informed. After discussion over it, it was decided to register for both IIC and NIRF, and the IQAC coordinator shall do the needful.
7. To discuss any other matter with the permission of the chair.
There is no item to be discussed under this head.

The meeting ended at 1:00 pm with the vote of thanks and national anthem.



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Internal Quality Assurance Cell (IQAC)

Action Taken Report on the

Minutes of meeting held on 10th June, 2023 at 11.30am

1. Appointment of teachers for vacant posts.
7 teachers against 7 vacancies in the subjects of CS(1), IT(1), Commerce(3), Media(1) and Zoology(1) have been filled by following necessary procedures.
2. Enhancing ICT facility for an improved teaching-learning process.
In addition to the existing ICT tools available for teachers, the management has been kind enough to add 13 TVs additionally installed in the classrooms. Thus, as per the IQAC requirement, all classrooms were made ICT enabled.
3. Submission of IIQA for second cycle of NAAC.
Mrs. Vanita Lokhande informed that the necessary procedures are being followed to arrange for required documents to apply for the accreditation by NAAC, and very soon the IIQA for the second cycle of accreditation will be submitted to NAAC.
4. Registration for IIC and NIRF.
As per the direction of the Chairperson of IQAC, Prin. Dr. Rajkumar Kolhe the applications for both IIC and NIRF were submitted by following the required procedures. The IIC Establishment Certificate was received on 23.08.2023 and one activity named "Successful launching of Chandrayan 3" was also conducted under IIC.

