

Anjuman Islam Janjira's
Anjuman Islam Degree College of Science Murud, Janjira
Murud-Janjira Raigad-402401

Internal Quality Assurance Cell (IQAC)-2021-22

Minutes of Meeting

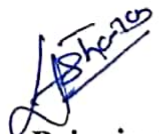
Committee meeting is held in Chairpersonship of principal **Dr. Sajid F. Shaikh**, and which was held at 09.30 am on 22/06/2021 as per programmed in online mood.

Following agenda were discussed the following points and accepted.

Sr. No.	Agenda	Matter Raise / Suggestion By	Minutes of Meeting
01.	Updating of IQAC cell	Dr. Sajid F. Shaikh	Welcome address and discussion on the updating of the IQAC cell. Sir raised the issue and welcomed committee members, emphasizing the need to bring the old members up to speed.
02.	COs, POs and Academic Calendar of the current year	Dr. Swati S Kharade	Dr. Swati S Kharade introduced the agenda item regarding departmental wise COs, POs and academic calendar for the current year. Discussion ensued on key dates and milestones.
03.	Online classes time schedule	Mr. Anjum N. Dakhwe	Sir, presented the agenda item related to the time schedule for online classes. Various aspects of the schedule were discussed and considered.
04.	Mentor Mentee Scheme	Mr. S. Zainuddin U. Kadiri	Sir, brought up the mentor-mentee scheme, and the meeting delved into the details of its implementation and potential improvements.
05.	Feedback from all stock holders	Miss. Samiksha Mali	She initiated a discussion on gathering feedback from all stakeholders. The meeting focused on the methods and channels for obtaining comprehensive feedback.


IQAC-Coordinator




Principal
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Internal Quality Assurance Cell (IQAC)-2021-22

Action Taken Report (ATR)

Meeting No: 13th

Meeting Date: 22/06/2021

ATR date: 24/06/2021

Sr. No.	Agenda	Matter Raise / Suggestion By	Minutes of Meeting	Action Taken
01.	Updating of IQAC cell	Dr. Sajid F. Shaikh	Welcome address and discussion on the updating of the IQAC cell. Sir raised the issue and welcomed committee members, emphasizing the need to bring the old members up to speed.	Task force established to review and update the IQAC cell, with a focus on integrating new members and ensuring a smooth transition for existing ones.
02.	COs, POs and Academic Calendar of the current year	Dr. Swati S Kharade	Dr. Swati S Kharade introduced the agenda item regarding departmental wise COs, POs and academic calendar for the current year. Discussion ensued on key dates and milestones.	All departmental head will put COs and POs on notice board, aware students by inductions/ seminars/ whats-app groups and AC will be finalized till the end of this month
03.	Online classes time schedule	Mr. Anjum N. Dakhwe	Sir, presented the agenda item related to the time schedule for online classes. Various aspects of the schedule were discussed and considered.	Academic Affairs department working on a proposed online class schedule based on suggestions from the meeting.
04.	Mentor Mentee Scheme	Mr. S. Zainuddin U. Kadiri	Sir, brought up the mentor-mentee scheme, and the meeting delved into the details of its implementation and potential improvements.	Implement and refine the mentor-mentee scheme.
05.	Feedback from all stock holders	Miss. Samiksha Mali	She initiated a discussion on gathering feedback from all stakeholders. The meeting focused on the methods and channels for obtaining comprehensive feedback.	Strategy being developed for comprehensive feedback collection.

[Signature]
IQAC-Coordinator



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