

Anjuman Islam Janjira's
Anjuman Islam Degree College of Science Murud, Janjira
 Murud-Janjira Raigad-402401
 NAAC Re-Accredited (Cycle-2) with B+ (CGPA 2.69)

Internal Quality Assurance Cell (IQAC)- 2024-25

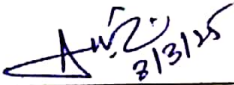

Minutes of Meeting

Date 08/03/2025

Committee meeting is held in Chairpersonship of principal Dr. Sajid F. Shaikh, and which was held at 11.00 pm on 07/03/2025 as per scheduled notice.

Following agenda were discussed the following points and accepted.

Sr.No.	Agenda	Matter Raise / Suggestion By	Minutes of Meeting
01.	Welcome and reading of last of "minuets meeting"	Dr. Amanulla Khan	The meeting commenced with a warm welcome, followed by reading and unanimous acceptance of the previous minutes by Dr. Amanulla Khan.
02.	Report the submission for AQAR 2023-2024	Dr. Amanulla Khan	Dr. Amanulla Khan informed about successfully completion and submitted on 15 Jan 2025 also revisions has been completed and waiting for Approval from NAAC site
03	Internal Committee activity update, meeting, and report	Dr. Sajid F. Shaikh	Dr. Sajid F. Shaikh emphasized the timely submission of activity reports, meeting minutes, and ATR before the academic year.
04.	Status for syllabus and Examination work	Dr. Swati S Kharade	Dr. Swati informed about the ongoing second-year examination as per the university schedule and provided updates on the syllabus status for final-year and first-year students.
05.	Feedback on publication portal as per notice dated 20 th Jan 2025.	Assi. Prof. Shoyeab M. Khan	Asst. Prof. Shoyeab M. Khan informed about issues related to the ResearchGate login portal, emphasizing the instructions noted on 20th Jan 2025.
06.	Placement, New Addition and Prospectus update	Dr. Sajid F. Shaikh	Dr. Sajid F. Shaikh highlighted key issues including student placement, new admissions, and updating the prospectus for the upcoming academic year.
07	Framing of RAC, OJT and CAS related update	Dr. Sajid F. Shaikh	Dr. Sajid F. Shaikh suggested forming an RAC (Research Advisory Committee) and an OJT (On-the-Job Training) committee for MSc and PhD students under university guidelines. Additionally, he stressed the need for CAS (Career Advancement Scheme) preparation for eligible faculty.

 21/3/25	
IQAC-Coordinator	Principal



I/C PRINCIPAL
 Anjuman Islam Janjira
 Degree College of Science
 Janjira Murud, Dist. Raigad

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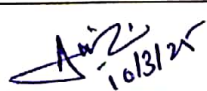
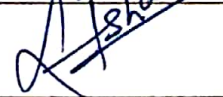
Action Taken Report (ATR)

Meeting No: 29th

Meeting Date: 07/03/2025

ATR date: 10/03/2025

Sr. No.	Agenda	Matter Raise / Suggestion By	Minutes of Meeting	Action Taken
01.	Welcome and reading of last "minuets of meeting"	Dr. Amanulla Khan	The meeting commenced with a warm welcome, followed by reading and unanimous acceptance of the previous minutes by Dr. Amanulla Khan.	Noted and recorded.
02.	Report the submission for AQAR 2023-2024	Dr. Amanulla Khan	Dr. Amanulla Khan informed about successfully completion and submitted on 15 Jan 2025 also revisions has been completed and waiting for Approval from NAAC site	Follow-up initiated with NAAC portal for final approval.
03.	Internal Committee activity... reports	Dr. Sajid F. Shaikh	Dr. Sajid F. Shaikh emphasized the timely submission of activity reports, meeting minutes, and ATR before the academic year.	Faculty members instructed to ensure timely submission of required documents.
04.	Status for syllabus and Examination work	Dr. Swati S Kharade	Dr. Swati informed about the ongoing second-year examination as per the university schedule and provided updates on the syllabus status for final-year and first-year students.	Academic staff directed to follow the university schedule and submit syllabus progress updates regularly.
05.	Feedback on publication portal as per notice dated 20 th Jan 2025.	Assi. Prof. Shoyeab M. Khan	Asst. Prof. Shoyeab M. Khan informed about issues related to the ResearchGate login portal, emphasizing the instructions noted on 20th Jan 2025.	The technical team and experts has informed to resolve the ResearchGate login issue promptly.
06.	Placement, New Addition and Prospectus update	Dr. Sajid F. Shaikh	Dr. Sajid F. Shaikh highlighted key issues including student placement, new admissions, and updating the prospectus for the upcoming academic year.	Respective committee for placement, admissions, and prospectus updates have been instructed with immediate action.
07.	Framing of RAC, OJT and CAS related update	Dr. Sajid F. Shaikh	Dr. Sajid F. Shaikh suggested forming an RAC (Research Advisory Committee) and an OJT (On-the-Job Training) committee for MSc and PhD students under university guidelines. Additionally, he stressed the need for CAS (Career Advancement Scheme) preparation for eligible faculty.	Committees for RAC and OJT will be formed, and faculty members have been briefed on CAS preparation requirements.

 10/3/25		
IQAC-Coordinator		Principal



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