

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

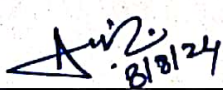


Internal Quality Assurance Cell (IQAC)- 2024-25

Minutes of Meeting

Committee meeting is held in Chairpersonship of principal **Dr. Sajid F. Shaikh**, and which was held at 02.30 pm on **07/08/2024** 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 minuets of meeting of last meeting	Dr. Amanulla Khan	Dr. Amanulla Khan welcomed all the members and read the minutes of the last meeting, which were accepted unanimously by all members.
02.	NAAC Peer team visit is schedule.	Dr. Sajid F. Shaikh	Dr. Sajid F. Shaikh informed the Peer team visit Date 3th and 4 th Sep 2024 for the NAAC 2nd Cycle.
03	Status of Presentations and Personal Profiles.	Assi. Prof. Shoyeab M. Khan	Assi. Prof. Shoyeab M. Khan pointed the agenda for the departmental presentations and faculty profile for NAAC team visit.
04.	Curriculum and Continuous internal assessment.	Dr. Swati S Kharade	Dr. Swati S Kharade, raise the agenda regarding curriculum and internal assessment and exam planning.
05.	Update on Quality framework and activity reports	Assi. Prof. Shoyeab M. Khan	Assi. Prof. Shoyeab M. Khan pointed the quality framework and activity reports in current academic year for overall quality improvement.
06.	Examination schedule	Dr. Amanulla Khan	Dr. Amanulla Khan raised the internal examinations schedule as per university norms, and suggested for exam committee meeting with this regards.
07	Competitive Exams awareness and Studies	Mr. S. Zainuddin U. Kadiri	Mr. S. Zainuddin U. Kadiri Sir has raised the important and need to actively involmentnt of students for Competitive Exams awareness.

 8/8/24		 8/8/24
IQAC-Coordinator		Principal

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

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

Internal Quality Assurance Cell (IQAC) - 2024-25

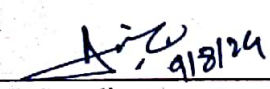

Meeting No: 27th

Action Taken Report (ATR)

Meeting Date: 07/08/2024

ATR date: 09/08/2024

Sr.No	Agenda	Matter Raise / Suggestion By	Minutes of Meeting	Action Taken
01.	Welcome and Reading of minutes of meeting of last meeting	Dr. Amanulla Khan	Dr. Amanulla Khan welcomed all the members and read the minutes of the last meeting, which were accepted unanimously by all members.	Minutes of the last meeting, accepted and proceeds accordingly.
02.	NAAC Peer team visit is schedule.	Dr. Sajid F. Shaikh	Dr. Sajid F. Shaikh informed the Peer team visit Date 3th and 4 th Sep 2024 for the NAAC 2nd Cycle.	The Peer team visited date is declared and informed for the respective preparation
	Status of Presentations and Personal Profiles.	Assi. Prof. Shoyeab M. Khan	Assi. Prof. Shoyeab M. Khan pointed the agenda for the departmental presentations and faculty profile for NAAC team visit.	A standard format of PPT and profile were made and circulated among all staff of their respective preparations of NAAC.
04.	Curriculum and Continuous internal assessment.	Dr. Swati S Kharade	Dr. Swati S Kharade, raise the agenda regarding curriculum and internal assessment and exam planning.	Continuous internal assessments were check and recorded for each course and mentioned.
05.	Update on Quality framework and activity reports	Assi. Prof. Shoyeab M. Khan	Assi. Prof. Shoyeab M. Khan pointed the quality framework and activity reports in current academic year for overall quality improvement.	Conduction of Quality audit for the current year will be planed and instructed to the respective committee in charge.
06.	Examination schedule	Dr. Amanulla Khan	Dr. Amanulla Khan raised the internal examinations schedule as per university norms, and suggested for exam committee meeting with this regards.	Exam committee has been informed to scheduled meeting for internal assessments and per university guidelines
07.	Competitive Exams awareness and Studies	Mr. S. Zainuddin U. Kadiri	Mr. S. Zainuddin U. Kadiri Sir has raised the important and need to actively participations of students for Competitive Exams by providing awareness.	Competitive Exams committee has been informed to conduct awareness session and make records of students those are preparing and monitor their progress with all possible supports.

 9/8/24	 16/8/24
IQAC-Coordinator	Principal



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