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PUNE VIDYARTHI GRIHA'S

COLLEGE OF SCIENCE & TECHNOLOGY

Affiliated to University of Mumbai (College Code : 866)

CTS No : 218, Br. Nath Pai Nagar, Ghatkopar (East), Mumbai - 400 077 Tel. : 022-2506 9118

Email: pvgcst@yahoo.com • Website: www.pvgcst.in

Ref: PVG/CST/IQAC/2020/ 3325/A

Date: 12/10/20



Internal Quality Assurance Committee (IQAC)

Academic Year 2020-21

To create quality, to maintain quality, to enhance quality in all spheres – that is the task of the IQAC or the Internal Quality Assurance Cell of the college. The IQAC is the central quality-monitoring body of the institution. It functions under the Chairmanship of the Principal and comprises senior faculty members, representative from the local community and a student representative. Its aim is to develop and maintain a system to promote academic and administrative excellence.

- It defines the short-term and long-term objectives of the institution.
- It creates a benchmark for quality-enhancement measures.
- It devises a work plan to achieve objectives.
- It monitors and coordinates the execution.

The IQAC functions with the belief that excellence and quality are not one-time goals but continuous processes. To this end, the IQAC meets on a regular basis. New programs, up gradation of infrastructure and increasing the effective functioning of all systems are some of the major concerns of the IQAC.



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Following members are appointed Internal Quality Assurance Cell (IQAC) committee for the academic year 2020-21.

Sr. No	Category	Name of Member	Designation
1	Chairperson	Dr. Ajay Kumar Pathak	I/C Principal
2	Senior Administrative Officers	Mrs. Meena Patel (Teaching) Miss. Sadhana Mishra (Teaching) Mr. Gaurav Singh (Teaching) Miss. Shweta More (Teaching)	Assistant Professor Assistant Professor Assistant Professor Assistant Professor
3	Management Representative	Shri. R. V. Borhade	Director Pune Vidyarthi Griha
4	Nominees Team Local Society Student and Alumni	Mr. Amit Shinde	Member
5	Nominees team employers / Industrialist / Stakeholders	Shri. Anand Vaidya	Member
6	Invitee (Education Background)	Dr. B. G. Kulkarni	Retired Director The Institute of Science, Mumbai
7	Co- Ordinator IQAC	Mrs. Seema Gargote	Assistant Professor

[Signature]

I/C Principal

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Minutes of the meeting which was held on 23rd September, 2020



IQAC Meeting was held on 23rd September, 2020 in the trustee office. Following members were present:

Sr. No	Category	Name of Member	Designation
1	Chairperson	Dr. Ajay Kumar Pathak	I/C Principal
2	Senior Administrative Officers	Mrs. Meena Patel (Teaching) Miss. Sadhana Mishra (Teaching) Mr. Gaurav Singh (Teaching) Miss. Shweta More (Teaching)	Assistant Professor Assistant Professor Assistant Professor Assistant Professor
3	Management Representative	Shri. R. V. Borhade	Director Pune Vidyarthi Griha
4	Nominees Team Local Society Student and Alumni	Mr. Amit Shinde	Member
5	Nominees team employers / Industrialist / Stakeholders	Shri. Anand Vaidya	Member
6	Invitee (Education Background)	Dr. B. G. Kulkarni	Retired Director The Institute of Science, Mumbai
7	Co- Ordinator IQAC	Mrs. Seema Gargote	Assistant Professor

Signature

I/C Principal
Pune Vidyarthi Griha's
College of Science & Technology



Agenda for the meeting:

1. Confirmation of minutes of the last IQAC meeting
2. Appreciation of work done during lockdown
3. Discussion on the effective use of technology for online lectures
4. Academic calendar
5. Online exam
6. Discussion on other committees
7. Any other matter with the permission of the chair

Minutes for the meeting:

Point 1:

The meeting commenced with the confirmation of minutes of the last IQAC meeting, held on 19th July, 2019. The minutes were approved by all members.

Point 2:

The Principal Dr. Ajay Kumar Pathak appreciated the work done during lockdown. He informed to committee all teachers made a motivational video together on COVID-19 and shared it with students and on social media. He also appreciated the work of NSS P.O. Gaurav Singh and NSS volunteers for making time to time videos and posters on COVID-19 awareness.

Point 3:

For online lectures the committee discussed on three software's Zoom, Google meet and Microsoft Teams and after the discussion with consent of all committee members it was decided to use Google meet.

Point 4:

Prof. Shweta More presented the academic calendar for academic year 2020-21. She informed to committee due to pandemic and online lectures academic calendar of this year is little bit different from previous years. The calendar presented by Prof. Shweta More approved by all committee members.

Point 5:

Prof. Sadhana Mishra said that the college will have to explore possibilities various online platforms for online exam. She informed to committee exam cell is planning to use Google form for online exam and she also informed questions will be in the form of multiple-choice questions.

Ashish
I/C Principal
Pune Vidyarthi Griha's
College of Science & Technology



Point 6:

Principal Ajay Kumar Pathak sir informed the progress of the other committees. It was reported that the Prof. Gaurav Singh will continue NSS as P.O. and Prof. Meena Patel will continue DLLE as faculty in-charge.

The meeting concluded with a vote of thanks to the Chair by Prof. Meena Patel.

A. K. Pathak
I/C Principal:
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Minutes of the meeting which was held on 23rd March, 2021

IQAC Meeting was held on 23rd March, 2021 in the trustee office. Following members were present:

Sr. No	Category	Name of Member	Designation
1	Chairperson	Dr. Ajay Kumar Pathak	I/C Principal
2	Senior Administrative Officers	Mrs. Meena Patel (Teaching) Miss. Sadhana Mishra (Teaching) Mr. Gaurav Singh (Teaching) Miss. Shweta More (Teaching)	Assistant Professor Assistant Professor Assistant Professor Assistant Professor
3	Management Representative	Shri. R. V. Borhade	Director Pune Vidyarthi Griha
4	Nominees Team Local Society Student and Alumni	Mr. Amit Shinde	Member
5	Nominees team. employers / Industrialist / Stakeholders	Shri. Anand Vaidya	Member
6	Invitee (Education Background)	Dr. B. G. Kulkarni	Retired Director The Institute of Science, Mumbai
7	Co- Ordinators IQAC	Mrs. Seema Gargote	Assistant Professor

Atul
I/C Principal
Pune Vidyarthi Griha's
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Agenda for the meeting:

1. Confirmation of minutes of the last IQAC meeting
2. Discussion on online lectures
3. Online examination
4. Online extra-curricular activities
5. Discussion on Sports activities
6. Discussion on Cultural activities
7. Any other matter with the permission of the chair

Minutes for the meeting:

Point 1:

The meeting commenced with the confirmation of minutes of the last IQAC meeting, held on 23rd September, 2020. The minutes were approved by all members.

Point 2:

The Principal Dr. Ajay Kumar Pathak apprised the members that the teaching and learning went on quite satisfactorily during the pandemic. Members discussed the issue and expressed satisfaction over the adaptation made by all for carrying diverse tasks involved in the teaching learning process.

Point 3:

Prof. Sadhana Mishra informed to committee we have selected **Google form** with **Auto Proctor** for upcoming exams. A faculty team of experts in IT from our faculties has been formed to solve problems of the students during online exam.

Point 4:

Dr. Ajay Kumar Pathak sir said that as we do not know when the lockdown will be lifted. It is important that we organize activity online during the lockdown. It was suggested that initiative should be taken by the faculty to the forums and committees to organize programs for our students online.

Point 5:

Prof. Shweta More informed that due to lockdown and restrictions imposed by government we are unable to conduct annual sports activities so committee has decided to do not conduct annual sports activities during academic year 2020-21.

A. K. Pathak
I/C Principal:
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Point 6:

Prof. Meena Patel informed to committee due to lockdown cultural committee has decided to conduct annual cultural activities through online mode during academic year 2020-21.

The meeting concluded with a vote of thanks to the Chair by Prof. Shweta More.

Shweta More
I/C Principal:
Pune Vidyarthi Griha's
College of Science & Technology