



## IQAC- Minutes of the Meeting

<b>IQAC Meeting No:</b>	01/2018-19
<b>Venue:</b>	YC College, Room No 02
<b>Date:</b>	10-07-2018
<b>Time:</b>	10:00 am to 11:30 am

### **1. Welcome Address by the Principal:**

The Principal Dr. A.M Padhye offered a warm welcome to all the members. He enumerated that as per the decision of College Development Committee we are here to form the Internal Quality Assurance Cell of the College to function as per the NAAC Guidelines. All the members happily agreed to be a part of IQAC Committee and promised to support the mission.

### **2. Aims and Objects of IQAC:**

Asst. Taherali Slatewala explained the constitution of the committee and read out NAAC guidelines and the framework in which our committee is supposed to work. Chairman of the College declared him as the Coordinator of the IQAC Committee and all the members unanimously accepted the decision. Further Asst. Prof. Renita Almeida was requested to assist him to record minutes and offer secretarial support for the effective functioning of the committee.

### **3. Planning of Academic Activities:**

The Principal of the institution, in the meeting placed on record the Academic Calendar of the College for the year 2018-19. After the discussion, the members suggested to prepare separate list of workshops and Conferences to be organized during this academic year. After discussion, it was approved and adopted.

### **4. Weekly Staff Meetings:**

The Principal put forth the proposal to held weekly meetings of all the teaching and non-teaching staff to discuss activities held in the week, as well as to plan the activities for the upcoming week. All the members welcomed the idea. Further, Chairman of Panchal Samaj expressed his willingness to attend such staff meetings once in a month.

### **5. Library Related:**

Asst. Prof. Umesh Machi requested the committee to look in to the upgradation of the Library. It was thus decided to provide additional space for the Reading Room and more number of books and Journals to the Library and expand the budgetary provisions.



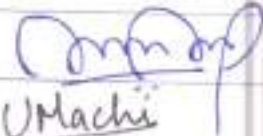
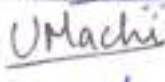
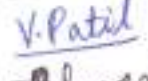
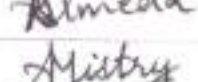
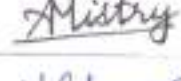
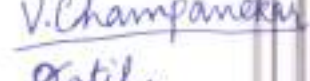
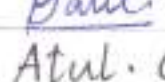
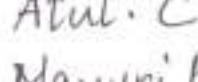
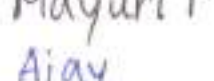
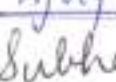
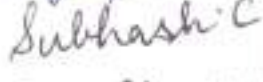
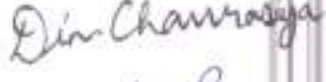

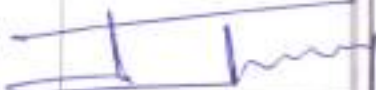
## 6. College Website:

Asst Prof. Vandesh Patil, the teacher's representative had drawn the attention to the College Website, which was not up to the mark. After the discussion, it was decided to appoint an expert in this field to reform the College Website. The Principal and Chairman Sir were requested to look in to the matter.

## 7. Vote of Thanks:

Lastly, the meeting was concluded with a Vote of Thanks by Asst. Prof. Vandesh Patil.

### Attendance

Sr. No.	Composition of IQAC Committee	Name	Signature
1	Chairperson	Dr. A. M. Padhye	
2	Teachers to represent all levels (three to eight)	Mr. Umesh Machi Mr. Vandesh Patil Ms. Renita Almeda	  
3	One Member form the Management	Mr. Anis Mistry	
4	Few Senior Administrative Officers	Mr. Vishal Champanekar Ms. Dipali Patil	 
5	One Nominee each from local Society, Students and Alumni	Mr. Atul V. Chaphekar Ms. Mayuri Patil Mr. Ajay Baniya	  
6	One Nominee each from employers/stakeholders/Industrialists	Mr. Subhash Chaphekar Mr. Din Bandhu Chaurasiya Dr. Mahesh Bhiwandikar	  
7	One of the senior teachers as the Co-ordinator/Director of IQAC	Mr. Taher Ali Satewala	



I. Q. A. C. CHAIRPERSON  
S. P. S. M. Mandal's  
Yeshwantree Chaphekar  
College of Commerce & Management  
College Road, Tembhode, Palghar



I. Q. A. C. CHAIRPERSON  
S. P. S. M. Mandal's  
Yeshwantree Chaphekar  
College of Commerce & Management  
College Road, Tembhode, Palghar



## IQAC- Minutes of the Meeting

IQAC Meeting No:	02
Venue:	YC College, Room No 02
Date:	30-09-2018
Time:	9:50 am to 11:10 am

### **1. Welcome Address by the Principal:**

The Principal offered a warm welcome to all the members. He further congratulated all the members for their help and support extended by each one in a successful conduct of various activities during this academic year. All the members happily accepted the greetings and jointly promised to work in coordination in future too.

### **2. Minutes of Previous Meetings:**

Minutes of previous meeting held on 10.07.2018 were read. After discussions of various decisions taken and its implementations, it was approved and adopted. It was decided that Asst Prof. Renita Almeda shall assist the IQAC Co-ordinator to record the minutes of the meeting.

### **3. IQAC Report:**

IQAC Coordinator- Prof. Umesh Machi presented before the meeting the report of the activities to be conducted in the college, for the academic year 2018-19. He highlighted the success of Extra curricular activities held in previous year and motivated to gear up further in this academic year 2018-19 too.

### **4. Budgetary Provision for Co-curricular and Extra-curricular Activities:**

Asst Prof. Vandesh Patil in the meeting, requested for more budgetary provisions in connection with academic and non-academic activities, for the next academic year. Asst Prof. placed before the meeting the list of activities which were already discussed with the Principal to be conducted in the next academic year.

- i. Organizing Inter-college Fest.
  - ii. Upgradation of Gymkhana with proper sports equipment.
  - iii. Organization of Workshop and Seminars for Career and Skills Development for Students.
- Chairman of Panchal Samaj also agreed to discuss the same in the meeting of CDC for requisite approval.

### **5. Maintain College Diary:**

Mr. Umesh Machi in the meeting proposed that College Diary should be maintained for updating day-to-day records of events and activities held in college. After discussions Asst Prof. Renita Almeda was allotted with the responsibility to maintain the College Diary in the format to be finalized by Principal and IQAC Co-ordinator.





#### 6. Introduction of Add on Certificate Courses:

Principal Dr. Prafula Zodape proposed an idea of introducing Add-on Certificate courses to impart skill-based training to the students in addition to the programs offered. Asst Prof. Vandesh Patil was given responsibility to chart out the schedule to start such courses from the next academic year.

#### 7. Feedback System:

The Principal proposed an idea of introducing Online Feedback system to be taken from all the stake holders for Curriculum, Teachers Quality, and Feedback on Administrative and support Facilities provided by the College. After the discussion it was decided to assign the work to the website developer and Asst Prof. Ritesh Arekar was assigned the duty to do the needful in this regard.

#### 8. Vote of Thanks:

There being no other discussion, the meeting was concluded with Vote of Thanks.

Place: Palghar  
Date: 30/09/2018



**I. Q. A. C. CHAIRPERSON**  
S. P. S. M. Mandal's  
Yeshwantrao Chaphekar  
College of Commerce & Management  
College Road, Tembhede, Palghar



IQAC CO-ORDINATOR



**I. Q. A. C. CO-ORDINATOR**  
S. P. S. M. Mandal's  
Yeshwantrao Chaphekar  
College of Commerce & Management  
College Road, Tembhede, Palghar

## ACTION TAKEN REPORT

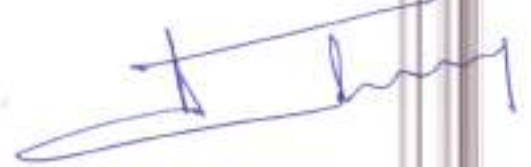
SRN	PARTICULARS	ACTION TAKEN/ INITIATED
1	Budget Allocation for Co-curricular and Extra-curricular	On the request of IQAC, the College Management has agreed for the provision of Rs. 1,50,000/- in the College Budget for the F.Y. 2019-20.
2	Maintain College Diary	All teachers requested to maintain the College Diary having records of all the day to day activities that takes place in the College.
3	Introduction of Add on Certificate Courses	Action plan is prepared to introduce following Add-on Certificate Courses were Started for the benefit of the Students: 1. Certificate course in Tally 2. Certificate course in Communication Skills Coordinators were appointed and responsibilities were allotted to draft the Syllabus and expected outcome.
4	Feedback System	It was decided to start online Feedback System attached to the College Website. The new feedback forms are prepared and uploaded on College Website. It will now allow student's and teachers to give online feedback and also generate automatic feedback analysis report.



**I. Q. A. C. CHAIRPERSON**  
S. P. S. M. Mandale  
Yeshwantao Chaphekar  
College of Commerce & Management  
Geluza Road, Tembhode, Paighar



IQAC CO-ORDINATOR



**I. Q. A. C. CO-ORDINATOR**  
S. P. S. M. Mandale  
Yeshwantao Chaphekar  
College of Commerce & Management  
College Road, Tembhode, Paighar



# Yeshwantrao Chaphekar College Of Commerce And Management, Palghar

## IQAC- Minutes of the Meeting

IQAC Meeting No:	03/2018-19
Venue:	YC College, Room No 02
Date:	03-11-2018
Time:	10:30 am to 11:50 am

### 1. Welcome Address by the Principal:

The Principal offered a heartfelt welcome to all the members. He mentioned that External examination for final year students will start soon. He wished best luck to the Examination Committee and mentioned that exams should be conducted with due care.

### 2. Minutes of Previous Meeting:

Minutes of previous meeting held on 30-09-2018 were read. After discussions of various decisions taken and implementations thereon, it was approved and adopted.

### 3. Annual Social:

Principal of the Institution informed all the members that this year Annual Social Meet will be held on 23<sup>rd</sup> December, 2018. Teachers were requested to guide and motivate students for participation. Office Superintendent, Mr. Vishal Champaneri was given the work to prepare the list of rank holders to be felicitated at the Annual Social Meet.

### 4. Best Business Idea:

As it was discussed in the previous meeting, National Level Competition 'Best Business Idea' was an upcoming mega event and the Committee was framed and work was allotted to all the Committee members.

### 5. Panel Interview:

As discussed in the IQAC meeting held in June, the advertisement for staff appointment was published in the newspaper. Staffs were requested to check their eligibility and apply for the same.

### 6. Vote of Thanks:

There being no other business, the meeting was concluded with a Vote of Thanks.

Place: Palghar

Date: 30-11-18

  
**I. Q. A. C. CHAIRPERSON**  
S. P. S. M. Mandale  
Yeshwantrao Chaphekar  
College of Commerce & Management  
College Road, Tembhode, Palghar



  
**I. Q. A. C. CO-ORDINATOR**

**I. Q. A. C. CO-ORDINATOR**  
S. P. S. M. Mandale  
Yeshwantrao Chaphekar  
College of Commerce & Management  
College Road, Tembhode, Palghar



SRN	PARTICULARS	ACTION TAKEN/ INITIATED
1	Annual Social	Annual Social was held with zeal and enthusiasm. The students presented variety entertainment program and Prize distribution ceremony was also held.
2	Best Business Idea	A Seminar is organized for students on the topic "Best Business Idea". There was participation of 35 students. The event was a grand success.



Attendance

**I. Q. A. CO-ORDINATOR**  
**S. P. S. M. Mandal's**  
**Yeshwantrao Chaphekar**  
**College of Commerce & Management**  
**College Road, Tembhode, Palghar**

Sr. No.	Composition of IQAC Committee	Name	Signature
1	Chairperson	Dr. Prafulla Zodape	
2	Teachers to represent all levels (three to eight)	Mr. Umesh Machi Mr. Vandesh Patil Ms. Renita Almeda	  
3	One Member form the Management	Mr. Anis Mistry	
4	Few Senior Administrative Officers	Mr. Vishal Champanekar Ms. Dipali Patil	 
5	One Nominee each from local Society, Students and Alumni	Mr. Atul V. Chaphekar Ms. Mayuri Patil Mr. Ajay Baniya	  
6	One Nominee each from employers/stakeholders/Industrialists	Mr. Subhash Chaphekar Mr. Din Bandhu Chaurasiya Dr. Mahesh Bhiwandikar	  
7	One of the senior teachers as the Co-ordinator/Director of IQAC	Mr. Taher Ali Slatewala	





## IQAC- Minutes of the Meeting

IQAC Meeting No:	04/2018-19
Venue:	YC College, Room No 02
Date:	24-02-2019
Time:	11:00 am to 1:15 pm

### 1. Welcome Address by the Principal:

The Principal offered a warm welcome to all the members. He congratulated all the staff members for the smooth conduct of exams. He mentioned that Examination Chairperson, Prof. Renita Almeida to assure that the assessment work will be completed within 15 days.

**Resolution No.1:** SMS to be sent to parents after declaration of results. Also there must be formation of Academia-Industry Forum as per the Feedback.

### 2. Minutes of Previous Meeting:

Minutes of previous meeting held on 03-11-2018 were read. After discussions of various decisions taken and implementations thereon, it was approved and adopted.

### 3. Best out of waste:

The idea to organize a sustainable competition related to Best out of waste was put forward by Cultural Committee Chairman- Prof. Krutika Gowada. All the Members and Principal agreed on this. It was planned to be chalked out in the end of this month. "Maximum students' participation should take place", said the Principal.

### 4. Study Hours

With the final examination approaching near, students who face difficulties in understanding the concepts of practical as well as theory subjects should be given permission to stay back in college after college hours for personal coaching from concerned subject teacher. This will help them confident enough to face the examination. This idea was put forth by IQAC Chairman- Prof. Umesh Machi.

### 5. Vote of Thanks:

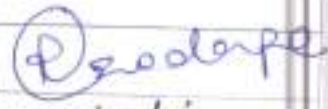
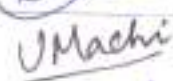
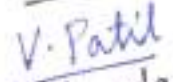
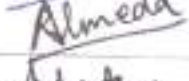
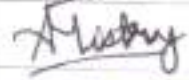
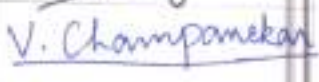
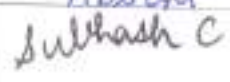
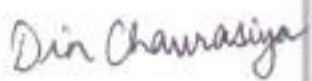

With this, the meeting was concluded with a Vote of Thanks to the Chair by Mr. Vandesh Patil





SRN	PARTICULARS	ACTION TAKEN/ INITIATED
1	Best out of waste	It was held on 28 <sup>th</sup> March 2019. Total 56 students participated in this competition. This was a great success, as many came up with innovative ideas of making the best out of waste thereby passing the sustainable message of Re-use, Reduce and Re-cycle.
2	Study Hours	Students who faced difficulties in understanding the subject, were given personal attention by concerned teachers.

Attendance

Sr. No.	Composition of IQAC Committee	Name	Signature
1	Chairperson	Dr. Prafulla Zodape	
2	Teachers to represent all levels (three to eight)	Mr. Umesh Machi Mr. Vandesh Patil Ms. Renita Almeda	  
3	One Member form the Management	Mr. Anis Mistry	
4	Few Senior Administrative Officers	Mr. Vishal Champanekar Ms. Dipali Patil	 Absent
5	One Nominee each from local Society, Students and Alumni	Mr. Atul V. Chaphekar Ms. Mayuri Patil Mr. Ajay Baniya	Absent Mayuri P Absent
6	One Nominee each from employers/stakeholders/Industrialists	Mr. Subhash Chaphekar Mr. Din Bandhu Chaurasiya Dr. Mahesh Bhiwandikar	 
7	One of the senior teachers as the Co-ordinator/Director of IQAC	Mr. Taher Ali Slatewala	

  
**DR. P. A. C. CHAIRPERSON**  
 S. P. S. M. Mandal's  
 Yeshwantrao Chavan  
 College of Commerce & Management  
 College Road, Tembhada, Palghar



  
**I. Q. A. C. CO-ORDINATOR**  
 S. P. S. M. Mandal's  
 Yeshwantrao Chavan  
 College of Commerce & Management



## IQAC- Minutes of the Meeting

IQAC Meeting No:	01/2019-20
Venue:	YC College, Room No 01
Date:	16-07-2019
Time:	10:00 am to 11:40 am

### **1. Welcome Address by the Principal:**

The Principal offered a warm welcome to all the members. He further stated that this is the first meeting of the Academic year 2019-20. The year would be full of opportunities. He assured that all the members jointly promised to work in coordination for the overall growth and development of the College.

### **2. Minutes of Previous Meeting:**

Minutes of previous meeting held on 24-02-2019 were read. After discussions of various decisions taken and its implementations, it was approved and adopted.

### **3. Academic Calendar:**

Asst Prof. Krutika Gowada in the meeting presented the Academic calendar for the year 2019-20. She informed the members that it is drawn in coordination with the University calendar. After discussions and minor corrections, it was approved and adopted.

### **4. NAAC Accreditation:**

Chairman of Panchal Samaaj explained in the meeting that the College has completed couple of years and now its high time to go for NAAC Accreditation. Principal placed the suggestions and the same were approved in the meeting. He proposed to form a committee of seven members who would act as the Criterion In-charge and work under the guidance of IQAC Co-ordinator.



#### **5. Infrastructure Matters:**

The IQAC Co-ordinator, Prof. Umesh Machi in the meeting asked for furnishing of remaining class rooms on ground and first floor. He further requested to allocate one room for IQAC and NAAC related work. After discussion it was decided to allocate Room No. 7 for the same and one of the management representatives agreed to furnish the remaining class rooms by the end of Sept. 2019.

#### **6. Introduction of new Skill Based Certificate Courses:**

Principal informed the members that the College would like to introduce the following new Skill Based Certificate Courses for the students:-

- a. Certificate Course in Tally
- b. Certificate Course in Communication Skills (English)

The approval was granted and the Principal was requested to get the syllabus of respective courses framed from the staff members. He further added that the necessary arrangements should be made for the same and to start the courses in the current academic year. It was requested to strengthen the Certificate Course in Tally.

#### **7. Organization of more Students centric activities:**

An Alumni representative requested to organize more students' centric activities like Study Tours, Industrial Visits and Placement camps for attracting students to our College. The Principal was instructed to draw an action plan in this regard and implement it with full zeal and enthusiasm.

#### **8. ICT Class Rooms:**

The IQAC coordinator, Prof. Umesh Machi requested in the meeting to provide ICT facilities in some class rooms for improvement of teaching techniques. After the discussion, Chairman promised to provide ICT facilities in class rooms and one laptops for exclusive use of the teachers. He further agreed to provide e-zone and Wi-Fi facilities in library reading room.

#### **9. Library Matters:**

The Principal placed before the meeting the proposal received from the Librarian for purchase of Software for partial automation of the library. In connection to the expansion of the library storage capacity, Mr. Vishal was asked to coordinate with the Librarian and approach the Management regarding the purchase of appropriate storage racks, computers and other requirements for automation of the library.





#### 10. Appointment of the Staff:

The Principal place before the meeting the requirements of teaching and non-teaching staff for the ongoing programs. After the discussion it was approved. The Principal was authorized to get the approval from the University for the Work Load, Draft and Publish an advertisement for the requirements of the staff in the leading newspaper.

#### 11. Vote of Thanks:

There being no further formal talk, the meeting was concluded with a Vote of Thanks.

Place: Palghar

Date: 16/07/19  


**I. Q. A. C. CHAIRPERSON**  
S. P. S. M. Mander's  
Yeshwantrao Chaphekar  
College of Commerce & Management  
College Road, Tembhode, Palghar



  
I. Q. A. C. CO-ORDINATOR

**I. Q. A. C. CO-ORDINATOR**  
S. P. S. M. Mander's  
Yeshwantrao Chaphekar  
College of Commerce & Management  
College Road, Tembhode, Palghar

## ACTION TAKEN REPORT

SRN	PARTICULARS	ACTION TAKEN/ INITIATED
1	Academic Calendar	It was prepared by Principal in coordination with IQAC and uploaded on the College website for the information of students.
2	NAAC Accreditation	The room was allocated for NAAC Work. And staff members were requested to voluntarily give their names for formation of committee.
3	Infrastructure Matters	The furnishing of Ground and First floor class rooms and Seminar hall was completed and all the rooms were made operational.
4	Introduction of new Skill Based Certificate Courses	Two new Skilled based Add-on Certificate courses are started for the benefit of the students.
5	Organization of new more Students centric activities	Four Industrial Visits, Talk Shows and various guest lectures are organized for the students.
6	ICT Class Rooms	LCD projectors are installed in Computer Lab, Seminar Hall, and Laptop is made available for the multiple use of the teachers and students.
7	Automation of Library	A software was purchased for Library and the Librarian was imparted training for same. One Xerox Machine, PC and Internet Connection were provided.



**I. Q. A. C. CHAIRPERSON**  
**S. P. S. M. Mandal's**  
Yeshwantrao Chaphkar  
College of Commerce & Management  
College Road, Tembode, Palghar



**I. Q. A. C. CO-ORDINATOR**  
**S. P. S. M. Mandal's**  
Yeshwantrao Chaphkar  
College of Commerce & Management  
College Road, Tembode, Palghar



# Yeshwantrao Chaphekar College Of Commerce And Management, Palghar

## IQAC- Minutes of the Meeting

IQAC Meeting No:	02/2019-20
Venue:	YC College, Room No 02
Date:	18-09-2019
Time:	10:10 am to 11:55 am

### 1. Welcome Address by the Principal:

The Principal offered a warm welcome to all the members. He stated that Library Exhibition was a great success.

### 2. Minutes of Previous Meeting:

Minutes of previous meeting held on 16-07-2019 was read out. After discussions of various decisions taken and implementations thereon it was approval and adopted.

### 3. IQAC Report:

IQAC Coordinator, Prof. Taher Satewala placed before the meeting the report of activities that took place in the post month. Teachers were requested to submit their syllabus should be covered till March 02, 2020.

### 4. Introduction of New Programs:

A Industry representative suggested to start new short-term courses. It was suggested by Shree Subhash Chaphekar Sir that the College should offer a Certificate Course in Advance Excel. This course will help student to get industry ready and make them employable.

### 5. Vote of Thanks:

There being no other business, the meeting was concluded with a Vote of Thanks to the Chair.

Place: Palghar

Date: 18/09/19



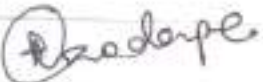
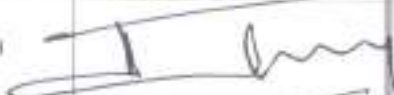
  
IQAC CO-ORDINATOR  
**I. Q. A. C. CO-ORDINATOR**  
S. P. S. M. Mendale  
Yeshwantrao Chaphekar  
College of Commerce & Management  
College Road, Tembode, Palghar



## ACTION TAKEN REPORT

SRN	PARTICULARS	ACTION TAKEN/ INITIATED
1	Introduction of New Programs	Certificate course in Advance Excel to make student industry ready.
2	Syllabus Planning	Teachers were requested to submit their syllabus should be covered till March 02, 2020.

### Attendance

Sr. No.	Composition of IQAC Committee	Name	Signature
1	Chairperson	Dr. Prafulla Zodape Dr. A. M. Padhye	
2	Teachers to represent all levels (three to eight)	Mr. Umesh Machi Mr. Vandesh Patil Ms. Renita Almeda	Absent V. Patil Almeda
3	One Member form the Management	Mr. Anis Mistry	Mistry
4	Few Senior Administrative Officers	Mr. Vishal Champanekar Ms. Dipali Patil	V. Champanekar Patil
5	One Nominee each from local Society, Students and Alumni	Mr. Atul V. Chaphekar Ms. Mayuri Patil Mr. Ajay Baniya	Atul. C Mayuri P Ajay
6	One Nominee each from employers/stakeholders/Industrialists	Mr. Subhash Chaphekar Mr. Din Bandhu Chaurasiya Dr. Mahesh Bhiwandikar	Subhash C Absent Mahesh. B.
7	One of the senior teachers as the Co-ordinator/Director of IQAC	Mr. Taher Ali Slatewala	

  
**I. Q. A. C. CHAIRPERSON**  
 S. P. S. M. Mandale's  
 Yeshwantrao Chaphekar  
 College of Commerce & Management  
 College Road, Tembhode, Palghar



  
**I. Q. A. C. CO-ORDINATOR**  
 S. P. S. M. Mandale's  
 Yeshwantrao Chaphekar  
 College of Commerce & Management  
 College Road, Tembhode, Palghar



## IQAC- Minutes of the Meeting

<b>IQAC Meeting No:</b>	03/2019-20
<b>Venue:</b>	YC College, Room No 01
<b>Date:</b>	10-12-2019
<b>Time:</b>	10:30 am to 12:30 pm

### 1. Welcome Address by the Principal:

The Principal Dr. Prafulla Zodape Sir offered a warm welcome to all the members. He exclaimed that this year was full of opportunities and challenges. He encouraged all the staff members to work with same enthusiasm.

### 2. Minutes of Previous Meeting:

Minutes of previous meeting held on 18-09-2019 were read by Asst Prof. Vandesh Patil. After discussions of various decisions taken in previous meeting and implemented thereon it was approved and adopted.

### 3. IQAC Report:

IQAC Coordinator, Prof. Umesh placed before the meeting the report of activities conducted during the academic year and highlighted the success of the following Cultural Events:

- Dance and Singing Competition
- Debate and Elocution
- Poster Making on Save Environment
- Mehndi Competition
- Food Festival- Master Chef of Chaphekar

All the members appreciated the team efforts of the staff under the able guidance of the Principal.

### 4. NAAC Accreditation

The Principal in the meeting, reminded the members of the committee about the NAAC work, scheduled Criteria wise.



5. Infrastructure Matters:

The IQAC Coordinator, Prof. Umesh Machi in the meeting suggested that the college building adjacent Sewer be covered with a Slab. He also made a remark about the college building compound that needs to be properly fenced. Chairman of Panchal Samaj suggested to place the matter in CDC Meeting for appropriate decision thereon.

6. Vote of Thanks:

There being no further points, the meeting was concluded with Vote of Thanks.

Place: Palghar

Date: 10/12/2019



  
IQAC CO-ORDINATOR


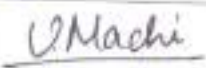
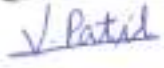
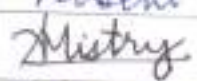
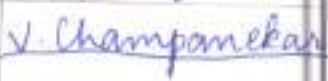

I. Q. A. C. CHAIRPERSON  
S. M. Mandal's  
Yashwantrao Chaphekar  
College of Commerce & Management  
College Road, Tambhode, Palghar

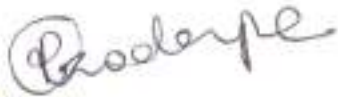


## ACTION TAKEN REPORT

SRN	PARTICULARS	ACTION TAKEN/ INITIATED
1	NAAC Work in Progress	The work for preparation of SSR is in full swing. All the committees are striving hard to finalize the report.
2	Infrastructure Matters	The quotation for fencing work is being called for the Financial Planning thereon.


### Attendance

Sr. No.	Composition of IQAC Committee	Name	Signature
1	Chairperson	Dr. Prafulla Zodape	
2	Teachers to represent all levels (three to eight)	Mr. Umesh Machi	
		Mr. Vandesh Patil	
		Ms. Renita Almeda	Absent
3	One Member form the Management	Mr. Anis Mistry	
4	Few Senior Administrative Officers	Mr. Vishal Champanekar	
		Ms. Dipali Patil	Absent
5	One Nominee each from local Society, Students and Alumni	Mr. Atul V. Chaphekar	Atul C
		Ms. Mayuri Patil	Mayuri P
		Mr. Ajay Baniya	Ajay
6	One Nominee each from employers/stakeholders/Industrialists	Mr. Subhash Chaphekar	Subhash C
		Mr. Din Bandhu Chaurasiya	Din Chaurasiya
		Dr. Mahesh Bhiwandikar	Mahesh B.
7	One of the senior teachers as the Co-ordinator/Director of IQAC	Mr. Taher Ali Slatewala	



**I. Q. A. C. CHAIRPERSON**  
**S. P. S. M. Mandale's**  
**Yeshwantao Chaphekar**  
**College of Commerce & Management**  
**College Road, Tembhode, Palghar**



  
**I. Q. A. C. CO-ORDINATOR**  
**S. P. S. M. Mandale's**  
**Yeshwantao Chaphekar**  
**College of Com. & Management**  
**College Road, Tembhode, Palghar**



## IQAC- Minutes of the Meeting

IQAC Meeting No:	04/2019-20
Venue:	Zoom Meetings- Virtual
Date:	15-04-2020
Time:	1:00 pm to 2:00 pm

### 1. Welcome Address by the Principal:

New I/C Principal- Dr Nilima Singh offered a warm welcome to all the members.

### 2. Minutes of Previous Meeting:

Minutes of previous meeting held on 10-12-2019 were read. After discussions of various decisions taken in previous meeting and implemented thereon, it was approved and adopted. Principal started this meeting by saying that the meeting coincides with the last day of the academic year 2019-20.

### 3. IQAC Report:

IQAC Coordinator Prof. Taher Slatewala placed before the meeting to discuss and develop strategies to continue academic activities, amidst the Covid-19 pandemic which has adversely affected the traditional Classroom teaching. All the staff will work from home. He also stated that as the college is planning to apply for NAAC Accrediation hence, the IQAC meetings should be regularize. It was then decided that the criterion heads will be meeting on 15<sup>th</sup> of every month.

### 4. Online Review Meeting with each department regarding Teaching-Learning Process:

The Principal- Dr Nilima Singh mentioned that each Faculty is taking online classes through zoom, google meet, in no meet, etc and at the same time providing e-content prepared by them to the students through Whatsapp. Due to sudden lockdown no one was prepared for online classes. Faculty members started their online classes for TY students from April, 2020 onwards for revision purpose and also to complete their pending syllabus. Principal also suggested NAAC Criteria wise work should be reported on daily basis.



5. Online Upgrading Program for Students & Faculty Members:

The Principal mentioned that one of our best practices of our college is upgrading Programmes for students and Faculty Members. The Principal also suggested exploring Google classroom, Google Hangout, Cisco WebEx Meeting, Youtube Streaming, OER (Open Education Resources), Swayam, Swayamprabha and finding out how they can be used in teaching learning process.

6. Webinar on MCQs and Online Learning:

IQAC proposes to conduct a webinar on MCQs and Online learning on May 20, 2020. This year, as it is not possible to organize all the programmes offline due to pandemic, so it was decided to organize online programmes by each department for the students.

7. Vote of Thanks:

There being no other business, the meeting was concluded with Vote of Thanks.

Place: Palghar  
Date: 15/04/2020  
Nikima Singh

I. Q. A. C. CHAIRPERSON  
S. P. S. M. Mandal's  
Yeshwantrao Chaphekar  
College of Commerce & Management  
College Road, Tembhode, Palghar



  
IQAC CO-ORDINATOR

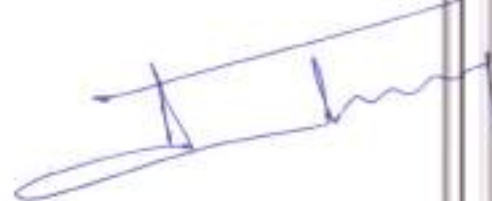
I. Q. A. C. CO-ORDINATOR  
S. P. S. M. Mandal's  
Yeshwantrao Chaphekar  
College of Commerce & Management  
College Road, Tembhode, Palghar



## ACTION TAKEN REPORT

SRN	PARTICULARS	ACTION TAKEN/ INITIATED
1	Online Upgrading Program	Two training sessions were conducted for Teaching staff for teaching in Online Mode using "Zoom, Google Meet". The teachers were also trained to sensitize students in this regard.
2	Online Webinars	Many online webinars are organized for the students including: 3 by WDC, 5 by NSS Unit, 2 by Department of Management, 3 by Department of Commerce, 2 each by Department of Mass Media and IT.
3	Online Feedback Summary	The Online Feedback Summary was drawn. It was discussed that the bright performers was appreciated and weak performers were requested to improve upon.



  
**I. Q. A. C. CO-ORDINATOR**  
**S. P. S. M. Mandal's**  
Yeshwantrao Chaphakar  
College of Commerce & Management  
College Road, Tembhode, Palghar



## IQAC- Minutes of the Meeting

IQAC Meeting No:	02   2020-21
Venue:	Zoom Meetings- Virtual
Date:	20-07-2020
Time:	1:00 pm to 2:10 pm

### 1. Welcome Address by the Principal:

The Principal- Dr Nilima Singh offered a warm welcome to all the members

### 2. Minutes of Previous Meeting:

Minutes of previous meeting held on 15-04-2020 were read. After discussions of various decisions taken and implementations thereon, it was approved and adopted.

### 3. NAAC Accreditation:

Criteria heads were decided by Principal for each SSR as follows:

Criteria	Criterion Head
Criteria I	Asst Prof. Krutika Gowada
Criteria II	Asst Prof. Umesh Machi
Criteria III	Asst Prof. Pooja Ambre
Criteria IV	Asst Prof. Shweta
Criteria V	Asst Prof. Vandesh Patil
Criteria VI	Asst Prof. Taherali Slatewala
Criteria VII	Dr. Nilima Singh

### 4. Revised IQAC Members Formation:

Asst Prof. Umesh Machi was felicitated for his excellent work as IQAC Coordinator for tenure of 2 years by the Principal. New IQAC coordinator- Asst Prof. Taherali Slatewala was appointed with following members in the team.



Sr No	Role in In IQAC	Name	Representative
1	Chairperson	Dr. Nilima Singh	Principal
2	Member	Asst Prof. Shweta	Teaching Staff
3	Member	Asst Prof. Bhavesh	Teaching Staff
4	Member	Asst Prof. Krutika	Teaching Staff
5	Member	Shri Subhash Chaphekar	Management
6	Member	Miss Rashmi	Admin Staff
7	Member	Mr. Vivek Mishra	Student
8	Member	Miss Deepika Goswami	Alumni
9	Member	Shri Chandrashekhar	Industrialist
10	Coordinator	Asst. Prof. Taherali	Teaching Staff

#### 5. Vote of Thanks:

There being no other business, the meeting was concluded with Vote of Thanks.

Place: *Palghar*  
*01/21*

Date:

*Nilima Singh*

*[Signature]*

IQAC CO-ORDINATOR

**I. Q. A. C. CHAIRPERSON**  
**S. P. S. M. Mandale's**  
**Yeshwantrao Chaphekar**  
**College of Commerce & Management**  
**College Road, Tembhode, Palghar**



**I. Q. A. C. CO-ORDINATOR**  
**S. P. S. M. Mandale's**  
**Yeshwantrao Chaphekar**  
**College of Commerce & Management**  
**College Road, Tembhode, Palghar**



## ACTION TAKEN REPORT

<u>SRN</u>	<u>PARTICULARS</u>	<u>ACTION TAKEN/ INITIATED</u>
1	NAAC Accreditation	The Criterion wise committees were also formed and work is initiated. Further it was also decided to approach Acheivers College Chaiman Dr. Mahesh Bivandikar Sir for NAAC related guidance.
2	Re-Formation of IQAC	New team members of IQAC appointed.

*Nilima Singh*

*[Signature]*  
IQAC CO-ORDINATOR

**I. Q. A. C. CHAIRPERSON**  
**S. P. S. M. Mandale's**  
Yeshwantrao Chaphekar  
College of Commerce & Management  
College Road, Tembhode, Palghar



**I. Q. A. C. CO-ORDINATOR**  
**S. P. S. M. Mandale's**  
Yeshwantrao Chaphekar  
College of Commerce & Management  
College Road, Tembhode, Palghar



# Yeshwantrao Chaphekar College Of Commerce And Management, Palghar

## IQAC- Minutes of the Meeting

IQAC Meeting No:	02/2020-21
Venue:	Zoom Meetings- Virtual
Date:	01-10-2020
Time:	1:00 pm to 3:30 pm

### 1. Welcome Address by the Principal:

The Principal offered a warm welcome to all the members. She mentioned that ATKT examinations have been planned to be conducted online by the end of this month.

### 2. Minutes of Previous Meeting:

Minutes of previous meeting held on 20.07.2020 were read. After discussions of various decisions taken and implementations thereon, it was approved and adopted.

### 3. NAAC SSR Review:

IQAC coordinator- Asst Prof. Taherali Statewala suggested Criteria heads one by one to presented their respective criteria work completed so far. Suggestions and Review was done simultaneously in the meeting. This gave criteria leaders a sense of spirit and confidence to move ahead in drafting and collecting the data related to different Key Indicators in SSR.

### 4. Vote of Thanks:

There being no other business, the meeting was concluded with Vote of Thanks.

Place: Palghar

Date: 11/10/2020

*Nilima Singh*

**I. Q. A. C. CHAIRPERSON**  
S. P. S. M. Mandale's  
Yeshwantrao Chaphekar  
College of Commerce & Management  
College Road, Tembhode, Palghar



*S. P. S. M. Mandale*  
IQAC CO-ORDINATOR

**I. Q. A. C. CO-ORDINATOR**  
S. P. S. M. Mandale's  
Yeshwantrao Chaphekar  
College of Commerce & Management  
College Road, Tembhode, Palghar

## ACTION TAKEN REPORT

SRN	PARTICULARS	ACTION TAKEN/ INITIATED
1	NAAC SSR related	SSR related work was reviewed in the meeting. Suggestions and Corrections were done where ever applicable.

*Nilima Singh*

**I. Q. A. C. CHAIRPERSON**  
**S. P. S. M. Mandale's**  
Yeshwantrao Chaphekar  
College of Commerce & Management  
College Road, Tambhoda, Peigar



*[Signature]*  
IQAC CO-ORDINATOR

**I. Q. A. C. CO-ORDINATOR**  
**S. P. S. M. Mandale's**  
Yeshwantrao Chaphekar  
College of Commerce & Management  
College Road, Tambhoda, Peigar





### IQAC- Minutes of the Meeting

IQAC Meeting No:	03/2020-21
Venue:	Zoom Meetings- Virtual
Date:	20-12-2020
Time:	10:00 am to 11:50 am

#### 1. Welcome Address by the Principal:

The Principal offered a warm welcome to all the members. She addressed the staff to attend various online FDP programs to utilize best of their time in Self Development.

#### 2. Minutes of Previous Meeting:

Minutes of previous meeting held on 01-10-2020 were read. After discussions of various decisions taken and implementations thereon, it was approved and adopted.

#### 3. NAAC SSR Review Meeting:

Under guidance of Dr. Mahesh Bhivandikar Sir and Professor Mahesh Deshmukh Sir, SSR Review meeting was planned to be conducted in next week. All Criteria Incharge were requested by Principal to keep ready their doubts and queries related to any Key Indicators of Self Study Report of NAAC. Due to Lockdown, the meeting would be held online on Zoom Platform.

#### 4. Online Attendance of Students for Lectures:

IQAC Co-ordinator- Prof. Taherali Siatewala suggested that different online teaching tools such as You-tube, Google Class room, Zoom Meetings, White-Board, Google Forms will help to make learning more interesting and powerful. This will have a positive impact on improvement of Attendance of Students in the Lecture. Further Principal added that, those students who can't attend the lecture as per time-table due to any technical glitch should be provided with recorded sessions so that there is no study loss for them.



5. Vote of Thanks:

With this, the meeting was concluded with Vote of Thanks.

Place: Palghar  
Date: 20/12/2020  
Nilima Singh



  
IQAC CO-ORDINATOR

I. Q. A. C. CHAIRPERSON  
S. P. S. M. Mandale  
Yeshwantrao Chaphekar  
College of Commerce & Management  
College Road, Tembhode, Palghar

I. Q. A. C. CO-ORDINATOR  
S. P. S. M. M.  
Yeshwantrao  
College of C  
College Road, Tembhode, Palghar

## ACTION TAKEN REPORT

SRN	PARTICULARS	ACTION TAKEN/ INITIATED
1	NAAC SSR Review Meet	All Criteria Incharge cleared their doubts and queries related to Key Indicators of Self Study Report of NAAC from experts.
2	Attendance Improvement	A Blend of Teaching Tools were used during online sessions. Further, Recorded sessions were uploaded on google class-room for future reference specially for students who missed out the lectures.

*Nilima Singh*

**I. Q. A. C. CHAIRPERSON**  
**S. P. S. M. Mandal's**  
Yashwantrao Chavankar  
College of Commerce & Management  
College Road, Tembhode, Palghar



*[Signature]*  
I. Q. A. C. CO-ORDINATOR

**I. Q. A. C. CO-ORDINATOR**  
**S. P. S. M. Mandal's**  
Yashwantrao Chavankar  
College of Commerce & Management  
College Road, Tembhode, Palghar





## IQAC- Minutes of the Meeting

IQAC Meeting No:	04/2020-21
Venue:	YC College, Room No 02
Date:	25-03-2021
Time:	10:30 am to 12:15 pm

### 1. Welcome Address by the Principal:

The Principal offered a warm welcome to all the members. She appreciated all Teaching and Non-Teaching Staff for giving their 100% towards preparation of NAAC Accreditation.

### 2. Minutes of Previous Meeting:

Minutes of previous meeting held on 20-12-2020 were read. After discussions of various decisions taken and implementations thereon, it was approved and adopted.

### 3. Infrastructure Related:

IQAC co-ordinator- Prof. Taherali Slatewala suggested to optimally utilize the First floor Examination room, by doing four partitions-

- I. Sr. Examination Dept.
- II. Jr. Examination Dept.
- III. NSS Office
- IV. IQAC Office

Also he added that, the repair work for broken tiles and taps in Toilets of Students should be carried out as early as possible.

### 4. College Admissions:

Principal declared a career guidance and counseling team which included- Asst Prof. Pooja Ambre, Asst Prof. Vandesh Patil and Asst Prof. Krutika Gowada. This committee will guide the students in selection of best program as per their interest and market opportunities. Further, Asst Prof Taherali Slatewala was given responsibility to co-ordinate with Asst Prof. Vandesh Patil in drafting and designing of College Banners and synchronization of students contacts for admission follow-up



5. DVV Preparation of NAAC:

All Most all of the Qualitative work of SSR of 7 criteria was reported to be completed. Principal asked the criteria leaders to start collecting Quantitative data along with evidences for Data Validation and Verification

6. Vote of Thanks:

With this, the meeting was concluded with Vote of Thanks:

Place: Palghar  
Date: 25/03/21  
Nilima Singh



  
I. Q. A. C. CO-ORDINATOR

**I. Q. A. C. CHAIRPERSON**  
S. P. S. M. Mandape  
Yeshwantrao Chaphekar  
College of Commerce & Management  
College Road, Tembhode, Palghar

**I. Q. A. C. CO-ORDINATOR**  
S. P. S. M. M.  
Yeshwantrao  
College of C. Management  
College Road, Tembhode, Palghar

## ACTION TAKEN REPORT

SRN	PARTICULARS	ACTION TAKEN/ INITIATED
1	Infrastructure	Separate cabins were made for Senior Examination Department, Jr. Examination Department, NSS Office and IQAC Office on First Floor. Toilets repair work done.
2	College Admissions	Students data was gathered by Santosh Churi Sir by conducting Online Seminars and Career Guidance Workshops for 10 <sup>th</sup> and 12 <sup>th</sup> Class Students. This data is to be utilized for further career counselling during admission process for 2021-22

### Attendance

Sr. No.	Composition of IQAC Committee	Name	Signature
1	Chairperson	Dr. Nilima Singh	<i>Nilima Singh</i>
2	Teachers to represent all levels (three to eight)	Mr. Umesh Machi Mr. Vandesh Patil Ms. Renita Almeda	<i>UMachi</i> <i>V. Patil</i> <i>Almeda</i>
3	One Member form the Management	Mr. Anis Mistry	<i>Absent</i>
4	Few Senior Administrative Officers	Mr. Vishal Champanekar Ms. Dipali Patil	<i>V. Champanekar</i> <i>Absent</i>
5	One Nominee each from local Society, Students and Alumni	Mr. Atul V. Chaphekar Ms. Mayuri Patil Mr. Ajay Baniya	<i>Atul.C</i> <i>Mayuri P</i> <i>Ajay</i>
6	One Nominee each from employers/stakeholders/Industrialists	Mr. Subhash Chaphekar Mr. Din Bandhu Chaurasiya Dr. Mahesh Bhiwandikar	<i>Subhash.C</i> <i>Din Chaurasiya</i> <i>Mahesh.B</i>
7	One of the senior teachers as the Co-ordinator/Director of IQAC	Mr. Taher Ali Slatewala	<i>Taher Ali</i>

*Nilima Singh*  
**I. Q. A. C. CHAIRPERSON**  
 S. P. S. M. Mandal's  
 Yeshwantrao Chapekar  
 College of Commerce & Management  
 College Road, Tembhode, Paig 131



*Taher Ali*  
**I. Q. A. C. CO-ORDINATOR**  
 S. P. S. M. M.  
 Yeshwantrao  
 College of C  
 College Road, Tembhode, Paighar





# Yeshwantrao Chaphekar College Of Commerce And Management, Palghar

## IQAC- Minutes of the Meeting

IQAC Meeting No:	01/2021-22
Venue:	YC College, Room No 02
Date:	10-07-2021
Time:	10:00 am to 11:30 am

### **Planning of Academic Activities:**

The Principal of the institution, in the meeting placed on record the Academic Calendar of the College for the year 2021-22. After the discussion, the members suggested to prepare separate list of workshops and Conferences to be organized during this academic year. After discussion, it was approved and adopted.

### **Weekly Staff Meetings:**

The Principal put forth the proposal to held weekly meetings of all the teaching and non-teaching staff to discuss activities held in the week, as well as to plan the activities for the upcoming week. All the members welcomed the idea. Further, Chairman of Panchal Samaj expressed his willingness to attend such staff meetings once in a month.

### **Library Related:**

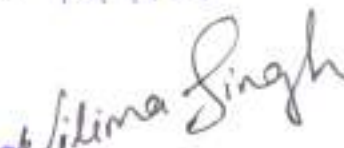
Asst. Prof. Taherali Slatewala requested the committee to look in to the upgradation of the Library. It was thus decided to provide additional space for the Reading Room and more number of books and Journals to the Library and expand the budgetary provisions.

### **Vote of Thanks:**

Lastly, the meeting was concluded with a Vote of Thanks by Asst. Prof. Vandesh Patil.

Place: Palghar

Date: 10/7/21

  
**I. Q. A. C. CHAIRPERSON**  
S. P. S. M. Mandal's  
Yeshwantrao Chaphekar  
College of Commerce & Management  
College Road, Tembhode, Palghar



  
**I. Q. A. C. CO-ORDINATOR**  
S. P. S. M. Mandal's  
Yeshwantrao Chaphekar  
College of Commerce & Management  
College Road, Tembhode, Palghar

Attendance

Sr. No.	Composition of IQAC Committee	Name	Signature
1	Chairperson	Dr Nilima Singh	<i>Nilima Singh</i>
2	Teachers to represent all levels (three to eight)	Mr. Umesh Machi	<i>U. Machi</i>
		Mr. Vandesh Patil	<i>V. Patil</i>
		Ms. Renita Almeda	<i>Almeda</i>
3	One Member form the Management	Mr. Anis Mistry	<i>Mistry</i>
4	Few Senior Administrative Officers	Mr. Vishal Champanekar	<i>Absent</i>
		Ms. Dipali Patil	<i>Absent</i>
5	One Nominee each from local Society, Students and Alumni	Mr. Atul V. Chaphekar	<i>Atul.C</i>
		Ms. Mayuri Patil	<i>Mayuri P</i>
		Mr. Ajay Baniya	<i>Ajay</i>
6	One Nominee each from employers/stakeholders/Industrialists	Mr. Subhash Chaphekar	<i>Absent</i>
		Mr. Din Bandhu Chaurasiya	<i>Din Chaurasiya</i>
		Dr. Mahesh Bhiwandikar	<i>Mahesh B</i>
7	One of the senior teachers as the Co-ordinator/Director of IQAC	Mr. Taher Ali Slatewala	<i>Taher Ali Slatewala</i>

*Nilima Singh*

**I. Q. A. C. CHAIRPERSON**  
**S. P. S. M. Mandale**  
 Yeshwantree Ch...kar  
 College of Co... Management  
 College Road, Tembhodu, Palghar



IQAC CO-ORDINATOR

*Taher Ali Slatewala*  
**I. Q. A. C. CO-ORDINATOR**  
**S. P. S. M. M.**  
 Yeshwantree  
 College of... Management  
 College Road, Tembhodu, Palghar



## IQAC- Minutes of the Meeting

IQAC Meeting No:	02/2021-22
Venue:	YC College, Room No 02
Date:	30-09-2021
Time:	9:50 am to 11:10 am

### **1. Welcome Address by the Principal:**

The Principal offered a warm welcome to all the members. He further congratulated all the members for their help and support extended by each one in a successful conduct of various activities during this academic year. All the members happily accepted the greetings and jointly promised to work in coordination in future too.

### **2. Minutes of Previous Meetings:**

Minutes of previous meeting held on 10.07.2021 were read. After discussions of various decisions taken and its implementations, it was approved and adopted. It was decided that Asst Prof. Renita Almeda shall assist the IQAC Co-ordinator to record the minutes of the meeting.

### **3. IQAC Report:**

IQAC Coordinator- Prof. Taherali Slatewala presented before the meeting the report of the activities to be conducted in the college, for the academic year 2021-22. He highlighted the success of Extra curricular activities held in previous year and motivated to gear up further in this academic year 2021-22 too.

### **4. Budgetary Provision for Co-curricular and Extra-curricular Activities:**

Asst Prof. Vandesh Patil in the meeting, requested for more budgetary provisions in connection with academic and non-academic activities, for the next academic year. Asst Prof. placed before the meeting the list of activities which were already discussed with the Principal to be conducted in the next academic year.

- i. Organizing Inter-college Fest.
  - ii. Upgradation of Gymkhana with proper sports equipment.
  - iii. Organization of Workshop and Seminars for Career and Skills Development for Students.
- Chairman of Panchal Samaj also agreed to discuss the same in the meeting of CDC for requisite approval.

### **5. Maintain College Diary:**

Mr. Krutika Gowda in the meeting proposed that College Diary should be maintained for updating day-to-day records of events and activities held in college. After updated daily



#### 6. Introduction of Add on Certificate Courses:

Principal Nilima Singh proposed to add more Add-on Certificate courses to impart skill-based training to the students in addition to the programs offered. Asst Prof. Vandesh Patil was given responsibility to chart out the schedule to start such courses from the next academic year.

#### 7. Feedback System:

The Principal proposed an idea of introducing Online Feedback system to be taken from all the stake holders for Curriculum, Teachers Quality, and Feedback on Administrative and support Facilities provided by the College. After the discussion it was decided to assign the work to the website developer and Asst Prof. Ritesh Arekar was assigned the duty to do the needful in this regard.

#### 8. Vote of Thanks:

There being no other discussion, the meeting was concluded with Vote of Thanks.

Place: Palghar

Date: 30/09/21

Nilima Singh

**I. Q. A. C. CHAIRPERSON**  
S. P. S. M. Mandale's  
Yeshwantrao Chaphekar  
College of Commerce & Management  
College Road, Tembhada, Palghar



[Signature]

IQAC CO-ORDINATOR

**I. Q. A. C. CO-ORDINATOR**  
S. P. S. M. Mandale's  
Yeshwantrao Chaphekar  
College of Commerce & Management  
College Road, Tembhada, Palghar







## IQAC- Minutes of the Meeting

IQAC Meeting No:	03/2021-22
Venue:	YC College, Room No 02
Date:	03-11-2021
Time:	10:30 am to 11:50 am

### 1. Welcome Address by the Principal:

The Principal offered a heartfelt welcome to all the members. He mentioned that External examination for final year students will start soon. He wished best luck to the Examination Committee and mentioned that exams should be conducted with due care.

### 2. Minutes of Previous Meeting:

Minutes of previous meeting held on 30-09-2021 were read. After discussions of various decisions taken and implementations thereon, it was approved and adopted.

### 3. Annual Social:

Principal of the Institution informed all the members that this year Annual Social Meet will be held on 23<sup>rd</sup> December, 2021. Teachers were requested to guide and motivate students for participation. Office Superintendent, Mr. Vishal Champaneri was given the work to prepare the list of rank holders to be felicitated at the Annual Social Meet.

### 4. Best Business Idea:

As it was discussed in the previous meeting, National Level Competition 'Best Business Idea' was an upcoming mega event and the Committee was framed and work was allotted to all the Committee members.

### 5. Panel Interview:

As discussed in the IQAC meeting held in June, the advertisement for staff appointment was published in the newspaper. Staffs were requested to check their eligibility and apply for the same.

### 6. Vote of Thanks:



There being no other business, the meeting was concluded with a Vote of Thanks.

Place: Palghar

Date: 03/11/21

Nilima Singh

**I. O. A. C. CHAIRPERSON**  
S. P. S. M. Mandale  
Yashwantrao Chaudhary  
College of Commerce & Management  
College Road, Tembhode, Palghar




  
IQAC CO-ORDINATOR

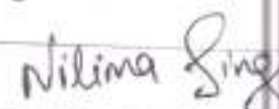
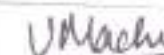

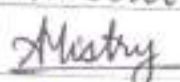
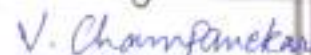

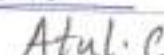
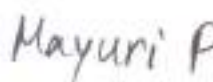

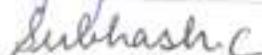

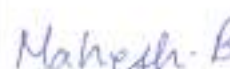

**I. O. A. C. CO-ORDINATOR**  
S. P. S. M. Mandale  
Yashwantrao Chaudhary  
College of Commerce & Management  
College Road, Tembhode, Palghar

## ACTION TAKEN REPORT

SRN	PARTICULARS	ACTION TAKEN/ INITIATED
1	Annual Social	Annual Social was held with zeal and enthusiasm. The students presented variety entertainment program and Prize distribution ceremony was also held.
2	Best Business Idea	A Seminar is organized for students on the topic "Best Business Idea". There was participation of 25 students. The event was a grand success.

  
 I. Q. A. E. IQAC COORDINATOR  
 S. P. S. M. Yeshwantra  
 College of Commerce & Management  
 College Road, Tembhode, Palghar

Attendance

Sr. No.	Composition of IQAC Committee	Name	Signature
1	Chairperson	Dr. Nilima Singh	
2	Teachers to represent all levels (three to eight)	Mr. Unesh Machi Mr. Vandesh Patil Ms. Renita Almeda	  Absent
3	One Member form the Management	Mr. Anis Mistry	
4	Few Senior Administrative Officers	Mr. Vishal Champanekar Ms. Dipali Patil	 
5	One Nominee each from local Society, Students and Alumni	Mr. Atul V. Chaphekar Ms. Mayuri Patil Mr. Ajay Baniya	  
6	One Nominee each from employers/stakeholders/Industrialists	Mr. Subhash Chaphekar Mr. Din Bandhu Chaurasiya Dr. Mahesh Bhiwandikar	  
7	One of the senior teachers as the Co-ordinator/Director of IQAC	Mr. Taher Ali Slatewala	







## IQAC- Minutes of the Meeting

IQAC Meeting No:	04/2021-22
Venue:	YC College, Room No 02
Date:	15-03-2022
Time:	11:00 am to 1:15 pm

### 1. Welcome Address by the Principal:

The Principal offered a warm welcome to all the members. He congratulated all the staff members for the smooth conduct of exams. He mentioned that Examination Chairperson, Prof. Umesh Machi to assure that the assessment work will be completed within 15 days.

### 2. Minutes of Previous Meeting:

Minutes of previous meeting held on 13-11-2021 were read. After discussions of various decisions taken and implementations thereon, it was approved and adopted.

### 3. Best out of waste:

The idea to organize a sustainable competition related to Best out of waste was put forward by Cultural Committee Chairman- Prof. Krutika Gowada. All the Members and Principal agreed on this. It was planned to be chalked out in the end of this month. "Maximum students' participation should take place", said the Principal.

### 4. Study Hours

With the final examination approaching, students who face difficulties in understanding the concepts of practical as well as theory subjects should be given permission to stay back in college after college hours for personal coaching from concerned subject teacher. This will help them confident enough to face the examination. This idea was put forth by IQAC Chairman- Prof. Taherali Slatwala



5. Vote of Thanks:

With this, the meeting was concluded with a Vote of Thanks to the Chair by Mr. Vandesh Patil

Place: Palghar  
Date: 15/03/22  
Nilima Singh

  
IQAC CO-ORDINATOR

**I. O. A. C. CHAIRPERSON**  
S. P. S. M. Mandale  
Yashwantrao Chavan  
College of Commerce & Management  
College Road, Tambhode, Palghar



**I. O. A. C. CO-ORDINATOR**  
S. P. S. M. Mandale  
Yashwantrao Chavan  
College of Commerce & Management  
College Road, Tambhode, Palghar

## ACTION TAKEN REPORT

SRN	PARTICULARS	ACTION TAKEN/ INITIATED
1	Best out of waste	It was held on 28 <sup>th</sup> March 2021. Total 23 students participated in this competition. This was a great success, as many came up with innovative ideas of making the best out of waste thereby passing the sustainable message of Re-use, Reduce and Re-cycle.
2	Study Hours	Students who faced difficulties in understanding the subject, were given personal attention by concerned teachers.

### Attendance

Sr. No.	Composition of IQAC Committee	Name	Signature
1	Chairperson	Dr. Nilima Singh	<i>Nilima Singh</i>
2	Teachers to represent all levels (three to eight)	Mr. Bhavesh Tare Mr. Vandish Patil Ms. Shweta Trevedi	<i>B. Tare</i> <i>V. Patil</i> <i>Shweta T.</i>
3	One Member form the Management	Mr. Anis Mistry	<i>A. Mistry</i>
4	Few Senior Administrative Officers	Mr. Vishal Champanekar Ms. Dipali Patil	<i>V. Champanekar</i> <i>D. Patil</i>
5	One Nominee each from local Society, Students and Alumni	Mr. Atul V. Chaphekar Ms. Mayuri Patil Mr. Ajay Chaurasiya	<i>Atul. C</i> <i>Mayuri. P</i> <i>Ajay</i>
6	One Nominee each from employers/stakeholders/Industrialists	Mr. Subhash Chaphekar Mr. Din Bandhu Chaurasiya Dr. Mahesh Bhiwandikar	<i>Subhash. C</i> <i>Din Chaurasiya</i> <i>Mahesh. B</i>
7	One of the senior teachers as the Co-ordinator/Director of IQAC	Mr. Taher Ali Slatewala	<i>Taher</i>

*Nilima Singh*

**I. Q. A. C. CHAIRPERSON**  
S. P. S. M. ...  
...  
...  
College Road, ...



*Taher*

**I. Q. A. C. CO-ORDINATOR**  
S. P. S. M. ...  
Y. shwantra  
College of ...  
College Road, ...



## IQAC- Minutes of the Meeting

IQAC Meeting No:	01/2022-23
Venue:	YC College Room No 2
Date:	20-07-2022
Time:	1:00 pm to 2:10 pm

### 1. Welcome Address by the Principal:

The Principal- Dr Nilima Singh offered a warm welcome to all the members.

### 2. Minutes of Previous Meeting:

Minutes of previous meeting held on 15-03-2022 were read. After discussions of various decisions taken and implementations thereon, it was approved and adopted.

### 3. NAAC Accreditation:

Criteria heads were decided by Principal for each SSII as follows:

Criteria	Criterion Head
Criteria I	Asst Prof. Krutika Gowada
Criteria II	Asst Prof. Umesh Machi
Criteria III	Asst Prof. Pooja Ambre
Criteria IV	Asst Prof. Shweta
Criteria V	Asst Prof. Vandesh Patil
Criteria VI	Asst Prof. Taherali Slatewala
Criteria VII	Dr. Nilima Singh

### 4. Vote of Thanks:

There being no other business, the meeting was concluded with Vote of Thanks.

Place: Palghar

Date: 20/07/22

*Nilima Singh*

*[Signature]*  
IQAC CO-ORDINATOR



**I. Q. A. C. CHAIRPERSON**  
S. P. S. M. Mandape  
Yeshwantrao Chaphekar  
College of Commerce & Management  
College Road, Tembhode, Palghar

**I. Q. A. C. CO-ORDINATOR**  
S. P. S. M. Mandape  
Yeshwantrao Chaphekar  
College of Commerce & Management  
College Road, Tembhode, Palghar



SRN	PARTICULARS	ACTION TAKEN/ INITIATED
1	NAAC Accreditation	The Criterion wise committees were also formed and work is initiated. Further it was also decided to approach Achelvers College Chaiman Dr. Mahesh Bivandikar Sir for NAAC related guidance.

Attendance

Sr. No.	Composition of IQAC Committee	Name	Signature
1	Chairperson	Dr. Nilima Singh	<i>Nilima Singh</i>
2	Teachers to represent all levels (three to eight)	Mr. Bhavesh Tare Mr. Vandesh Patil Ms. Shweta Trevedi	<i>B. Tare</i> <i>V. Patil</i> <i>Shweta T</i>
3	One Member form the Management	Mr. Anis Mistry	<i>Mistry</i>
4	Few Senior Administrative Officers	Mr. Vishal Champanekar Ms. Dipali Patil	<i>V. Champanekar</i> <i>Alisent</i>
5	One Nominee each from local Society, Students and Alumni	Mr. Atul V. Chaphekar Ms. Mayuri Patil Mr. Ajay Baniya	<i>Atul C.</i> <i>Mayuri P</i> <i>Ajay.</i>
6	One Nominee each from employers/stakeholders/Industrialists	Mr. Subhash Chaphekar Mr. Din Bandhu Chaurasiya Dr. Mahesh Bhiwandikar	<i>Subhash C.</i> <i>Din Chaurasiya</i> <i>Mahesh B</i>
7	One of the senior teachers as the Co-ordinator/Director of IQAC	Mr. Taher Ali Slatewala	<i>Taher</i>

*Nilima Singh*

I. Q. A. C. CHAIRPERSON  
S. P. S. M. Mandal's  
Yeshwantrao Chaphekar  
College of Commerce & Management  
College Road, Tembhode, Palghar



*Taher*

I. Q. A. C. CO-ORDINATOR  
S. P. S. M. Mandal's  
Yeshwantrao Chaphekar  
College of Commerce & Management  
College Road, Tembhode, Palghar



## IQAC- Minutes of the Meeting

IQAC Meeting No:	02/2022-23
Venue:	Room No 3 YC College
Date:	01-10-2022
Time:	1:00 pm to 3:30 pm

### 1. Welcome Address by the Principal:

The Principal offered a warm welcome to all the members. She mentioned that ATKT examinations have been planned to be conducted online by the end of this month.

### 2. Minutes of Previous Meeting:

Minutes of previous meeting held on 20.07.2022 were read. After discussions of various decisions taken and implementations thereon, it was approved and adopted.

### 3. NAAC SSR Review:

IQAC coordinator- Asst Prof. Taherali Slatewala suggested Criteria heads one by one to presented their respective criteria work completed so far. Suggestions and Review was done simultaneously in the meeting. This gave criteria leaders a sense of spirit and confidence to move ahead in drafting and collecting the data related to different Key Indicators in SSR.

### 4. Vote of Thanks:

There being no other business, the meeting was concluded with Vote of Thanks.

Place: Palghar

Date: 01/10/22

*Nilima Singh*

I. Q. A. C. CHAIRPERSON  
S. P. S. M. Mandals  
Yeshwantrao Chaphekar  
College of Commerce & Management  
College Road, Temburde, Palghar



IQAC CO-ORDINATOR

*[Signature]*

I. Q. A. C. CO-ORDINATOR  
S. P. S. M. Mandals  
Yeshwantrao Chaphekar  
College of Commerce & Management  
College Road, Temburde, Palghar

## ACTION TAKEN REPORT

SRN	PARTICULARS	ACTION TAKEN/ INITIATED
1	NAAC SSR related	SSR related work was reviewed in the meeting. Suggestions and Corrections were done where ever applicable.

### Attendance

Sr. No.	Composition of IQAC Committee	Name	Signature
1	Chairperson	Dr. Nilima Singh	<i>Nilima Singh</i>
2	Teachers to represent all levels (three to eight)	Mr. Bhavesh Tare Mr. Vandesh Patil Ms. Shweta Trevedi	<i>B. Tare</i> <i>V. Patil</i> <i>Shweta. T</i>
3	One Member form the Management	Mr. Anis Mistry	<i>Mistry</i>
4	Few Senior Administrative Officers	Mr. Vishal Champanekar Ms. Dipali Patil	<i>Absent</i> <i>Patil</i>
5	One Nominee each from local Society, Students and Alumni	Mr. Atul V. Chaphekar Ms. Mayuri Patil Mr. Ajay Baniya	<i>Atul. C</i> <i>Mayuri P</i> <i>Ajay</i>
6	One Nominee each from employers/stakeholders/Industrialists	Mr. Subhash Chaphekar Mr. Dha Bandhu Chaurasiya Dr. Mahesh Bhiwandikar	<i>Subhash C</i> <i>Dha Chaurasiya</i> <i>Mahesh. B.</i>
7	One of the senior teachers as the Co-ordinator/Director of IQAC	Mr. Taher Ali Slatewala	<i>Taher</i>

*Nilima Singh*

**I. Q. A. C. CHAIRPERSON**  
S. P. S. M. Mandal's  
Yeshwantrao Chaphekar  
College of Commerce & Management  
College Road, Tembhedra, Palghar



**I. Q. A. C. CO-ORDINATOR**  
S. P. S. M. Mandal's  
Yeshwantrao Chaphekar  
College of Commerce & Management  
College Road, Tembhedra, Palghar



## IQAC- Minutes of the Meeting

IQAC Meeting No:	03/2022-23
Venue:	Management Room
Date:	20-12-2022
Time:	10:00 am to 11:50 am

### 1. Welcome Address by the Principal:

The Principal offered a warm welcome to all the members. She addressed the staff to attend various online FDP programs to utilize best of their time in Self Development.

### 2. Minutes of Previous Meeting:

Minutes of previous meeting held on 01-10-2022 were read. After discussions of various decisions taken and implementations thereon, it was approved and adopted.

### 3. NAAC SSR Review Meeting:

Under guidance of Dr. Mahesh Bhivandikar Sir and Professor Mahesh Deshmukh Sir, SSR Review meeting was planned to be conducted in next week. All Criteria Incharge were requested by Principal to keep ready their doubts and queries related to any Key Indicators of Self Study Report of NAAC. The meeting would be held online on Zoom Platform.

### 4. Vote of Thanks:

With this, the meeting was concluded with Vote of Thanks.

Place: Palghar

Date: 20/12/22



IQAC CO-ORDINATOR

T. O. A. C. CO-ORDINATOR

S. P. S. M.

Yeshwantrao

College of

College Road, Jambhade, Palghar



## ACTION TAKEN REPORT

SRN	PARTICULARS	ACTION TAKEN/ INITIATED
1	NAAC SSR Review Meet	All Criteria Incharge cleared their doubts and queries related to Key Indicators of Self Study Report of NAAC from experts.
2	Attendance improvement	Recorded sessions were uploaded on google class-room for future reference specially for students who missed out the lectures.

### Attendance

Sr. No.	Composition of IQAC Committee	Name	Signature
1	Chairperson	Dr. Nilima Singh	<i>Nilima Singh</i>
2	Teachers to represent all levels (three to eight)	Mr. Bhavesh Tare Mr. Vandesh Patil Ms. Shweta Trevedi	<i>B. Tare</i> <i>V. Patil</i> <i>Shweta T</i>
3	One Member form the Management	Mr. Anis Mistry	<i>Absent</i>
4	Few Senior Administrative Officers	Mr. Vishal Champanekar Ms. Dipali Patil	<i>V. Champanekar</i> <i>Patil</i>
5	One Nominee each from local Society, Students and Alumni	Mr. Atul V. Chaphekar Ms. Mayuri Patil Mr. Ajay Baniya	<i>Atul. C</i> <i>Mayuri P</i>
6	One Nominee each from employers/stakeholders/Industrialists	Mr. Subhash Chaphekar Mr. Din Bandhu Chaurasiya Dr. Mahesh Bhiwandikar	<i>Subhash C</i> <i>Din Chaurasiya</i> <i>Absent</i>
7	One of the senior teachers as the Co-ordinator/Director of IQAC	Mr. Taher Ali Slatewala	<i>Taher</i>

*Nilima Singh*



**I. Q. A. C. CHAIRPERSON**  
S. P. S. M. Mandal's  
Yeshwantrao Chaphekar  
College of Commerce & Management  
College Road, Tembhode, Palghar.

**I. Q. A. C. CO-ORDINATOR**  
S. P. S. M. Mandal's  
Yeshwantrao Chaphekar  
College of Commerce & Management  
College Road, Tembhode, Palghar.

## IQAC- Minutes of the Meeting

IQAC Meeting No:	04/2022-23
Venue:	YC College, Room No 02
Date:	25-03-2023
Time:	10:30 am to 12:15 pm

### 1. Welcome Address by the Principal:

The Principal offered a warm welcome to all the members. She appreciated all Teaching and Non-Teaching Staff for giving their 100% towards preparation of NAAC Accreditation.

### 2. Minutes of Previous Meeting:

Minutes of previous meeting held on 20-12-2022 were read. After discussions of various decisions taken and implementations thereon, it was approved and adopted.

### 3. Infrastructure Related:

IQAC co-ordinator- Prof. Taherali Slatewala suggested to optimally utilize the First floor Examination room, by doing four partitions-

- I. Sr. Examination Dept.
- II. Jr. Examination Dept.
- III. NSS Office
- IV. IQAC Office

Also he added that, the repair work for broken tiles and taps in Toilets of Students should be carried out as early as possible.

### 4. College Admissions:

Principal declared a career guidance and counselling team which included- Asst Prof, Pooja Ambre, Asst Prof. Vandesh Patil and Asst Prof. Krutika Gowada. This committee will guide the students in selection of best program as per their interest and market opportunities. Further, Asst Prof Taherali Slatewala was given responsibility to co-ordinate with Asst Prof. Vandesh Patil in drafting and designing of College Banners and synchronization of students contacts for admission follow-up.



5. SSR Preparation of NAAC:

All Most all of the Qualitative work of SSR of 7 criteria was reported to be completed. Principal asked the criteria leaders to start collecting Quantitative data along with evidences for Data Validation and Verification

6. Vote of Thanks:

With this, the meeting was concluded with Vote of Thanks.

Place: Palghar

Date: 25/03/23

Nilima Singh



I. Q. A. C. CHAIRPERSON  
S. P. S. M. Mandal's  
Yeshwantrao Chaphekar  
College of Commerce & Management  
College Road, Tembhode, Palghar

  
I. Q. A. C. CO-ORDINATOR

I. Q. A. C. CO-ORDINATOR  
S. P. S. M. Mandal's  
Yeshwantrao Chaphekar  
College of Commerce & Management  
College Road, Tembhode, Palghar

## ACTION TAKEN REPORT

SRN	PARTICULARS	ACTION TAKEN/ INITIATED
1	Infrastructure	Separate cabins were made for Senior Examination Department, Jr. Examination Department, NSS Office and IQAC Office on First Floor. Toilets repair work done.
2	College Admissions	Students data was gathered by conducting Seminars and Career Guidance Workshops for 10 <sup>th</sup> and 12 <sup>th</sup> Class Students. This data is to be utilized for further career counselling during admission process for 2023-24

### Attendance

Sr. No.	Composition of IQAC Committee	Name	Signature
1	Chairperson	Dr. Nilima Singh	<i>Nilima Singh</i>
2	Teachers to represent all levels (three to eight)	Mr. Bhavesh Tare	<i>B. Tare</i>
		Mr. Vandesh Patil	<i>V. Patil</i>
		Ms. Shweta Trevedi	<i>Shweta T</i>
3	One Member form the Management	Mr. Anis Mistry	<i>Mistry</i>
4	Few Senior Administrative Officers	Mr. Vishal Champanekar	<i>V. Champanekar</i>
		Ms. Dipali Patil	<i>Patil</i>
5	One Nominee each from local Society, Students and Alumni	Mr. Atul V. Chaphekar	<i>Atul C</i>
		Ms. Mayuri Patil	<i>Mayuri P</i>
		Mr. Ajay Baniya	<i>Ajay</i>
6	One Nominee each from employers/stakeholders/Industrialists	Mr. Subhash Chaphekar	<i>Subhash C</i>
		Mr. Din Randhu-Chaurasiya	<i>Din Chaurasiya</i>
		Dr. Mahesh Bhiwandikar	<i>Mahesh B</i>
7	One of the senior teachers as the Co-ordinator/Director of IQAC	Mr. Taher Ali Slatewala	<i>Taher Ali Slatewala</i>

*Nilima Singh*

I. O. **CHAIRPERSON**  
S. P. S. **PAIGHAR**  
Yeshwar **PAIGHAR**  
College of **Business & Management**  
College Road, **Ambhoda, Paighar**



*Taher Ali Slatewala*

I. O. **CO-ORDINATOR**  
S. P. S. **PAIGHAR**  
Yeshwar **PAIGHAR**  
College of **Business & Management**  
College Road, **Ambhoda, Paighar**