

Magazine Report 2018-2019

Internal Quality Assurance Cell (IQAC)

The IQAC is stabilised 2003-04 and all members take efforts in maintaining the quality in all aspects of higher education. IQAC carried out reaccreditation in 2013-14. Got 'A' grade now this year NAAC again the IQAC will be applying for 3rd cycle of accreditation of NAAC.

Objectives

- To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.
- To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

Strategies

- a) Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks.
- b) The relevance and quality of academic and research programmes.
- c) Equitable access to and affordability of academic programmes for various sections of society.
- d) Optimization and integration of modern methods of teaching and learning.
- e) The credibility of evaluation procedures.
- f) Ensuring the adequacy, maintenance and proper allocation of support structure and services.
- g) Sharing of research findings and networking with other institutions in India and abroad.

Functions

- a) Development and application of quality benchmarks/parameters for various academic and administrative activities of the institution.
- b) Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process.
- c) Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes.
- d) Dissemination of information on various quality parameters of higher education.
- e) Documentation of the various programmes/activities leading to quality improvement.
- g) Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices.
- h) Development and maintenance of institutional database through MIS for the purpose of maintaining /enhancing the institutional quality.
- i) Preparation of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC, to be submitted to NAAC office Bangalore.

Activities

(01/01/2018 to 31/12/2018)

- Collected API forms of all the staff members for year 2017-2018.
- Prepared Log book, edited and distributed to all the staff members.
- General feedback from the graduate students of the College, parents and Alumini was collected and analysed.
- Prepared proposal for “Shahu Maharaj Award” on 27 November 2017.
- Guest lecture on “NAAC related Quality Culture Development” was held on 29 November, 2017. By Dr. Dharmadhikari.
- Guided for activities to be conducted under Mahila Ayog Project and Conference of WDC.
- Mind Training Camp was organized on 11th January, 2018.
- Training on operation of use Smart board and Digital Visualize was organized on 16th February, 2018.
- Workshop on “Professional Ethics: At Work Place” was held on 06th March, 2018. By Dr. Sandhya Save from Thakur College of Engineering, Mumbai. Total 89 staff members attended the same.
- The staff members who have completed Orientation course and Refreshes course shared their learning experience with others on 16th March, 2018.
- All criteria In-charge was sent on Training for reaccreditation at Satish Pradhan Dnyanasadhana College, Thane on 9th April to 13th April, 2018.
- AQAR 2016-2017 was uploaded on 16th April, 2018.
- All criteria Incharge were guided by N.S. Dharmadhikari on 18th April, 2018 for NAAC New Guidelines.
- Conducted Internal academic Audit on 19th April, 2018 and External Academic Audit on 24th April, 2018.
- E-waste collection drive was organised.
- Completed all documentation of Star College scheme work and sent to Department of Biotechnology.
- Two Staff members presented Star College Scheme Progress Report 2017-18 on 08th May, 2018 at New Delhi.
- Five Teaching Staff members (Criteria Incharge) attended Faculty Development Programme training organized by University of Mumbai at Kalina on 16th to 22nd July, 2018.
- Three staff members attended training for PFMS-EAT module at Ratnam College Bhandup (W) on 11th August, 2018.
- Online submission of CAS proposal was completed for four staff members.
- Workshop on “IPR” was organised on 25th August, 2018.
- Avishkar Research Convention preparatory workshop was organised on 5th September, 2018.
- IQAC along with Principal conducted staff meeting on 26/09/2018 and 01/10/2018 following points were highlighted.

- i. Remedial coaching, slow learner and advance learner is essentially maintained by all teaching staff.
 - ii. Innovative teaching methods to be used for teaching.
- Prof. Amir Hamza and Dr. Nooruddin Shaikh took the lead to arrange the facility for Videography of lectures.
 - Details for NIRF “National Institutional Ranking Framework” was uploaded on 31st November, 2018.
 - Nine Non- Teaching Staff attended workshop on “Office Automation, Document control are Record Management” organized by Valia College, Andhari (W) on 1st December, 2018
 - Recommended Zoology department to organize “International level Workshop on Promotion of Angling as a Sport among Women (A step towards Women Empowerment) was held on 16th December 2018.
 - AQAR 2017-2018 was uploaded on 8th December 2018.
 - Applied for RUSA grant 12th December 2018.
 - NAAC Co-ordinator attended NAAC Accreditation Workshop organised by RUSA in Birla College Kalyan on 12th to 16th December, 2018.
 - Guided all staff members for NAAC requirement form time to time.
 - E-attendance system effectively implemented.
 - Certificate courses continued this year also.
 - T.Y BA Psychology subject was proposed.
 - ICT facilities increased in class rooms.
 - Staff guided to apply for minor research project and guide ship for research and motivated to enroll in Ph.D.
 - Conducted Meetings including the meeting with IQAC External Experts, Management members, Criteria Incharge, Teachers and support staff.
 - IQAC monitored the activities conducted by the various Committees/Associations throughout the year and ensured quality entrancements.

All these activities were successfully conducted with motivation and support of Management, Principal, IQAC members and teaching and non-teaching staff.

Mrs Jayashree Thakre

(IQAC Co-ordinator)