

**Mahatma Gandhi Vidyamandirs,
Arts, Commerce & Science College, Malegaon City.**

Date: 25/07/2022

NOTICE

(IQAC Meeting I)

All the members of IQAC (2022-23) are hereby informed that the first meeting of IQAC is scheduled on Friday dated 05/08/2022 at 11:30 a.m. in F. Y. B. Com Hall.
All are requested to remain present.

The Agenda of the meeting is given below.

Agenda:

Agenda 1: To declare and welcome IQAC members for 2022-23.

Agenda 2: To formulate various committees and their members.

Agenda 3: To prepare Academic Calendar 2022-23.

Agenda 4: To prepare reports for the NAAC.

Agenda 5: To aware the staff and students about the use of the N-list.

Agenda 6: Any other matter with the permission of the Chair


PRINCIPAL
Arts', Commerce & Science
College, Malegaon City (Nashik)

IQAC MEETING I MINUTES

As per the notice and agenda dated 25/07/2022, the first meeting of IQAC was held on Wednesday dated 05/08/2022 at 11:30 a.m. in FYB.Com Hall. Principal S. C. Hale presided over the meeting.

Following IQAC members attended the meeting.

Sr. No.	Name of IQAC Members	Designation
01	Prin. Shivanad C.Hale	Chairman
02	Dr. B. S. Jagdale	Management Representative
03	Dr.Arif Anjum	NAAC Co-coordinator
04	Dr. Shakeb Ahmed	Teacher Representative
05	Prof. Imran Ahmad	Teacher Representative
06	Prof. Saadiya Parveen	Teacher Representative
07	Prof. Mahmoodur Raheman	Teacher Representative
08	Shri. Eknath Ahire	A.O. /Office Representative
09	Muzammil Barkati	Office Representative
10	Arshad Jamal Shafeeque Ahmed	Student Representative
11	Miss. Aisha Saleem Ah. Gaziyani	Alumni Representative
12	Md. Yaseen Najmulhuda	Local Society Representative
13	Ataurrahman Mohammad	Industry Representative
14	Prof. S. M. Chaugule	IQAC Co-coordinator

The following points were discussed in the meeting.

Agenda1:To declare the committee and welcome IQAC members for 2022-23.

At first, Principal S C Hale in consultation with the NAAC coordinator made a few changes in the composition of IQAC. Prof. S. M. Chaugule is included as IQAC coordinator. Due to the transfer of some members, new members Prof. Imran Ahmed and Mr. Eknath Ahire were included. At the same time, Students Representative is also changed. The new members were informed by the IQAC Coordinator. Then Principal S. C. Hale welcomed all the members and expressed that IQAC will work and focus on quality enhancement activities of the college. The IQAC members are given above.

Agenda2: To formulate various committees and their members.

At the beginning of the term, the NAAC coordinator in consultation with the Principal formulated various committees for the smooth functioning of the college. NAAC coordinator, Dr. Arif Anjum presented the list of the committees, their coordinators, and their members. Then he described the responsibilities and working of the committees. It was decided that committees should frame their respective action plan and submit it to the IQAC coordinator for preparation of the academic calendar.

Proposed By: Dr. B. S. Jagdale

Proposed By: Dr. Arif Anjum

The name of the committee and members are given as under -

Sr. No.	Name	Designation
1	Dr. Arif Anjum (Commerce)	NAAC Coordinator, Community/B. Voc Nodal Officer ARC, UGC-RUSA-QIP
2	Dr. Shakeb Ahmed (Commerce)	Vice Principal Academic Calendar
3	Dr. Mubeen Nazeer (Urdu)	Academic Supervisor CEO, Exam Grievances
4	Dr Rizwana Hamdani (Economics)	Competitive Exam Cell Student Grievances Cell, Time Table
5	Prof. S. M. Chaugule (Commerce)	IQAC Coordinator Feedback & Annual SSS
6	Prof. Imran Ahmad (Commerce)	NSS Officer01, Extension Activities
7	Prof. Saadiya Ansari (Urdu)	Alumni Association PRO (Urdu) NSS Officer 2
8	Prof. Rizwan Khan	Anti- Ragging, Discipline NSS Officer 3
9	Prof. Abdullah Daniyal	Students' Development Cell
10	Prof. Akhter Shah	Career Counseling
11	Prof. Zareen Naaz	Women Grievances Redressal Cell Vishaka Committee
12	Prof. Rubeena Ab Sattar	
13	Prof. Saad Amir	Value Added courses Minority Scholarship
14	Prof. Shamoel	Collaborations- MoUs
15	Prof. Faizan Akhter	Placement Cell
16	Prof. Ziaurraheman	Competitions & Day Celebrations

17	Prof. Naziya Prof. Tanseen	Medical Checkup
18	Prof. Parvez Akhter	MIS/AISHE/NIRF
19	Prof. Ishteeyaque Ahmed	Start-up & Innovation Cell
20	Prof. Fauziya Ah	Remedial Classes
21	Prof. Mudassir	Internal Assessment (Science)
22	Prof. Arshiya A Prof. Iram Prof. Zinnira	Vishaka Committee (Science) Women Grievances Redressal Cell (Science)
23	Prof. Mahemadoor Raheman	NSS (Science)
24	Prof. Shahbaz Akhter	BSD (Science)
25	Prof. Shahbaz Husain	Collaborations- MOUs (Science)
26	Mr. Eknath Ahire	HR

Agenda 3: To prepare Academic Calendar for A. Y. 2022-23.

Principal S. C. Hale informed all departments to prepare Academic Calendar under the guidance of Dr. Shakeb Ahmed (Vice Principal) who had designed the Academic Calendar for the year 2022-23. Then Dr. Shakeb Ahmed guided all faculties in preparation for the academic calendar for two semesters.

Proposed by: Dr. Shakeb Ahmed.

Seconded by: Prof. Imran Ahmad

Agenda 4: To prepare reports for the NAAC.

NAAC Coordinator Dr. Arif Anjum informed all faculties and department heads that our college is going to face NAAC in the third cycle in the upcoming few months. So we should prepare all reports properly for the upcoming NAAC. He guided all faculty members and committee members that how to prepare the reports on time. He also informed about uploading the SSR on the UGC link as early as possible.

Proposed by: Dr. Arif Anjum

Seconded by: Prof. S. M. Chaugule

Agenda 5: To aware the staff and students about the use of the N-list.

To enhance and update faculty members' knowledge, College acquired a membership on the N-list in 2020-21. On this occasion, Dr. Arif Anjum stressed and told all faculty members to visit the website regularly and, download the materials required for themselves. Principal S. C. Hale addressed all faculty members that encourage and guide the students about the use of the N-list.

Proposed by: Md. Yaseen Najmulhuda

Seconded by: Prof. Sadiya Parveen.

Agenda 6: Any other matter with the permission of the Chair.

No other matter was raised, and the meeting ended with a vote of thanks by IQAC coordinator Prof. S. M. Chaugule.



PRINCIPAL
Arts', Commerce & Science
College, Malegaon City (Nashik)

**Mahatma Gandhi Vidyamandirs,
Arts, Commerce & Science College, Malegaon City**

Date: 30/09/2022

NOTICE

(IQAC Meeting II)

All the members of IQAC are hereby informed that the second meeting of IQAC is scheduled on Wednesday dated 12/10/2022 at 11:30 a.m. in F.Y. B. Com Hall.

All are requested to remain present.

The Agenda of the meeting is given below.

Agenda:

Agenda 1: To read and confirm the proceedings of the last meeting.

Agenda 2: To present the admission report.

Agenda 3: To focus on the participative teaching and learning process.

Agenda 4: To prepare PPT for NAAC.

Agenda 5: To prepare documents and report for AAA.

Agenda 6: To motivate faculties for publications

Agenda 7: Any other matter with the permission of the Chair.


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IQAC MEETING II

MINUTES

As per the notice and agenda dated 30/09/2022, the 2nd meeting of IQAC was held on Wednesday dated 12/10/2022 at 3:30 p.m. in F.Y.B.Com Hall. Principal S. C. Hale presided over the meeting.

Following IQAC members attended the meeting.

Principal S. C. Hale

Dr. B. S. Jagdale

Dr. Arif Anjum

Dr. Shakeb Ahmed

Prof. Imran Ahmad

Dr. Saadiya Ansari

Prof. Mahmadoor Rahman

Shri. Eknath Ahire

Muzammil Barkati

Asad Jamal Shafeeqe Ahmed

Miss. Aisha Saleem Ah. Gaziyani

Md.YaseenNajmulhuda

Ataurrahman Mohammad

Prof. S. M. Chaugule

The following points were discussed in the meeting.

Agenda1: To read and confirm proceedings of the last meeting.

The minutes of the last meeting of IQAC were read out by Prof. S. M. Chaugule and confirmed unanimously.

Agenda 2: To present the admission report.

Vice Principal of the College Dr. Shakeb Ahmed presented before the House the admission procedure adopted for the year 2022-23 which focused on time-bound completion of admission as per SPP University rules and regulations. He explained that at first admission committees were formulated for all classes. F.Y.B.Com admissions were given on a merit basis. Due to the pandemic, all the examinations of the previous year started late and were taken in the month of July 2022 to September 2022. So Admission of SY and TY classes for all faculties started in September 2022. As a result, the number of admission in all

programs were above the expectation level.

Proposed by: Dr. B.S. Jagdale

Seconded by: Dr. Arif Anjum

Agenda 3: To focus on the participative teaching and learning process.

Dr. Arif Anjum informed the House that due to the pandemic last year's examination started late. We have a very small period of time for the completion of our syllabus for this semester. So He told all faculty members to focus on syllabus completion on time. All teaching staff take responsibility and actively participate in the teaching and learning process. Dr. Shakeb Ahmed informed that the internal assessment is also completed in time as per the norms of SPPU, Pune University.

Agenda 4: To prepare PPT for NAAC.

NAAC Coordinator Dr. Arif Anjum presented before the House that our college is going to face NAAC recently. So all the department should prepare their departmental PPT. Principal S. C. Hale informed all that they should prepare their PPT under the guidance of the NAAC coordinator. If you have any problem with it, you can discuss it with Dr. Arif Anjum and prepare a PPT of their department as early as possible.

Proposed by: Dr. B.S. Jagdale

Seconded by: Dr. Shakeb Ahmed

Agenda 5: To prepare documents and report for AAA.

Principal S. C. hale took note of all reports related to the Annual Academic Audit as the AAA committee will visit our college may be in the month of November 2022. He advised Dr. Arif Anjum and Dr. Shakeb Ahmed to guide the faculties and department heads in the preparation of the documents and reports and filing them properly.

Agenda 6: To motivate faculties for publications.

Principal S. C. Hale motivated the faculty members to attend seminars/webinars on various topics. He also told the faculties to write articles on the concerning topic and get them published in peer-reviewed journals so that a large number of the population get benefit from their research works. On the basis of his appeal following resolution is put forth.

It was resolved that faculties be and is hereby attended the webinar and publish papers and send a copy of the certificate to ARC.

Proposed by: Dr. Arif Anjum

Seconded by: Prof. S. M. Chaugule

Agenda 7: Any other matter with the permission of the Chair.

No other matter was raised, and the meeting ended with a vote of thanks by IQAC coordinator Prof. S. M. Chaugule.



PRINCIPAL
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**Mahatma Gandhi Vidyamandir's,
Arts, Commerce & Science College, Malegaon City**

Date: 28/12/2022

NOTICE

(IQAC Meeting III)

All the members of IQAC are hereby informed that the third meeting of IQAC is scheduled on Thursday dated 05/01/2023 at 11:30 a.m. in F.Y. B. Com Hall. All are requested to remain present.

The Agenda of the meeting is given below.

Agenda:

Agenda 1: To read and confirm the minutes of the last meeting.

Agenda 2: To discuss the NAAC Peer team visit.

Agenda 3: To prepare AQAR in time.

Agenda 4: To focus on the participative Internal Assessment process.

Agenda 5: To conduct Practical and University examinations properly.

Agenda 6: To assess the papers and fill up marks in time.

Agenda 7: Any other matter with the permission of the Chair.


PRINCIPAL
Arts', Commerce & Science
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IQAC MEETING III

MINUTES

As per the notice and agenda dated 28/12/2022, the 3rd meeting of IQAC was held on Thursday dated 05/01/2023 at 11:30 a.m. in F.Y.B.Com Hall. Principal M. R. Deshmukh presided over the meeting.

Following IQAC members attended the meeting.

Principal M. R. Deshmukh

Dr. B. S. Jagdale

Dr. Arif Anjum

Dr. Shakeb Ahmed

Prof. Imran Ahmad

Dr. Saadiya Ansari

Prof. Mahmadoor Rahman

Shri. Eknath Ahire

Muzammil Barkati

Asad Jamal Shafeeque Ahmed

Miss. Aisha Saleem Ah. Gaziyani

Md. Yaseen Najmulhuda

Ataurrahman Mohammad

Prof. S. M. Chaugule

The following points were discussed in the meeting.

Agenda 1: To read and confirm the proceedings of the last meeting.

The minutes of the last meeting of IQAC were read out by Prof. S. M. Chaugule and confirmed unanimously.

Agenda 2: To discuss how to face the NAAC Peer team visit and PPT presentation

NAAC Coordinator Dr. Arif Anjum presented before the House that our college is going to face NAAC recently in the month of February to March. So all the department should prepare their departmental PPT and report filing properly. Principal M. R. Deshmukh motivated all the staff members to complete their job in time and effectively so that we can face the upcoming third cycle NAAC peer team visit in a very good manner. He also

informed to all that they should prepare their PPT under the guidance of the NAAC coordinator Dr. Arif Anjum.

Proposed by: Dr. B.S. Jagdale

Seconded by: Dr. Arif Anjum

Agenda 3: To prepare AQAR in time.

Principal S. C. hale took note of all paperwork related to AQAR and advised to IQAC coordinator and NAAC coordinator to make sure AQAR is finalized and should be submitted to concerned authorities within the allotted time. The IQAC coordinator Prof. S.M. Chaugule informed the faculties to submit the required documents for the finalization of the AQAR.

Agenda 4: To focus on the participative Internal Assessment process.

Vice Principal Dr. Shakeb Ahmed informed the House that during the odd semester period, we completed most of our teaching work in a very small period of time. All the subject teachers actively conducted various activities like written tests, tutorials, assignments, MCQ quizzes, and oral exams under the internal assessment program as per the norms of SPPU, Pune University. He assured the House that all the faculty members will complete all types of their work effectively and efficiently in time.

Agenda 5: To conduct Practical and University examinations properly.

Dr. Mubeen Nazeer (CEO) informed the House about conducting the practical examination in the Science and Commerce Departments. He told that the examination department made all planning for the University Examination in Oct/Nov. 2022 which will be held from January to March 2023. He assured the House that the University examination will conduct properly by the Exam department. Principal M.R. Deshmukh addressed to all teaching and non-teaching staff for active participation in the upcoming University examination.

Proposed by: Md. Yaseen NazmulHuda

Seconded by: Dr. Mubeen Nazeer

Agenda 6: To assess the papers and fill up marks in time.

Dr. Rizwana Hamdani gave information about conducting the examination and CAP for upcoming university examinations starting from 10/01/2023 and that the assessment is made properly by every faculty member. She also added that all internal assessments process also completed properly and all faculty members are ready to fill in the internal and practical marks on the university portal. Principal M. R. Deshmukh guided the faculty member about the responsibilities of the subject teacher for filling out marks properly in

time on the University site.

Agenda 6: Any other matter with the permission of the Chair.

No other matter was raised, and the meeting ended with a vote of thanks by IQAC coordinator Prof. S. M. Chaugule.



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**Mahatma Gandhi Vidyamandir's,
Arts, Commerce & Science College,
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Date: 21/02/2023

NOTICE

(IQAC Meeting IV)

All the members of IQAC are hereby informed that the third meeting of IQAC is scheduled on Wednesday dated 01/03/2023 at 11:30 am in B. Voc. Hall. All are requested to remain present.

The Agenda of the meeting is given below.

Agenda:

Agenda 1: To read and confirm the minutes of the last meeting.

Agenda 2: To discuss the NAAC Peer team visit.

Agenda 3: To guide for all presentations before NAAC Peer team.

Agenda 4: To Discuss about the remaining departmental activities of 2022-23 after NAAC.

Agenda 5: Any other matter with the permission of the Chair.



PRINCIPAL
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IQAC MEETING IV

MINUTES

As per the notice and agenda dated 22/02/2023, the 4th meeting of IQAC was held on Wednesday dated 01/03/2023 at 11:30 a.m. in F.Y.B.Com Hall. Principal M. R. Deshmukh presided over the meeting.

Following IQAC members attended the meeting.

Principal Dr Arif Anjum

Dr. B. S. Jagdale

Dr. Shakeb Ahmed

Prof. Imran Ahmad

Dr. Saadiya Ansari

Prof. Mahmadoor Rahman

Shri. Eknath Ahire

Muzammil Barkati

Asad Jamal Shafeeque Ahmed

Miss. Aisha Saleem Ah. Gaziyani

Md. Yaseen Najmulhuda

Ataurrahman Mohammad

Prof. S. M. Chaugule

The following points were discussed in the meeting.

Agenda 1: To read and confirm the proceedings of the last meeting.

The minutes of the last meeting of IQAC were read out by Prof. S. M. Chaugule and confirmed unanimously.

Agenda 2: To discuss the NAAC Peer team visit.

NAAC Coordinator Dr. Arif Anjum presented before the House that our college is going to face NAAC on 14 & 15 March 2023. So that different committee were formed to conduct the NAAC Visit smoothly. All the stakeholders will be invited during the visit. Information relating to NAAC Visit given to Management. Principal M. R. Deshmukh motivated all the staff members to complete their job in time and effectively so that we can face the upcoming third cycle NAAC peer team visit in a very good manner under the leadership of the coordinator Dr. Arif Anjum.

The list of committee is as under

S.No.	Name of committee	Member
1	Hospitality of Guest	Dr. Shakeb Ahmed

		Dr. Ishtiyaque Ahmed Prof. Shah Akhtar Prof. Abuzar
2	Mandap & Sound System	Dr. Rizwan Khan Dr. Mubeen Nazeer Prof. S M Chugule Sk. Nazim Imran Bhai
3	Videography and Photography	Maaz Abdullah Owais Hamdani
4	Felicitation Committee	Prof. S M Chaugule Mansuri Sir Prof. Abuzar Mr. Sadurrahman
5	Discipline	Prof. Rizwan Khan Muddassir Rehmani Shahbaz Husain
6	Posters & Banners	Prof. Faizan Akhtar Sk. Nazim
7	Reception Committee	Dr. Arif Anjum Dr. Shakeb Ahmed Dr. Hamdani Rizwana Dr. Naseem Bano

Proposed by: Dr. B.S. Jagdale

Seconded by: Dr. Arif Anjum

Agenda 3: To guide for all presentations before NAAC Peer team.

NAAC Coordinator Dr. Arif Anjum presented before the House that, all the departmental heads should practice well for their departmental PPT presentation and reports filing properly. Principal M. R. Deshmukh motivated all the staff for upcoming third cycle NAAC peer team visit. He also informed to all that they should prepare their PPT under the guidance of the NAAC coordinator Dr. Arif Anjum.

Proposed by: Dr. B.S. Jagdale

Seconded by: Dr. Arif Anjum

Agenda 4: To Discuss about the remaining departmental activities of 2022-23 after NAAC.

Dr. Arif Anjum presented before the House that due to NAAC preparation few of departmental activities were pending. He emphasis that after NAAC peer team visit we will schedule all the remaining activities. The suggestion was agreed by all.

Proposed by: Dr. Arif Anjum

Seconded by: Dr. Shakeb Ahmed

Agenda 5: Any other matter with the permission of the Chair.

No other matter was raised, and the meeting ended with a vote of thanks by IQAC coordinator Prof. S. M. Chaugule.



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MGV's,
Arts, Commerce & Science College
Malegaon City, Dist. - Nashik.

Established in: 1971

Re-accredited by NAAC
With “B++” Grade

IQAC ACTION PLAN
(2023-2024)

1) To conduct four meetings of IQAC

2) Academic Calendar for Quality Enhancement

3) Certificate Courses (College Level)

- Certificate Course in English Speaking
- Certificate Course in disaster management
- Certificate Course in Computerized Accounting
- Certificate Course in Medical Laboratory Testing
- Certificate Course in Bioprospecting of Medicinal and Aromatic Plants
- Certificate Course in Entrepreneurship Skill Development

4) Teaching Learning & Evaluation

- To provide complete notes of syllabi on Google Classroom.
- To enhance our YouTube channel with more quality videos.
- To emphasis peer learning & project based learning.
- To provide experiential learning to students.

Evaluation

- Test, Assignment, , Tutorials, MCQ Quiz.
- Group Discussion
- Competition.
- Students Project

5) Research & Extension

- To motivate faculties to publish papers in UGC care listed Journals.
- To attend FDP, National & International Conference.
- Minimum one publication in conference proceedings.
- One extension activity by every faculty.

6) Student Support & Progression

- To provide maximum benefit of OBC & minority scholarship scheme.
- To provide maximum benefit of earn while learn scheme.
- To organise Remedial Classes in English, Persian, Economics & Accountancy.
- To give financial assistance from faculties under Apoorva Dattak Yojna.

7) Infrastructure & Learning Resources

- To construct Language Lab for English Department
- To construct Internet access room for students
- To install CCTVs in every classroom
- To furnish Ladies room
- To strengthen Wi-Fi services

8) MOUs

- To conduct certificate courses in collaboration with local industries /organisations/institutions.
- To conduct guest lectures / seminars / webinars / workshops from Industry partners.

9) Best Practices

To focus on ICT based teaching, learning and evaluation process.

- 1) **E-Content on YouTube Channel** – In the year 2020 college established YouTube Channel and successfully contributed in the dissemination of knowledge. College will establish e-content center for more Qualitative videos.

Name of our Channel: **City Senior College**

No. of Subscribers: **7.90k**

No. of Videos: **810**

- 2) **Students Research Project:** The College will start students' research projectscheme for all final year students. Two to four Students Research Project will be compulsory from each department.
- 3) **Participative & Experiential Learning :** The college will organize more field visits industrial visits and extra-curricular activities to promote participative & Experiential learning.



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