



JEEVANDEEP SHAIKSHANIK SANSTHA'S PO'S

Mob.: 8669244522

# ARTS, COMMERCE & SCIENCE COLLEGE

(Affiliated to Mumbai University)

Mumbai University Affiliation No. Aff / Recog. /6403 of 2008 dt. 17th Oct. 2008

Govt. of Maharashtra Order No. NGC 2008 / (218 / 08) MS - 3, dt. 16/6/2008

A. Khardi (E), Tal. Shahapur, Dist. Thane Pin 421 601. • Website : [www.jsspcollegekhardi.in](http://www.jsspcollegekhardi.in) • Email: [jeevandeepkhardi@gmail.com](mailto:jeevandeepkhardi@gmail.com)

Ref. : JSSP/ACSCCK / \_\_\_\_ /

Date : \_\_\_\_\_

## DVV Clarification

Metric No: 6.5.2

Quality assurance initiatives of the institution include:

- 1) Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented
- 2) Academic and Administrative Audit (AAA) and follow-up action taken
- 3) Collaborative quality initiatives with other institution(s)
- 4) Participation in NIRF and other recognized rankings
- 5) Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.

HEI Input :

B. Any 3 of the above

| Sr.No | Findings of DVV                                                                                                                              | Response of HEI                                                                                                             |
|-------|----------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------|
| 1.    | HEI is requested to provide proceedings of meetings of IQAC and their action taken report on feedback analysis during the assessment period. | Proceedings of meetings of IQAC and their action taken report on feedback analysis during the assessment period is provided |
| 2.    | Kindly provide any other relevant document, if available.                                                                                    | Nil                                                                                                                         |

We humbly request you to consider and validate the inputs.



Principal

Jeevandeep Shaikshanik Sanstha Poi's  
Art's, Commerce & Science College Khardi  
Khardi, Tal. Shahapur, Dist. Thane 421 601.



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Date : \_\_\_\_\_

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

(Academic Year: 2022-2023)

**NOTICE**

Date : 08/07/2022

All Teachers, head of departments, office head and other staff are hereby informed that, the NAAC meeting is scheduled on 12 July 2022 at 11:00am in the staff room of the college. Therefore, you all are requested to attend the meeting on time.

The agenda of meeting is as follows

● Agenda of Meeting :

1. introducing NAAC Framework
2. Establishment of The Internal Quality assurance Cell (IQAC)
3. Starting the NAAC work and discussion on NAAC process

IQAC Coordinator



Principal  
**Principal**

Jeevandeep Shaikshanik Sanstha Poi's  
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Date : \_\_\_\_\_

**INTERNAL QUALITY ASSURANCE CELL (IQAC) (Academic Year: 2022-2023)**

Date: 12/07/2022

Minutes of (IQAC) Meeting Date: 12th July 2022 Time: 11:00 am

Venue: IQAC Room,

**Agenda:**

1. Introduction to NAAC Framework
2. Establishment of the Internal Quality Assurance Cell (IQAC)
3. Commencement of NAAC activities and discussion on the NAAC process

**Proceedings:**

- The meeting commenced at 11:00 am with a welcome address by IQAC Coordinator Prof. Vishal Bhosle Sir
- **Agenda Item 1: Introduction to NAAC Framework**
  - Principal K R Kalkate Sir provided an overview of the NAAC framework, highlighting its importance for accreditation and quality assurance in higher education institutions.
- **Agenda Item 2: Establishment of IQAC**
  - It was unanimously agreed upon to establish the Internal Quality Assurance Cell (IQAC) to oversee and coordinate NAAC-related activities.
  - Responsibilities of IQAC members were discussed, including roles in preparing for accreditation, conducting self-assessment, and ensuring continuous improvement.
- **Agenda Item 3: Commencement of NAAC Activities**
  - Detailed discussions ensued regarding the initial steps required to initiate NAAC processes.
  - Tasks were assigned to various departments and individuals to gather necessary data, prepare reports, and organize workshops/seminars as per NAAC guidelines.
- **Minutes of Meeting (MoM)**
  - Reshma Ghodvinde was designated to compile and circulate the Minutes of Meeting (MoM) within three days.
- **Next Steps**





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Date : \_\_\_\_

- It was decided to schedule regular meetings of IQAC to monitor progress, address challenges, and ensure timely completion of NAAC-related tasks.

- **Closing Remarks**

- The meeting concluded at [Time]. Participants were thanked for their active participation and commitment to achieving NAAC accreditation goals.

**Action Items:**

1. Reshma Ghodvinde: Compile and circulate MoM within three days.
2. Prof. Vishal Bhosle: Initiate data collection and preparation of reports as per NAAC requirements.
3. Sonam More : Coordinate workshops/seminars on quality enhancement.

**Next Meeting:**

- The date and time for the next IQAC meeting will be communicated shortly.

**Adjournment:**

- The meeting adjourned at 02:00 pm .

  
**IQAC Coordinator**


**Principal**  
**Principal**

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Date : \_\_\_\_\_

**ACTION TAKEN REPORT****YEAR : 2023-24**

| Sr.no. | Name of the Teacher          | Designation | IQAC                                                               |
|--------|------------------------------|-------------|--------------------------------------------------------------------|
| 1      | PROF. KAILAS KALKTE          | Chairperson | Head of the Institution                                            |
| 2      | ASST. PROF. VISHAL BHOSALE   | Coordinator | One of the senior teachers as the coordinator/Director of the IQAC |
| 3      | ASST. PROF. RESHMA GHODVINDE | Members     | Seven teachers                                                     |
| 4      | ASST. PROF. PRIYANKA PAWAR   | Members     |                                                                    |
| 5      | ASST. PROF. NILESH SARKTE    | Members     |                                                                    |
| 6      | ASST. PROF. RASIKA SAKPAL    | Members     |                                                                    |
| 7      | ASST. PROF. MITALI CHOUDHARY | Members     |                                                                    |
| 8      | ASST. PROF. SONAM MORE       | Members     |                                                                    |
| 9      | ASST. PROF. SANTOSH SABLE    | Members     |                                                                    |
| 10     | PRASHANT GHODWINDE           | Members     | One member from the Management                                     |
| 11     | AJIT GHODWINDE               | Members     | One / two nominees from local society, Students and Alumni         |
| 12     | ASST. PROF. DIPTIMORE        | Members     | One / two nominees from Employers / Industrialists / stakeholders  |
| 13     | MR. PRADIP JADHAV            | Members     | A few senior administrative officers                               |

Email id : jsspnaac2023@gmail.com


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Date : \_\_\_\_\_

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

(Academic Year: 2022-2023)

**NOTICE**

Date : 22/07/2022

All IQAC criteria chairmen, members, office head and head of departments are hereby informed that, the IQAC meeting is scheduled on 24 July 2022 at 11:00am in the staff room of the college. Therefore, you all are requested to attend the meeting on time. The agenda of meeting is as follows

● Agenda of Meeting :

1. Criterion wise work Distribution and discussion
2. Tentative Schedule / planning
3. discussion on Self Study Report (SSR)
4. Other

IQAC Coordinator



Principal  
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Ref. : JSSP/ACSCK / \_\_\_\_ /

Date : \_\_\_\_\_

**Minutes of IQAC Meeting Date: 24th July 2022 Time: 11:00 am****Venue: IQAC Room,****Agenda:**

1. Criterion-wise Work Distribution and Discussion
2. Tentative Schedule/Planning
3. Discussion on Self Study Report (SSR)

**Proceedings:**

- The meeting commenced at 11:00 am with Principal K.R. Kalkate Sir welcomed all attendees and introduced the agenda.
- **Agenda Item 1: Criterion-wise Work Distribution and Discussion**
  - Each criterion chairman presented the outlined tasks and responsibilities assigned to their respective criteria.
  - Discussions focused on ensuring clarity of roles, timelines, and avoiding overlaps among criteria.
  - Action points:
    - Criterion chairs to finalize detailed action plans by [specific date].
    - Members provide feedback and suggestions on improving coordination.
- **Agenda Item 2: Tentative Schedule/Planning**
  - A tentative schedule for completing tasks related to each criterion was proposed and discussed.
  - It was agreed to finalize the schedule by and distribute responsibilities promptly.
  - Action points:
    - Criteria chairs to confirm task allocations and deadlines.
    - Office Head to provide necessary administrative support as required.
- **Agenda Item 3: Discussion on Self Study Report (SSR)**
  - Detailed discussions were held on the structure, content, and methodology for preparing the Self Study Report (SSR) in accordance with NAAC guidelines.
  - Tasks for data collection, analysis, and documentation were assigned to relevant members.
  - Action points:
    - Members responsible for SSR sections to commence data gathering and initial drafting by [specific date].
    - Regular updates and progress reports to be shared in subsequent meetings.





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Date : \_\_\_\_\_

- **Minutes of Meeting (MoM)**
  - Reshma Ghodvinde was designated to compile the Minutes of Meeting (MoM) and circulate them to all attendees within three days for review and feedback.
- **Next Steps**
  - Criteria chairs and members to initiate respective tasks and adhere to agreed timelines.
  - Coordination among members emphasized for seamless progress on SSR preparation.
- **Next Meeting**
  - The date and agenda for the next IQAC meeting will be communicated via email within the coming week.
- **Closing Remarks**
  - Principal K. R. Kalkate thanked all participants for their active involvement and contributions to the meeting.
  - Meeting concluded at 1:30 pm .

  
**IQAC Coordinator**

  
**Principal**  
**Principal**

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Date : \_\_\_\_\_

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

(Academic Year: 2022-2023)

**NOTICE**

Date : 22/08/2022

All IQAC criteria chairmen, members, office head and head of departments are hereby informed that, the IQAC meeting is scheduled on 28 Aug 2022 at 11:00am in the staff room of the college. Therefore, you all are requested to attend the meeting on time.

The agenda of meeting is as follows

● Agenda of Meeting :

1. To read and confirm minutes of the previous meeting
2. To revise the Criterion vise NAAC Work as per Discussion
3. Any other issue

  
 IQAC Coordinator


**Principal**

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Date : \_\_\_\_\_

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

(Academic Year: 2022-2023)

**Minutes of (IQAC) Meeting**

Date : 28/08/2022

The meeting of IQAC of academic year 2022-23 was held on 28 Aug 2022 at 11:00 am in the staff room of the college. The meeting was presided over by Prin. Prof. Kailas Kalkate.

At the outset, Asst. Prof. Vishal S. Bhosale, IQAC coordinator welcomed the chairperson of the meeting Prin. Prof. Kailas Kalkate and all the criteria chairman and members of IQAC. The agenda items were discussed during the meeting and it's was unanimously resolved to implement them. Asst. prof. Reshma Ghodvinde expressed the vote of thanks.

| Sr. No. | Agenda                                                   | Resolution                                                                                                                                                                                  |
|---------|----------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1       | To read and confirm minutes of the previous              | The minutes of the previous meeting were read by the coordinator and same were confirmed by As per the minutes of the meeting the action taken report was briefly discussed in the meeting. |
| 2       | To revise the Criterion vise NAAC Work as per Discussion | Decided to work as per Standard Operating Procedure (SOP) for Data Validation and Verification of Affiliated Colleges Manual SOP.                                                           |
| 3       | Any other issue                                          | Decided to complete Academic Qualitative and Quantitative Data.                                                                                                                             |

  
 IQAC Coordinator

  
 Principal

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Date : \_\_\_\_\_

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

(Academic Year: 2022-2023)

**NOTICE**

Date : 28/08/2022

All IQAC criteria chairmen, members, office head and head of departments are hereby informed that, behalf of IQAC we are going to arrange one-day Faculty Development Program for all Faculty Members on 01 September 2022 at 10:00am, Under the Guidance of Dr. Harshal Madhukar Bachhav Sir (I/C Principal, Degree College of Arts, Commerce and Science, Ambernath).

Therefore, you all are requested to attend the Program on time.

  
 IQAC Coordinator

  
**Principal**

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Ref. : JSSP/ACSCCK / \_\_\_\_ /

Date : \_\_\_\_\_

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

(Academic Year: 2022-2023)

**NOTICE**

Date : 01/09/2023

All IQAC criteria chairmen, members, office head and head of departments are hereby informed that, behalf of IQAC we are going to arrange one-day Orientation Program for all Faculty Members on 05 September 2023 at 10:00am, Under the Guidance of Dr. Ajit Thete.

Therefore, you all are requested to attend the Program on time.

  
 IQAC Coordinator

  
 Principal

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Date : \_\_\_\_\_

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

(Academic Year: 2022-2023)

**NOTICE**

Date : 08/10/2023

All IQAC criteria chairmen, members, office head and head of departments are hereby informed that, the IQAC meeting is scheduled on 11 Oct 2023 at 11:30am, Online Platform (Google Meet). Therefore, you all are requested to attend the meeting on time.

The agenda of meeting is as follows

● Agenda of Meeting :

1. To read and confirm minutes of the previous meeting
2. To revise the Criterion wise NAAC Work as per Discussion
3. Any other issue

  
 IQAC Coordinator



Principal

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Date : \_\_\_\_\_

**Minutes of Meeting**

Date: 11 October 2023

Time: 11:30 AM

**Attendees:**

1. PROF. KAILAS KALKTE, IQAC Criteria Chairman
2. ASST. PROF. VISHAL BHOSALE, IQAC Coordinator
3. ASST. PROF. SONAM MORE, IQAC Member
4. ASST. PROF. RESHMA GHODVINDE, IQAC Member
5. ASST. PROF. NILESH SARKTE, IQAC Member
6. ASST. PROF. RASIKA SAKPAL, IQAC Member
7. ASST. PROF. SANTOSH SABLE IQAC Member

**Agenda:**

1. **Reading and Confirmation of Minutes of the Previous Meeting**
  - The minutes of the previous meeting were read and confirmed by the attendees.
2. **Revision of Criterion-wise NAAC Work**
  - Discussion was held on revising the NAAC work according to the criteria set by IQAC. Specific changes and updates were proposed and noted for implementation.
3. **Any Other Issue**
  - Various issues related to ongoing projects and administrative matters were discussed.
  - [Specific issues or decisions taken can be detailed here.]

**Action Items:**

- 1) Principal K.R. Kalate conducted a comprehensive follow-up on the NAAC work assigned to criteria heads. This included reviewing the progress made, addressing any challenges encountered, and ensuring alignment with the established timelines and quality standards.
- 2) Identified areas needing additional resources or support to expedite the completion of NAAC tasks were discussed, and strategies were formulated to resolve them promptly.
- 3) Principal K.R. Kalkate emphasized the importance of maintaining regular communication and accountability among all stakeholders involved in NAAC-





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Date : \_\_\_\_\_

**Next Meeting:**

- The next IQAC meeting is scheduled for 16 nov 2022, 11:30am

**Closure:** The meeting concluded at [Time]. All attendees are requested to adhere to the action items and follow up accordingly.



**IQAC Coordinator**



**Principal**

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Date : \_\_\_\_\_

INTERNAL QUALITY ASSURANCE CELL (IQAC)

(Academic Year: 2022-2023)

Date : 10/11/2022

All IQAC criteria chairmen, members, office head and head of departments are hereby informed that, the IQAC meeting is scheduled on 16 Nov 2022 at 11:30am, Online Platform (Google Meet). Therefore, you all are requested to attend the meeting on time.

**Agenda of Meeting**

1. To read and confirm minutes of the previous meeting
2. To revise the Self Study Report as per revised manual of NAAC.
3. Any other issue.

  
IQAC Coordinator





**Principal**

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At. Khardi (E), Tal. Shahapur, Dist. Thane Pin 421 601. • Website : [www.jsspcollegekhardi.in](http://www.jsspcollegekhardi.in) • Email: [jeevandeepkhardi@gmail.com](mailto:jeevandeepkhardi@gmail.com)

Ref. : JSSP/ACSCCK / \_\_\_\_ /

Date : \_\_\_\_\_

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

(Academic Year: 2022-2023)

**NOTICE**

Date : 03/12/2022

All IQAC criteria chairmen, members, office head and head of departments are hereby informed that, behalf of IQAC we are going to arrange one-day Orientation Program for all Faculty Members on 6 Dec 2022 at 10:00am.

Therefore, you all are requested to attend the Program on time.

  
 IQAC Coordinator

  
 Principal
**Principal**

Jeevandeep Shaikshanik Sanstha Poi's  
 Art's, Commerce & Science College Khardi  
 Khardi, Tal. Shahapur, Dist. Thane 421 601



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Ref. : JSSP/ACSCCK / \_\_\_\_ /

Date : \_\_\_\_\_

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

(Academic Year: 2022-2023)

**NOTICE**

Date : 08/01/2023

All IQAC criteria chairmen, members, office head and head of departments are hereby informed that, behalf of IQAC we are going to arrange one-day Faculty Development Program for all Faculty Members on 11 January 2023 at 10:00am, Under the Guidance of Dr. Ajit Thete Sir.

Therefore, you all are requested to attend the Program on time.

  
 IQAC Coordinator

  
 Principal
**Principal**

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Ref. : JSSP/ACSCCK / \_\_\_\_ /

Date : \_\_\_\_\_

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

(Academic Year: 2022-2023)

**NOTICE**

Date : 11/01/2023

All IQAC criteria chairmen, members, office head and head of departments are hereby informed that, behalf of IQAC we are going to arrange one-day Faculty Development Program for all Faculty Members on 16 January 2023 at 10:00am, Under the Guidance of Dr. Samir Munshi Sir.

Therefore, you all are requested to attend the Program on time.

  
 IQAC Coordinator

  
 Principal
**Principal**

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Ref. : JSSP/ACSCCK / \_\_\_\_ /

Date : \_\_\_\_\_

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

(Academic Year: 2022-2023)

**NOTICE**

Date : 12/02/2023

All IQAC criteria chairmen, members, office head and head of departments are hereby informed that, the IQAC meeting is scheduled on 14 Feb 2022 at 11:00am in the staff room of the college. The agenda of meeting is discussion on Self Study Report (SSR) and submission of SSR to Jeevandeep Shikshan Sansthas Poi's as per the revised SSR guidelines of NAAC (effective from December 2022).

Therefore, you all are requested to attend the meeting on time.

  
 IQAC Coordinator

  
 Principal

**Principal**  
 Jeevandeep Shaikshanik Sanstha Poi's  
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Ref. : JSSP/ACSCK / \_\_\_\_ /

Date : \_\_\_\_\_

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

(Academic Year: 2022-2023)

**Minutes of (IQAC) Meeting**

Date : 15/02/2023

The meeting of IQAC of academic year 2021-22 was held on 14/02/2023 at 3:00 pm in the staff room of the college. The meeting was presided over by Prin. Dr. L. D. Bhor.

At the outset, Dr. A. N. Chandore, IQAC coordinator, welcomed the chairperson of the meeting, Prin. Dr. L. D. Bhor and all the criteria chairman and members of IQAC. The agenda items were discussed during the meeting and its was unanimously resolved to implement them. Dr. R. 8. Dubal expressed the vote of thanks.

| Sr. No. | Agenda                                                                   | Resolution                                                                                                                                                                                  |
|---------|--------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1       | To read and confirm minutes of the previous                              | The minutes of the previous meeting were read by the coordinator and same were confirmed by As per the minutes of the meeting the action taken report was briefly discussed in the meeting. |
| 2       | To revise the Self Study Report as per revised manual of NAAC June 2022. | Decided to revise the Self Study Report as per revised manual of NAAC with effective from 1 manual of NAAC June 2022.                                                                       |
| 3       | Any other issue                                                          | Decided to complete Academic and Administrative Audit (AAA) of Rayat Shikshan Sanstha                                                                                                       |

  
 IQAC Coordinator

  
 Principal
**Principal**

Jeevandeep Shaikshanik Sanstha Poi's  
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Date : \_\_\_\_\_

**Notice: IQAC Meeting Scheduled**

( Academic Year 2022-23 )

**Date 16/02/2023**

All IQAC Members, Office Heads, Heads of Departments, and Faculty Members, This is to inform you that an IQAC meeting has been scheduled for January 18, 2023, at 11:00 am in the staff room of the college. The agenda of the meeting will focus on the discussion of feedback analysis and suggestions provided by stakeholders to Jeevandeep Shaikshan Sanstha's Poi's, as per the revised guidelines of NAAC (effective from December 2022).

Your presence and timely attendance at the meeting are kindly requested.

Thank you.


**Principal**

Jeevandeep Shaikshanik Sanstha Poi's  
Art's, Commerce & Science College, Khardi  
Khardi, Tal. Shahapur, Dist. Thane 421 601



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Ref. : JSSP/ACSCK / \_\_\_\_ /

Date : \_\_\_\_\_

**Minutes of IQAC Meeting****Date:** January 18, 2023**Time:** 11:00 am**Venue:** Staff Room, [College Name]**Agenda:**

1. Discussion on feedback analysis and suggestions provided by stakeholders to Jeevandeep Shikshan Sanstha's Pois, as per the revised guidelines of NAAC (effective from December 2022).

**Proceedings:**

- The meeting commenced at 11:00 am with Chireparson Principal K. R. Kalkate Sir presiding.
- The agenda was discussed thoroughly, focusing on the feedback analysis received from stakeholders.
- Various suggestions were deliberated upon regarding improvements and changes required to align with NAAC guidelines.

**Resolution:**

- It was unanimously resolved that an Action Taken Report (ATR) be prepared based on the feedback received.
- The ATR will include detailed actions planned and undertaken to address the feedback and suggestions.
- [Specific instructions or tasks delegated to individuals or departments for the preparation of the ATR, if applicable].

**Next Steps:**

- The Secretariat will compile the minutes of this meeting and circulate them for review and approval.
- Departments concerned will initiate the preparation of the Action Taken Report (ATR) based on the discussed feedback.

**Adjournment:**

- The meeting was adjourned at [Time], thanking everyone for their active participation.





JEEVANDEEP SHAIKSHANIK SANSTHA'S POI'S

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Date : \_\_\_\_\_

**Action Taken Report on Feedback****Academic Year-2022-23****Action Taken Report of Feedback Collected From Different Stakeholders:**

| Nature of Feedback Taken        | Total Number of Feedback Taken | Suggestion Provided                                | Action Taken                                                                               |
|---------------------------------|--------------------------------|----------------------------------------------------|--------------------------------------------------------------------------------------------|
| Students Feedback about Teacher | 348                            | Conduct practical's for science students regularly | College have given instruction to the concern teacher for conducting practical's regularly |
|                                 |                                | Provide knowledge related to competitive exam      | Guest lecture on competitive exams are organized                                           |
|                                 |                                | Arrange workshop on technical sessions             | College has conducted technical sessions under different departments                       |





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Date : \_\_\_\_\_

|                                                      |    |                                         |                                        |
|------------------------------------------------------|----|-----------------------------------------|----------------------------------------|
| Teachers<br>Feedback<br>About<br>Curriculum          | 40 | Nil                                     | Nil                                    |
| Alumni<br>Feedback on<br>Curriculum &<br>Institution | 49 | Provide canteen<br>facility in a campus | Canteen facility has<br>provided       |
|                                                      |    | Teachers are very<br>cooperative        | College has appreciate<br>the teachers |

  
**IQAC Coordinator**
  
**Principal**
**Principal**

Jeevandeep Shaikshanik Sanstha Poi's  
Art's, Commerce & Science College Khardi  
Khardi, Tal. Shahapur, Dist. Thane 421 601

