



Dr. Shaikh Aijaz
I/c Principal & Chairperson IQAC
Mob. 9890151975

Dr. Quadri Syeda Arshia
IQAC Co-ordinator
Mob. 9860017596

THE AGENDA FOR I MEETING OF IQAC 2020-21

The following agenda items shall be discussed in the 1st Meeting of IQAC that has been scheduled to be held on 02nd November 2020 at 11.30 am in the IQAC hall of the College.

Agenda 01: Decision to submit AQAR 2019-20.

Agenda 02: Discussion on submission schedule for AQAR 2019-20. Last date by NAAC is 31st May 2021.


Agenda 03: Work distribution for AQAR as well as for SSR submission.

Agenda 04: Discussion on 6th & 7th Criteria of SSR with the Management.

Agenda 05: Discussion on Peer Team Report of previous NAAC 2014.

Agenda 06: Planning to deal with Pandemic situation with online meetings, classes, events of organization etc.




I/c Principal
Chishtiya College of Arts, Science & Commerce
Khuldabad Dist. Aurangabad.



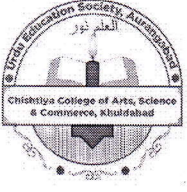
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Minutes and Action Taken Report of Internal Quality Assurance Cell (IQAC) Meeting 2020-21

First meeting of IQAC was held on 02nd November 2020 at 11:30 AM. It was attended by the Chairperson of IQAC Dr. Shaikh Aijaz, Chairman of Urdu Education Society Mr. Shaikh Mohammad Ayyub and members of IQAC. Following are the minutes and action taken report.

- Item No. 1** : Confirmed the minutes of the last meeting of IQAC held on 26th January 2020.
- Item No. 2** : Ms. Quadri S.A. proposed to submit AQAR 2019-20, instead of going for SSR submission. Management and all the IQAC members agreed on the proposal of Ms. Quadri.
- Item No. 3** : Mr. Jadhav S.A put forth the idea to plan AQAR 2019-20 submission schedule. As per NAAC the last date of submission was 31st May 2021.
- Item No. 4** : Dr. Khan Hameeda started the discussion on 6th & 7th Criteria metrics such as organization of professional development activities for teaching and non-teaching staff.
The Chairperson Dr. Sk. Aijaz suggested to organization webinars of every department in the month of June and July. Accordingly committees were constituted.
- Item No. 5** : Dr. Deshpande S.S. suggested for rain water harvesting and liquid management system to be presented systematically. She also suggested to organize Green and Environment audits of the two campuses. Chairman of Urdu Education Society readily accepted to provide well defined diagrams and mechanism. Green and Environment audits are also approved by the management.



INTERNAL QUALITY ASSURANCE CELL

CHISHTIYA COLLEGE OF ARTS, SCIENCE & COMMERCE

MINORITY INSTITUTION- NAAC ACCREDITED

AFFILIATED TO DR. BABASAHEB AMBEDKAR MARATHWADA UNIVERSITY, AURANGABAD.

KHULDABAD. DIST. AURANGABAD - 431101. (M.S)

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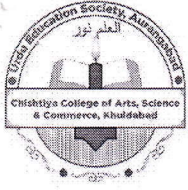
Item No. 6 : Ms. Quadri S.A. started the revision of Peer Team Report of 2014 to make necessary arrangements before proceeding for SSR submission.

Increase in CT enabled and Smart classrooms has been sanctioned by the Management.

Item No. 7 : Dr. Ramteke put forth the problems forced by teachers and administration to deal with pandemic situation and disturbance in teaching schedule. All the IQAC members seconded the thought and come out with a well-planned teaching (Online / Offline/ Blended mode) schedule based on the circulars issued by the officiating university time to time.

In the end Mr. Sunil Jadhav proposed a vote of thanks to all the members attending the meeting. The meeting ended at 2:30 P.M. with new zeal and enthusiasm.

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IQAC MEETING Dated 02nd November 2020.
Venue: IQAC Hall, Chishtiya College Campus
Time: 11.30 am

Following members attended the meeting:

Sr.no.	Name of the IQAC Member	Designation	Sign
1	Dr. Shaikh Aijaz Munshimiya	Chairperson	
2	Mr. Shaikh Mohd. Ayyub	Management Representative	
3	Dr. Ramteke Purushottam Warlu	Senior Teacher	
4	Mr. Bhanage Shailendra Bhaskar	Senior Teacher	
5	Dr. Shaikh Afsar Rasheed	Senior Teacher	
6	Mr. Jadhav Sunil Ananthrao	Senior Teacher	
7	Dr. Khan Hameeda Mohiuddin	Senior Teacher	
8	Dr. Deshpande Shilpa Shrikant	Senior Teacher	
9	Mr. Jahagirdar Abed	Eminent Social Worker	
10	Mr. Mohammad Shafiuddin	Librarian	
11	Vacant	Eminent Educationist	
12	Mr. Shaikh Ateeq Usman	Senior Librarian	
13	Mr. Syed Ather Ali	Junior Clerk	
14	Dr. Shaikh Noorjahan	Alumna	
15	Mr. Shaikh Shakeebuddin Nazeruddin	Student	
16	Dr. Quadri Syeda Arshia	Coordinator	



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THE AGENDA FOR II MEETING OF IQAC 2020-21

The following agenda items shall be discussed in the 2nd Meeting of IQAC that has been scheduled to be held on 19th June 2021 at 2:30 P.M. in the IQAC hall of the College.

Agenda 01: Reminders to pending criteria supervisors – Criteria I, IV and Criteria V.

Agenda 02: Website upgradation.


Agenda 03: ERP provision for the Institution.

Agenda 04: Wi-Fi enable campus.

Agenda 05: MOU's planning for 2021-22.

Agenda 06: Schedule finalization for department wise webinars.




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Minutes and Action Taken Report on Decision of II Meeting of Internal Quality Assurance Cell (IQAC) 2020-21

Second meeting of IQAC was held on 19th June 2021 at 2:30 P.M. It was attended by the Chairperson of IQAC Dr. Shaikh Aijaz, Chairman of Urdu Education Society Mr. Shaikh Mohammad Ayyub and members of IQAC. Following are the minutes and action taken report.

- Item No. 1** : Confirmed the minutes of the last meeting of IQAC.
- Item No. 2** : Ms. Quadri S.A. raised the issues in submitting AQAR 2019-20 in the month of August 2021. Chairperson agreed to issue notices for pending work of criteria wise distribution. A detailed report has been demanded from all the supervisors of the criteria.
- Item No. 3** : Data management for the website and upgradation of website was discussed in detail. It was decided to replace service provider for website due to servicing issues.
- Item No. 4** : Dr. Khan Hameeda suggested to introduce Academic ERP as other sections are already adopted various software's for their record keeping and calculation such as Admission, Accounting, and Library etc. Discussion with Dr. Muqet, Treasurer of Urdu Education Society lead to a positive response. Decision has to implement it in the new academic year was finalized.
- Item No. 5** : Decision of Wi-Fi enabled campus was readily accepted by IQAC Members.
- Item No. 6** : Dr. Deshpande suggested for the increase in the number of functional MOU's and linkages between the institute and other institutes / industries. A committee was setup to prepare a plan of action for MOU's and linkages.



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Item No. 7 : Ms. Quadri S.A. suggested for the organization of seminars in the form of Webinars by every department. IQAC members agreed and time schedule decided for the same is June 2021 or July 2021.
A Committee was constituted to schedule the webinars in a proper well defined manner in the month of July 2021 was finalized.

Mr. Bhanage proposed a vote of thanks for the attendees with a plan to meet in the next academic session 2021-22. The meeting ended at 4:00 P.M.

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IQAC MEETING Dated 19th June 2021.

Venue: IQAC Hall, Chishtiya College Campus

Time: 2:30 P.M.

Following members attended the meeting:

Sr.no.	Name of the IQAC Member	Designation	Sign
1	Dr. Shaikh Aijaz Munshimiya	Chairperson	
2	Mr. Shaikh Mohd. Ayyub	Management Representative	
3	Dr. Ramteke Purushottam Warlu	Senior Teacher	
4	Mr. Bhanage Shailendra Bhaskar	Senior Teacher	
5	Dr. Shaikh Afsar Rasheed	Senior Teacher	
6	Mr. Jadhav Sunil Ananthrao	Senior Teacher	
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14	Dr. Shaikh Noorjahan	Alumna	
15	Mr. Shaikh Shakeebuddin Nazeruddin	Student	
16	Dr. Quadri Syeda Arshia	Coordinator	