



Dnyandeep Mandal's
ST. JOSEPH COLLEGE OF ARTS & COMMERCE

Satpala, Post- Agashi, Virar (W).

Tal- Vasai, Dist- Palghar -401301

Reaccredited by NAAC – 'B' Grade (2.70 CGPA)

{Affiliated to University of Mumbai}

IQAC

SJC/IQAC/04/23-24

Date: Monday 19th June 2023

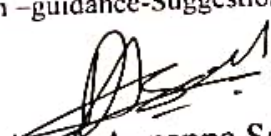
SUB: NOTICE FOR IQAC COMMITTEE MEETING.

This is to inform all the IQAC committee members that the regular 1st meeting of the IQAC committee for the year 2023-24 is going to be held on **Saturday 24th June 2023** in Management Room at 10:30 am. All the members of the IQAC committee are requested to attend this meeting, as some important issues related to the IQAC are going to discuss in this meeting.

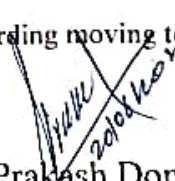
Sr. No	Name	Designation
1	Dr. Prakash Dongre	Principal
2	Dr. Dinesh Sanadi	IQAC Co-ordinator
3	Dr. Kavita Almeida	IQAC Co-coordinator
4	Mr. Francis Tuscano	Industrialist
5	Dr. Velerian Rodrigues	Mgmt. Representative
6	Mr. Peeyush Pahade	NAAC expert/Advisor
7	Dr. Maoushumi Datta	Educationist
8	Dr. Subhash D'souza	Teacher Representative
9	Dr. Deepa Lopez	Teacher Representative
10	Asst. Prof. Sangeeta Pandit	Teacher Representative
11	Asst. Prof. Sampada Almeida	Teacher Representative
12	Mr. William Rodrigues	Senior Admin. Officer
13	Ms. Chelsi D Britto	Student Representative
14	Mst. Chandramani Jha	Student Representative
15	Mr. Alex Tuscano	Local Society Representative
16	Mr. Parichay Patil	Alumni Representative

Agenda.

- ▶ Reading & Confirming the last meeting's minutes
- ▶ Updates about IQAC
- ▶ Action plan of Committee & current status ▶ Upcoming IQAC initiatives
- ▶ Website-related Updates.
- ▶ Any Important issues related to the IQAC will arise on the spot with the permission of the Principal.
- ▶ Direction –guidance-Suggestion from committee members regarding moving towards NAAC


Dr. Dinesh Annappa Sanadi
(IQAC Coordinator)

IQAC Co-Ordinator
St. Joseph College
Of Arts & Commerce
Satpala-Rajodi Road,
Virar (W) 401 301


Dr. Prakash Dongre
(Principal)

PRINCIPAL
St. Joseph College
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IQAC

Date: Saturday 24th June 2023

Minutes of the first IQAC committee all stakeholder's meeting for the year 2023-24 were held on **Saturday 24th June 2023.**

Members Present:

Mr. Francis Tuscano,
Dr. Prakash Dongre,
Dr. Dinesh Sanadi,
Dr. Kavita Almeida,
Dr. Deepa Lopes,
Mr. Parichay Patil,
Dr. Subhash Dsouza and
Asst. Prof. Sangeeta Pandit

At the outset, Dr. Dinesh welcomed all the attendees to the meeting. Further, according to the pre-decided Agenda, the meeting presided:

Agenda:

1. Reading the minutes of earlier meeting

The minutes of earlier meeting (04/03/20203) was read by Dr. Deepa. Proposed by Dr. Subhash and seconded by Asst. Prof. Sangeeta. President Sir inquired about the Action Taken Report of the same.

Francis sir inquired about the drinking water facility and the shortage of manpower were discussed in the last meeting, were these resolved? About the cleanliness and the IQAC room upgraded or not?

2. Updates about IQAC:

The work completed by IQAC was read by Dr. Dinesh date wise from last stakeholders meeting till date, which included the filling of IIQA, the submission of SSR, the compliance of DVV process and fulfilment of the minimum requirement of SSS. The final payment for Peer Team Visit was done on 12th June 2023. The three dates were given by us as preferred: 13th & 14th July 2023, 1st & 2nd August 2023 and 17th & 18th August 2023. During the actual visit the team shall check the PPTs, Personal Files and Departmental Files.

Mr. Parichay Patil inquired that after PTV within how many days we will receive the grades? Dr. Dinesh answered that within 6 to 8 days the certificate will be received. Mr. Parichay Patil also said that we need to identify the reasons why students graph is not going up?

3. Recommendations of Previous NAAC:

Francis sir also inquired about the recommendations to Dr. Kavita. Principal Sir replied that Principal's PPT shall have the slides answering how these recommendations are implemented by the institution in last 5 years. Francis Sir also asked about the Add-On courses was one of the recommendations and what was done for the compliance? Dr. Subhash answered that we have done a course on "Financial Literacy" however it is not in the assessment period.

Mr. Parichay Patil suggested few courses- Data Analyst, or bridge courses for those students who are intending to study in foreign universities. Can our college address to the needs of such students by providing them 4 years degree courses? Principal Sir replied to this saying as we are affiliated to University of Mumbai, unless University implements this, we cannot start 4 years degree courses. If we were to be autonomous, we could have started.

4. Action Plan:

Dr. Dinesh read out the action plan of IQAC which was focusing on the Peer Team Visit expected next month. Mock Peer Team Visit is tentatively to be held on 30th June 2023. The team shall comprise of 2 Principals. This would be one day visit.

5. IQAC Initiatives:

- ✓ The upcoming IQAC initiatives were as under:
- ✓ Seminar on Gender Sensitisation.
- ✓ Workshop – How to write Report of Activities?
- ✓ AQAR 2022-23 Link is opened.
- ✓ Gender Audit & AAA Audit to be conducted.
- ✓ Performance Appraisal 2022-23.

Principal Sir instructed that Gender Audit & AAA Audit to be conducted internally every alternate year and externally the other year.

6. Website related updates:

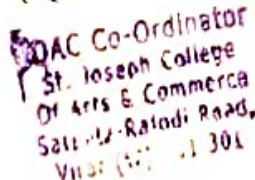
Dr. Deepa gave the updates of website which was required by the NAAC. The SSR was successfully uploaded on the website.


7. Any Important issues/ suggestions are invited:

- Principal Sir said that more and more activities to be organised on the Social Issues prevailing in the Society and the consequences of it on mankind.
- Digital file in Excel sheet to be made for preserving the documents yearly for the next NAAC.

The meeting ended with a formal vote of thanks by Dr. Dinesh for sparing their valuable time.


Dr. Dinesh Sanadi
(IQAC Coordinator)


IQAC Co-Ordinator
St. Joseph College
Of Arts & Commerce
Salpeia-Rajodi Road,
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Dr. Prakash Dongre
(Principal)

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IQAC

Date: Saturday 24th June 2023

The regular 1st meeting of the IQAC committee for the year 2023-24 was held on **Saturday 24th June 2023.**

The following members were present for the meeting

Sr. No	Name	Signature
1	Dr. Prakash Dongre	
2	Dr. Dinesh Sanadi	
3	Dr. Kavita Almeida	
4	Mr. Francis Tuscano	
5	Dr. Velerian Rodriques	— Absent —
6	Mr. Peeyush pahade	— Absent —
7	Dr. Maoushumi Datta	— Absent —
8	Dr. Subhash D'souza	
9	Dr. Deepa Lopez	
10	Asst. Prof. Sangeeta Pandit	
11	Asst. Prof. Sampada Almeida	— Absent —
12	Mr. William Rodriques	
13	Ms. Chelsi Dbritto	— Absent —
14	Mst. Chandramani Jha	— Absent —
15	Mr. Alex Tuscano	— Absent —
16	Mr. Parichay Patil	



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IQAC


Date: 21st December 2023

Action taken Report for IQAC committee all stakeholder's meeting for the year 2023-24 were held on Saturday 24/06/2023.

Sr.No	Topics discussed	Action Taken
1	Updates about IQAC	Details were given by Dr.Dinesh Sanadi.
2	Recommendations of Previous NAAC	Principal's PPT included recommendations.
3	Action Plan of Committee	Dr.Dinesh Sanadi has explained the detailed action plan to the committee members
4	Website related updates	Dr. Deepa read out the changes and adaptations made by her team on the college's official website


Dr. Sanadi Dinesh Annappa Shalini
(IQAC Coordinator)

IQAC Co-Ordinator
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Satpala-Rajodi Road,
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Dr. Prakash Dongre
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IQAC

SJC/IQAC/42/23-24

Date: Tuesday 19th December 2023

SUB: NOTICE FOR IQAC COMMITTEE MEETING.

This is to inform all the IQAC committee members that the regular 2nd meeting of the IQAC committee for the year 2023-24 is going to be held on **Saturday 23rd December 2023** in Management Room at 11.00 am. All the members of the IQAC committee are requested to attend this meeting, as some important issues related to the IQAC are going to discuss in this meeting.

Sr. No	Name	Designation
1	Dr. Prakash Dongre	Principal
2	Dr. Dinesh Sanadi	IQAC Co-ordinator
3	Dr. Kavita Almeida	IQAC Co-coordinator
4	Mr. Francis Tuscano	Industrialist
5	Dr. Velerian Rodrigues	Mgmt. Representative
6	Dr.V.S.Adigal	Educationist
7	Dr. Somnath Vibhute	Educationist
8	Dr.Subhash D'souza	Teacher Representative
9	Dr.Deepra Lopez	Teacher Representative
10	Asst. Prof. Sangeeta Pandit	Teacher Representative
11	Mr. William Rodrigues	Senior Admin. Officer
12	Ms Manali Mhartre (sybcom)	Student Representative
13	Mst Avinash kumar Rajbhar (Tybaf)	Student Representative
14	Mr.Bernard Lopes	Local Society Representative
15	Mr. Parichay Patil	Alumni Representative
16	Dr.Vincent Demello	Special Invitee

Agenda.

- ▶ Reading & Confirming the last meeting's minutes
- ▶ Well coming of new members
- ▶ Review process of the Annual Quality Assurance Report (AQAR) of 2022-23.
- ▶ Vision / Mission.
- ▶ Research policy.
- ▶ Updates about IQAC
- ▶ Upcoming IQAC initiatives
- ▶ Any Important issues related to the IQAC will arise on the spot with the permission of the Principal.
- ▶ Direction –guidance-Suggestion from committee members.

Dr. Sanadi Dinesh Annappa Shalini
(IQAC Coordinator)

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Dr. Prakash Dongre
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IQAC

Date: Saturday 23rd December 2023

The 2nd regular meeting of the IQAC stake holder committee for the year 2023-24 was held on **Saturday 23rd December 2023.**

The following members were present for the meeting

Sr. No	Name	Signature
1	Dr. Prakash Dongre	
2	Dr. Sanadi Dinesh Annappa Shalini	
3	Dr. Kavita Almeida	
4	Mr. Francis Tuscano	
5	Dr. Velerian Rodriques	— Ab —
6	Dr.V.S.Adigal	
7	Dr. Somnath Vibhute	— Ab —
8	Dr.Subhash D'souza	
9	Dr.Deepa Lopez	
10	Asst. Prof. Sangeeta Pandit	— Ab —
11	Mr. William Rodriques	— Ab —
12	Ms Manali Mhartre (sybcom)	M.P.M.
13	Mst Avinash kumar Rajbhar (Tybaf)	
14	Mr.Beranard Lopes	— Ab —
15	Mr. Parichay Patil	— Ab —
16	Dr.Vincent Demello	



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IQAC

Date: Saturday 23rd December 2023

Minutes of the second IQAC all stakeholder's committee meeting for the year 2023-24 , which was held on **Saturday 23rd December 2023.**

Members Present:

Dr. Prakash Dongre
Dr. Dinesh Sanadi
Dr. Kavita Almeida
Mr. Francis Tuscano
Dr. V.S. Adigal
Dr. Subhash D'souza
Dr. Deepa Lopez
Ms Manali Mhartre (sybcom)
Mst Avinash kumar Rajbhar (Tybaf)
Dr. Vincent Demello

Members Absent:

Dr. Velerian Rodriques
Dr. Somnath Vibhute
Asst. Prof. Sangeeta Pandit
Mr. William Rodriques
Mr. Beranard Lopes
Mr. Parichay Patil

At the outset, Dr. Dinesh welcomed all the attendees to the meeting. Further, according to the pre-decided Agenda, the meeting presided:

Agenda:

1) Reading the minutes of earlier meeting

The minutes of earlier meeting (24/06/2023) was read by Dr. Deepa.
Dr. Subhash proposed the acceptance of the minutes, and Dr. Deepa. Seconded the proposal.
The minutes were confirmed with unanimous approval.

2) Well coming of new members

Dr. Dongre welcomed new committee members, expressing appreciation for their commitment. He introduced themselves (Dr. V.S. Adigal Principal of Viva College, Virar / Ms Manali Mhartre (sybcom) as a student representative / Mst Avinash kumar Rajbhar (Tybaf) as a student representative / Dr. Vincent Demello, Upcoming IQAC Co-Ordinator from academic Year 2024-25), sharing their professional background and expectations from the committee. A brief orientation was conducted to familiarize new members with the IQAC's purpose and ongoing projects.

3) Review process of the Annual Quality Assurance Report (AQAR) of 2022-23

Dr. Dinesh presented a detailed overview of the AQAR for the academic year 2022-23. The details are as follows

- 1) 12/10/2023 Discussion on AQAR OF 2022-23 in core committee meeting
- 2) Detailed notification related to AQAR of 2022-23 for collection of information from all staff members.
- 3) Collection of documents and arrangement as per criteria / reminder to staff 25/10/2023 and 30/10/2023
- 4) Special meeting conducted for AQAR 2022-23 on 7/11/2023
Committee members engaged in a comprehensive discussion, focusing on key performance indicators, achievements, and areas for improvement.

4) Vision / Mission.

Dr. Dinesh suggested to make changes in Vision and Mission, Principal Dr. Dongre suggested that it should be as per the recommendation suggested by NAAC. Mr. Francis Tuscano suggested that first it should be in rough then we can work on it.

5) Research policy.

Dr. Dinesh has come up with a Research policy as there was very less marks in research category in NAAC, He said if this policy is implemented then there is possibility of increase in marks of research category in upcoming NAAC.

The highlights area as follows

Terms and Conditions.

- 1) Rs 5000/ (Five Thousands Only) as financial support for attending/writing/participating research related activities.
- 2) Amount should be use in academic / year only
- 3) Research paper should be published in UGC Care journal
- 4) Proposal Submission: Interested individuals must submit a research proposal outlining the purpose, methodology, and expected outcomes of their research project.
Alignment with Institutional Goals:
- 5) The research project should align with the broader goals and mission of the institution, contributing positively to academic development or community
- 6) Timeline: Researchers should provide a realistic timeline for the completion of the research, demonstrating a clear plan for achieving milestones.

6) Updates about IQAC

Dr. Dinesh has given updates about the IQAC Dept which are as follows

From 23rd June 2023 to 22 December 2023.

Date	Work Completed
24/6/2023	IQAC All Stakeholders Meeting
7/7/2023	Preparatory Core Committee Meeting for Mock PTV
11/7/2023	Staff Meeting for Mock PTV
14/7/2023	Mock Peer Team Visit
26/7/2023	Meeting with NAAC Management committee regarding NAAC Preparation of Academic Calendar 2023-24
28/7/2023	Online Meeting Core Committee
8/8/2023	Meeting with NAAC Management committee regarding NAAC
14/08/2023	Meeting with NAAC Management committee regarding NAAC
11/8/2023	Staff Meeting for NAAC PTV preparations
17/8/2023	Dr. Subhash & Dr. Kavita visited G.G. College
21/8/2023	NAAC Peer Team Visit
22/8/2023	

6/10/2023 - 13/10/2023	Under the IQAC Banner Inter collegiate activity by WDC- Six Days Karate Course
12/10/2023	2 nd Core Committee member's Meeting
14/10/2023	Seminar on Financial Literacy (Teachers Training)
07/11/2023	Meeting with all staff members (related to NAAC report/Aqar 22-23)
18/11/2023 TO 30/11/2023	Add on Course on "Food processing -Value addition to farm and allied product" By rural development department
06/12/2023	Celebration of Dr. Babasaheb Ambedkar Jayanti (Mahaparinirvan din) under aegis of IQAC
18/12/2023	3 rd Core Committee member's Meeting
June 2023 to Dec 2023	CAS Process / files of Prasad sir 3-4, Vincent sir 4-5 ,subhash sir 2-3 ,clamy madam 3-4
Sep 23 to Nove 23	Process of Mou with virar vartak for staff/students /resources

7) Upcoming IQAC initiatives.

Dr. Dinesh has explained the Upcoming IQAC initiatives which are as follows.

ACTION PLAN

- 1) completion of CAS Process
- 2) working on various audits

- 1) Gender audit
- 2) green audit
- 3) AAA

UPCOMING INITIATIVES


- 1) Seminar on gender sensitization – Does and -Don'ts on social media – Police department cyber cell. With association with WDC
- 2) Making effective audio/video presentation (Reels)

8) Direction –guidance-Suggestion from committee members.

Dr.Adigal Principal OF Viva college suggested that there should be remedial lecture at the end of week/month.

Ms Manali Mhartre (sybcom) suggested that there should be more use of projector while in teaching. Mst Avinash kumar Rajbhar (Tybaf) expressed that the quality of teaching is improved and more emphasize should be given to competitive examination /career guidance related activity.

The meeting ended with a formal vote of thanks by Dr. Kavita for sparing their valuable time.


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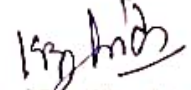
IQAC

Date: Friday 19th April 2024

Action taken Report for 2nd IQAC all stakeholder's committee meeting for the year 2023-24 were held on Saturday 23rd December 2023.

Sr.No	Topics discussed	Action Taken
1	Reading the minutes of earlier meeting	Read by Dr. Deepa. Dr. Subhash proposed the acceptance of the minutes, and Dr. Deepa. Seconded the proposal. The minutes were confirmed with unanimous approval.
2	Review process of the Annual Quality Assurance Report (AQAR) of 2022-23	Dr. Dinesh presented a detailed overview of the AQAR for the academic year 2022-23.
3	Vision / Mission	Discussion was held in 4 th Core committee meeting and as per the instruction from Principal Dr. Dinesh shared the suggested vision/ mission on core group on 29-03-2024 on Core committee group
4	Research policy	Updated research policy was submitted on 8-4-2024 for further process
5	Upcoming IQAC initiatives	CAS process done. Various audits - Discussion was held in 4 th Core committee meeting and as per the instruction from Principal It will be done in New academic Year


Dr. Dinesh Shalini Annappa Sanadi
(IQAC Coordinator)


(Dr. Kavita Almeida)
(I/c Principal)



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IQAC

SJC/IQAC/47/23-24

Tuesday, 15th April 2024

SUB: NOTICE FOR IQAC COMMITTEE MEETING.

This is to inform all the IQAC committee members that the regular 3rd meeting of the IQAC committee for the year 2023-24 is going to be held on **Saturday 20th April 2024** in Management Room at 10.00 am. All the members of the IQAC committee are requested to attain this meeting, as some important issues related to the IQAC are going to discuss in this meeting.

Sr. No	Name	Designation
1	Dr. Kavita Almeida	I/c Principal
2	Dr. Dinesh Sanadi	IQAC Co-ordinator
3	Mr. Francis Tuscano	Industrialist
4	Dr. Velerian Rodrigues	Mgmt. Representative
5	Dr. V.S. Adigal	Educationist
6	Dr. Somnath Vibhute	Educationist
7	Dr. Subhash D'souza	Teacher Representative
8	Dr. Deepa Lopes	Teacher Representative
9	Asst. Prof. Sangeeta Pandit	Teacher Representative
10	Mr. William Rodrigues	Senior Admin. Officer
11	Ms Manali Mhatre (sybcom)	Student Representative
12	Mst Avinash kumar Rajbhar (Tybaf)	Student Representative
13	Mr. Beranard Lopes	Local Society Representative
14	Mr. Parichay Patil	Alumni Representative
15	Dr. Vincent D'mello	Special Invitee

Agenda.

- ▶ Reading & Confirming the last meeting's minutes - *Deepa*
- ▶ Review process of the Annual Quality Assurance Report (AQAR) of 2022-23. - *Kavita mello*
- ▶ Updates about IQAC - *Dinesh*
- ▶ Any Important issues related to the IQAC will arise on the spot with the permission of the principal.
- ▶ Direction - Guidance - Suggestion from committee members. -

[Signature]
Dr. Dinesh Shalini Annappa Sanadi
(IQAC Coordinator)

[Stamp]
IQAC Co-Ordinator
St. Joseph College
Of Arts & Commerce
Satpala-Rajodi Road,
Virar (W) 401 301

[Signature]
Dr. Kavita Almeida
(I/c Principal)

[Stamp]
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IQAC

Date: Saturday 20th April 2024

The 3rd regular meeting of the IQAC stake holder committee for the year 2023-24 was held on Saturday 20th April 2024

The following members were present for the meeting

Sr. No	Name	Signature
1	Dr. Kavita Almeida	
2	Dr. Dinesh Sanadi	
3	Mr. Francis Tuscano	
4	Dr. Velerian Rodriques	
5	Dr. V.S. Adigal	
6	Dr. Somnath Vibhute	
7	Dr. Subhash D'souza	
8	Dr. Deepa Lopez	
9	Asst. Prof. Sangeeta Pandit	
10	Mr. William Rodriques	
11	Ms Manali Mharte (sybcom)	
12	Mst Avinash kumar Rajbhar (Tybaf)	
13	Mr. Beranard Lopes	
14	Mr. Parichay Patil	
15	Dr. Vincent Demello	



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IQAC

Date: Wednesday 24th April 2024.

Minutes of the ^{3rd} ~~second~~ IQAC all stakeholder's committee meeting for the year 2023-24 , which was held on Saturday 20th April 2024.

Members Present:

Dr. Kavita Almeida
Dr. Dinesh Sanadi
Mr. Francis Tuscano
Dr.V.S.Adigal
Dr.Subhash D'souza
Dr.Deepa Lopez
Mr. William Rodriques
Mst Avinash kumar Rajbhar (Tybaf)
Mr.Bernard Lopes
Mr. Parichay Patil
Dr.Vincent Demello

Members Absent:

Dr. Velerian Rodriques
Dr. Somnath Vibhute
Asst. Prof. Sangeeta Pandit
Ms Manali Mhartre (sybcom)

At the outset, Dr. Dinesh welcomed all the attendees to the meeting. Further, according to the pre-decided Agenda, the meeting presided:

Agenda:

1) Reading & confirming the last meeting's minutes

The minutes of the previous meeting held on 23rd December 2023 were read by Dr. Deepa Lopez. Dr. Kavita Almeida proposed the acceptance of the minutes, which was seconded by Dr. Vincent Demello. The minutes were confirmed with unanimous approval.

2) Review process of the Annual Quality Assurance Report (AQAR) of 2022-23.

Dr. Kavita Almeida provided detailed information regarding the AQAR process and the schedule:

- 02-01-2024 to 09-01-2024: First round with all criteria heads.
- 10-01-2024 to 16-01-2024: Uploading of primary documents on the NAAC Portal.
- 17-01-2024 to 18-04-2024: Discussion on the primary documents with all criteria heads.
- 29-01-2024 to 06-02-2024: Meeting with criteria heads.
- 14-02-2024 to 21-02-2024: Screening of documentation with all criteria heads.

3) Updates about IQAC

Dr. Dinesh Sanadi has given detailed information related to various activities and work done by IQAC From 23rd December 2023 to 19-04-2024

Date	Work Completed
23-12-2023	IQAC All Stakeholders Meeting
02-01-2024	Performance appraisal forms verification and report submitted to principal
03-01-2024	first round discussion with Criteria 1 for update of their criteria
04-01-2024	first round discussion with Criteria 2 for update of their criteria
05-01-2024	first round discussion with Criteria 3 for update of their criteria
06-01-2024	first round discussion with Criteria 4 for update of their criteria
08-01-2024	first round discussion with Criteria 5 for update of their criteria
09-01-2024	first round discussion with Criteria 6 for update of their criteria
09-01-2024	first round discussion with Criteria 7 for update of their criteria
10-01-2024	uploading of primary Documents of Cri 1
11-01-2024	uploading of primary Documents of Cri 2
12-01-2024	uploading of primary Documents of Cri 3
13-01-2024	uploading of primary Documents of Cri 4
15-01-2024	uploading of primary Documents of Cri 5
16-01-2024	uploading of primary Documents of Cri 6
16-01-2024	uploading of primary Documents of Cri 7
17-01-2024	Discussion on primary documents with all staff members for review and suggestions
18-01-2024	Discussion on primary documents with all staff members for review and suggestions
29-01-2024	meeting with head and members of criteria 2
30-01-2024	meeting with head and members of criteria 4
01-02-2024	meeting with head and members of criteria 7
03-02-2024	meeting with head and members of criteria 1
03-02-2024	meeting with head and members of criteria 3
05-02-2024	meeting with head and members of criteria 5
06-02-2024	meeting with head and members of criteria 6
14-02-2024	screening of criteria 3 documentation and qualitative inputs with all staff members for suggestions
15-02-2024	screening of criteria 3 documentation and qualitative inputs with all staff members for suggestions
16-02-2024	screening of criteria 3 documentation and qualitative inputs with all staff members for suggestions
17-02-2024	screening of criteria 3 documentation and qualitative inputs with all staff members for suggestions
20-02-2024	screening of criteria 3 documentation and qualitative inputs with all staff members for suggestions
21-02-2024	screening of criteria 3 documentation and qualitative inputs with all staff members for suggestions
01-03-2024	Recommendation implementation analysis report submitted
27-03-2024	4th Meeting of Internal Quality Assurance Cell core committee members

Other activities

- 03-01-2024: Celebrated Savitribai Phule Day with an elocution competition on the topic 'Savitribai Phule as a Role Model'.
- 11-01-2024: Conducted an intercollegiate seminar on NEP 2020, involving several colleges.
- 18-01-2024: Principal Dr. Dongre and IQAC Coordinator Dr. Dinesh attended a workshop on National Education Policy 2020 organized by the University of Mumbai.
- 25-01-2024: Dr. Dinesh was invited as a resource person by Kandivali Education Society's Shri Jayantilal H. Patel Law College for a session on preparing for NAAC visits.
- 07-02-2024: IQAC Coordinator and administrative staff from Anandibai Damodar Kale College visited for NAAC peer team visit preparation.
- 08-02-2024: Principal Dr. Dongre and Dr. Dinesh participated in a mock NAAC peer team visit at Kandivali Education Society's Law College.
- 22-02-2024: Principal Dr. Dongre and Dr. Dinesh were invited as resource persons by Padmshee Bhaurao Vartak College on NAAC documentation.
- 24-02-2024: Shared ideas for NAAC peer team visit guidance with Anandibai Damodar Kale College.
- 23-03-2024: Dr. Dinesh was invited as a chairperson for a library audit by M.V. Mandali's College of Commerce and Science.
- 24-03-2024: Attended a CO/PO workshop at Sterling College of Arts, Commerce, and Science.
- 08-04-2024: Updated the reach policy draft and submitted it.
- 02-03-2024 to 27-03-2024: Scrutinized and signed the CAS file of Dr. Kavita.
- 02-04-2024 to 10-04-2024: Worked on academic teaching plans.

Financial Updates:

Dr. Dinesh informed that Rs. 47,279 was reimbursed by NAAC to the college on 23-03-2024.

MoU

- Tiara Consultancy Services: Training for students (24/01/2024 to 23/01/2025).
- Empirical FM Academy Pvt. Ltd.: Skill development programmes and workshops.
- Padmshee Bhaurao Vartak College: Resource and staff/student exchange (11/01/2024 to 10/01/2025).

4) Any Important issues related to the IQAC will arise on the spot with the permission of the principal..

Mr. Parichay Patil emphasized the need for increased student involvement in activities, which should be announced in advance.

Dr. V.S. Adigal suggested making the college website more attractive and user-friendly.

Mr. Bernard Lopes congratulated all staff members for the NAAC grade achievement.

Mr. Francis Tuscano proposed workshops related to foreign careers and training programs.

Mr. Francis Tuscano also suggested workshops for office staff members.

Dr. Kavita Almeida praised Dr. Dinesh Sanadi for an excellent presentation on library operations.

5) Direction –guidance-Suggestion from committee members.

Dr. V.S. Adigal recommended a focus on competitive examinations and related resources.

Mst. Avinash Kumar Rajbhar advocated for more competitive and skill-based programs.

Mr. Parichay Patil suggested organizing programs for improving communication and language fluency.
Mr. Bernard Lopes recommended more courses on English speaking.

The meeting ended with a formal vote of thanks by Dr. Kavita for sparing their valuable time.



19/2/24
25/1/24



Dnyandeep Mandal's
ST. JOSEPH COLLEGE OF ARTS & COMMERCE

Satpala, Post- Agashi, Virar (W).

Tal- Vasai, Dist- Palghar -401301

Reaccredited by NAAC – 'B' Grade

{Affiliated to University of Mumbai}

IQAC

Date: Friday 04th October 2024

Action taken Report for 3rd IQAC all stakeholder's committee meeting for the year 2023-24 were held on Saturday 20th April 2024.

Sr.No	Topics discussed	Action Taken
1	Reading the minutes of earlier meeting	The minutes of the previous meeting held on 23rd December 2023 were confirmed and approved.
2	Review process of the Annual Quality Assurance Report (AQAR) of 2022-23	The AQAR review process was completed as scheduled. All primary documents were uploaded to the NAAC portal by 16-01-2024. Discussions and screenings of documents were conducted with all criteria heads between January and February 2024.
3	Updates about IQAC	<ol style="list-style-type: none">1. Criteria Updates: Documents uploaded by 16-01-2024.2. Screenings: Completed and report submitted by 01-03-2024.3. Workshops/Events: Held NEP seminar, NAAC sessions, and Savitribai Phule Day.4. Financial: Rs. 47,279 reimbursed by NAAC.5. MoUs: Signed with Tiara Consultancy, Empirical FM, and Vartak College.
4	Any Important issues related to the IQAC will arise on the spot with the permission of the principal..	<ol style="list-style-type: none">1) Student Involvement: Efforts are underway to announce student activities in advance to ensure greater participation. <u>Students are participating in various events /meetings etc. . They are also connected through , social media, and website. Student council engaged in planning. (Garba / monsoon dhamaka)</u>2) Website Enhancement: Steps are being taken to improve the college website, making it more attractive and user-friendly.3) Workshops: Planned workshops on foreign careers and training programs for students, as well as skill development workshops for office staff.- Two office staff

		<p><u>members participated in NEP Training Programme on 5/10/2024 @nashik</u></p> <p>4) NAAC Recognition: Staff acknowledged for their contribution to achieving the NAAC grade.</p> <p>5) Library Operations: Appreciation noted for Dr. Dinesh Sanadi's presentation on library operations.</p>
5	Direction –guidance-Suggestion from committee members	<p>1) Focus on Competitive Examinations: Initiatives are being implemented to provide resources and guidance for competitive exams. <u>Kareer katta organized programme on 1)16-08-2024 seminar on Preparation for Competitive examination 83 participants</u></p> <p>2) Skill-based Programs: Plans are underway to introduce more competitive and skill-based programs. <u>1) Arya chanya kashal vikas scheme /courses</u> <u>2) 7/10/2024 career opportunities in beauty and well ness 82 participants</u></p> <p>3) Communication and Language Fluency: Programs to improve communication skills and language fluency have been organized.</p> <p>4) English Speaking Courses: Additional courses focused on English-speaking skills are being scheduled.</p>



Dr. Vincent D'mello
(IQAC Coordinator)

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Dr. Kavita Almeida
(I/c Principal)