



**LATE BHAUSAHEB HIRAY S. S. TRUST'S
INSTITUTE OF COMPUTER APPLICATION**
ISO 9001:2015 CERTIFIED

S. No. 341, Next to New English School, Govt. Colony, Bandra (East), Mumbai 400 051.
Tel. 91-22-2657 0986 / 892 Telefax : 91-22-2657 3181 Website : www.hiray.edu.in E-mail : director@hiray.org.in

IQAC Meeting – II/ 2022

MEETING NO: 02

DATE: 22/12/2022

IQAC MEETING NOTICE

This is to inform all the concerned members that there will be a meeting at our institute on Saturday, December 24th 2022 in the conference room on the ground floor. All members of the IQAC team and the criteria heads are requested to attend the meeting.

Agenda for the meeting is given below:

1. Taking feedback from criteria heads regarding compilation of information available
2. Discussion about the constraints faced by various criteria
3. Alumni committee to be formed and encouraged

Rashmit Pradhan
IQAC Coordinator

Copy to:
All IQAC Members





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IQAC

Minutes of meeting conducted on 24/12/2022

A meeting of certain selected group of members from IQAC and Criteria heads was conducted on 24/12/2022, Saturday at 11.00 am in the conference room. The members from college were present in person.

The following people were present for the meeting:

- Dr.Minesh Ade (Director)
- Mr.Vikram Patalbansi (Dy Director, IQAC Head, Criteria 3 Head)
- Ms.Rashmita Pradhan (IQAC Co-ordinator, Criteria 2 head)
- Ms.Aquila Shaikh (IQAC Member, Criteria 1 head)
- Mr.Prakash Sakharkar(Criteria 4 head)
- Ms.Avantika Mahadik(IQAC Member, Criteria 5 head)
- Mr.Divakar Jha (Criteria 6 head)
- Ms.Sadhana Ojha (IQAC Member, Criteria 7 head)
- Ms. Dipika Parayane (IQAC Member)
- Ms. Shraddha Shivsharan (IQAC Member)

Summary of the minutes where action is to be taken

	Points Discussed	Action Taken/ Plan
IQAC Coordinator	CRITERIA 1 <ul style="list-style-type: none">• No faculty member is a part of BoS• ERP in discussion.• Discussion regarding inclusion of choice-based electives.	Choice based electives are given.



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	Points Discussed	Action Taken/ Plan
	CRITERIA 2 <ul style="list-style-type: none"> Girls' hostel facility unavailable FDP and conferences to be encouraged for faculties Mentor- mentee format to be updated Remedial courses and extra lectures for slow learners. 	<p>No mandate for girls' hostel.</p> <p>Mentor- Mentee format updated.</p> <p>Special time table formulated for slow learners</p>
	CRITERIA 3 <ul style="list-style-type: none"> Need to form research cell and incubation centre Encourage faculties to write research papers and publications College to consider funding for faculties to attend FDP 	<p>Sponsorship will be provided for seminars on research paper publication.</p> <p>College has implemented policy that each faculty will be sponsored and given concession for attending FDP.</p>
	CRITERIA 4 <ul style="list-style-type: none"> No playground and gym facility on the premises. No shodh-ganga subscription. 	<p>We take nearby playground on rent for our annual sports event.</p> <p>Laptops being provided to students.</p> <p>Written communication being carried out by the librarian to get shodhganga subscription.</p>



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Points Discussed	Action Taken/ Plan
CRITERIA 5 <ul style="list-style-type: none">• Special attention for differently-abled students• Alumni committee to be formed and encouraged• Final placement cell to be formed.	Alumni committee to be formed and registered for the academic year 2022-2023. Placement cell to be activated.
CRITERIA 6 <ul style="list-style-type: none">• Details on Allocation of funds received• Financial information to be made available in structured format.• Employee welfare to be encouraged	Service book to be maintained Fund faculties for attending conferences and workshops.
CRITERIA 7 <ul style="list-style-type: none">• Alternate energy initiatives to be undertaken.• Ethics for students and faculties to be put up.• Green audit to be conducted	Solar panels installed on the terrace. Green audit to be conducted for the academic year 2022-23

Rashmita Pradhan
IQAC Coordinator

Vikram Patalbansi
Dy. Director & NAAC Head

