

ST. ANDREW'S COLLEGE OF ARTS, SCIENCE & COMMERCE

ACCREDITED - 'A' GRADE BY NAAC

Best College Award (2015-2016) University of Mumbai

St. Dominic Road, Bandra (W), Mumbai - 400 050. Tel.: 2642 8684 / 2640 1657 • Fax : 2655 6006
E-mail : principal.st.andrews@gmail.com / info@standrewscollege.ac.in • Web.: www.standrewscollege.ac.in

INTERNAL QUALITY ASSESSMENT COMMITTEE (IQAC) MEETING

A meeting of the Internal Quality Assessment Committee (IQAC) will be held on Saturday, April 18, 2020, at 9.00 a.m. (ZOOM Meeting App)

AGENDA

- I. To read and confirm the Minutes of the IQAC meeting held on Saturday, 18 January 2020
 - II. Matters arising from Agenda Item No.1
 - III. To report on the following:
 - To inform the committee members about the unanimous decision taken by Principal and IQAC members about submitting the Letter of Intent to NAAC for accreditation during the academic year 2020-2021 as our NAAC Grade of the third accreditation cycle is valid till 15 September, 2021.
 - To highlight the need to follow the various formats for documenting departmental activities that have been mailed to all staff members.
 - To report on the staff meeting held on 5th and 6th of February 2020 to orient the staff members regarding documentation to be done for AQAR & SSR.
- a) Curricular Aspects
- To report on the visit to NDA on 02 February, 2020.
 - To draft a plan to initiate the process of student enrollment for FOSSEE Fellowship 2020 conducted by IIT, Mumbai.
 - To report on the progress of updating junior College students about various online courses conducted by the college.
 - To update on initiatives taken to conduct Sports Management courses.
- b) Teaching-learning and Evaluation
- To present a format for composite data-base of teachers for all the requisite years as recommended for criteria II.
 - To prepare a format for documentation of record of Ph.D. Degrees of teachers.
 - To present a format for documenting exam reforms.
 - To present a format to document result analysis with a defined trend line.
 - To finalize the document for the 'Buddy Project'.



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c) Research, Innovations and Extension

- To draft a plan to encourage students and faculty members to conduct research under the STRIDE scheme.
- To give an update on revenue obtained by sale of food items from Hospitality Department.
- To invite suggestions for collaborations with NGOs working in the area of student welfare and development

d) Infrastructure and Learning Resources

- To inform the members about the progress of renovation of the college gymnasium.
- To give an update on the staff training session on using Moodle server.

e) Student Support and Progression

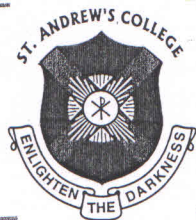
- To provide an update on how to incorporate changes in the admission form to identify economically weak minority students
- To draft a mechanism to encourage more students to apply for government/non-government scholarship schemes
- To design staff and students programs related to capacity development and skill advancement
- To invite suggestions regarding display of banners in college related to student grievances
- To report on the use of the Placement Cell software
- To provide an update on 'OnFees' involvement in student progression

f) Governance, Leadership and Management

- To invite suggestions to document the Perspective Plans of the institution
- To develop an institutional Organogram
- To report on the implementation of e-governance in various areas of operation

g) Institutional Values and Best Practices

- To provide an update on the functioning of the waste management in the campus
- To suggest energy conservation measures in the college campus
- To provide a report on the e-waste disposal drive
- To initiate the process of preparing a handbook of the code of conduct



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IV. Any other business with the permission of the Chair



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PRINCIPAL

