

The South Indian Association's
The S.I.A. College of Higher Education
Affiliated to University of Mumbai
Accredited B+ by NAAC
P-88, MIDC Residential Area Dombivili Gymkhana Road,
Near Balaji Mandir, Dombivili (East), 421203.
Website: www.thesiacollege.com

IQAC Meeting Notice

DATE: 02/07/2020

The IQAC members meeting is scheduled on 6th July, 2020 at 2.30 pm online on Microsoft Teams platform.

Kindly make it convenient to attend the same.

The Agenda is as follows:

1. Approval of Minutes of the last meeting.
2. Online Training to empower faculty members for virtual teaching –learning process
3. Proposed activities by IQAC in online mode
4. Any other matter with the permission of the Chair



Mrs Ranjana Mhalgi
IQAC Co-ordinator
IQAC Co-ordinator

The S.I.A College of Higher Education
Dombivli (E)



Dr. Padmaja Aryind
IQAC Chairperson

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DOMBIVLI (E)

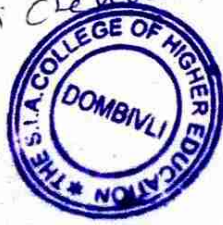


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Academic Year 2020-21
IQAC MEETING ATTENDANCE RECORD

DATE: 06/07/2020

Sr. No.	Name	Designation	Signature
1	Dr.Padmaja Arvind	Chairperson	
2	Mrs.Mhalgi Ranjana	Co-ordinator	
3	Dr.Parvathi Venkatesh	Academic Representative	
4	Mr.K.V Ranganathan	Management Representative	
5	Mr.Karthik	Management Representative	
6	Mr. Vignesh Iyer	Industry Representative	
7	Ms.Salochna Nagdev	Member	
8	Mrs.Sandhya Pandey	Member	
9	Ms. Verma Renu	Member	
10	Mrs Booma Halpeth	Member	
11	Ms.Sreekala Nair	Member	
12	Sandhya Thakkar	Member	
13	Ms Harshada Thakkar	Administrative Member	
14	Mrs Priyanka Joglekar	Administrative Member	
15	M. K. Gopalan	Spl invitee	
16	Bharath V Rao	BU Rep	
17	Pradeepkumar Ganesan	Student member	
18	Jayalishmi Chelvan	Member	



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Minutes of Meeting of IQAC

Date: 6th July, 2020

The IQAC committee meeting was held online on 6th July 2020 at 2.30 pm on Microsoft Teams platform.

Agenda Item 1: Approval of Minutes of last meeting

- The minutes of last meeting were read by the Co-ordinator and approved by all.

Agenda Item 2 :Online Training to empower faculty members to adopt virtual teaching – learning process

- It was decided to organise training programme on online teaching techniques on Microsoft Teams for faculty members.
- It was decided to organise training on online Assessment Tools for continuous evaluation process

Agenda Item 3 : Proposed activities by IQAC in online mode

- It was proposed to organise the following activities in online mode for 2020-21:
 - Orientation for students on online teaching –learning process
 - IPR workshop
 - Research Series sessions
 - Value added course on communication skills
 - Bridge course for FY students

Agenda Item 4 : Any other matter with the permission of the Chair

- It was suggested to concentrate on initiatives as recommended in the NAAC review report.

Vote of thanks was proposed by IQAC Co-ordinator.

Ranjana Mhalgi

Mrs Ranjana Mhalgi
IQAC Co-ordinator

IQAC Co-ordinator
The S.I.A College of Higher Education
Dombivli (E)



Dr. Padmaja Arvind

Dr. Padmaja Arvind
IQAC Chairperson

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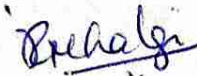
DATE: 22/10/2020

The IQAC members meeting is scheduled on 28th October, 2020 at 2.30 pm online on Microsoft Teams platform.

Kindly make it convenient to attend the same.

The Agenda is as follows:

- 1) Approval of Minutes of last meeting
- 2) AQAR status of 2019- 20
- 3) Review of activities conducted for the year 20-21 from NAAC perspective.
- 4) Proposed activities to be conducted for Nov, Dec, and Jan 2020.
- 5) Any other matter relevant to NAAC.



Mrs Ranjana Mhalgi
IQAC Co-ordinator

IQAC Co-ordinator

**The S.I.A College of Higher Education
Dombivli (E)**



Dr. Padmaja Arvind
IQAC Chairperson

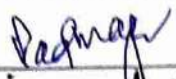


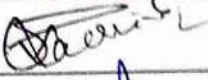
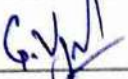
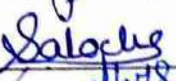
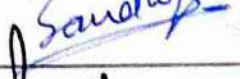
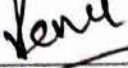
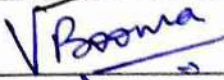

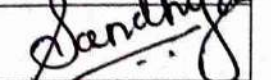
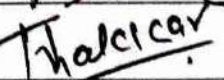


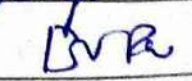
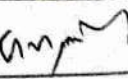
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Academic Year 2020-21
IQAC MEETING ATTENDANCE RECORD

DATE: 28th Oct 20

Sr. No.	Name	Designation	Signature
1	Dr.Padmaja Arvind	Chairperson	
2	Mrs.Mhalgi Ranjana	Co-ordinator	
3	Dr.Parvathi Venkatesh	Academic Representative	—
4	Mr.K.V Ranganathan	Management Representative	
5	Mr.Karthik	Management Representative	
6	Mr.Vignesh Iyer	Industry Representative	
7	Ms.Salochna Nagdev	Member	
8	Mrs.Sandhya Pandey	Member	
9	Ms. Verma Renu	Member	
10	Mrs Booma Halpeth	Member	
11	Ms.Sreekala Nair	Member	
12	Sandhya Thakkar	Member	
13	Ms Harshada Thakkar	Administrative Member	
14	Mrs Priyanka Joglekar	Administrative Member	
15	Mr Copal Krishnan	Spl invitee	
16	Bharathi V Rao	BV Rao	
17	Mrs Jaya laxmi Chekkala	Member	





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Minutes of Meeting of IQAC

Date: 28th Oct, 2020

The IQAC committee meeting was held online on 28th October, 2020 at 2.30 pm on Microsoft Teams platform.

Agenda Item 1: Approval of Minutes of last meeting

- The minutes of last meeting were read by the Co-ordinator and approved by all.

Agenda Item 2: AQAR status of 2019- 20

- AQAR for 2019-20 is in the completion process .
- It was suggested to include details such as activity wise break up of number of participants, names of agency with which activity was conducted, brief summary of department wise activities , date etc. in the report.
- It was decided to upload AQAR on NAAC Portal in December.

Agenda Item 3: Review of activities conducted for the year 20-21 from NAAC perspective.

- Activities organized for the year 20-21 from June to Oct, 2020 were presented and reviewed.
- IQAC organized 12 activities related to teaching learning, research methodology, IPR, online training for conducting lectures ,faculty exchange etc.

Agenda Item 4: Proposed activities to be conducted for Nov, Dec, and Jan 2020.

- It was decided to introduce the following Short term courses and value added courses for BSc.(IT) on ASP.net, PHP My SQL, for Commerce - Tally -2.0 and other skill oriented courses such as communication, computers, yoga etc courses as per availability of time.
- It was proposed to take curriculum related feedback from stakeholders after physical reopening of college.



- It was suggested to revise the infrastructure information for 20-21.
- It was proposed to organize internship and IAI Sessions for SY & TY students.
- It was suggested to register the Alumni association in the name of college in 20-21.
- It was suggested to recognize and show alumni contribution relating to Software developed by students under suitable NAAC criterion or as a best practice.
- It was decided to take up environment related activities in the campus after physical reopening i.e. landscaping, gardens, ground for sports etc.
- It was suggested to maintain all the records relating to counselling given to students by the counselling cell and reflect under NAAC criterion.

Agenda Item 5: Any other matter relevant to NAAC.

- Corpus fund and Budgeted and Actual expenditures for the last 5 years to be collated properly and documents to be kept ready as per NAAC format
- It was suggested to collect information regarding activities organized by recently accredited NAAC colleges.
- It was suggested to conduct regular meetings relating to NAAC and plan and streamline all activities of college according to availability to time taking into account NAAC preparation.

Vote of thanks was proposed by IQAC Co-ordinator

Ranjana

Mrs Ranjana Mhalgi
IQAC Co-ordinator
IQAC Co-ordinator
The S.I.A College of Higher Education
Dombivli (E)



Padmaja
Dr. Padmaja Akind
IQAC Chairperson

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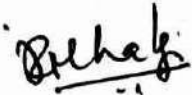
DATE: 20/01/2020

The IQAC members meeting is scheduled on 23rd January, 2021 at 11am in the college premises.

Kindly make it convenient to attend the same.


The Agenda is as follows:

- 1) Review of AQAR 2019-20.
- 2) Documentation & SSR Preparation.
- 3) Proposed Activity for Jan, Feb & March, 2021.
- 4) Any other matter with the permission of chair.



Mrs Ranjana Mhalgi
IQAC Co-ordinator

IQAC Co-ordinator
The S.I.A College of Higher Education
Dombivli (E)



Dr. Padmaja Arvind
IQAC Chairperson

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Academic Year 2020-21
IQAC MEETING ATTENDANCE RECORD

DATE: 23/01/21

Sr. No.	Name	Designation	Signature
1	Dr.Padmaja Arvind	Chairperson	
2	Mrs.Mhalgi Ranjana	Co-ordinator	<i>Ranjana</i>
3	Dr.Parvathi Venkatesh	Academic Representative	<i>Dr. Parvathi</i>
4	Mr.K.V Ranganathan	Management Representative	<i>K.V Ranganathan</i>
5	Mr.Karthik	Management Representative	<i>Karthik</i>
6	Mr.Vignesh Iyer	Industry Representative	<i>Vignesh Iyer</i>
7	Ms.Salochna Nagdev	Member	<i>Salochna</i>
8	Mrs.Sandhya Pandey	Member	<i>Sandhya</i>
9	Ms. Verma Renu	Member	<i>Renu</i>
10	Mrs Booma Halpeth	Member	<i>Booma</i>
11	Ms.Sreekala Nair	Member	<i>Sreekala</i>
12	Sandhya Thakkar	Member	<i>Sandhya</i>
13	Ms Harshada Thakkar	Administrative Member	<i>Harshada</i>
14	Mrs Priyanka Joglekar	Administrative Member	<i>Priyanka</i>
15	Mr Gopal Krishnan	Spl invitee	<i>Gopal Krishnan</i>
16	Bharati Rao.	BV Rev	<i>BV Rao</i>
17	Mrs Jayalaxmi Chakkala	Member	<i>Jayalaxmi</i>



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Date: 23rd January, 2021

Minutes of IQAC Meeting

The IQAC Committee meeting with internal members was held on 23rd January, 2021 at 11 am in the college premises.

Following points were discussed :

Agenda 1: Review of activities for Oct to Dec, 2020.

- Activities organized from Oct to Dec, 2020 were presented.
- One day National workshop on E-Learning Assessment Tools was organised for faculty members and hands-on experience was given on various assessment tools available online.

Agenda 2: Documentation & SSR Preparation.

- It was suggested to prepare a schedule for SSR preparation and documentation.
- Criterion wise document files to be prepared for each activity from January onwards.
- It was decided to organise session on data and documentation process for preparation for SSR for all the staff members.

Agenda 3: Proposed Activity for Jan & Feb & March, 2021.

- It was proposed to organize National Conference online on multi-disciplinary theme in the month of May, 2021.
- It was suggested to continue with the committee and department activities in online mode or offline mode depending upon situation.
- It was suggested to facilitate both online and offline lectures for the students depending upon future situation.

Agenda 4: Any other matter with the permission of chair.

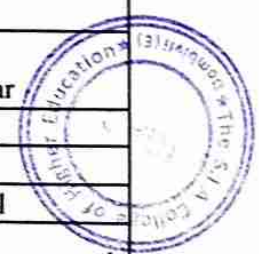
- It was suggested that office and administrative staff should plan and work towards paperless office by undertaking review of current consumption of paper and stationery on monthly basis and prepare a report on usage of paper and ways to reduce paper and stationery.



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Internal Quality Assurance Cell
Action taken Report 2020-21

A) Activities Planned by IQAC

Sr No	Initiatives	Date	Activities	Remarks
I	Workshop and training			
	-			
1	To enhance teaching - learning	9th July,2020	Session on Virtual Classroom Training	47 participants attended the workshop
		27th to 29th July,2020	Training session on online teaching techniques on Microsoft Teams	
		1st Oct,2020	E-Learning Assessment Tools	
2	Research related activity	22 June,2020	Research Series I - Basics of Research (Online)	25 faculty members attended the seesion
		30th June,2020	Research Series II - Writing Research Problem &(Online)	25 faculty members attended the seesion
		7th July,2020	Research Series III - Developing Hypothesis (Online)	21 faculty members attended the session.
		23rd July,2020	Research Series IV - Framework on writing Literature Review	23 faculty members attended the session.
3	Workshop & training for Staff members	28th August,2020	IPR Workshop	
		18th July,2020	Online Webinar for Administrative staff on Application Process for colleges of University of Mumbai.	1100 Participants including 6 college non teaching staff
4	NAAC related activity	13th Feb,2021	"Systematic Data Organization in Revised Accrediation framework of NAAC".	39 members attended the session
II	Activities in association with other Departments & Committees.			
	Departments/Committees		Activities	Remarks
1	IQAC AND DLLE	8th June,2020	Online webinar on Key to Get Stress Free: Inner Connect for Powerful Living	306 participants attended the webinar
III	Activities Suggested/Proposed by IQAC			
Sr No	Proposed Activities		Implementation	Remarks
1	AQAR		AQAR 2019-20 was prepared	Uploaded on NAAC portal
2	Feedback		Feedback on curriculum and academics was taken	Feedback and analysis reports were prepared



3	FDP/Orientation/ Refresher ,Short Term courses		Deputed faculty members for FDP,Orientation and refresher coursed	Orientation: 5 faculty members completed orientation programme FDP : 18 faculty members attended FDP related to their respective subjects One faculty completed refresher Seven faculty members completed short term course
4	Research paper presented		4 research papers were published	Three faculty member presented in Journal
5	Development of indigenous technology for smooth functioning of institution.		The S.I.A. College Website upgraded	Software applications were updated & developed by in house faculty and students
			E-Sanchalan Software upgraded with new modules	
			web based admission module was developed	
6	Bridge Course	21st Sept to 3rd Oct,2020	Bridge course for 10 hrs in maths was conducted	For FY Students in Bcom,B&L,BMS & IT
			Bridge course for 10 hrs in Electronics was conducted	For FY Students in B.Sc(IT)
			Bridge course for 10 hrs in Political Science,History,Sociology,economics, English Literature,Psychology was conducted	For Fy students in BAMMC
7	Student support system			
	Value added courses and add on courses		English fluency - Basic Communication Skills	
			CET/CAT Guidance for Competitive exams was organised	131 students participated in the training
	Placements Programmes		Carrer guidance programmes were organised by the Placement Cell	03 - career guidance programmes : 206 students participated
	Students placements:		Students were placed in ICICI Bank,HDFC Securities, ICICI Prudential, Motilal Oswal Financial Services,HDB (HDFC Vertical),Mariapps Marine Solutions	35 students were placed
	Internships		Students were given internships	33 students completed internships

Ranjana Mhalgi
Ranjana Mhalgi
IQAC Co-ordinator

IQAC Co-ordinator
The S.I.A College of Higher Education
Dombivli (E)



Dr Padmaja Arvind
Dr Padmaja Arvind
Principal & IQAC Chairperson
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