

**Shailendra Education Society's
Arts, Commerce & Science College
Dahisar (E), Mumbai - 400 068**

IQAC MEETING (2021-22/3)

A meeting of IQAC was held at the Principal's cabin on 11th December 2021 at 11 A.M.

Following members were present:

1. Shri. R. V. Prabhu, Hon. Chairman, SES.
2. Shri. P.D. Baadkar, Hon. Vice Chairman, SES & Representative from Industry.
3. Shri. G.S. Pandloskar, Representative from Local society.
4. Principal, Dr. Swati Pitale, Chairperson IQAC
5. Associate. Prof. Dr. Kanchan Dutt, Representative of the Teaching staff
6. Asst. Prof. Hemchandra Kumbhar, Representative of the Teaching staff
7. Asst. Prof Ms. Sony Paul, Representative of the Teaching staff
8. Asst. Prof Ms. Swapna Gawde, Representative of the Teaching staff
9. Ms. Anuja Jadhav, Librarian
10. Mr. Bhikaji Khetle, Administrative Officer
11. Mr. Sachin Kapdekar, Head Clerk, Representative of the Non-Teaching staff
12. Mr. Saurabh Shelar, Representative of Alumni
13. Ms. Diya Kamble, Representative of Students
14. Dr. Shraddha Shukla, Co-ordinator and Member Secretary

The meeting was chaired by Prin. Dr. Swati Pitale

**Shailendra Education Society's
Arts, Commerce & Science College
Dahisar (E), Mumbai - 400 068**

IQAC MEETING (2021-22/3)

1. Confirmation of the minutes of the meeting held on 25th September 2021.
2. To consider receipt and payment statement from 1st April 2021 till 31st December 2021 of Regular, Self-finance and M.Com. Account.
3. To submit proposal for Satellite Centre w .e. f. 2022-23 at Belkadi Village, Kaman, Vasai to University of Mumbai.
4. To purchase desks and benches.
5. To approve purchase of LCD projector and White boards for classrooms.
6. To sign MoU with Threco for E-waste management.
7. To sign MoU with Indian Merchants' Chamber of Commerce.
8. To approve expenses under Student Welfare Fund.
9. To approve purchase of hardware part of computers on ex-post facto basis.
10. To approve the quotation for the E- Magazine for the academic year 2021-2022 on ex-post facto basis.
11. To approve the quotation for the E- Prospectus for the academic year 2022 - 2023 on ex-post facto basis.
12. To approve the Annual Maintenance Contracts (AMCs) of Fire extinguisher, Pest control and Water purifier on ex-post facto basis.
13. To approve expenses towards shed on the solar electric meter on ex-post facto basis.
14. To grant maternity leave to Asst. Prof. Ms. Pooja Barad of Self - finance section on ex-post facto basis.
15. To consider resignation of Ms. Vidya Patil, Junior Clerk in the Self - finance section on ex-post facto basis.
16. Organizing a session on 'MBA CET and Bank Exams' by DLLE.
17. Organizing a session on 'Career Awareness Session on Company Secretary' by ICSI WIRC.
18. Organizing a session on 'Andhashraddha Nirmulan' (Eradication of Blind Faith) by NSS Unit.

19. Organizing a session on 'Stress Management' by Commerce Club.
20. Organizing a session on 'Investments in Mutual Funds' by Commerce Club.
21. Organizing a session on 'Career in Aviation' by DLLE.
22. Organizing a Guest Lecture collaboration with MCGM-R North Ward.
23. Organizing Guest Lecture on 'Career in Investment Banking'
24. Organizing a Guest Lecture on 'Financial Literacy Awareness'
25. Organizing a Guest Lecture on 'Career Opportunities after T.Y.'
26. Organizing a Guest Lectures in collaboration with NGO Anubhav Mumbai by NSS Unit.
27. Organize a 5 day Online Workshop on 'Research Methodology'.
28. Organize a 6-days workshop on Minor and Major Research Projects by the Research Cell.
29. Any other matter with the permission of the chair.

Minutes of IQAC Meeting 11th December 2021.

1. Confirmation of the minutes of the meeting held on 25th September 2021.

The minutes of the IQAC meeting held on 25th September 2021 and the action taken report thereafter are submitted.

2. To consider receipt and payment statement from 1st April 2021 till 31st December 2021 of Regular, Self-finance and M.Com. account.

The receipt and payment statements of Regular, Self finance and M.Com. accounts from 1st April 2021 till 31st December 2021 have been submitted.

3. To submit proposal for Satellite Centre w .e. f. 2022-23 at Belkadi Village, Kaman, Vasai to University of Mumbai.

With reference to Government of Maharashtra's resolution no. उच्च व तंत्रशिक्षण विभाग शासन निर्णय क्र. एनजीसी 2020/(115/20)/ मशि - 4 dated 18th September 2020 and University of Mumbai circular no. संलग्नता/मान्यता/आयसीडी/२०२०-२१/१२ dated 21st September 2020, the College had applied to start a Satellite Centre at post Belkadi village, Kaman, Taluka Vasai, District Palghar in the year 2020-21. The Government of

Maharashtra had rejected applications of all colleges for Satellite Centre last year. It is likely that fresh proposals will be invited for Satellite Centre for the academic year 2022-2023.

The College would like to apply to the University of Mumbai to start a Satellite Centre for following courses once the application are invited online by the University of Mumbai -

DEGREE COURSES

1. B.Sc.(Hospitality Studies) degree Course - FACULTY OF SCIENCE
2. Bachelor of Science (B.Sc.) (Computer Science) - FACULTY OF SCIENCE
3. Bachelor of Science (B.Sc.) (Data Science) - FACULTY OF SCIENCE
4. Bachelor of Management Studies (B.M.S.) - FACULTY OF COMMERCE
5. Bachelor of Accounting and Finance (B.A.F.) - FACULTY OF COMMERCE

DIPLOMA COURSES

1. Diploma Course in Tours, Travel & Tourism Management - FACULTY OF ARTS
 - a. Tours & Ticketing Management
 - b. Tourism and Travel Techniques
 - c. Expert in Tour Costing
2. Diploma Course in Agricultural and Horticulture Management - FACULTY OF ARTS
 - a. Agro-Supplementary Animal Farm
 - b. Agro Farm Management
 - c. Horticulture Techniques
3. Diploma Course in Communication and Event Management - FACULTY OF ARTS
 - a. Communication Techniques
 - b. Event Management
4. Diploma Course in E-Commerce & Financial Accounting Management - FACULTY OF COMMERCE
 - a. E-Commerce Technician
 - b. Computerized Office Technician
 - c. Computerized Financial Accounting Technician

CERTIFICATE COURSES

1. Certificate Course in Primary Care Paramedics - FACULTY OF SCIENCE
2. Certificate Course in Agro Products Processing - FACULTY OF SCIENCE
3. Certificate Course in Food Nutrition & Health - FACULTY OF SCIENCE
4. Certificate Course in Gardening and Nursery Management - FACULTY OF ARTS
5. Certificate Course in Customers Relations Management Expert - FACULTY OF ARTS
6. Certificate Course in French language - FACULTY OF ARTS
7. Certificate Course in German language - FACULTY OF ARTS
8. Certificate Course in Spanish language - FACULTY OF ARTS
9. Certificate Course in Russian language - FACULTY OF ARTS
10. Certificate Course in Radio Jockeying - FACULTY OF ARTS
11. Certificate Course in Documentary Film Making - FACULTY OF ARTS
12. Add on course in Hardware maintenance
13. Add on course in Stock Market Operation

State Government expects following conditions to be fulfilled by Colleges while applying for Satellite Centre –

1. The land should be within 200 km radius of College
2. Preference will be given to the land in rural and adivasi area
3. College should be NAAC accredited
4. College should be more than 10 years old
5. Minimum one skill development course need to be started at centre
6. N.A. copy
7. Building Completion Certificate
8. Building Occupation Certificate from Local Authorities

While applying online the College requires to upload following documents –

1. Society's Registration letter
2. Constitution of Society (book)
3. Property tax (bill)
4. Water bill
5. Electricity bill
6. Total Area (MHADA agreement)
7. College approval letter (University and State Government approval)
8. Course wise budget

9. Fixed Deposit (receipt) – F.D. of Rs. 5 lakh for each degree course applies (total Rs. 25 lakhs)
10. Joint assurance letter from Bank that F.D.s will not be liquidated for a period of 5 years
11. All bank transaction from nationalized bank
12. Resolution from Management, Joint assurance letter on Rs. 100/- stamp paper stating that expenditure towards salary and non – salary expenses would be borne by College
13. 100 library books for each course
14. NAAC validity certificate
15. Wash rooms for Students and Staff (letter)
16. Drinking water facility for students (letter)
17. Playground for students (index)
18. Classrooms for proposed courses (letter)
19. Building plan with drainage line
20. Society's last year's Audit Report along with Balance sheet i.e. 2020-21
21. College last year's Audit Report along with Balance sheet i.e. 2020-21
22. Architect plan (drainage)

While applying for Satellite Centre for each degree course, Rs. 5 lakh has to be kept as a fixed deposit. The College would be applying for five degree courses. The College already has kept F.D. of Rs. 20 lakhs while applying for Satellite Centre last year. The College would require additional F.D. of Rs. 5 lakhs. Besides this the application fee has to be paid online. Generally the window for applying the proposal is open for less than seven days. Therefore to expedite the submission of proposal the College requires prior approval of the Management and resolution in this regard. A note was circulated in this regard and Rs. 5 lakh FD was sanctioned.

4. To purchase desks and benches.

There is a requirement of additional benches in nine classrooms out of 19 classrooms to accommodate additional students during regular lectures and exams. The details are as follows -

Sr. No.	Class Room Nos.	Class	No. of Benches required	Actual Benches	Required Benches
1	208	TYBBI	33	32	01
2	209	SYBBI	33	31	02
3	210	FYBBI	36	35	01
4	201	TYBA	32	32	-
5	203	TYBCOM	50	50	-
6	204	SYBCOM	42	41	01
7	301	SYBA	30	30	-
8	303	FYBCOM	49	49	-
9	304	FYBA	41	41	-
10	401	FYBMS	30	28	02
11	402	SYBMS	32	32	-
12	408	TYBMS	30	30	-
13	409	TYBAF	38	38	-
14	508	TYBSC(IT)	33	33	-
15	509	SYBSC(IT)	32	32	-
16	510	FYBSC(IT)	33	31	02
17	103	FYBAF	35	30	05
18	104	Special Sub. Room	16	-	16
19	504	SYBAF	35	34	01
TOTAL			660	629	31

A note was circulated in this regard. Hon. Chairman has suggested to place an order for the purchase of benches with previous vendor if he agrees to provide it at an older rate of F.Y.B.A.F. class. The vendor M/s. Baroda texway Enterprise was contacted in this regard and he has agreed to provide desks and benches at the same rate . Accordingly the expenses for 31 benches would be Rs. 1,22,450/- including GST (@ Rs. 3950/- per desk and bench). The order will be placed in due course.

5. To approve purchase of LCD projector and White boards for Classrooms.

In the following classrooms, there is a requirement of White board -

Sr. No.	Class Room Nos.	Class
1	301	SYBA
2	303	FYBCOM
3	304	FYBA
4	408	TYBMS
5	409	TYBAF (new classroom) (Academic year 2023-24)
6	508	TYBSC(IT)
7	510	FYBSC(IT)
8	504	SYBAF (new classroom) (Academic year 2022-23)
TOTAL – 8 White boards		

A note was circulated in this regard. The previous vendor M/s. Baroda texway Enterprise was contacted and he has agreed to provide eight White boards at the same rate. Accordingly the expenses for eight White boards would be Rs. 32,000/- including GST (@ Rs. 4000/- including GST per White board).

The new classroom of S.Y.B.A.F. will be on fifth floor, Room no. 504 and will require one LCD Projector. The **estimated expenses** are as follows -

Sr. No	Particular	Rate	Quantity	Cost in Rs.
1	LCD Projector with electrical fitting and stand	40000	1	40000

Quotations will be invited to purchase LCD Projector.

6. To sign MoU with Threco for E-waste management.

Threco is a recycling company. It deals in the areas of E-waste recycling, Solar recycling and Lithium ion battery recycling. Threco's recycling facility covers end-to-end processing of electronic waste. College proposes to sign MoU with Threco for E-waste management.

The Memorandum of Understanding (MoU) of Shailendra College with Threco would have following significant points:

- a. Threco will ensure the E-waste picked up by Organisation is disposed in a compliant manner.
- b. Disposal Certificate, for the applicable material, will be provided to Organisation within 3 weeks from the date of receipt of material at the facility.
- c. Cost of transportation will be borne by Threco.
- d. Threco will dispose and pick up the E-waste and pay Organisation Rs.12/- (inclusive of all taxes) per kg of E-waste (excluding batteries, cartridges and toners, tube lights, bulbs).
- e. If the quantity of E-waste collected is 500kg or more for a single pick-up the amount payable would be Rs.15/- (inclusive of all taxes) per kg.
- f. Batteries, Toners, Cartridges, Tubelights and Bulbs are negative items and Threco shall not pay anything for these items but will ensure that they are disposed in the most eco- friendly manner.
- g. This agreement shall have a term of Five (5) years from the Effective Date. Threco will be the official/ exclusive E-waste collector and recycler for the institution.

The College propose to sign MoU with Threco for E-waste management.

7. To sign MoU with Indian Merchants' Chamber of Commerce.

Indian Merchants Chambers (IMC) Chamber of Commerce & Industry popularly called as IMC is an organization which pursues the agenda of identifying opportunities, addressing critical issues and driving Indian businesses with focus on sustainable growth. I was founded on September 07, 1907 to establish a Swadeshi institution to fight for the rights of the swadeshi businesses.

The Memorandum of Understanding (MoU) of Shailendra College with IMC would have following salient points:

- 1) IMC would assist our college in designing various courses for college students as per the need of the industry.
- 2) IMC may assist our college to promote certificate courses jointly conducted by IMC and foreign universities on skill enhancement of our UG/PG students.

- 3) IMC may assist in getting industry speakers and experts Faculty Development Programmes (FDPs) and National and International Seminars/Conferences.
- 4) IMC may give Live Projects & Internships to our college students and assist them in placements with appropriate companies/organisations.
- 5) Our College will assist in promoting its Youth Wing membership drive as feasible.
- 6) IMC may provide the college with faculty, members as visiting faculty and guest lecturers.

The College propose to sign MoU with Indian Merchants' Chamber of Commerce which will be valid for two years.

8. To approve expenses under Student Welfare Fund.

The Student Welfare Fund is used to provide financial assistance to needy and deserving students.

Following amount has been collected towards Student Welfare Fund as part of University fees –

Section	Amount in Rs.
Aided	Rs. 30300/-
Self - finance	Rs. 29800/-
M.Com., M.Sc. (I.T.)	Rs. 4000/-

It is decided to provide financial assistance to 10 needy students from regular section, 10 needy students from self-finance section and one student from M.Com. / M.Sc. (I.T.) section. An amount of Rs. 2500/- each will be allotted to 10 students from the regular section, 10 students of Self-finance section and one student from M.Com./M.Sc. (I.T.) section.

Following students have been selected for financial assistance from the Student Welfare Fund -

Regular Courses

1. Mr. Spandan Sakpal (F.Y.B.A.)
2. Ms. Santoshi Kushwaha (F.Y.B.A.)
3. Mr. Aditya Karade (F.Y.B.Com.)
4. Ms. Supriya Kanaujia (F.Y.B.Com.)

5. Mr. Nhanu Gawande (F.Y.B.Com.)
6. Ms. Akansha Vishwakarma (F.Y.B.Com.)
7. Mr. Yash Diwale (F.Y.B.Com.)
8. Mr. Sairaj More (F.Y.B.Com.)
9. Ms. Priti Chaurasia (F.Y.B.Com.)
10. Mr. Sarvesh Pal (F.Y.B.Com.)

Self-Finance Courses

1. Ms. Neha Gond (F.Y. B.Sc.I.T.)
2. Mr. Jitendra Rathod (F.Y. B.Sc.I.T.)
3. Ms. Shraddha Ransingh (S.Y.B.B.I)
4. Ms. Samruddhi Sawant (S.Y.B.B.I)
5. Mr. Chandrakesh Sahani (T.Y.B.B.I)
6. Mr. Varshwad Vishal (T.Y.B.B.I)
7. Mr. Saurabh Vhale (F.Y. B.Sc.I.T.)
8. Mr. Sumit Ambore (F.Y. B.Sc.I.T.)
9. Mr. Ashwin Yadav (F.Y. B.Sc.I.T.)
10. Mr. Tejas Jadhav (F.Y. B.Sc.I.T.)

M.Com.

1. Ms. Priyanka Yadav (M.Com. Part I)

9. To approve purchase of hardware part of computers on ex-post facto basis.

The Committee of SESCOM had inspected the computers in the Degree College in the month of December, 2021. After scrutiny, Hon. Treasurer Shri. M. K. Deodhar instructed to purchase following items to repair six computers -

Sr. No.	Particulars	Qty	Expenses in Rs.		
			Purchased from Selection Center	Purchased by cash	Total expenses
1	G 41 Mother Board (Lab.No.03)	01	2600/-	-	2600/-
2	Cabinet with Power Supply	01	1700/-	-	1700/-

Sr. No.	Particulars	Qty	Expenses in Rs.		
			Purchased from Selection Center	Purchased by cash	Total expenses
3	H 11 om 6 th Generation Mother Board	01	5150/-	-	5150/-
4	Key Board & Mouse (Per Set) (Comp.Lab.No.3 – 03 Set, Comp.Lab.No.4 – 03 Set)	06 Set Rs. 950/- (Per Set)	5700/-	-	5700/-
5	Hard Disk SSD 256 GB	02 Rs. 2500/- (Per Set)	5000/-	-	5000/-
6	Dell Power Supply	01	-	1100/-	1100/-
7	RJ. 45 Tester	01	-	400/-	400/-
8	Mini Air Blower	01	-	1000/-	1000/-
Total Amount = Rs.			20150/-	2500/-	22650/-

Accordingly hardware material of an amount of Rs. 20150/- was purchased from Selection Center and other parts viz Dell Power Supply, RJ 45 Tester and Mini Air Blower of an amount of Rs. 2500/- were purchased by cash from Lamington road, Grant road market.

The College has given two computers to Marathi Secondary section, English Primary section and English Secondary section each after recording it in the Dead Stock register of College.

10.To approve the quotation for the E- Magazine for the academic year 2021-2022 on ex-post facto basis.

Quotations for E - magazine were invited. Three vendors M/s. Designsoftnet, M/s. Ranish Print Media and M/s. Gurumudra Prakashan had responded.

Summary of quotations is as follows -

Summary of E-MAGAZINE (2021-22)

Sr. No.	Particulars	Designsoftnet	Ranishh Print Media	Gurumudra Prakashan
1.	The E- Magazine will be required only in soft copy format.	44000	B & W 40 Pages Rs. 250/- per page =10000	B & W 40 Pages Rs. 230/- per page =9200
2.	The art work & writeup of all pages to be prepared in Corel Draw.			
3.	The Corel Draw writeup to be converted into PDF by you without diminishing the image quality.		Colour 80 Pages Rs. 330/- per page = 26400	Colour 80 Pages Rs. 330/- per page = 26400
4.	The total work will comprise of typing, designing & art work of coverpage & all internal pages.			
5.	The total pages will be approximately 80 Colour & 40 B&W. Give separate rate for colour & B&W pages.		After Discission Rs. 250/- per page (colour) + GST For 120 Pages	After Discission No Change
6.	The total cost of above mentione work will be decided after actual completion of total work.			
7.	Every proof reading will be subject to the satisfaction of the magazine editor.			
	+ GST	5280 (12%)	6120	6408
	Total Before Discussion	49280	40120	42008
	After discussion Final Price		30000 + GST	42008 + GST

All the vendors were called for discussion on 16th February 2022. M/s. Designsoftnet was absent. After discussion, M/s. Ranishh Print Media reduced its quoted rate by Rs. 250/- per colour paper for 120 colour pages. M/s. Gurumudra Prakashan did not change its quoted price. The lowest quotation of M/s. Ranishh Print Media of Rs. 30000/- plus GST was approved.

11.To approve the quotation for the E - Prospectus for the academic year 2022-2023 on ex-post facto basis.

Quotations for E - prospectus were invited. Three vendors M/s. Designsoftnet, M/s. Ranissh Print Media and M/s. Gurumudra Prakashan responded.

Summary of quotations is as follows -

SUMMARY OF E-PROSPECTUS (2022-23)

Sr. No.	Particulars	Designsoftnet	Ranissh Print Media	Gurumudra Prakashan
1.	The E- Prospectus will be required only in soft copy format.	36000	26600	25080
2.	The art work & writeup of all pages to be prepared in Corel Draw.		Rs. 350/- per page After Discussion No Change	Rs. 330/- Per page After Discussion 240/- per page (Colour) + GST 76 Colour Pages
3.	The Corel Draw writeup to be converted into PDF by you without diminishing the image quality.			
4.	The total work will comprise of typing, designing & art work of coverpage & all internal pages.			
5.	The total pages will be approximately <u>76 Colour pages.</u>			
6.	The total cost of abovementione work will be decided after actual completion of total work.			
7.	Every proof reading will be subject to the satisfaction of the editor.			
	* We have provided last year prospectus PDF file.			
	GST	4320 (12%)	4788 (18%)	4514
	Total Before Discussion	40320	31388	29594

Sr. No.	Particulars	Designsoftnet	Ranishh Print Media	Gurumudra Prakashan
	After discussion Final Price		31388 + GST	18240 + GST

All the vendors were called for discussion on 16th February 2022. M/s. Designsoftnet was absent. After discussion, M/s. Gurumudra Prakashan reduced its quoted rate by Rs. 240/- per paper. M/s. Ranishh Print Media did not change its quoted price. The lowest quotation of M/s. Gurumudra Prakashan of Rs. 18240/- plus GST was approved.

12. To approve the Annual Maintenance Contracts (AMCs) of Fire extinguisher, Pest control and Water purifier on ex-post facto basis.

Following are the details of AMCs paid -

Item	Vendor	Quantity	Period	Amount in Rs.
Fire extinguisher	M/s. Shreeji Fire	37 (ABC Type -30 and CO2 Type - 07)	14/01/2022 - 13/01/2023	Rs. 26805/-
Pest Control	M/s. BE-GON Pest Control Services		23/2/2022 - 22/8/2022	Rs. 12000/-
Water purifier	M/s. Orient Water Purifier Services	05	12/3/2022 - 11/3/2023	Rs. 12000/-

Their services have been satisfactory.

13. To approve expenses towards shed on the solar electric meter on ex-post facto basis.

According to the recommendation of M/s. Solar Energy and Constant Pvt. Ltd., the solar control panel was relocated to an open room on the terrace. The estimates expenses were Rs. 75500/- for the same. On February 16, 2022, Hon. Vice Chairman Shri. Pankaj Badkar, Hon. Treasurer Shri. Milind Deodhar, Joint Treasurer Shri. Harshal Parab visited solar control panel on the 5th floor terrace along with Mr. Anup Samant of Solar Energy and Consultant Pvt. Ltd. While inspecting the control panel, Mr. Anup Samant suggested that if the existing control panel was closed by three sides, water would not seep in. Accordingly, quotations were invited and the quotation of M/s. Jai Tulja Bhavani

Enterprises was sanctioned for an amount of Rs. 11,100/-. The work has been completed.

14. To grant maternity leave to Asst. Prof. Ms. Pooja Barad of Self – finance section on ex-post facto basis.

Asst. Prof. Ms. Pooja Barad of Self – finance section has proceeded on Maternity leave from 15th March 2022 till 15th June 2022. She will be paid three months salary from 15th March 2022 to 15th June 2022. She has been associated with the College since 8th November 2014.

15. To consider resignation of Ms. Vidya Patil, Junior Clerk in the Self – finance section on ex-post facto basis.

Ms. Vidya Patil, Junior Clerk in the Self – finance section has resigned w. e. f. 22nd March 2022 for better prospects. The vacant post will be filled up as early as possible.

16. Organizing a session on 'MBA CET and Bank Exams' by DLLE.

A session on "MBA CET & Bank Exams" would be organized by the DLLE in the month of January 2022. The speaker would be Mr. Satya Prakash- Faculty Head- Mitram Education.

17. Organizing a session on 'Career Awareness Session on Company Secretary' by ICSI WIRC.

The DLLE is planning to organize a session on "Career Awareness Session on Company Secretary (CS)" by ICSI WIRC. The speaker for the same would be Ms. Vimala Jogadia- Senior Executive Assistant- ICSI WIRC.

18. Organizing a session on 'Andhashraddha Nirmulan' (Eradication of Blind Faith) by NSS Unit.

A session on 'Andhashraddha Nirmulan' (Eradication of Blind Faith) would be organized by NSS Unit. It would be conducted by Shri. Swapnil Shirsat.

19. Organizing a session on 'Stress Management' by Commerce Club.

A session on "Stress Management" would be organized by the Commerce Club. It would be conducted by ICICI Academy for Skills, Mumbai and the speaker for the same would be Mr. Sebastian Pinto, Consultant Faculty.

20. Organizing a session on 'Investments in Mutual Funds' by Commerce Club.

A Session on "Investments in Mutual Funds" by DSP Investment Managers would be organized by the Commerce Club and the speaker for the same would be Mr. Satyajeet Bodas, Sr. Manager, Sales having 17 plus years of experience in Financial Industry.

21. Organizing a session on 'Career in Aviation' by DLLE.

A session on "Career in Aviation" would be organized by the DLLE in the month of January 2022. The speaker would be Ms. Namrata Khot- Branch Manager-ARSDI. It would be an online session.

22. Organizing a Guest Lecture collaboration with MCGM-R North Ward.

The History and Political Science Association of the college will be arranging a guest lectures in collaboration with the MCGM-R North Ward in the month of March 2022.

23. Organizing Guest Lecture on 'Career in Investment Banking'

A session on 'Career in Investment Banking' would be organized by the Commerce Club. It would be conducted by Jigpar Learning. The speaker for the same would be Mr. Jignesh Parmar.

24. Organizing a Guest Lecture on 'Financial Literacy Awareness'

A session on 'Financial Literacy Awareness' would be organized by the Commerce Club. It would be conducted by ICICI Foundation for Inclusive Growth. The speaker for the same would be Ms. Aditi Chipkar.

25. Organizing a Guest Lecture on 'Career Opportunities after T.Y.'

A session on 'Career Opportunities after T.Y.' would be organized by the Commerce Club. It would be conducted by Career Prof. The speaker for the same would be Mr. Nilesh Sarawate.

26. Organizing Guest Lectures in collaboration with NGO Anubhav Mumbai by NSS Unit.

The NSS Unit would be conducting various Guest Lectures in collaboration with the NGO Anubhav Mumbai on the topics – Social Justice, Democracy and Secularism, Gender Justice, Scientific Temper and Environmental Justice.

27. Organize a 5 day Online Workshop on 'Research Methodology'.

A 5-Day Online Workshop would be organized by the Research Cell from 1st February 2022 to 5th February 2022. Various experts would be invited as Resource Person.

28. Organize a 6-days workshop on Minor and Major Research Projects by the Research Cell.

A 6-day Online Workshop would be organized by the Research Cell from 4th April 2022 to 9th April 2022. Various experts would be invited as Resource Person.

29. Any other matter with the permission of the chair.



Dr. Shraddha Shukla
IQAC CO-ORDINATOR



Dr. Swati Pitale

PRINCIPAL

Principal

Shailendra Education Society's
Arts, Commerce & Science College
Dahisar (E), Mumbai - 400 068.

Action taken after IQAC meeting dt. 11th December 2021 -

1. Confirmation of the minutes of the meeting held on 25th September 2021.

The Committee confirmed the minutes of the IQAC meeting held on 25th September 2021 and the action taken report thereafter was approved.

2. To consider receipt and payment statement from 1st April 2021 till 31st December 2021 of Regular, Self-finance and M.Com. account.

Internal audit of Regular, Self-finance and M.Com. account from 1st April 2021 till 31st December 2021 was completed by CA Mrs. Taishetye. Finalisation of receipt and payment statements will be done after completion of statutory audit. The receipt and payment statements will be then approved subject to verification by statutory Auditor.

3. To submit proposal for Satellite Centre w .e. f. 2022-23 at Belkadi Village, Kaman, Vasai to University of Mumbai.

Additional Fixed deposit of Rs. 5 lakhs will be made in a bank when the proposal to establish Satellite Centre by the College w .e. f. 2022-23 will be invited by University of Mumbai.

4. To purchase desks and benches.

Work order has been placed with M/s. Baroda texway Enterprise to purchase 31 desks and benches for an amount of Rs. 1,22,450/- including GST (@ Rs. 3950/- per desk and bench). The desks and benches will be delivered till May ending.

5. To approve purchase of LCD projector and White boards for classrooms.

Work order has been placed with M/s. Baroda texway Enterprise to purchase 8 White boards for classrooms for an amount of Rs. 32,000/- including GST (@ Rs. 4000/- including GST per White board). The White boards will be delivered till May ending.

The Benq MX 560_model of LCD projector is not available in the market. The LCD projectors available in the market has cost more than Rs. 40000/-.

6. To sign MoU with Threco for E-waste management.

MoU with Threco for E-waste management was signed on 26th April 2022.

7. To sign MoU with Indian Merchants' Chamber of Commerce.

MoU with Indian Merchants' Chamber of Commerce was signed on 22nd April 2022.

8. To approve expenses under Student Welfare Fund.

Financial assistance of Rs. 2500/- each has been provided to 10 students from Regular and Self – finance sections and 01 student from M.Com. section.

Following amount had been utilized towards Student Welfare Fund as part of University fees –

Section	Amount collected in Rs.	Amount utilized
Aided	Rs. 30300/-	Rs. 25000/-
Self - finance	Rs. 29800/-	Rs. 25000/-
M.Com., M.Sc. (I.T.)	Rs. 4000/-	Rs. 2500/-

9. To approve purchase of hardware part of computers on ex-post facto basis.

This point was for information only.

10. To approve the quotation for the E- Magazine for the academic year 2021-2022 on ex-post facto basis.

Work order for the E- Magazine for the academic year 2021-2022 has been given to M/s. Ranissh Print Media for an amount of Rs. 30,000/- plus GST. The work of magazine is in progress.

11. To approve the quotation for the E- Prospectus for the academic year 2022 – 2023 on ex-post facto basis.

Work order for the E- Prospectus for the academic year 2022 – 2023 has been given to M/s. Gurumudra Prakashan for an amount of Rs. 18240/- plus GST. The E- Prospectus has been uploaded on College website on 9th May 2022. The payment of Rs. 21523/- has been made to M/s. Gurumudra Prakashan from Regular, Self – finance and P.G. courses account.

12. To approve the Annual Maintenance Contracts (AMCs) of Fire extinguisher, Pest control and Water purifier on ex-post facto basis.

his point was for information only.

13. To approve expenses towards shed on the solar electric meter on ex-post facto basis. This point was for information only.

14. To grant maternity leave to Asst. Prof. Ms. Pooja Barad of Self – finance section on ex-post facto basis.

The three months' paid maternity leave was approved to Asst. Prof. Ms. Pooja Barad of Self – finance section from 15th March 2022 till 15th June 2022.

15. To consider resignation of Ms. Vidya Patil, Junior Clerk in the Self – finance section on ex-post facto basis.

The resignation of Ms. Vidya Patil, Junior Clerk in the Self – finance section w. e. f. 22nd March 2022 has been approved. Ms. Madhuri Dabholkar was appointed in her place w. e. f. 4th May 2022 on contractual basis and on a consolidated salary of Rs. 11000/- p.m.

16. Organizing a session on 'MBA CET and Bank Exams' by DLLE.

A session on "MBA CET & Bank Exams" was organized by the DLLE on the 13th of January 2022 and the speaker was Mr. Satya Prakash- Faculty Head- Mitram Education.

17. Organizing a session on 'Career Awareness Session on Company Secretary' by ICSI WIRC.

The DLLE organized a session on "Career Awareness Session on Company Secretary (CS)" by ICSI WIRC on 5th February 2022. The speaker for the same was Ms. Vimala Jogadia- Senior Executive Assistant- ICSI WIRC.

18. Organizing a session on 'Andhashraddha Nirmulan' (Eradication of Blind Faith) by NSS Unit.

A session on 'Andhashraddha Nirmulan' (Eradication of Blind Faith) was organized by NSS Unit on 22nd February 2022. It was conducted by Shri. Swapnil Shirsat. He spoke about the importance of eradication of Blind Faith and installing Scientific Temper in the minds of the youth.

19. Organizing a session on 'Stress Management' by Commerce Club.

A session on "Stress Management" was organized by the Commerce Club on 24th February 2022. It was conducted by ICICI Academy for Skills, Mumbai and the speaker for the same was Mr. Sebastian Pinto, Consultant Faculty.

20. Organizing a session on 'Investments in Mutual Funds' by Commerce Club.

A Session on "Investments in Mutual Funds" by DSP Investment Managers was organized by the Commerce Club and the speaker for the same was Mr. Satyajeet Bodas, Sr. Manager, Sales having 17 plus years of experience in Financial Industry.

21. Organizing a session on 'Career in Aviation' by DLLE.

A online session on "Career in Aviation" was organized by Ms. Namrata Khot-Branch Manager-ARSDI on 12th January 2022.

22. Organizing a Guest Lecture collaboration with MCGM-R North Ward.

The History and Political Science Association of the college arranged a guest lectures in collaboration with the MCGM-R North Ward on 15th and 16th March 2022. Sessions were conducted by Mr. Kailash Patil on the Municipal Taxes levied on Mumbaikars while Mr. Lavlesh Kewat spoke on Water Department and Mr, Sanjay Chavan spoke on Solid Waste Management Dept.

23. Organizing Guest Lecture on 'Career in Investment Banking'

A session on 'Career in Investment Banking' was organized by the Commerce Club. It was conducted by Jigpar Learning. The speaker for the same was Mr. Jignesh Parmar. It was conducted on 21st March 2022.

24. Organizing a Guest Lecture on 'Financial Literacy Awareness'

A session on 'Financial Literacy Awareness" was organized by the Commerce Club. It was conducted by ICICI Foundation for Inclusive Growth. The speaker for the same was Ms. Aditi Chipkar. It was conducted on 26th March 2022.

25. Organizing a Guest Lecture on 'Career Opportunities after T.Y.'

A session on 'Career Opportunities after T.Y.' was organized by the Commerce Club. It was conducted by Career Prof. The speaker for the same was Mr. Nilesh Sarawate. It was conducted on 29th March 2022.

26. Organizing Guest Lectures in collaboration with NGO Anubhav Mumbai by NSS Unit.

The NSS Unit conducted various Guest Lectures in collaboration with the NGO Anubhav Mumbai on the topics – Social Justice, Democracy and Secularism, Gender Justice, Scientific Temper and Environmental Justice. The lectures were conducted all-round the year.

27. Organize a 5 day Online Workshop on 'Research Methodology'.

A 5-Day Online Workshop was organized by the Research Cell from 1st February 2022 to 5th February 2022 from 5pm to 6.30pm. Various experts were invited as Resource Person.

28. Organize a 6-days workshop on Minor and Major Research Projects by the Research Cell.

A 6-day Online Workshop was organized by the Research Cell from 4th April 2022 to 9th April 2022. Various experts were invited as Resource Person.

29. Any other matter with the permission of the chair.

a. N.S.S. Activity

The number of volunteers of Vatavraksha and Go Shoonya participating in the activity was 35. The committee expressed the view that participation of our N.S.S. volunteers was not required at this juncture.

b. Ph.D. Centre permanent affiliation

Outstanding Ph.D. fee of Rs. 45750/- of IQAC Co-ordinator Dr. Shraddha Shukla was condoned after taking into consideration her exceptional contribution in NAAC re-accreditation process and curricular and extra - curricular activities of Shailendra College.

Expert committee of University of Mumbai consisting of Dr. Vijetha Shetty, Principal Vivek College, Convener, Dr. Sussmita Daxini, Principal D. T. S. S. College and Dr. Kinnarry Thakkar, Dept. of Commerce, Univ. of Mumbai visited College on 9th May 2022 for Permanent affiliation of Ph.D. Centre. The expenses of Rs. 7500/- were incurred towards the same.