

**SURYADATTA INSTITUTE OF MANAGEMENT AND MASS  
COMMUNICATION (SIMMC)**

The minutes of IQAC Meeting held on 7<sup>th</sup> June 2017 at 2.00 pm in the office of Director.  
The following members were present: The agenda for the meeting was establishing of IQAC.

<b>Sr. No.</b>	<b>Name of the Member</b>	<b>Designation</b>
1	Dr. Sanjay B. Chordiya (Director)	Chairman
2	Dr. Kirti Dang Longani	IQAC Coordinator
3	Mrs. Snehal Chordiya Navlakha	Member / Management Representative
4	Mr. Akshit Kushal	Member / Administration Representative
5	Ms. Nutan Gawali	Member / Administration Representative
6	Mr. Shivaji Gaikwad	Member / Administration Representative
7	Dr Dhananjay Avasarikar	Member / Faculty Representative
8	Ms. Khushali Oza	Member / Faculty Representative
9	Ms. Shital Kadam	Member / Faculty Representative
10	Dr. Rachna Kale	Member / Faculty Representative
11	Ms. Ashwini Budhale	Member / Faculty Representative
12	Mr. Sunil Nair	Member / Student Representative
13	Ms. Shruti Kulkarni	Member / Student Representative
14	Mr. Himanshu Kulkarni	Member / Alumni
15	Mr. Ratan Giri	Member / Alumni
16	Dr. Vinod Shah	Representative from NGO (Janaseva Foundation)
17	Mr. Nitin Kothari	Industry Expert
18	Mr. Ravi Choudhari	Social Activist

1. The IQAC is being established with the following members:

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1	Dr. Sanjay B. Chordiya (Director)	Chairman
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13	Ms. Shruti Kulkarni	Member / Student Representative
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2. Dr Sanjay B. Chordiya informed the members about the establishment of IQAC in the Institute for the purpose of accreditation. The Institute is already an ISO 9001-2008 certified Institute and now going for accreditation by NAAC. The Assessment is based on seven criteria and the college would be assessed on self-study report prepared by the Institute and emphasized the approach the Institute should take in maintaining quality. He briefly explain that IQAC shall evolve mechanisms and procedures for:

- a) Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks.
- b) The relevance and quality of academic and research programmes
- c) Equitable access to and affordability of academic programmes for various sections of society
- d) Optimization and integration of modern methods of teaching and learning
- e) The credibility of evaluation procedures
- f) Ensuring the adequacy, maintenance and functioning of the support structure and services
- g) Research sharing and networking with other institutions in India and abroad

**The functions of IQAC would be**

- a) Development and application of quality benchmarks/parameters for the various academic and administrative activities of the institution
- b) Dissemination of information on the various quality parameters of higher education
- c) Organization of workshops, seminars on quality related themes.

- d) Documentation of the various programmes / activities leading to quality improvement
- e) Acting as a nodal agency of the institution for quality-related activities
- f) Preparation of the Annual Quality Assurance Report (AQAR) to be submitted to NAAC based on the quality parameters.

3. Dr Sanjay B. Chordiya emphasized the Institute to become updated in this fast-changing world of digital technology. Already multiple sources of information are available to students, classroom teaching will become obsolete and many other ways will be available of gaining education.

4. Coming to the NAAC template, Dr Prof. Sanjay Chordiya encouraged everyone to think how quality can be improved so that the students get value for money. Going for accreditation has presented an excellent opportunity.

5. The Alumni are our assets who do the important work of bringing future students to the Institute at the same time they can contribute in their own way of developing the Institute.

6. Dr Kirti Dang Longani urged that the focus should be on two main aspects

(a) Teaching

(b) Outreach Programmes

7. The Institute should take initiative to publish their own journals/articles and blogs where both the staff and students should contribute on regular basis.

8. The seven criteria would be divided among the staff members.

The meeting concluded at 4.00pm