

20/03/2024



# Seva Sadan College of Arts, Science & Commerce

Trust  
Seva Sadan  
Education Since 1950

Affiliated to the University of Mumbai & Recognized Under Section 2(f) of the UGC Act

Seva Sadan Marg, Ulhasnagar - 421 003. Maharashtra (INDIA). Tel.: 0251 - 2561021 • Website : www.ssasc.edu.in

Ref. No.

Date : \_\_\_\_\_

**MINUTES OF THE INTERANAL QUALITY ASSURANCE CELL MEETING OF THE SEVA SADAN COLLEGE OF ARTS, SCIENCE & COMMERCE HELD ON WEDNESDAY, 20<sup>TH</sup> MARCH 2024, AT 3:30 P.M. AT THE CONFERENCE ROOM OF THE SEVA SADAN COLLEGE OF ARTS, SCIENCE & COMMERCE.**

## PRESENT

Dr. Gulabchand Gupta	(Chairperson)
Dr. Vanshika Ahuja	(Coordinator, IQAC)
Ms. Soniya Lakhyani	(Member)
Ms. Rachna Vaidhya	(Member)
Ms. Sona Dawra	(Member)
Mr. Niraj Mishra	(Member)
Mrs. Reshmi Bajaj	(Member)
Ms. Naisha Chainani	(Invitee)

### 1. Chairperson Welcome and Introduction:

Dr. Gulabchand Gupta, the Chairperson welcomed the committee members and thanked them for being present in the meeting.

IQAC coordinator, Dr. Vanshika Ahuja, presented an overview of the issue to be discussed in the meeting.

### 2. Leave of Absence:

All the members were present in the meeting.

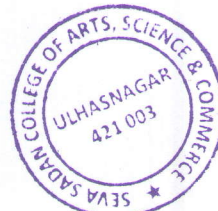
### 3. Confirmation of minutes of the previous Internal Quality Assurance Cell Meeting:

The minute's previous Internal Quality Assurance Cell meeting held on 20<sup>th</sup> December 2023 were tabled read and confirmed by the committee members.

### 4. Discussion on NAAC Documentation Process:

The Chairperson discussed with the committee members to gather the information and submit the necessary data as per the criteria mentioned in NAAC for the year 2023-2024, as the academic year is going to complete.

①



Signature



# Seva Sadan College of Arts, Science & Commerce

  
Seva Sadan Trust  
Education Since 1950

Affiliated to the University of Mumbai & Recognized Under Section 2(f) of the UGC Act

Seva Sadan Marg, Ulhasnagar - 421 003. Maharashtra (INDIA). Tel.: 0251 - 2561021 • Website : www.ssasc.edu.in

Ref. No. \_\_\_\_\_

Date : \_\_\_\_\_

## 5. Discussion on Enhancing in Research work and publication:

The chairperson discussed with the committee members and encouraged them to publish their articles in UGC care /Scopus/ABDC journal as per the requirements of the NAAC.

The chairperson also encouraged the committee members for the enrollment in PHD courses.

## 6. Submission of Activity Report:

The chairperson discussed with the committee members about the Activity Report submitted for last year and asked members to submit the same for the academic year 2023-24 also.

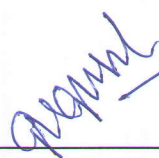
## 7. Discussion on other Businesses

The Chairperson discussed with the committee members regarding BMS course, which is going to be conducted under AICTE norms. Hence, application is submitted to AICTE for getting permission for starting BMS Course as per AICTE norms from the Academic Year 2024-2025.

## 8. Vote of Thanks:

There being no other Agenda Item to be transacted, meeting ended with a vote of thanks to the chair.



  
\_\_\_\_\_  
(Chairperson)

DATE: 01/04/2024

PLACE: ULHASNAGAR

9



# Seva Sadan College of Arts, Science & Commerce



Affiliated to the University of Mumbai & Recognized Under Section 2(f) of the UGC Act

Seva Sadan Marg, Ulhasnagar - 421 003. Maharashtra (INDIA). Tel.: 0251 - 2561021 • Website : www.ssasc.edu.in

Ref. No. \_\_\_\_\_

Date : \_\_\_\_\_

## THE APPROVAL SHEET FOR MINUTES

Name	Remarks	Signature
Dr. Gulabchand Gupta (Chairperson)		
Dr. Vanshika Ahuja (Coordinator, IQAC)		
Ms. Soniya Lakhyani (Member)		
Ms. Rachna Vaidhya (Member)		
Ms. Sona Dawra (Member)		
Mr. Niraj Mishra (Member)		
Mrs. Reshmi Bajaj (Member)		
Ms. Naisha Chainani (Invitee)		

