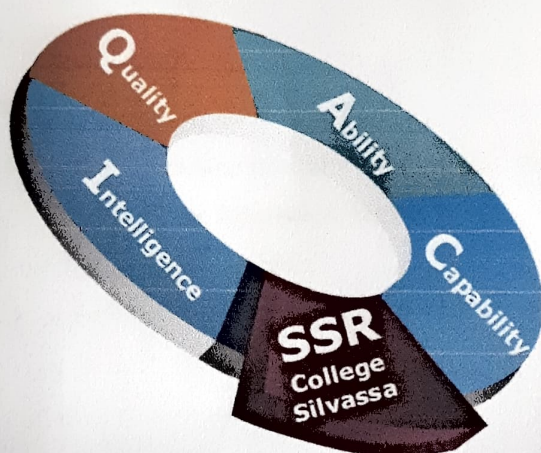


SSR MEMORIAL TRUST's

SSR COLLEGE, Silvassa

Internal Quality Assurance Cell

Minutes of the Meetings (2021-22)



Year	Meeting Number	Date	Page Number
2021-22	Meeting No. 1	1 st June 2021	3
	Meeting No. 2	4 th July 2021	5
	Meeting No. 3	2 nd Dec 2021	7
	Meeting No. 4	20 th March 2022	9



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Internal Quality Assurance Cell (IQAC)

Minutes of the Meeting (2021-22)

1st June 2021

Venue: SSR College of ACS's "IQAC Cell"

Date: 1st June 2021

Time: 11:00 am - 12:30 noon

Agenda of the Meeting:

1. To discuss the further admission procedure of first year students
2. **Offline** collection of data for **Admission Enquiry**.
3. Planning for Offline teaching schedule
4. Any other relevant issues made by the IQAC members

Members Present:

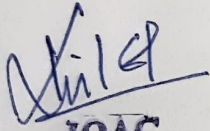
1. Dr. Rajeev Singh, Chairperson
2. Shree. Ajit Deshpande, Management Representative
3. Mr. Atul Shah, Industrial Expert
4. Mr. P. K. Jadia, Member from Local Society
5. Dr. Kailas Bodke, IQAC Coordinator
6. Dr. Alpana Sharma, Member
7. Mr. Shantanu Mishra, Member
8. Ms. Nalini Patel, Member
9. Mr. Pravin Chaudhari, Member
10. Ms. Sheetal Desai, Administration Office
11. Ms. Sonali Kharade, Alumni
12. Ms. Amee Thakor, Student Representative

The IQAC Coordinator welcomed all members and briefed the committee members about the agenda.

The outcome of the meeting:

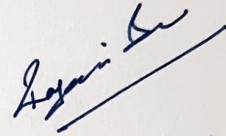
- The admission procedure of first year students was discussed.
- Admission Enquiry data should be collected through offline mode.
- The planning for **Offline teaching** was discussed and it was decided to review available classroom for teaching schedule.

The vote of thanks was proposed by the coordinator



IQAC
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Silvassa (D&NH)





Principal
S.S.R. College of
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Silvassa (D&NH)



Internal Quality Assurance Cell (IQAC)

Minutes of the Meeting (2021-22)

4th July 2021

Venue: Conference hall of SSR College of ACS Building

Date: 4th July 2021

Time: 11:00 am - 12:30 noon

Agenda of the Meeting:

1. Planning for arrangement of offline classes after Pandemic situation
2. To choose suitable classroom for offline teaching
3. To prepare timetable required for offline classes.
4. Any other relevant issues made by the IQAC members

Members Present:

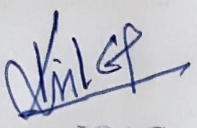
1. Dr. Rajeev Singh, Chairperson
2. Shree. Ajit Deshpande, Management Representative
3. Mr. Atul Shah, Industrial Expert
4. Mr. P. K. Jadia, Member from Local Society
5. Dr. Kailas Bodke, IQAC Coordinator
6. Dr. Alpana Sharma, Member
7. Mr. Shantanu Mishra, Member
8. Ms. Nalini Patel, Member
9. Mr. Pravin Chaudhari, Member
10. Ms. Sheetal Desai, Administration Office
11. Ms. Sonali Kharade, Alumini
12. Ms. Amee Thakor, Student Representative

The IQAC Coordinator welcomed all members and briefed the committee members about the agenda.

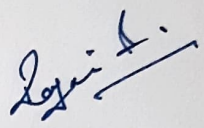
The outcome of the meeting:

- The realistic planning for arrangement of offline class's management was discussed.
- For offline teaching management of classrooms and the necessary preparation were discussed.
- The timetable and management of lectures were discussed.

The vote of thanks was proposed by the coordinator


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Internal Quality Assurance Cell (IQAC)

Minutes of the Meeting (2021-22)

2nd Dec 2021

Venue: Conference hall of SSR College of ACS Building

Date: 2nd Dec 2021

Time: 11:00 am - 12:30 noon

Agenda of the Meeting:

1. Review of the offline teaching process
2. To be prepare for the offline practicals following the guidelines and SOP provided by The DNH administration and college Management
3. Getting ready for the first AQAR submission

Members Present:

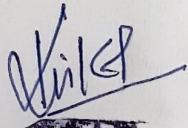
1. Dr. Rajeev Singh, Chairperson
2. Shree. Ajit Deshpande, Management Representative
3. Mr. Atul Shah, Industrial Expert
4. Mr. P. K. Jadia, Member from Local Society
5. Dr. Kailas Bodke, IQAC Coordinator
6. Dr. Alpana Sharma, Member
7. Mr. Shantanu Mishra, Member
8. Ms. Nalini Patil, Member
9. Mr. Pravin Chaudhari, Member
10. Ms. Sheetal Desai, Administration Office
11. Ms. Sonali Kharade, Alumni
12. Ms. Ameer Thakor, Student Representative

The IQAC Coordinator welcomed all members and briefed the committee members about the agenda.

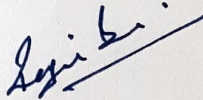
The outcome of the meeting:

- The review of the offline teaching process was taken and it was found to be going smoothly.
- There should be proper procedure for the starting of offline practicals. Everyone must follow the guidelines and SOP provided by The DNH administration and college Management.
- All the documents required for the **first AQAR** should be ready for submission.

The vote of thanks was proposed by the coordinator


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Internal Quality Assurance Cell (IQAC)

Minutes of the Meeting (2021-22)

20th March 2022

Venue: Conference hall of SSR College of ACS Building

Date: 20th March 2022

Time: 11:00 am - 12:30 noon

Agenda of the Meeting:

1. To setup Offline Admission Procedure
2. To make assessment of students with offline assessment tools
3. To Discuss about further improvement to Create offline content for 2022-23.

Members Present:

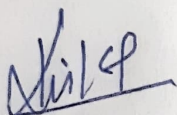
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8. Ms. Nalini Patel, Member
9. Mr. Pravin Chaudhari, Member
10. Ms. Sheetal Desai, Administration Office
11. Ms. Sonali Kharade, Alumni
12. Ms. Amee Thakor, Student Representative

IQAC Coordinator welcomed all members and briefed the committee members about the agenda.

The outcome of the meeting:

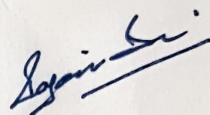
- The requirements to set up an Online Admission Procedure were discussed.
- After pandemic situation it will be helpful to set up attachments with students. So, there should be an offline assessment of students for the overall syllabus.
- The faculty members should prepare more offline for the next session 2022-23. All members also gave ideas about their initiative with respect to suggestions.

The vote of thanks was proposed by the coordinator


IQAC

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**Principal
S.S.R. College of
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