



# SAMADIYA COLLEGE OF ARTS & COMMERCE

A Minority Institution, Affiliated to the University of Mumbai, Affiliation No. Aff./3996 of 2003, ISO 9001:2015 Certified  
 Govt. Of Maharashtra Permission No. NGC 2003/New Sr. College (1-03) 3 Higher & Technical Educ. Mantralaya, Mumbai - 32, Dt: 15/7/2003  
 149, Samadnagar, Kaneri, Bhiwandi - 421305 Dist. Thane (MS) Prin. Off. (02522 - 250244) Email: samadiyacollege@yahoo.in, www.samadiyacollege.org

03-08-2022

## NOTICE

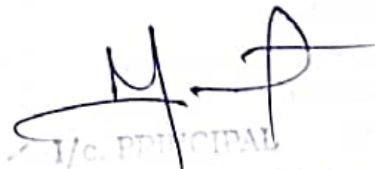
### First IQAC Meeting 6<sup>th</sup> August 2022

The first meeting of IQAC members will be held on **Saturday, 6<sup>th</sup> August, 2022** at 12:00 p.m. in the principal office.

You are invited to attend and transact the following agenda.

#### Agenda

1. To discuss and review the admission records of academic year 2022-23.
2. To plan for orientation of FY students and parents.
3. To discuss on teachers work load and formation of Committees & departments
4. To discuss on the committees/departments year plan 2022-23.
5. Any other matters

  
 I/c. PRINCIPAL  
 Samadiya College of Arts  
 Bhiwandi (Dist. Thane) - 421305





# SAMADIYA COLLEGE OF ARTS & COMMERCE

A Minority Institution, Affiliated to the University of Mumbai, Affiliation No. A/W/1996 of 2001, IS 101-2015 Certified  
Dist. Of Maharashtra Registration No. NDC 2003/New B College (A) 3 Higher & Technical Edu. Maharashtra, Mumbai Dt: 13/7/2003  
Bhimwandi, Dist. Thane (MH) Pin. Off. 401322 - 255260 Email: samadhiyacollege@yahoo.in, www.samadhiyacollege.org

## ATTENDANCE SHEET

### First IQAC Meeting 6<sup>th</sup> August 2022

S. No.	Name	Designation	Sing.
1.	Dr. Muhammad Arif	I/c Principal	
2.	Mr. Adv. Kheef Niyaz Momin	Management Representative	
3.	Dr. Abdul Rauf Ab. Quddus Momin	Management representative	
4.	Dr. Deepak Nair	IQAC Coordinator	
5.	Hafiz Jameel Abdul Gaffar Ansari	Nominee from Industrialists	
6.	Adv. Niyaz Zahoor Momin	Society Representative	
7.	Patel Sharika Asmat	Teaching Member	
8.	Jalees Ahmad Shaikh	Teaching Member	
9.	Khan Ruma A.R. Rahman	Teaching Member	
10.	Ansari Mohammad Isa	Teaching Member	
11.	Aazmi Azhar Iftekhar	Non-Teaching representative	
12.	Khan Zoya Bano Mohd Hai (TYBA)	GS Student Council	
13.	Gori Shoab Ali Mehboob Ali (TYBCOM)	JS Student Council	

I/c. PRINCIPAL  
Samadhiya College of Arts  
& Commerce  
Bhimwandi (Dist. Thane) - 421 302





## MINUTES

### First IQAC Meeting 6<sup>th</sup> August 2022

The first IQAC meeting for the academic year 2022-23 was held on 6<sup>th</sup> August 2022 at 12:00 p.m. in the principal office. The minutes of the meeting are as follows.

1. To discuss and review the admission records of academic year 2022-23. Admission record for the year 2022-23 was presented by Office head. The need to counsel and Orient students regarding admission process.

2. To plan for orientation of FY students and parents.

Decide to conduct orientation of FY students and parents in second week of August 2022.

3. To discuss on teachers work load, lesson plan and formation of Committees / departments.

To ensure completion of syllabus within time frame and to comply with NAAC guidelines, it was provided work load to Teachers work and all the teachers asked to submit the lesson plan to the principal.

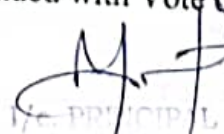
4. To discuss on the committees/departments year plan and budget 2022-23.

The Year Plan and Budget 2022-23 submitted by the in charge of various Committees/Departments were tabled for discussion. The activities and Budge were reviewed and minor corrections/suggestions in department budgets were made which were later informed to the concerned in charge.

5. Any other matters

As there was no any matter to discuss, the meeting ended with Vote of Thanks.



  
The PRINCIPAL

Samadhiya College of Arts

Bhiwandi (Dist. Thane) - 421 307



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 amadnagar, Kaneri, Bhiwandi - 421305 Dist. Thane (MS) Prin. Off. (02522 - 250244) Email: samadiyacollege@yahoo.in, www.samadiyacollege.org

17-12-2021

**NOTICE****Second IQAC Meeting 20<sup>th</sup> December 2022**

The second meeting of IQAC members will be held on **Tuesday, 20<sup>th</sup> December, 2022** at 12:00 p.m. in Society office.

You are invited to attend and transact the following agenda.

**Agenda**

1. To read the minutes of the last meeting held on 6<sup>th</sup> August 2022 and approve the same.
2. To Discuss about signing of MoUs.
3. Discuss about parents/student meet and collect feedback on syllabus.
4. Any other matters

All members are here by informed to attend the same



*[Handwritten Signature]*  
 I/C. PRINCIPAL  
 Samadiya College of Arts  
 Bhiwandi (Dist. Thane) - 421 305



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## ATTENDANCE SHEET

### Second IQAC Meeting 20<sup>th</sup> December 2022

S.No.	Name	Designation	
1.	Dr. Muhammad Arif	Principal	<i>M.A.</i>
2.	Mr. Adv. Kheef Niyaz Momin	Management Representative	<i>Kheef Niyaz Momin</i>
3.	Dr. Abdul Rauf Ab. Quddus Momin	Management representative	<i>Dr. Abdul Rauf Ab. Quddus Momin</i>
4.	Dr. Deepak Nair	IQAC Coordinator	<i>Dr. Deepak Nair</i>
5.	Hafiz Jameel Abdul Gaffar Ansari	Nominee from Industrialists	<i>Hafiz Jameel Abdul Gaffar Ansari</i>
6.	Adv. Niyaz Zahoor Momin	Society Representative	<i>Adv. Niyaz Zahoor Momin</i>
7.	Patel Sharika Asmat	Teaching Member	<i>Patel Sharika Asmat</i>
8.	Jalees Ahmad Shaikh	Teaching Member	<i>Jalees Ahmad Shaikh</i>
9.	Khan Ruma A.R. Rahman	Teaching Member	<i>Khan Ruma A.R. Rahman</i>
10.	Ansari Mohammad Isa	Teaching Member	<i>Ansari Mohammad Isa</i>
11.	Aazmi Azhar Iftekhhar	Non-Teaching representative	<i>Aazmi Azhar Iftekhhar</i>
12.	Khan Zoya Bano Mohd Hai (TYBA)	GS Student Council	<i>Zoya</i>
13.	Gori Shoaib Ali Mehboob Ali (TYBCOM)	JS Student Council	<i>Shoaib</i>

*M.A.*  
 I/c. PRINCIPAL  
 Samadnya College of Arts  
 & Commerce  
 Bhiwandi (Dist. Thane) - 421 307





## MINUTES

### Second IQAC Meeting 22<sup>nd</sup> December 2022

The Second IQAC meeting for the academic year 2022-23 was held on 22<sup>nd</sup> December 2022 at 12:00 p.m. in the society office. The minutes of the meeting are as follows.

1. To read the minutes of the last meeting held on 6<sup>th</sup> August 2022 and approve the same.
2. To Discuss about signing of MoUs.

It informed that members to work on MoUs between the institution and industries or academic for better career and employability opportunities.

3. Discuss about parents/student meet and collect feedback on syllabus.

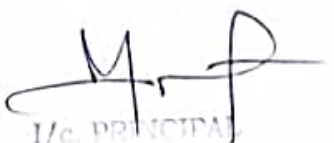
Principal Dr. Muhammad Arif instructed Prof. Jalees Ahmed Shaikh to collect feedback from students and parents related to the syllabus. It was decided to collect feedback from students and parents in third week of December.

4. Any other matters

All heads Incharge were instructed to complete extracurricular activities of department/committee after the charismas vacation.

The meeting ended with a Vote of thanks proposed by the IQAC Coordinator.



  
 I/c. PRINCIPAL  
 Samadiya College of Arts  
 & Commerce  
 Bhiwandi, (Dist. Thane) - 421 305





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17-05-2023

## NOTICE

Third IQAC Meeting 20<sup>th</sup> May 2023

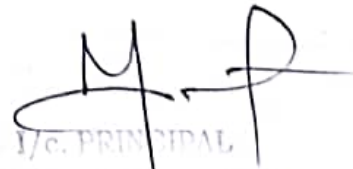
Academic Year 2022-23

The Third meeting of IQAC members will be held on **Saturday, 20<sup>th</sup> May, 2023** at 10:00 a.m. in the principal office.

You are invited to attend and transact the following agenda.

### Agenda

1. To read and get approval of minutes of last meeting.
2. To discuss the overall activities of the institution.
3. To discuss feedback analysis.
4. Prepare academic calendar 2023-24.
5. To discuss the admission process and prospectus for academic year 2023-24.
6. Any other matters



I/C. PRINCIPAL

Samadiya College of Arts  
Bhiwandi, (Dist. Thane) - 421 305.



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**ATTENDANCE SHEET****Third IQAC Meeting 20<sup>th</sup> May 2023**

S.No.	Name	Designation	
1.	Dr. Muhammad Arif	Principal	
2.	Mr. Adv. Kheef Niyaz Momin	Management Representative	
3.	Dr. Abdul Rauf Ab. Quddus Momin	Management representative	
4.	Dr. Deepak Nair	IQAC Coordinator	
5.	Hafiz Jameel Abdul Gaffar Ansari	Nominee from Industrialists	
6.	Adv. Niyaz Zahoor Momin	Society Representative	
7.	Patel Sharika Asmat	Teaching Member	
8.	Jalees Ahmad Shaikh	Teaching Member	
9.	Khan Ruma A.K. Rahman	Teaching Member	
10.	Ansari Mohammad Isa	Teaching Member	
11.	Aazmi Azhar Iftekhar	Non-Teaching representative	
12.	Khan Zoya Bano Mohd Hai (TYBA)	GS Student Council	
13.	Gori Shoaib Ali Mehboob Ali (TYBCOM)	JS Student Council	

I/c. PRINCIPAL

Samadiya College of Arts

Bhivandi (Dist. Thane) - 421 305







## MINUTES

### Third IQAC Meeting 20<sup>th</sup> May 2023

The Third IQAC meeting for the academic year 2022-23 was held on 20<sup>th</sup> May 2023 at 10:00 a.m. in the principal office. The minutes of the meeting are as follows.

#### **1. To read and get approval of minutes of last meeting.**

The minutes of last meeting were held on 20<sup>th</sup> December 2022 read and approved.

#### **2. To discuss the overall activities of the institution.**

IQAC Co-ordinator Dr. Deepak Nair briefed up the overall activities of the institution, Co-curricular and extracurricular activities of the college were discussed. Suggestion for improvement in activities were discussed and noted down.

#### **3. To discuss feedback analysis.**

Students and parents feedback analysis on curriculum and was discuss with teachers. It was decided that as per the feedback analysis wherever improvement in teacher's performance is required.

#### **4. Prepare academic calendar 2022-24.**

Academic calendar was chalked out and decided to prepare academic calendar for the academic year 2023-24 as per Mumbai University circular.

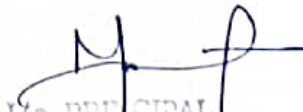
#### **5. To discuss the admission process and prospectus for academic year 2023-24**

It was decided that create a prospectus for various courses offer by the institution and finalised the admission procedure for the academic year 2023-24.

#### **6. Any other matters**

As there was no any matter to discuss, the meeting ended with Vote of Thanks.



  
I/c. PRINCIPAL  
( Samadiya College of Arts & Commerce )  
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07-08-2021

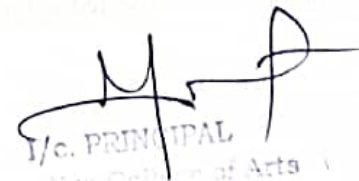
**NOTICE****First IQAC Meeting 10<sup>th</sup> August 2021**

The first meeting of IQAC members will be held on **Tuesday, 10<sup>th</sup> August, 2021** at 12:00 p.m. in the principal office.

You are invited to attend and transact the following agenda.

**Agenda**

1. To discuss and review the admission records of academic year 2021-22.
2. To plan for orientation of FY students and parents.
3. To discuss on teachers work load and formation of Committees / departments
4. To discuss on the committees/departments year plan 2021-22.
5. Any other matters

  
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## ATTENDANCE SHEET

### First IQAC Meeting 10<sup>th</sup> August 2021

S.No.	Name	Designation	Sign.
1.	Dr. Muhammad Arif	I/c Principal	
2.	Mr. Adv. Kheef Niyaz Momin	Management Representative	
3.	Dr. Abdul Rauf Ab. Quddus Momin	Management representative	
4.	Dr. Deepak Nair	IQAC Coordinator	
5.	Hafiz Jameel Abdul Gaffar Ansari	Nominee from Industrialists	
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10.	Ansari Mohammad Isa	Teaching Member	
11.	Aazmi Azhar Iftekhar	Non-Teaching representative	
12.	Shaikh Mohd Kaif Aal Mohammad	GS Student Council	
13.	Ansari Nida Bano Ansar Ahmad	JS Student Council	

I/c. PRINCIPAL

Samadiya College of Arts

Bhiwandi (Dist. Thane) - 421305







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## MINUTES

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**1. To discuss and review the admission records of academic year 2021-22.**  
 Admission record for the year 2021-22 was presented by Office head. The need to counsel and Orient students regarding admission process.

**2. To plan for orientation of FY students and parents.**

Decide to conduct orientation of FY students and parents in the month of September 2021.

**3. To discuss on teachers work load, lesson plan and formation of Committees / departments.**

To ensure completion of syllabus within time frame and to comply with NAAC guidelines, it was provided work load to Teachers work and all the teachers asked to submit the lesson plan to the principal.

**4. To discuss on the committees/departments year plan and budget 2021-22.**

The Year Plan and Budget 2021-22 submitted by the in charge of various Committees/Departments were tabled for discussion. The activities and Budge were reviewed and minor corrections/suggestions in department budgets were made which were later informed to the concerned in charge.

**5. Any other matters**

To arrange short term courses on Certificate Course in under commerce department and English department was discussed and approved.



*[Signature]*  
 I/c-PRINCIPAL  
 Samadiya College of Arts  
 Bhiwandi, (Dist. Thane) - 421 305



20-12-2021

## NOTICE

### Second IQAC Meeting 22<sup>th</sup> December 2021

The second meeting of IQAC members will be held on **Wednesday, 22<sup>th</sup> December, 2021** at 12:00 p.m. in Society office.

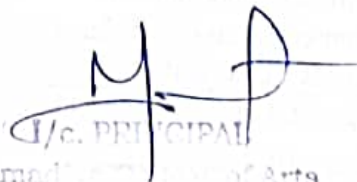
You are invited to attend and transact the following agenda.

### Agenda

1. To read the minutes of the last meeting held on 10<sup>th</sup> August 2021 and approve the same.
2. To Discuss about signing of MoUs.
3. Discuss about parents/student meet and collect feedback on syllabus.
4. Any other matters

All members are here by informed to attend the same


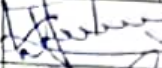
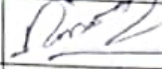


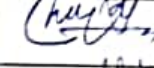


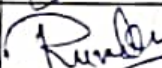
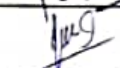
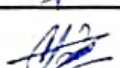
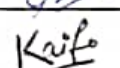
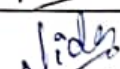


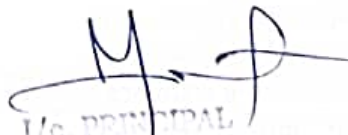
  
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**ATTENDANCE SHEET****Second IQAC Meeting 22<sup>th</sup> December 2021**

S.No.	Name	Designation	Sign.
1.	Dr. Muhammad Arif	I/c Principal	
2.	Mr. Adv. Kheef Niyaz Momin	Management Representative	
3.	Dr. Abdul Rauf Ab. Quddus Momin	Management representative	
4.	Dr. Deepak Nair	IQAC Coordinator	
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11.	Aazmi Azhar Iftekhar	Non-Teaching representative	
12.	Shaikh Mohd Kaif Aal Mohammad	GS Student Council	
13.	Ansari Nida Bano Ansar Ahmad	JS Student Council	

  
 I/c. PRINCIPAL  
 Samadiya College of Arts  
 Bhiwandi, (Dist. Thane) - 421305







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## MINUTES

### Second IQAC Meeting 22<sup>th</sup> December 2021

The second IQAC meeting for the academic year 2021-22 was held on 22<sup>th</sup> December 2021 at 12:00 p.m. in the society office. The minutes of the meeting are as follows.

1. To read the minutes of the last meeting held on 10<sup>th</sup> August 2021 and approve the same.

2. To Discuss about signing of MoUs.

It informed that members to work on MoUs between the institution and industries or academic for better career and employability opportunities.

3. Discuss about parents/student meet and collect feedback on syllabus.

Principal Dr. Muhammad Arif instructed Prof. Jalees Ahmed Shaikh to collect feedback from students and parents related to the syllabus. It was decided to collect feedback from students and parents in third week of December.

4. Any other matters

All heads Incharge were instructed to complete extracurricular activities of department/committee after the charismas vacation.

The meeting ended with a Vote of thanks prposed by the IQAC Coordinator.



I/c. PRINCIPAL

Samadiya College of Arts  
Bhiwandi, Dist. Thane, - 421305





24-05-2022

**NOTICE**

**Third IQAC Meeting 27<sup>th</sup> May 2022**


**Academic Year 2021-22**

The Third meeting of IQAC members will be held on **Friday, 27<sup>th</sup> May, 2022** at 10:00 a.m. in the principal office.

You are invited to attend and transact the following agenda.

**Agenda**

1. To read and get approval of minutes of last meeting.
2. To discuss the overall activities of the institution.
3. To discuss feedback analysis.
4. Prepare academic calendar 2022-23.
5. To discuss the admission process and prospectus for academic year 2022-23.
6. To collect and scrutinise teacher planner.
7. Any other matters

  
I/c. PRINCIPAL  
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 Govt. Of Maharashtra Permission No. NDC 2003/New Sr. College (1-83) 3 Higher & Technical Educ. Mantralaya, Mumbai - 32, Dt: 15/7/2003  
 349, Samadnagar, Exneri, Bhiwandi - 421305 Dist. Thane (MS) Pin. Off. (02522 - 250244) Email: samadiyacollege@yahoo.in, www.samadiyacollege.org

## ATTENDANCE SHEET

### Third IQAC Meeting 27<sup>th</sup> May 2022

S.No.	Name	Designation	Sign.
1.	Dr. Muhammad Arif	I/c Principal	
2.	Mr. Adv. Kheef Niyaz Momin	Management Representative	
3.	Dr. Abdul Rauf Ab. Quddus Momin	Management representative	
4.	Dr. Deepak Nair	IQAC Coordinator	
5.	Hafiz Jameel Abdul Gaffar Ansari	Nominee from Industrialists	
6.	Adv. Niyaz Zahoor Momin	Society Representative	
7.	Patel Sharika Asmat	Teaching Member	
8.	Jalees Ahmad Shaikh	Teaching Member	
9.	Khan Ruma Ab. Rahman	Teaching Member	
10.	Ansari Mohammad Isa	Teaching Member	
11.	Aazmi Azhar Iftekhhar	Non-Teaching representative	
12.	Shaikh Mohd Kaif Aal Mohammad	GS Student Council	
13.	Ansari Nida Bano Ansar Ahmad	JS Student Council	

I/c. PRINCIPAL

Samadiya College of Arts  
 Bhiwandi (Dist. Thane) - 421305





## MINUTES

### Third IQAC Meeting 27<sup>th</sup> May 2022

The Third IQAC meeting for the academic year 2021-22 was held on 27<sup>th</sup> may 2022 at 10:00 a.m. in the principal office. The minutes of the meeting are as follows.

#### **1. To read and get approval of minutes of last meeting.**

The minutes of last meeting were held on 22<sup>th</sup> December 2021 read and approved.

#### **2. To discuss the overall activities of the institution.**

IQAC Co-ordinator Dr. Deepak Nair briefed up the overall activities of the institution, Co-curricular and extracurricular activities of the college were discussed. Suggestion for improvement in activities were discussed and noted down.

#### **3. To discuss feedback analysis.**

Students and parents feedback analysis on curriculum and was discuss with teachers. It was decided that as per the feedback analysis wherever improvement in teacher's performance is required.

#### **4. Prepare academic calendar 2022-23.**

Academic calendar was chalked out and decided to prepare academic calendar for the academic year 2022-23 as per Mumbai University circular.

#### **5. To discuss the admission process and prospectus for academic year 2022-23**

It was decided that create a prospectus for various courses offer by the institution and finalised the admission procedure for the academic year 2022-23.

#### **6. To scrutinise teacher planner**

To scrutinise the teacher planner 2021-22 allotted among IQAC member. The Coordinator guide the member for scrutinising the planner and if needed, give suggestions to respective subject teacher for quality improvement.

#### **7. Any other matters**

As there was no any matter to discuss, the meeting ended with Vote of Thanks.



*(Signature)*  
 (Uc. PRINCIPAL)  
 Samadiya College of Arts & Commerce

15-12-2020

**NOTICE**

**First IQAC Meeting 18<sup>th</sup> December 2020**

**Academic Year 2020-21**

The First meeting of IQAC members will be held online on **Friday, 18<sup>th</sup> December, 2020** at 11:00 a.m. on ZOOM platform.

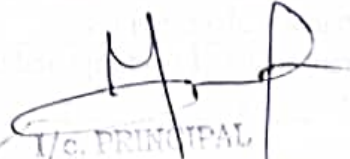
You are invited to attend and transact the following agenda.

**Agenda**

1. To read and get approval of minutes of last meeting.
2. To review admission process of academic year 2020-21.
3. To discuss the examination process
4. To analyse the teaching learning process and syllabus compliance.
5. Any other matters

All are instructed to attend the same and link will be shared soon on WhatsApp group.

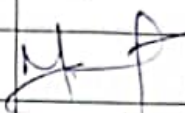

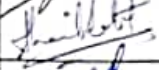


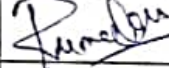



  
I/c. PRINCIPAL  
Samadiya College of Arts & Commerce  
Bhiwandi, (Mumbai) - 421305

## MINUTES

### First IQAC Meeting 18<sup>th</sup> December 2020

The First IQAC meeting for the academic year 2020-21 was held online on 18<sup>th</sup> December 2020 at 11:00 a.m. on ZOOM platform. The following members present in the meeting.

S.No.	Name	Designation	Sign.
1.	Dr. Muhammad Arif	I/c Principal	
2.	Dr. Deepak Nair	IQAC Coordinator	
3.	Patel Sharika Asmat	Teaching Member	
4.	Jalees Ahmad Shaikh	Teaching Member	
5.	Mr. Nazim Akhtar Ansari	Teaching Member	
6.	Khan Ruma A.R. Rahman	Teaching Member	
7.	Aazmi Azhar Iftekhar	Non-Teaching representative	

The minutes of the meeting are as follows.

#### 1. To read and get approval of minutes of last meeting.

The minutes of last meeting were read and approved.

  
Principal  
Samadiya College of Arts  
Bhiwandi, Dist. Thane - 421305

#### 2. To review admission process of academic year 2020-21.

The guideline of Mumbai University related to admission process for academic year 2020-21 was taken up for discussion.

#### 3. To discuss the examination process

IQAC members and exam incharge Prof. Sharika Patel briefed up the Mumbai University guidelines and cluster guidelines for Internal/External exams feedback on TY University Exam Oct./Nov. 2020 conducted online on Google form.





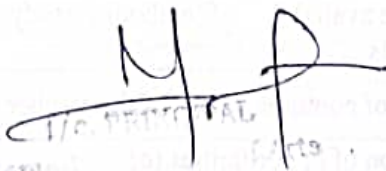
Bhiwandi Weavers' Education Society's  
**SAMADIYA COLLEGE OF ARTS AND COMMERCE**  
(A Minority Institution Affiliated to the University of Mumbai)  
349, Samadnagar, Kaneri, Bhiwandi - 421305

**4. To analyse the teaching learning process and syllabus compliance.**

It was decided to monitor teachers' syllabus compliance and lecture record. Principal instructed to IQAC Coordinator to communicate the suggestion for improvement to the respective subject teacher.

**5. Any other matters**

As there was no any matter to discuss, the meeting ended with Vote of Thanks.

  
I/O. PRINCIPAL  
Bhiwandi post, Kaneri - 421305



1-05-2020

**NOTICE**

**Second IQAC Meeting 4<sup>th</sup> May 2021**

**Academic Year 2020-21**

The Second meeting of IQAC members will be held online on **Friday, 4<sup>th</sup> May, 2021** at 11:30 a.m. on ZOOM platform.


You are invited to attend and transact the following agenda.

**Agenda**

1. To read and get approval of minutes of last meeting.
2. To review students and staff welfare scheme during COVID-19/Lockdown.
3. To analyse the exam and result process.
4. To review overall activities of the institution.
5. To discuss about prepare academic calendar 2021-22.
6. To discuss the admission process and teaching learning process for academic year 2021-22.
7. Any other matters

All are instructed to attend the same and link will be shared soon on WhatsApp group.

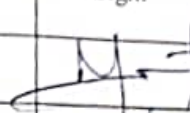
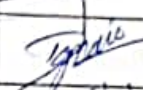


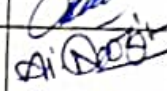
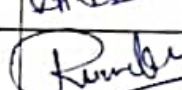
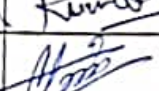


  
I/c. PRINCIPAL  
Samadiya College of Arts  
Bhiwandi (Kaneri) - 421305

## MINUTES

### Second IQAC Meeting 4<sup>th</sup> May 2021

The Second IQAC meeting for the academic year 2020-21 was held online on 4<sup>th</sup> May 2021 at 11:30 a.m. on ZOOM platform. The following members are present in the meeting

S.No.	Name	Designation	Sign.
1.	Dr. Muhammad Arif	I/c Principal	
2.	Dr. Deepak Nair	IQAC Coordinator	
3.	Patel Sharika Asmat	Teaching Member	
4.	Jalees Ahmad Shaikh	Teaching Member	
5.	Mr. Nazim Akhtar Ansari	Teaching Member	
6.	Khan Ruma A.R. Rahman	Teaching Member	
7.	Aazmi Azhar Iftekhar	Non-Teaching representative	

The minutes of the meeting are as follows.

**1. To read and get approval of minutes of last meeting.**

The minutes of last meeting read and approved.

**2. To review students and staff welfare scheme during COVID-19/Lockdown.**

Principal Dr. Muhammad Arif discussed about the circular and guidelines of University of Mumbai and state Govt. related various Schemes during post Pandemic.

**3. To analyse the exam and result process.**

It was discussed that the university has instructed the college to promote students to next class with consolidated grade sheets of the semester II/IV results.

**4. To review overall activities of the institution.**





Bhiwandi Weavers' Education Society's  
**SAMADIYA COLLEGE OF ARTS AND COMMERCE**  
(A Minority Institution Affiliated to the University of Mumbai)  
349, Samadnagar, Kaneri, Bhiwandi - 421305

IQAC decided to guide and instruct all committee/dept. to submit the year plane for smooth conduct of activities ahead. Online meeting was conducted to interact with staff members and take their suggestions for planning of next academic year.

**5. To discuss about prepare academic calendar 2021-22.**

Academic calendar was chalked out and decided to prepare academic calendar for the academic year 2020-21 as per Mumbai University circular.

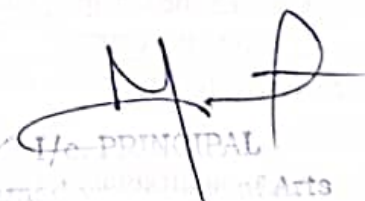
**6. To discuss the admission process and teaching learning process for academic year 2021-22.**

Due to COVID-19/Lockdown as per Govt. circular and university of Mumbai guidelines the college discussed and decided to go for online admission and teaching learning process.

**7. Any other matters**

It was decided that stay connected with all stakeholders through college website and social media group. The meeting ended with Vote of Thanks.



  
I/O PRINCIPAL  
SAMIYA COLLEGE OF ARTS  
Bhiwandi, Kaneri, Mumbai - 421305

06-08-2019

**NOTICE**

**First IQAC Meeting 10<sup>th</sup> August 2019**  
**Academic Year 2019-20**


The First meeting of IQAC members will be held on **Saturday, 10<sup>th</sup> August, 2019** at 11:00 a.m. in the college library.

You are invited to attend and transact the following agenda.

**Agenda**

1. To read and get approval of minutes of last meeting.
2. To analyse the admission record of academic year 2019-20.
3. To discuss on short term/Value added courses.
4. To discuss about academic planning
5. To regard preparation of academic calendar and teaching lesson plan.
6. Any other matters

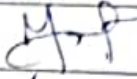
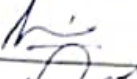
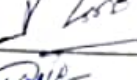
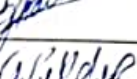
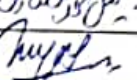
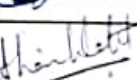

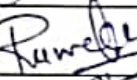
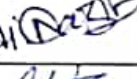
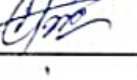
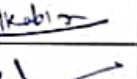

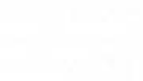


  
I/c. PRINCIPAL  
Samadiya College of Arts  
& Commerce  
Bhiwandi (Dist. Thane) - 421 307

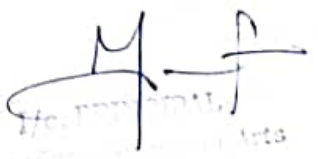
Bhiwandi Weavers' Education Society's  
**SAMADIYA COLLEGE OF ARTS AND COMMERCE**  
 (A Minority Institution Affiliated to the University of Mumbai)  
 349, Samadnagar, Kaneri, Bhiwandi - 421305

**ATTENDANCE SHEET**

**First IQAC Meeting 10<sup>th</sup> August 2019**

S.No.	Name	Designation	Sign.
1.	Dr. Muhammad Arif	I/c Principal	
2.	Mr. Abdul Majid Ab. Rasheed Momin	Management Representative	
3.	Dr. Abdul Rauf Ab. Quddus Momin	Management representative	
4.	Dr. Deepak Nair	IQAC Coordinator	
5.	Hafiz Jameel Abdul Gaffar Ansari	Nominee from Industrialists	
6.	Adv. Niyaz Zahoor Momin	Society Representative	
7.	Patel Sharika Asmat	Teaching Member	
8.	Jalees Ahmad Shaikh	Teaching Member	
9.	Khan Ruma A.R Rehman	Teaching Member	
10.	Mr. Nazim Akhtar Ansari	Teaching Member	
11.	Aazmi Azhar Iftekhhar	Non-Teaching representative	
12.	Altamash Kabir Salmanul Hakeem (TYBCOM)	GS Student Council	
13.	Khan Kulsum Bano Mohd Anis (TYBA)	JS Student Council	



  
 I/c Principal  
 Samadiya College of Arts & Commerce  
 349, Samadnagar, Kaneri, Bhiwandi - 421305



## MINUTES

### First IQAC Meeting 10<sup>th</sup> August 2019

The First IQAC meeting for the academic year 2019-20 was held on **Saturday, 10<sup>th</sup> August, 2019** at 11:00 a.m. in the college library. The minutes of the meeting are as follows.

**1. To read and get approval of minutes of last meeting.**

The minutes of last meeting were held on 24<sup>th</sup> May 2018 read and approved.

**2. To analyse the admission record of academic year 2019-20.**

The administrative presented admission record for the year. It was decided to seek permission for additional seat.

**3. To discuss on short term/Value added courses.**

The members comprehended the need to enhance employability and interpersonal development skills therefore it was decided to organise short term/Value added course.

**4. To discuss about academic planning**

Academic planning for coming session is conveyed by Co-ordinator Dr. Deepak Nair to staff. Discussion took place on lesson planning and syllabus completion.

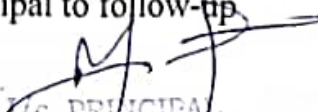
**5. To regard preparation of academic calendar and teaching lesson plan.**

Briefly described on preparation of academic calendar is done by Asst. Professor Jalees Ahmed Shaikh. And instruct to teacher submit the lesson plan.

**6. Any other matters**

I/c. Principal informed the committee about campus Wi-Fi under the MoU of the University with Reliance JIO. The committee directed the Principal to follow-up with the regional office of Reliance JIO and follow the process.



  
Principal  
Samadiya College of Arts  
& Commerce  
Bhiwandi (Dist. Thane) - 421305

16-12-2019

**NOTICE**

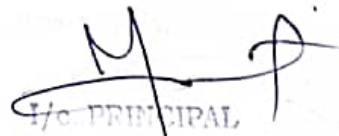
**Second IQAC Meeting 20<sup>th</sup> December 2019**  
**Academic Year 2019-20**

The Second meeting of IQAC members will be held on **Friday, 20<sup>th</sup> December, 2019** at 10:00 a.m. in the college library.

You are invited to attend and transact the following agenda.

**Agenda**

1. To read and get approval of minutes of last meeting.
2. To Discuss on arranging FDP and Seminars / Conferences and guidance lectures.
3. To Collect feedback from students and parents.
4. To review 1<sup>st</sup> Term activities and result.
5. Any other matters

  
I/c PRINCIPAL

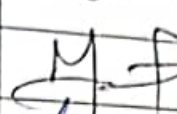


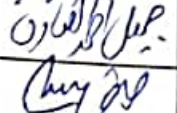
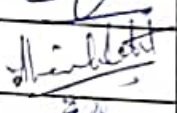

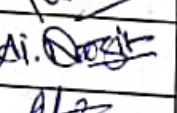
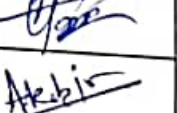
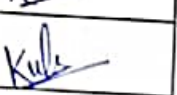




Samadiya College of Arts  
And Commerce  
Bhiwandi (Dist. Thane) - 421 305



Bhiwandi Weavers' Education Society's  
**SAMADIYA COLLEGE OF ARTS AND COMMERCE**  
(A Minority Institution Affiliated to the University of Mumbai)  
349, Samadnagar, Kaneri, Bhiwandi - 421305

**ATTENDANCE SHEET**

**Second IQAC Meeting 20<sup>th</sup> December 2019**

S.No.	Name	Designation	Sign.
1.	Dr. Muhammad Arif	I/c Principal	
2.	Mr. Abdul Majid Ab. Rasheed Momin	Management Representative	
3.	Dr. Abdul Rauf Ab. Quddus Momin	Management representative	
4.	Dr. Deepak Nair	IQAC Coordinator	
5.	Hafiz Jameel Abdul Gaffar Ansari	Nominee from Industrialists	
6.	Adv. Niyaz Zahoor Momin	Society Representative	
7.	Patel Sharika Asmat	Teaching Member	
8.	Jalees Ahmad Shaikh	Teaching Member	
9.	Khan Ruma A.R Rehman	Teaching Member	
10.	Mr. Nazim Akhtar Ansari	Teaching Member	
11.	Aazmi Azhar Iftekhar	Non-Teaching representative	
12.	Altamash Kabir Salmanul Hakeem (TYBCOM)	GS Student Council	
13.	Khan Kulsum Bano Mohd Anis (TYBA)	JS Student Council	



I/c Principal

Bhiwandi (Dist. Thane) - 421 305





## MINUTES

### Second IQAC Meeting 20<sup>th</sup> December 2019

The Second IQAC meeting for the academic year 2019-20 was held on **Friday, 20<sup>th</sup> December, 2019** at 10:00 a.m. in the college library. The minutes of the meeting are as follows.

#### **1. To read and get approval of minutes of last meeting.**

The minutes of last meeting were held on 10<sup>th</sup> August 2019 read and approved.

#### **2. To Discuss on arranging FDP and Seminars / Conferences and career guidance programme.**

IQAC Dr. Deepak Nair informed the need to arrange Seminar for staff and career guidance programmes for students. It was decided to arrange a seminar / Workshop.

#### **3. To Collect feedback from students and parents.**

Principal Dr. Muhammad Arif instructed Prof. Jalees Ahmed Shaikh to collect feedback from students and parents related to the syllabus. It was decided to collect feedback from students and parents in second week of December.

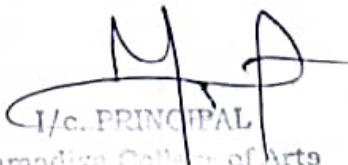
#### **4. To review 1<sup>st</sup> Term activities and result.**

1<sup>st</sup> Term activities were placed for discussion. Class wise exam and result were reviewed. Also exam committee was instructed to communicate the performance of the students to the teachers and arrange remedial lectures in subject where performance was not satisfactory.

#### **5. Any other matters**

As there was no any matter to discuss, the meeting ended with Vote of Thanks.



  
I/c. PRINCIPAL  
Samadiya College of Arts  
& Commerce  
Bhiwandi (Dist. Thane) - 421 307

20-05-2019

**NOTICE**

**Third IQAC Meeting 28<sup>th</sup> May 2020**  
**Academic Year 2019-20**

The Third meeting of IQAC members will be held online on **Thursday, 28<sup>th</sup> May, 2020** at 3:30 p.m. on ZOOM platform.

You are invited to attend and transact the following agenda.

**Agenda**

1. To read and get approval of minutes of last meeting.
2. To review students and staff welfare scheme during COVID-19/Lockdown.
3. To analyse the exam and result process.
4. To discuss about prepare academic calendar 2020-21.
5. To discuss the admission process and teaching learning process for academic year 2020-21.
6. Any other matters



I/c. PRINCIPAL  
Samadiya College of Arts  
And Commerce  
Bhiwandi (Dist. Thane) - 421 305

Bhiwandi Weavers' Education Society's  
**SAMADIYA COLLEGE OF ARTS AND COMMERCE**  
(A Minority Institution Affiliated to the University of Mumbai)  
349, Samadnagar, Kaneri, Bhiwandi - 421305

**3. To analyse the exam and result process.**

It was discussed that the university has instructed the college to promote students to next class with consolidated grade sheets of the semester II/IV results.

**4. To discuss about prepare academic calendar 2020-21.**


Academic calendar was chalked out and decided to prepare academic calendar for the academic year 2020-21 as per Mumbai University circular.

**5. To discuss the admission process and teaching learning process for academic year 2020-21.**

Due to COVID-19/Lockdown as per Govt. circular and university of Mumbai guidelines the college discussed and decided to go for online admission and teaching learning process.

**6. Any other matters**

It was decided that stay connected with all stakeholders through college website and social media group.

  
H/c. PRINCIPAL  
Samadiya College of Arts  
and Commerce  
Bhiwandi (Dist. Thane) - 421 305

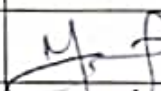

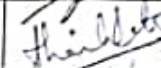
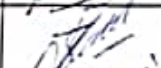
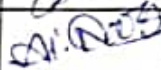
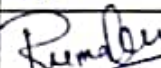
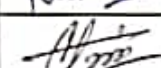
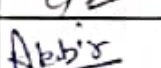
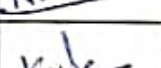




## MINUTES

### Third IQAC Meeting 28<sup>th</sup> May 2020

The Third IQAC meeting for the academic year 2018-19 was held online on **Thursday, 28<sup>th</sup> May, 2020** at 3:30 p.m. on ZOOM platform. The following members are present in the meeting.

S.No.	Name	Designation	Sign.
1.	Dr. Muhammad Arif	Principal	
2.	Dr. Deepak Nair	IQAC Coordinator	
3.	Patel Sharika Asmat	Teaching Member	
4.	Jalees Ahmad Shaikh	Teaching Member	
5.	Mr. Nazim Akhtar Ansari	Teaching Member	
6.	Khan Ruma A.R Rehman	Teaching Member	
6.	Aazmi Azhar Iftekhar	Non-Teaching representative	
7.	Altamash Kabir Salmanul Hakeem (TYBCOM)	GS Student Council	
8.	Khan Kulsum Bano Mohd Anis (TYBA)	JS Student Council	

The minutes of the meeting are as follows.

**1. To read and get approval of minutes of last meeting.**

The minutes of last meeting were held on 20<sup>th</sup> December 2019 read and approved.

**2. To review students and staff welfare scheme during COVID-19/Lockdown.**

Students and staff welfare scheme during COVID-19/Lockdown and also unlock period were discussed. It was taken relief measures for students and teachers.



Bhiwandi Weavers' Education Society's  
**SAMADIYA COLLEGE OF ARTS AND COMMERCE**  
(A Minority Institution Affiliated to the University of Mumbai)  
349, Samadnagar, Kaneri, Bhiwandi – 421305

01-08-2018

**NOTICE**

**First IQAC Meeting 4<sup>th</sup> August 2018**  
**Academic Year 2018-19**

The first meeting of IQAC members will be held on **Saturday, 4<sup>th</sup> August, 2018** at 12:00 p.m. in the college library.

You are invited to attend and transact the following agenda.

**Agenda**

1. To discuss on NAAC preparation and formation of NAAC steering committee.
2. To discuss about academic planning
3. To regard preparation of academic calendar and teaching lesson plan.
4. Any other matters



**I/c. PRINCIPAL,**  
Samadiya College of Arts  
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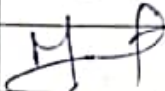

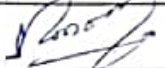
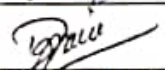

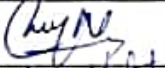


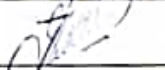
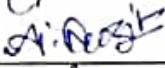

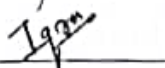
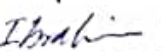



Bhiwandi Weavers' Education Society's  
**SAMADIYA COLLEGE OF ARTS AND COMMERCE**  
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 349, Samadnagar, Kaneri, Bhiwandi - 421305

**ATTENDANCE SHEET**

**First IQAC Meeting 04<sup>th</sup> August 2018**

The first IQAC meeting for the academic year 2018-19 conduct on 4<sup>th</sup> August 2018 at 12:00 p.m. in the college library. The following members are present.

S.No.	Name	Designation	Sign.
1.	Dr. Muhammad Arif	I/c Principal	
2.	Mr. Abdul Majid Ab. Rasheed Momin	Management Representative	
3.	Dr. Abdul Rauf Ab. Quddus Momin	Management representative	
4.	Dr. Deepak Nair	IQAC Coordinator	
5.	Hafiz Jameel Abdul Gaffar Ansari	Nominee from Industrialists	
6.	Adv. Niyaz Zahoor Momin	Society Representative	
7.	Patel Sharika Asmat	Teaching Member	
8.	Irafn Ahmad Ansari	Teaching Member	
9.	Jalees Ahmad Shaikh	Teaching Member	
10.	Mr. Nazim Akhtar Ansari	Teaching Member	
11.	Aazmi Azhar Iftekhar	Non-Teaching representative	
12.	Shaikh Iqra Azgar Ali (TYBA)	GS Student Council	
13.	Momin Mod Ibrahim Shabrez (TYBCOM)	JS Student Council	

  
 I/c PRINCIPAL

Bhiwandi College of Arts  
 Bhiwandi, Dist. Thane - 421305





## MINUTES

### First IQAC Meeting 4<sup>th</sup> August 2018

The first IQAC meeting for the academic year 2018-19 was held on 4<sup>th</sup> August 2018 at 12:00 p.m. in the college library. The minutes of the meeting are as follows.

**1. To discuss on NAAC preparation and formation of NAAC steering committee.**

Principal Dr. Muhammad Arif offered a warm welcome to all the staff members. He informed to the staff that college going for NAAC accreditation. NAAC steering committee is formed by the principal. He briefly described about NAAC benefits to college. He mention the how NAAC work must be completed and how to keep record.

**2. To discuss about academic planning**

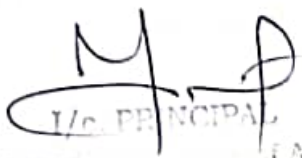
Academic planning for coming session is conveyed by Co-ordinator Dr. Deepak Nair to staff. Discussion took place on lesson planning and syllabus completion.

**3. To regard preparation of academic calendar and teaching lesson plan.**

Briefly described on preparation of academic calendar is done by Asst. Professor Jalees Ahmed Shaikh. And instruct to teacher submit the lesson plan.

**4. Any other matter**

No any discuss on any other matters

  
I/c. PRINCIPAL  
Samadiya College of Arts  
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Bhiwandi Weavers' Education Society's  
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04-01-2019

**NOTICE**

**Second IQAC Meeting 10<sup>th</sup> January 2019**  
**Academic Year 2018-19**

The Second meeting of IQAC members will be held on **Thursday, 10<sup>th</sup> January, 2019** at 12:00 p.m. in the college library.

You are invited to attend and transact the following agenda.

**Agenda**

1. To read and get approval of minutes of last meeting.
2. To Discuss on arranging FDP and Seminars / Conferences / Conference.
3. To inform about sign MoUs.
4. To discuss on short term certificate courses.
4. Any other matters




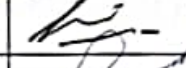


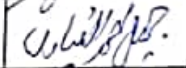
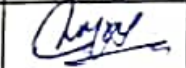
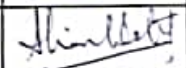
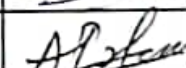


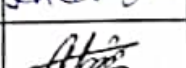
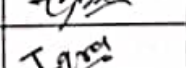
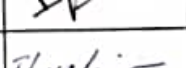
  
Principal  
Samadiya College of Arts  
And Commerce  
Bhiwandi (Dist. Thane) - 421 305

Bhiwandi Weavers' Education Society's  
**SAMADIYA COLLEGE OF ARTS AND COMMERCE**  
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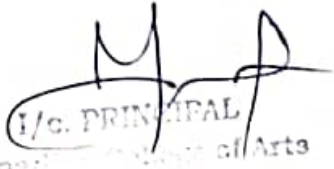
**ATTENDANCE SHEET**

**Second IQAC Meeting 10<sup>th</sup> January 2019**

The Second meeting of IQAC members conduct on **Thursday, 10<sup>th</sup> January, 2019** at 12:00 p.m. in the college library. Following memebers are present.

S.No.	Name	Designation	Sign.
1.	Dr. Muhammad Arif	I/c Principal	
2.	Mr. Abdul Majid Ab sheed Momin	Management Representative	
3.	Dr. Abdul Ra. ... uddus Momin	Management representative	
4.	Dr. Deepak Nair	IQAC Coordinator	
5.	Hafiz Jameel Abdul Gaffar Ansari	Nominee from Industrialists	
6.	Adv. Niyaz Zahoor Momin	Society Representative	
7.	Patel Sharika Asmat	Teaching Member	
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11.	Aazmi Azhar Iftekhar	Non-Teaching representative	
12.	Shaikh Iqra Azgar Ali (TYBA)	GS Student Council	
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 I/c. PRINCIPAL  
 Samadiya College of Arts  
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Bhiwandi Weavers' Education Society's  
**SAMADIYA COLLEGE OF ARTS AND COMMERCE**  
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349, Samadnagar, Kaneri, Bhiwandi – 421305

**MINUTES**

**Second IQAC Meeting 10<sup>th</sup> January 2019**

The Second IQAC meeting for the academic year 2018-19 was held on 10<sup>th</sup> January 2019 at 12:00 p.m. in the college library. The minutes of the meeting are as follows.

**1. To read and get approval of minutes of last meeting.**

The minutes of last meeting were held on 04<sup>th</sup> August 2018 read and approved.

**2. To Discuss on arranging FDP and Seminars / Conferences.**

IQAC Dr. Deepak Nair informed the need to arrange Seminar for staff. It was decided to arrange a seminar for staff on research and library reference.

**3. To inform about sign MoUs.**

Principal Dr. Muhammad Arif inform about MoUs sign with Birla College, Kalyan, G.M. Momin Women's College, Bhiwandi and Onde College, Vikramgad.

**4. To discuss on short term certificate courses.**

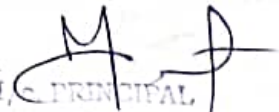
Principal Dr. Muhammad Arif instruct to Dr. Deepak Nair and Ansari Nazim Akhtar sir for prepare short term certificate course notice, schedule and circulate in the respective class.

**5. Any other matters**

Principal Dr. Muhammad Arif informed about the national conference to be organised on 28<sup>th</sup> February, 2019. He also informed about the need of the conference from NAAC point of view. The funding and sponsorship of the conference was also informed to the committee.

Principal Dr. Muhammad Arif informed the committee about the MoUs signed with Onde College, G.M. Momin Women's College and proposed MoU with Birla College. He also informed about the faculty and student exchange programme to be done under MoU.



  
I, PRINCIPAL  
Samadiya College of Arts  
Bhiwandi

20-05-2019

**NOTICE**

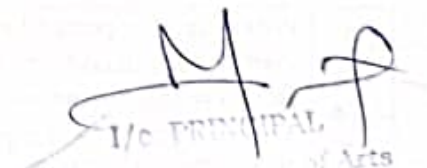
**Third IQAC Meeting 24<sup>th</sup> May 2019**  
**Academic Year 2018-19**

The Third meeting of IQAC members will be held on **Friday, 08<sup>th</sup> May, 2019** at 10:00 a.m. in the college library.

You are invited to attend and transact the following agenda.

**Agenda**

1. To read and get approval of minutes of last meeting.
2. To discuss the overall activities of the institution.
3. Prepare academic calendar 2019-20.
4. To discuss the admission process and prospectus for academic year 2019.20
5. Any other matters

  
I/O PRINCIPAL  
Samadiya College of Arts  
Bhiwandi, (Dist. Thane) - 421 305

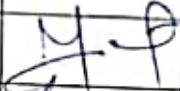

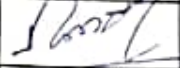

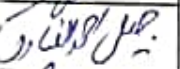
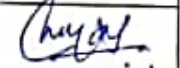
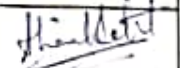


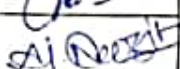
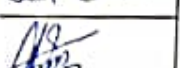
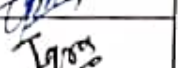
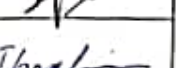


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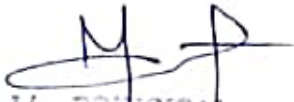
**ATTENDANCE SHEET**

**Third IQAC Meeting 24<sup>th</sup> May 2019**

The Third meeting of IQAC members arrange on **Friday, 08<sup>th</sup> May, 2019** at 10:00 a.m. in the college library.

S.No.	Name	Designation	Sign.
1.	Dr. Muhammad Arif	I/c Principal	
2.	Mr. Abdul Majid Ab. Rasheed Momin	Management Representative	
3.	Dr. Abdul Rauf Ab. Quddus Momin	Management representative	
4.	Dr. Deepak Nair	IQAC Coordinator	
5.	Hafiz Jameel Abdul Gaffar Ansari	Nominee from Industrialists	
6.	Adv. Niyaz Zahoor Momin	Society Representative	
7.	Patel Sharika Asmat	Teaching Member	
8.	Irafn Ahmad Ansari	Teaching Member	
9.	Jalees Ahmad Shaikh	Teaching Member	
10.	Mr. Nazim Akhtar Ansari	Teaching Member	
11.	Aazmi Azhar Iftekhar	Non-Teaching representative	
12.	Shaikh Iqra Azgar Ali (TYBA)	GS Student Council	
13.	Momin Mod Ibrahim Shabrez (TYBCOM)	JS Student Council	



  
I/c PRINCIPAL  
Samadiya College of Arts  
Bhiwandi, (near Kaneri) - 421305



## MINUTES

### Third IQAC Meeting 24<sup>th</sup> May 2019

The Third IQAC meeting for the academic year 2018-19 was held on 24<sup>th</sup> May, 2019 at 10:00 a.m. in the college library. The minutes of the meeting are as follows.

#### **1. To read and get approval of minutes of last meeting.**

The minutes of last meeting were held on 10<sup>th</sup> January 2019 read and approved.

#### **2. To discuss the overall activities of the institution.**

IQAC Co-ordinator Dr. Deepak Nair briefed up the overall activities of the institution, Co-curricular and extracurricular activities of the college were discussed. Suggestion for improvement in activities were discussed and noted down.

#### **3. Prepare academic calendar 2019-20.**

Academic calendar was chalked out and decided to prepare academic calendar for the academic year 2019-20 as per Mumbai University circular.

#### **4. To discuss the admission process and prospectus for academic year 2019.20**

It was decided that create a prospectus for various courses offer by the institution and finalised the admission procedure for the academic year 2019-20

#### **5. Any other matters**

Principal Dr. Muhammad Arif informed the committee about the status of preparation for NAAC. He also informed about the category met by the college till date. Principal also placed the urgent needs to be met for NAAC like IQAC room, store room, up-gradation of principal and clerical office. The committee assured to look into the matter, the meeting ended with Vote of Thanks.



*M. A.*  
Principal  
Samadiya College of Arts & Commerce  
Bhiwandi - 421305