



**SINDHU EDUCATION SOCIETY'S**  
**(S.E.S.) SWAMI HANSMUNI MAHARAJ**  
**DEGREE COLLEGE OF COMMERCE**

Netaji Chowk, Opp. Dena Bank, Ulhasnagar-421 004, Dist. Thane  
(Maharashtra), Ph-0251-2527973

E-mail: [shmdegrecollege@gmail.com](mailto:shmdegrecollege@gmail.com)

Website: [www.shmdegrecollege.edu.in](http://www.shmdegrecollege.edu.in)

**Internal Quality Assurance Cell**

**Member Composition 2022-23**

Sr. No.	Name	Designation
1.	Dr. Kiran Chimnani	Principal & Chairman
2.	Mr. Athar Jamal	IQAC Co-ordinator
3.	Dr. Kishori Bhagat	Academician & Educationist
4.	Mr. Rohan Chaudhary	Industry Representative
5.	Ms. Julie Tejwani	Community Representative
6.	Ms. Rekha Thakur	Management Representative
7.	Mr. Shyam Ahuja	Management Representative
8.	Dr. Komal Bodhwani	Teacher Member
9.	Dr. Anita Talreja	Teacher Member
10.	Ms. Hetal Uttmani	Teacher Member
11.	Ms. Vandana Kodwani	Teacher Member
12.	Ms. Amrita Harjani	Teacher Member
13.	Mr. Umesh Sonawane	Physical Education Director
14.	Ms. Diksha Dusseja	Librarian
15.	Ms. Kavita Falak	Office Representative
16.	Mr. Ravish Valecha	Alumni Representative
17.	Ms. Mansi Patil	Student Representative





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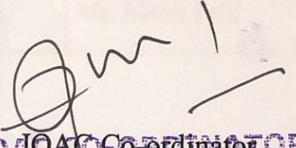
Date: 15/07/2022

**NOTICE**

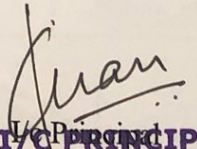
All the members of IQAC Committee are hereby informed that the first IQAC meeting for the Academic Year 2022-23 is scheduled on 20<sup>th</sup> July 2022 in the Conference Room at 12:30 p.m.

**The agenda for the meeting is as follows:**

1. To read the minutes of the last meeting.
2. To discuss and review admission records of A.Y. 2022-23.
3. To plan for Orientation of F.Y Students.
4. To discuss Teachers' work record and uniform format for committee/departmental activities.
5. To discuss and plan the Academic Calendar.
6. To discuss about faculty induction program.
7. Any other matter with permission of the chair.

  
**IQAC CO-ORDINATOR**  
SINDHU EDUCATION SOCIETY'S  
(S.E.S.) Swami Hansmuni Maharaj  
Degree College of Commerce,  
Ulhasnagar.



  
**I/C PRINCIPAL**  
SINDHU EDUCATION SOCIETY'S  
(S.E.S.) Swami Hansmuni Maharaj  
Degree College of Commerce,  
Ulhasnagar - 421 004.



**Sindhu Education Society's**  
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 Affiliated to University of Mumbai

**Attendance Sheet**  
**IQAC First Meeting held on 20<sup>th</sup> July 2022**

Sr. No.	Name	Designation	Signature
1.	Dr. Kiran Chimnani	Principal & Chairman	<i>Kiran</i>
2.	Mr. Athar Jamal	IQAC Co-ordinator	<i>Athar</i>
3.	Dr. Kishori Bhagat	Academician & Educationist	<i>Bhagat</i>
4.	Mr. Rohan Chaudhary	Industry Representative	<i>R Chaudhary</i>
5.	Ms. Julie Tejawani	Community Representative	<i>Julie</i>
6.	Ms. Rekha Thakur	Management Representative	<i>Rekha</i>
7.	Mr. Shyam Ahuja	Management Representative	<i>Ahuja</i>
8.	Dr. Komal Bodhwani	Teacher Member	<i>Bodhwani</i>
9.	Dr. Anita Talreja	Teacher Member	<i>Talreja</i>
10.	Ms. Amrita Harjani	Teacher Member	<i>Harjani</i>
11.	Mr. Umesh Sonawane	Physical Education Director	<i>Sonawane</i>
12.	Ms. Diksha Dusseja	Librarian	<i>Diksha</i>
13.	Ms. Kavita Falak	Office Representative	<i>Falak</i>
14.	Mr. Ravish Valecha	Alumni Representative	<i>Valecha</i>
15.	Ms. Mansi Patil	Student Representative	<i>Mansi</i>



**Sindhu Education Society's**  
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**Date: 22/07/2022**

**Minutes of Meeting**

The first meeting of IQAC for the Academic Year 2022-23 was held on 20<sup>th</sup> July 2022 in the Conference Room at 12:30 p.m. The minutes of the meeting are as follows.

**1. To read the minutes of the last meeting.**

The minutes of the last meeting were read and approved.

**2. To discuss and review admission records of A.Y. 2022-23.**

Admission record for the year 2022-23 was presented by the office in-charge. Strategies to minimize dropouts and retain the strength were discussed.

**3. To discuss Teachers' work record and uniform format for committee/departmental activities.**

To ensure completion of syllabus within the time frame and to comply with NAAC guidelines, it was decided that Teaching plan should be prepared and maintained by each department. Common format for committee's activity report was finalized.

**4. To discuss and plan the Academic Calendar.**

The year plan and budget for A.Y. 2022-23 submitted by each department, committee/clubs were tabled for discussion. The activities and budget were reviewed, and suggestions were made which were later given to department HoD's and committee chairperson.

**5. To discuss about faculty induction program.**

To make all faculty capable to handle digital tool and software for creating lectures such as PowerPoint Presentations, Google classroom, Google Meet, faculty induction program finalized.

**6. Any other matter with permission of the chair.**

Preparation of SSR for NAAC Cycle 1 was taken for discussion. It was decided to create a criteria-wise team to fill data template.



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**Action Taken Report**  
**IQAC First Meeting held on 20<sup>th</sup> July 2022**

The ATR are as follows:

1. Orientation of F.Y. Students was conducted.
2. Format for Teaching & Lesson Plan mailed.
3. Format for activity reports of Departmental/Club activities were mailed.
4. Criteria wise team created for SSR Preparation.
5. Academic Calendar prepared.







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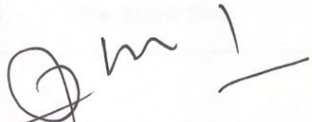
Date: 15/11/2022

**NOTICE**

All the members of IQAC Committee are hereby informed that the Second IQAC meeting for the Academic Year 2022-23 is scheduled on 23<sup>rd</sup> November 2022 in the Conference Room at 12:30 p.m.

**The agenda for the meeting is as follows:**

1. To read the minutes of the last meeting.
2. To analyze pending work of five-year institutional data for NAAC.
3. To discuss the addition of members in IQAC.
4. To deliberate about ICT classroom & college website.
5. To plan for Alumni Association registration.
6. To discuss hiring of agency for Green Audit.
7. Any other matter with permission of the chair.

  
**IQAC COORDINATOR**  
SINDHU EDUCATION SOCIETY'S  
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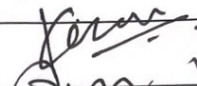

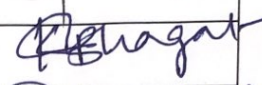
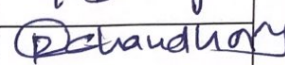

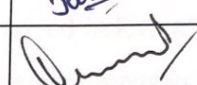
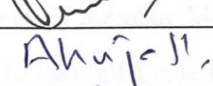

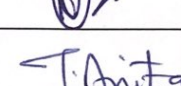

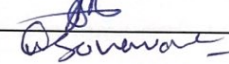
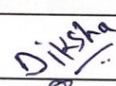

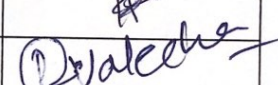
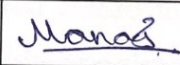


  
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**Attendance Sheet**

**IQAC Second Meeting held on 23<sup>rd</sup> November 2022**

Sr. No.	Name	Designation	Signature
1.	Dr. Kiran Chimnani	Principal & Chairman	
2.	Mr. Athar Jamal	IQAC Co-ordinator	
3.	Dr. Kishori Bhagat	Academician & Educationist	
4.	Mr. Rohan Chaudhary	Industry Representative	
5.	Ms. Julie Tejawani	Community Representative	
6.	Ms. Rekha Thakur	Management Representative	
7.	Mr. Shyam Ahuja	Management Representative	
8.	Dr. Komal Bodhwani	Teacher Member	
9.	Dr. Anita Talreja	Teacher Member	
10.	Ms. Amrita Harjani	Teacher Member	
11.	Mr. Umesh Sonawane	Physical Education Director	
12.	Ms. Diksha Dusseja	Librarian	
13.	Ms. Kavita Falak	Office Representative	
14.	Mr. Ravish Valecha	Alumni Representative	
15.	Ms. Mansi Patil	Student Representative	



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**Date: 24/11/2022**

**Minutes of Meeting**

The Second meeting of IQAC for the Academic Year 2022-23 was held on 23<sup>rd</sup> November 2022 in the Conference Room at 12:30 p.m. The minutes of the meeting are as follows.

**1. To read the minutes of the last meeting.**

The minutes of the last meeting were read and approved.

**2. To analyze pending work of five-year institutional data for NAAC.**

All the five-year consolidated data criteria-wise for NAAC was tabled before all the members for discussion and pending work are chalked out. Management member Ms. Rekha Thakur Ma'am instructed Principal and IQAC Co-ordinator to take lead role in preparation for NAAC Accreditation.

**3. To discuss the addition of members in IQAC.**

Principal Dr. Kiran Chimnani Ma'am recommended the addition of two-three staff as members in IQAC 2022-23 for better work during NAAC preparation, also requested to depute one IT staff to manage the technicalities of SSR Preparation.

**4. To deliberate about ICT classroom & college website.**

For effective Teaching-Learning process facilities like ICT enabled classroom was taken up for the discussion. The issue of upgrading the college website was also taken up for discussion. IQAC Co-ordinator and IT Co-ordinator was delegated the task of contacting vendors for college website upgradation.

**5. To plan for Alumni Association registration.**

Realizing the need of registration of Alumni Association of the institute. IQAC Co-



ordinator explained the process for the registration of Alumni Association. Management members Ms. Rekha Thakur Ma'am advised the principal to get the registration done at the earliest.

**6. To discuss hiring of agency for Green Audit.**

The role and importance of Audit in NAAC process was explained by IQAC Co-ordinator. As there was need for institutional planning for conducting Energy, Environment and Green Audit. IQAC Co-ordinator was given responsibility for the same.



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**Action Taken Report**

**IQAC Second Meeting held on 23<sup>rd</sup> November 2022**

The ATR are as follows:

1. The pending work of NAAC distributed among staff.
2. Two new members, Ms. Hetal Uttmani & Ms. Vandana Kodwani added to IQAC 2022-23.
3. The Alumni registration process started.





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**Date: 10/01/2023**

**NOTICE**

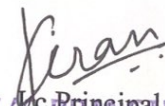
All the members of IQAC Committee are hereby informed that the third IQAC meeting for the Academic Year 2022-23 is scheduled on 17<sup>th</sup> January 2023 in the Conference Room at 12:30 p.m.

**The agenda for the meeting is as follows:**

1. To read the minutes of the last meeting.
2. To discuss Annual Cultural Fest/Degree Distribution.
3. To discuss installation of Solar Panel.
4. To discuss about ERP software for administration and academic.
5. Any other matter with permission of chair.

  
**IQAC Co-ordinator**  
SINDHU EDUCATION SOCIETY'S  
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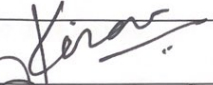
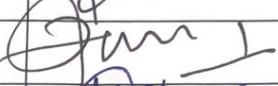
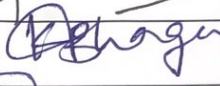
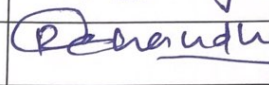
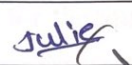

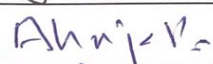

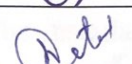
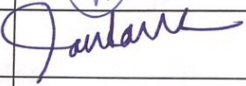
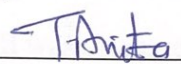
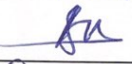
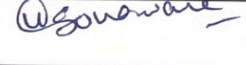
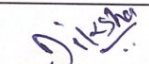

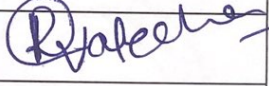
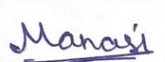


  
**Principal**  
SINDHU EDUCATION SOCIETY'S  
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**Attendance Sheet**  
**IQAC Third Meeting held on 17<sup>th</sup> January 2023**

Sr. No.	Name	Designation	Signature
1.	Dr. Kiran Chimnani	Principal & Chairman	
2.	Mr. Athar Jamal	IQAC Co-ordinator	
3.	Dr. Kishori Bhagat	Academician & Educationist	
4.	Mr. Rohan Chaudhary	Industry Representative	
5.	Ms. Julie Tejwani	Community Representative	
6.	Ms. Rekha Thakur	Management Representative	
7.	Mr. Shyam Ahuja	Management Representative	
8.	Dr. Komal Bodhwani	Teacher Member	
9.	Ms. Hetal Uttmani	Teacher Member	
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11.	Mr. Umesh Sonawane	Physical Education Director	
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15.	Ms. Mansi Patil	Student Representative	



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**Date: 20/01/2023**

**Minutes of Meeting**

The third meeting of IQAC for the Academic Year 2022-23 was held on 17<sup>th</sup> January 2023 in the Conference Room at 12:30 p.m. The minutes of the meeting are as follows.

**1. To read the minutes of the last meeting.**

The minutes of the last meeting were read and approved.

**2. To discuss Annual Cultural Fest/Degree Distribution.**

Purview of importance of cocurricular and extracurricular activities for the student, it was discussed to instruct cultural committee and other clubs/forums to conduct the annual fest. Alumni, PTA & Convocation Association was instructed to follow university guidelines for the degree distribution and organize the same.

**3. To discuss installation of Solar Panel.**

For best practice and energy saving IQAC Co-ordinator purposed the installation of Solar Panel at roof top

**4. To discuss about ERP software for administration and admission.**

IQAC member Kavita Falak emphasized the need for ERP software. It was discussed to place the list of vendors and quotation before CDC for Approval.



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**Action Taken Report**

**IQAC Third Meeting held on 17<sup>th</sup> January 2023**

**The ATR are as follows:**

1. Guidance provided in the arrangement of Annua Fest and Sports Event.
2. All the committee and forum were instructed to complete their extracurricular activities by March 2023.
3. The IT Co-ordinator was given the responsibility to look upon quotation for ERP Software.







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Website: [www.shmdegrecollege.edu.in](http://www.shmdegrecollege.edu.in)

Date: 04/05/2023

**NOTICE**


All the members of IQAC Committee are hereby informed that the fourth IQAC meeting for the Academic Year 2022-23 is scheduled on 09<sup>th</sup> May 2023 in the Conference Room at 12:00 p.m.

**The agenda for the meeting is as follows:**

1. To read the minutes of the last meeting.
2. To analyze the II Term End Exam and result process for 2022-23
3. To review overall activities of the institution.
4. To analyze the feedback from stakeholders.
5. To discuss preparation of Academic calendar for A.Y. 2023-24.
6. To Augment IT facilities & Placement opportunities on campus.
7. Any other matter with permission of chair.

  
**IQAC CO-ORDINATOR**  
SINDHU EDUCATION SOCIETY'S  
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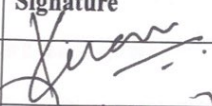

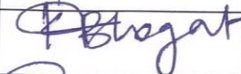
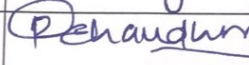

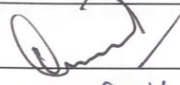

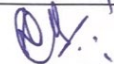

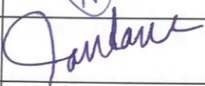


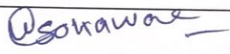


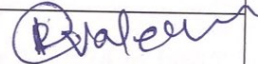
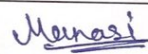


  
**I/C PRINCIPAL**  
SINDHU EDUCATION SOCIETY'S  
(S.E.S.) Swami Hansmuni Maharaj  
Degree College of Commerce,  
Ulhasnagar - 421 004.

**Sindhu Education Society's**  
**(S.E.S.) Swami Hansmuni Maharaj Degree College of Commerce, Ulhasnagar**  
Affiliated to University of Mumbai

**Attendance Sheet**

**IQAC Fourth Meeting held on 09<sup>th</sup> May 2023**

Sr. No.	Name	Designation	Signature
1.	Dr. Kiran Chimnani	Principal & Chairman	
2.	Mr. Athar Jamal	IQAC Co-ordinator	
3.	Dr. Kishori Bhagat	Academician & Educationist	
4.	Mr. Rohan Chaudhary	Industry Representative	
5.	Ms. Julie Tejawani	Community Representative	
6.	Ms. Rekha Thakur	Management Representative	
7.	Mr. Shyam Ahuja	Management Representative	
8.	Dr. Komal Bodhwani	Teacher Member	
9.	Ms. Hetal Uttmani	Teacher Member	
10.	Ms. Vandana Kodwani	Teacher Member	
9.	Dr. Anita Talreja	Teacher Member	
10.	Ms. Amrita Harjani	Teacher Member	
11.	Mr. Umesh Sonawane	Physical Education Director	
12.	Ms. Diksha Dusseja	Librarian	
13.	Ms. Kavita Falak	Office Representative	
14.	Mr. Ravish Valecha	Alumni Representative	
15.	Ms. Mansi Patil	Student Representative	



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**Date: 12/05/2023**

**Minutes of Meeting**

The fourth meeting of IQAC for the Academic Year 2022-23 was held on 09<sup>th</sup> May 2023 in the Conference Room at 12:00 p.m. The minutes of the meeting are as follows.

**1. To read the minutes of the last meeting.**

The minutes of the last meeting were read and approved.

**2. To analyze the II Term End Exam and result process for 2022-23.**

It was discussed that college will display result for Sem-II/IV exam within 45 days after the conclusion of Semester End exams.

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

IQAC decided to guide and instruct all the committee/Forum/Dept. to submit the year plan & budget for 2023-24 for smooth conduct of activities ahead. Staff meeting was conducted to interact with the staff members and take their suggestion for planning of next A.Y.

**4. To analyze feedback from stakeholders**

Feedback Analysis of stakeholders was taken up for the discussion.

**5. To discuss preparation of Academic calendar for A.Y. 2023-24.**

Principal instructed all the heads to submit tentative year plan for 2023-24 to IQAC. Accordingly, IQAC was instructed to make a draft academic calendar including activity as per University of Mumbai and State Government circulars, Suggestion from members were noted down. Further it was decided to place the Academic Calendar before CDC and display it on a website once approved.



**6. To Augment IT facilities & Placement opportunities on campus.**

It was decided to put forth the suggestion of collaborating with an institute or Consultancy for Placement services. The principal explained how augmentation of IT facilities will help in overall development of institution.

**7. Any other matter with permission of the Chair.**

IQAC coordinator informed everyone about domain name, G-suite, and website of college.



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**Action Taken Report**

**IQAC fourth Meeting held on 09<sup>th</sup> May 2023**

**The ATR are as follows:**

1. Feedback Analyzed.
2. Drafting of Academic Calendar for A.Y. 2023-24 prepared.
3. G-Suite ID's Sent to all Teaching & Non-teaching Staff.
4. All the activity reports for A.Y. 202-23 are submitted & scrutinized.

