



National Centre for Rural Development's

Sterling College of Art's Commerce & Science

Sterling Institute of Management Studies, Sector- 19A, Nerul, Navi Mumbai – 400706.

NOTICE

8-06-16

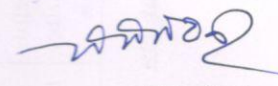
A meeting of the members of IQAC the meeting is scheduled on Saturday, 11th June, 2016 at 11.00 am in the principal's office.

AGENDA

1. To discuss on appointment of new teachers
2. To plan & methods of executing screening test for FY. BCOM Classes
3. To plan for International Yoga week celebration
4. To plan for faculty development program


IQAC Coordinator
IQAC Coordinator

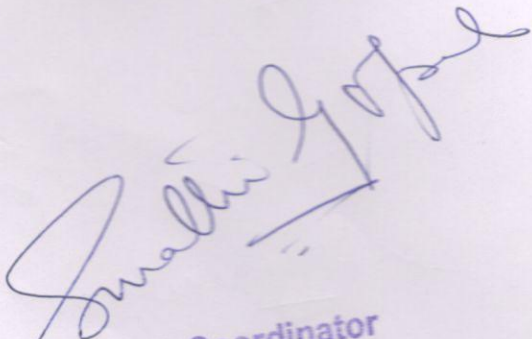



Principal

Principal
NCRD'S Sterling College of Arts, Commerce & Science
Nerul, Navi Mumbai - 400706

Attendance for the IQAC Meeting

NAME	Representation	SIGNATURE
Dr. M.G. Gonda	Head of the Institute	 11/6/16
Dr. Sumathi Gopal	Coordinator	
Prof. Pratap Kadam	Teacher	
Prof. Ranjeet Thakur	Teacher	
Prof. Kishor Bhadra	Teacher	
Mr. Anil Nighot	Administrative Office	
Mr. Amarjit Kharade	Member from Management	
Dr. Ashok Patil	Local Society	
Mr. Balasaheb Bende	Industrialist	
Mr. Indrakush Mane	Student	


IQAC Coordinator




Principal
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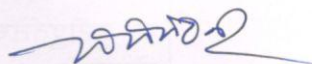
Minutes of the Meeting

11-06-2016

1. It was Resolved that two new teachers will be appointed for the academic year 2016-17.
2. It was Resolved that screening test will be conducted at entry level & divisions shall be allotted on the basis of securing marks. This will enable us to identify the slow learners & weak students so as to provide extra coaching to them. This measure may enable us to reduce the drop out level at the entry level.
3. It was Resolved that between 13th June to 19th June Yoga session will be trained as a mark of International Yoga day since the same was celebrated by University of Mumbai on 21st June, 2016, under the banner of "Ayush". It was further resolved that the mentor teacher will be encouraging the students also to participate in Yoga week. It was also planned that the college will be celebrating mega event on 21st June, 2016 by exhibiting the yoga posture by teacher & Students. Also the video on yoga will be viewed by students & teachers in the auditorium.
4. It was resolved that one day faculty program will be initiate by IQAC for teaching & non-teaching staff. This initiative was taken by the IQAC for motivating the staff so as to enable them for better & quality improvement in their daily activities.


IQAC Coordinator
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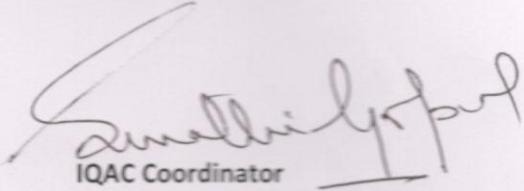
NOTICE

22-10-16

A meeting of the members of IQAC the meeting is scheduled on Saturday, 25th October, 2016 at 11.00 am in the principal's office.

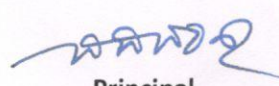
AGENDA

1. To discuss on syllabus completion report by each teacher
2. To Analysis & observation on problems /issues faced while implementing the activity by the committee coordinator or any member of the committee
3. Any specific suggestion for improving academic & administrative performance during second term
4. Planning of activities for second term
5. Any other issues with the permission of the chairman


IQAC Coordinator

IQAC Coordinator




Principal

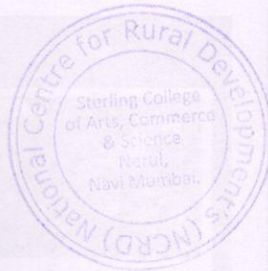
Principal

**NCRD'S Sterling College of Arts, Commerce & Science
Nerul, Navi Mumbai - 400706**

Attendance for the IQAC Meeting

NAME	Representation	SIGNATURE
Dr. M.G. Gonda	Head of the Institute	<i>[Signature]</i> 25/10/16
Dr. Sumathi Gopal	Coordinator	<i>[Signature]</i>
Prof. Pratap Kadam	Teacher	<i>[Signature]</i>
Prof. Ranjeet Thakur	Teacher	<i>[Signature]</i>
Prof. Kishor Bhadra	Teacher	<i>[Signature]</i>
Mr. Anil Nighot	Administrative Office	<i>[Signature]</i>
Mr. Amarjit Kharade	Member from Management	<i>[Signature]</i>
Dr. Ashok Patil	Local Society	<i>[Signature]</i>
Mr. Balasaheb Bende	Industrialist	<i>[Signature]</i>
Mr. Indrakush Mane	Student	<i>[Signature]</i>

[Signature]
IQAC Coordinator



[Signature]
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Sterling Institute of Management Studies, Sector- 19A, Nerul, Navi Mumbai – 400706.

Minutes of the Meeting

25-10-16


The meeting was conducted on Saturday, 25th October, 2016 at 11.00 am in the Principals office.

The following resolutions were passed during the meeting.

1. It was resolved that internal audit of the syllabus completion will be conducted by the IQAC Chairman, Coordinator & members submitted by the teachers.
2. It was Resolved that committee coordinator to submit the reports of the activities conducted in the first half of the academic year. It was further decided that they shall submit the problems faced & the help required from the college & the management.
3. The chairman of the meeting, Principal of the institution on observation of IQAC committee discussion highlighted herein below issues:
 - On the basis of the report & suggestion provided by the attendance committee disciplinary action must be taken against such students for improvement in attendance & simultaneously on exam performance
 - Communication channel must be improved both the ways (namely between teachers & learners)
4. It was Resolved that all the committees may submit the activity list to IQAC as a centralised measures.


IQAC Coordinator
IQAC Coordinator




Principal

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NOTICE

24-11-16


A meeting of the members of IQAC the meeting is scheduled on Friday, 25th November, 2016 at 12.15 pm in the principal's office.

AGENDA

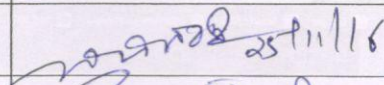
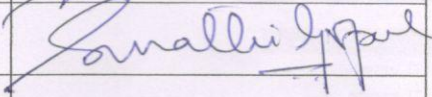
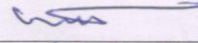
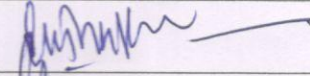

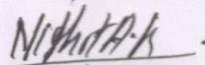


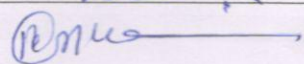
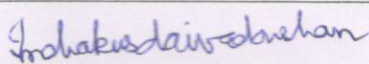
1. Planning & execution of national conference
2. To discuss the challenges faced by the mentor & subject teachers in maintenance of attendance records
3. Issues pertaining to operational level

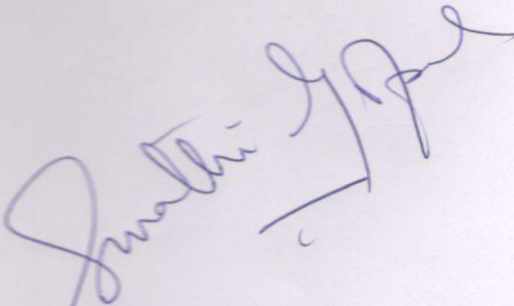

IQAC Coordinator
IQAC Coordinator



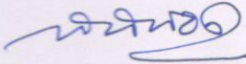

Principal
Principal
NCRD'S Sterling College of Arts, Commerce & Science
Nerul, Navi Mumbai - 400706

Attendance for the IQAC Meeting

NAME	Representation	SIGNATURE
Dr. M.G. Gonda	Head of the Institute	
Dr. Sumathi Gopal	Coordinator	
Prof. Pratap Kadam	Teacher	
Prof. Ranjeet Thakur	Teacher	
Prof. Kishor Bhadra	Teacher	
Mr. Anil Nighot	Administrative Office	
Mr. Amarjit Kharade	Member from Management	
Dr. Ashok Patil	Local Society	
Mr. Balasaheb Bende	Industrialist	
Mr. Indrakush Mane	Student	


IQAC Coordinator




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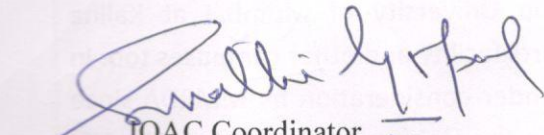
Minutes of the Meeting

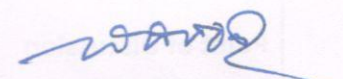
25-11-16

The meeting was conducted on Friday, 25th November, 2016 at 12.15 pm in the Principals office.

The following resolutions were passed during the meeting.

1. It was resolved the conference will commence at 10.00 am with the traditional lighting & Chief Guest Key address. It was decided that one day national conference will be executed & also plan of action for the entire day program.
2. It was resolved that all the records pertaining to the attendance subject wise shall be displayed to the management & parents so as to maintain transparency & also to bring to the knowledge of the parents regarding the performance of their ward during 2016-17.
3. It was resolved that Self assessment of students performance & faculties were discussed & manner in which it shall be implemented.


IQAC Coordinator
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Principal



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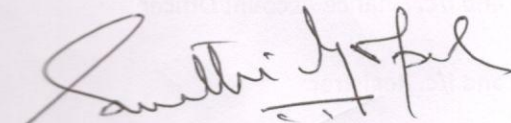
NOTICE

19-04-17


A meeting of the members of IQAC the meeting is scheduled on Saturday, 22nd April, 2017 at 10.30 am in the principal's office.

AGENDA

1. Discussion on reports of the committee
2. Discussion & Analysis on attendance & defaulters list
3. Discussion & Strategies on improvement of results
4. Continuation of Adhoc teachers for the year 2017-18
5. Any other issues with the permission of the chairman of the meeting


IQAC Coordinator
IQAC Coordinator




Principal
Principal
NCRD's Sterling College of Arts, Commerce & Science
Nerul, Navi Mumbai - 400706

Attendance for the IQAC Meeting

NAME	Representation	SIGNATURE
Dr. M.G. Gonda	Head of the Institute	<i>[Signature]</i> 22/4/17
Dr. Sumathi Gopal	Coordinator	<i>[Signature]</i>
Prof. Pratap Kadam	Teacher	<i>[Signature]</i>
Prof. Ranjeet Thakur	Teacher	<i>[Signature]</i>
Prof. Kishor Bhadra	Teacher	<i>[Signature]</i>
Mr. Anil Nighot	Administrative Office	<i>[Signature]</i>
Mr. Amarjit Kharade	Member from Management	<i>[Signature]</i>
Dr. Ashok Patil	Local Society	<i>[Signature]</i>
Mr. Balasaheb Bende	Industrialist	<i>[Signature]</i>
Mr. Indrakush Mane	Student	<i>[Signature]</i>

[Handwritten Signature]

IQAC Coordinator



[Handwritten Signature]

Principal
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Minutes of the Meeting

22-4-2017

1. It was Resolved & discussion continued for the re-engineering process for the next academic year (2017-18)The entire discussion was divided into three parts namely planned, Executed & not executed by the respective committee. The discussion was focused for quality improvement for the next academic year 2017-18
2. The analysis of the past orientation records were discussed so to frame the strategies to be adopted for the next academic year. Further it was also resolved that the Counsellors be appointed & make an attempt to understand the problems faced by the students to shoe a path way to the improvement in their performance.
3. It was Resolved that multiple test be conducted during the lecture by the respective teachers & the feed back of their class test must be shared with the students
4. It was Resolved that the Adhoc teachers will be continued on the basis of the report submitted by the respective faculty & the students feedback.

IQAC Coordinator
IQAC Coordinator



Principal

Principal

NCRD's Sterling College of Arts, Commerce & Science
Nerul, Navi Mumbai - 400706



National Centre for Rural Development's
Sterling College of Arts, Commerce & Science

(NAAC Accredited)

(Affiliated to University of Mumbai)

Plot No. 43, Sector 19, Nerul (East), Navi Mumbai – 400706

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Email – senior_commerce@yahoo.co.in Website - <https://www.sterlingcollegeofcommerce.com>

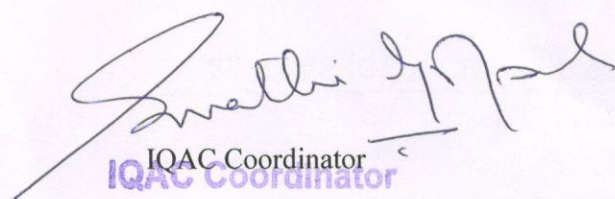
Internal Quality Assurance Cell (IQAC)
ACTION TAKEN REPORT
Academic Year 2016-2017

Quality assurance is a by-product of ongoing efforts to define the objectives of an institution, to have a work plan to achieve and to evaluate the degree to which each of the tasks is fulfilled. The actions taken by the institute on the discussion/resolution made in the meeting of IQAC committee members are given herewith-

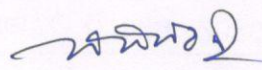
Sr. No	Resolution	Action Taken
1.	To plan orientation program for students & Parents	As per the decision the orientation program was conducted for FY, SY & TY students & their parents
2.	Academic Calendar Planning	IQAC took the initiative of preparing academic Calendar & was circulated to all the faculties to plan their committee activities
3.	Yoga week celebration	Every year yoga week is organized by IQAC for teaching, office staff & students
4.	Appointment of new teacher	IQAC along with principal sir discussed & calculated the number of teaching faculty required for the current academic year & unanimously decided two full time teachers will be appointed & all the necessary action for the appointment was carried out.
5.	Screening Test for FY. B.COM, FY.BMS & FY.BAF	Screening test for all the students admitted to FY. BCOM was taken & those for FY.BMS non- Commerce background & for FY.BAF students who scored less than 60%. The test was for 90 minutes & maximum mark allotted was 50. The test conducted was for English 20 marks, Math 10, Book – Keeping 10 & Economics 5. passing in all subjects was compulsory. In case students failed in any subject/subjects they were given additional coaching. The



		allotment of division will be based on basis of marks secured in screening test.
6.	Faculty Development Program	Two days Faculty Development Program was conducted by Mr. Ravi Raman, a free lancer trainer to reengineer the inner qualities of the faculties. The IQAC initiated the program for faculties inherent development.
7.	Audit conducted by the IQAC	The reports of the individual committee submitted the report to the IQAC & in turn the IQAC Committee verified all the activities undertaken by the respective committee & took oral feedback from the stakeholders & analyzed the need for the continuance of the program in future.
8.	National Conference	National level conference was organized by IQAC on the theme Issues & Challenges faced in Higher Education. It was one day national conference arranged by IQAC.
9.	Defaulters List	The IQAC with the help of attendance committee decided to display defaulters list on a regular basis & maintain the transparency level to the maximum possible extent
10.	Appointment of counselor	It was planned during the IQAC meeting that counselor be appointed for assisting the behavior of the students. Further to discussion the principal suggested & implemented that the in-house faculties itself will counsel the students on a regular basis
11.	Continuation of Adhoc faculties	The IQAC took oral feedback of all the senior faculties regarding their behavior with the colleagues, students feedback & IQAC recommended to the principal for the continuation of Adhoc faculties during the next academic year


 IQAC Coordinator




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