

AOSA EDUCATIONAL SOCIETY'S
Aqsa Women's Degree College
Chavindra, Bhiwandi.

Ref.No. AWDC/

Date: 28/12/2021

NOTICE OF MEETING

Respected Sir,

The meeting of the college IQAC committee of Aqsa Women's Degree College will be held on 04th January, 2022, Tuesday, at 11:00 am, at the college library to transact the following.

AGENDA

1. To confirm the minutes of the previous meeting held on 23/09/2021
2. Discussion regarding upgrading of college infrastructure (Renovation in IQAC room), and fitting tiles on one side wall of college office.
3. Discussion with reference to starting new technical /professional certificate courses.
4. Discussion regarding Finalization of Selection committee for staff appointment.
5. Any other matter with the permission of the chair.

You are requested to make it convenient to attend the Meeting.

Thanking you.

Yours faithfully,

Members Present for the meeting held on 04th January, 2022

| Sr. No. | Name of the member | Designation |
|----------------|------------------------------------|--------------------------------------|
| 1 | Farid Oneza Tanveer | Chairperson |
| 2 | Vinchu Shifa Jahangir | Director of IQAC |
| 3 | Shaikh Ayesha Ejaz | Staff Member |
| 4 | Ansari Sabrin Iftekhhar | Staff Member |
| 5 | Momin Rizma Aasif | Staff Member |
| 6 | Madoo Shagufta Abdul Sattar | Staff Member |
| 7 | Sukte Roohi Abdul Gaffar | Senior Administrative officer |
| 8 | Ansari Sana M Muslim | Senior Administrative officer |
| 9 | Mrs. Ruhi Javed Farid | Management Member |
| 10 | Mr. Obaid Fasih | Management Member |
| 11 | Dr. Najiya Kaab Momin | Stake Holder |
| 12 | Mr. Asif Nachan | Management Member |

Resolution

1. Under agenda no.1 the minutes of previous meeting held on **23/09/2021** were confirmed.
2. Under the agenda no.3. Ms. Vinchu Shifa Jahangir proposed that due to water leakage issues the wall get spoiled so there is an urgent need for fitting tiles on one side wall of the general office and in IQAC wall. It was finalized that quotation for the same should be submitted to Chairpersons office for management's approval. It was seconded by I/C Principal Dr. Oneza Farid and unanimously passed.
3. Under the agenda no.3. Ms. Vinchu Shifa Jahangir proposed that the college should start skill development courses. It was discussed that the college should apply for paramedical courses offered by NCVRT, New Delhi. It was further decided that we should select courses such as Diploma in Physiotherapy Technology, Diploma in Operation Theater Technology, Diploma in Dialysis Technician, Diploma in Hospital Nursing and Midwifery and Diploma in Radiology and Imaging Technology. It was seconded by Mr. Asif Nachan and unanimously passed.
4. Under the agenda no.4. I/C Principal Dr. Oneza Farid proposed that staff should get the list of experts in respective field and send the list to University for finalization of Selection committee for staff appointment. It was seconded by Mr. Obaid Fakhri and unanimously passed.
5. As there was no other matter to discuss the meeting ended with vote of thanks.

AQSA EDUCATIONAL SOCIETY'S
Aqsa Women's Degree College
Chavindra, Bhiwandi.

Ref.No. AWDC/

Date: 15/09/2021

NOTICE OF MEETING

Respected Sir,

The meeting of the college IQAC committee of Aqsa Women's Degree College will be held on 23/09/2021, Thursday, at 11:00 am, at the college library to transact the following.

AGENDA

1. To confirm the minutes of the previous meeting held on 06/04/2021.
2. Discussion regarding next NAAC cycle for our college in 2022-23.
3. Discussion regarding regularizing staff salary and travelling allowances.
4. Any other matter with the permission of the chair.

You are requested to make it convenient to attend the Meeting.

Thanking you.

Yours faithfully,
Farid Oneza Tanveer

Members Present for the meeting held on 23/09/2021

| Sr. No. | Name of the member | Designation |
|----------------|------------------------------------|--------------------------------------|
| 1 | Farid Oneza Tanveer | Chairperson |
| 2 | Vinchu Shifa Jahangir | Director of IQAC |
| 3 | Shaikh Ayesha Ejaz | Staff Member |
| 4 | Ansari Sabrin Iftekhhar | Staff Member |
| 5 | Momin Rizma Aasif | Staff Member |
| 6 | Madoo Shagufta Abdul Sattar | Staff Member |
| 7 | Sukte Roohi Abdul Gaffar | Senior Administrative officer |
| 8 | Ansari Sana M Muslim | Senior Administrative officer |
| 9 | Mrs. Ruhi Javed Farid | Management Member |
| 10 | Mr. Obaid Fakhir | Management Member |
| 11 | Dr. Najiya Kaab Momin | Stake Holder |
| 12 | Mr. Asif Nachan | Management Member |

Resolution

- 1.** Under agenda no.1 the minutes of the previous meeting held on 06/04/2021 were confirmed.
- 2.** Under the agenda no.2. Ms. Vinchu Shifa Jahangir proposed that the four AQAR had been submitted so the college should go for 2nd Cycle of NAAC and the college will prepare SSR as early as possible. It was seconded by Ms. Ruhi Javed Farid and unanimously passed.
- 3.** Under the agenda no.3 I/C Principal Dr. Oneza Farid proposed that as the college timing is regularized so the staff salary and travelling allowances should be regularized. It was seconded by Mr. Asif Nachan and unanimously passed.
- 4.** Under the agenda no.4 I/C Principal Dr. Oneza Farid proposed that the colour of the passage wall has faded so there is a need to paint the walls. It was stated that quotations for the same should be submitted to the Chairperson's office for management approval. It was seconded by Mr. Obaid Fakhir and unanimously passed.
- 5.** As there was no other matter to discuss, the meeting ended with a vote of thanks.