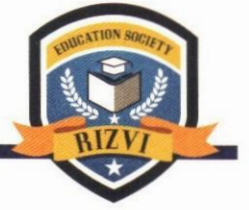




# RIZVI COLLEGE OF ARTS, SCIENCE & COMMERCE



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Phone : 2648 0348 / 2600 4245 • Fax : 2649 7448

Date: 18<sup>th</sup> August, 2020

## NOTICE (DEGREE COLLEGE)

This to inform that Criterion In charges with one member should attend an online meeting on **Tuesday 22<sup>nd</sup> August, 2020 at 7.30 pm** to discuss issues related with AQAR 2019 - 20.

Google Meet Link will be shared in WhatsApp group 30 minutes before scheduled meeting on the same day.

### Agenda:

- Preparation of AQAR 2019-20

**Dr. ASHFAQ KHAN**  
(Co-coordinator, IQAC)

**Mrs. SHWETA DUBEY**  
(Co-Coordinator, IQAC)

**Dr. (Mrs.) ANJUM ARA AHMAD**

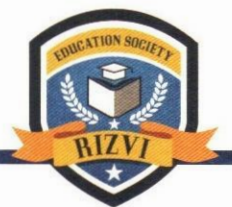
(Principal)  
**Dr. PRINCIPAL**  
Rizvi Education Society's  
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Date: 22<sup>nd</sup> August, 2020

An online meeting of IQAC is held on **Tuesday 22<sup>nd</sup> August, 2020** at **7.30 pm** through **Google Meet**.

Following in-charges and members attended the same.

<b>Chairperson</b>	Dr. (Mrs.) Anjum Ara M.K Ahmad- Principal i/c
<b>Coordinator</b>	Dr. Ashfaq Khan- Vice Principal
<b>Co-coordinator</b>	Mrs. Shweta Dubey
<b>Criterion I</b>	Mrs. Swati Vora
<b>Member_Criterion I</b>	Mr. Pradyanesh Waghmare
<b>Criterion II</b>	Dr. N. A. Jafry
<b>Member_Criterion II</b>	Mr. Vishwas Deshmukh
<b>Criterion III</b>	Mrs. Shaikh Shahida
<b>Member_Criterion III</b>	Dr. Shadab Sayed
<b>Criterion IV</b>	Dr. Rajesh Masurkar
<b>Member_Criterion IV</b>	Mrs. Suma Thomas
<b>Criterion V</b>	Dr. Parhad Dattatray
<b>Member_Criterion V</b>	Dr. Malan Zardi
<b>Criterion VI</b>	Mrs. Farhana K. Wali
<b>Member_Criterion VI</b>	Dr. Ansariya Rana
<b>Criterion VII</b>	Dr. Abhay Ranade
<b>Member_Criterion VII</b>	Ms. Shabnam Shaikh
<b>Librarian</b>	Mrs. Suma Thomas
<b>Admin. Rep. (Aided)</b>	Mrs. Mehjabeen Khan
<b>Admin. Rep. (Un-Aided)</b>	Mr. Qamar Haider

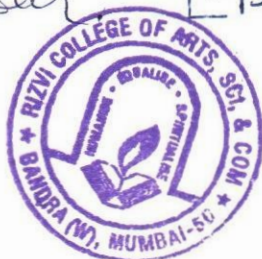
## Following Business was transacted:

- Deadline to prepare AQAR 2019 - 20 is 30<sup>th</sup> November, 2019; the same should be uploaded by Mid December, 2020.

Proposed by

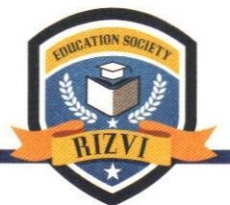
B. Parasar

[Ms. Bhaswati Parasar]





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Seconded by

[MRS. SHAIKH SHAHIDA]

**Dr. ASHFAQ KHAN**  
(Co-coordinator, IQAC)

**Mrs. SHWETA DUBEY**  
(Co-Coordinator, IQAC)

**Dr. (Mrs.) ANJUM ARA AHMAD**

**I/C. PRINCIPAL**  
(Principal I/C)  
*Rizvi Education Society's*  
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## **OF ARTS, SCIENCE & COMMERCE**





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Phone : 90048 34583

25<sup>th</sup> August, 2020

### **Action Taken Report** **(For 22<sup>nd</sup> August, 2020 Meeting)**

1. Principal I/C instructed the IQAC coordination and Criterion In-charges to prepare the First draft of AQAR 2019 - 20.

  
(DR. ASHFAQ AHMAD KHAN)  
Coordinator, IQAC

  
(MRS. SHWETA DUBEY)  
Co-Coordinator, IQAC

  
(DR. MRS. ANJUM ARA AHMAD M.K.)  
Principal i/C



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Phone : 2648 0348 / 2600 4245 • Fax : 2649 7448

Date: 27th November, 2020

## NOTICE (DEGREE COLLEGE)

This to inform that Criterion In charges with one member should attend an online meeting on  
**Saturday 28<sup>th</sup> November, 2020 at 6.30 pm** to discuss issues related with AQAR 2019 - 20.

Google Meet Link will be shared in WhatsApp group 30 minutes before scheduled meeting on the same day.

### Agenda:

- To assess preparation of AQAR 2019 - 20

**Dr. ASHFAQ KHAN**  
(Coordinator, IQAC)

**Mrs. SHWETA DUBEY**  
(Co-Coordinator, IQAC)

**Dr. (Mrs.) ANJUM ARA AHMAD**

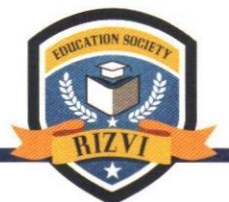
(Principal)  
**PRINCIPAL**  
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Date: 28<sup>th</sup> November, 2020

An online meeting of IQAC is held on **Saturday 28<sup>th</sup> November, 2020** at **6.30 pm** through **Google Meet**.

Following in-charges and members attended the same.

About this call		About this call	
People	Information	People	Information
S. saira tumbi	13.5KB/s	r. rana ansariya	16.4KB/s
S. shadab syed		Ruchi Gupta	
S. shahida shaikh		S. saira tumbi	
shehnaz khan		S. shadab syed	
Shilpa Serigar		S. shahida shaikh	
S. Subhash Gupta		shehnaz khan	
S. suhana khan		Shilpa Serigar	
S. suma thomas		S. Subhash Gupta	
S. Swati Vora		S. suhana khan	
T. Tabassum Shaikh		S. suma thomas	
V. Vishwas Deshmukh		S. Swati Vora	





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18:58

13.6KB/s

← About this call

People

Information

IN CALL

s	shweta dubey (You)		
	abbas alam rizvi	✕	...
a	abhay ranade	✕	...
	alkama faqih	✕	...
	Arif Patel	✕	...
a	arunachalam s	✕	...
	Dr Anjum Ara Ahmad		...
	Dr Ashfaq Ahmad Khan	...	...
	Dr Ashfaq Ahmad Khan	✕	...
	Dr. Ansarpasha Shaikh	✕	...

18:59

16.5KB/s

← About this call

People

Information

D	Dr. Nazar Abbas Jafry	✕	...
f	farhana wali	✕	...
	haider zaidi	✕	...
m	malan zardi	✕	...
M	Mehjabeen Khan	✕	...
M	Mohammed Gaus Ans...	✕	...
N	Neha Nangia	✕	...
	parhad dattatraya	...	...
P	Pradnyesh Waghmare	✕	...
p	preeti b	✕	...
	Rajesh Masurkar	✕	...

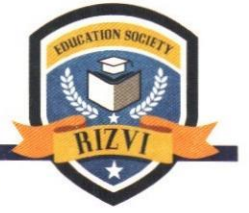
Following Business was transacted:

Criterion I	Final draft will be submitted on 5 <sup>th</sup> December, 2020
Criterion II	Final draft be submitted on 5 <sup>th</sup> December, 2020
Criterion III	Final draft be submitted on 7 <sup>th</sup> December, 2020
Criterion IV	Submitted
Criterion V	Submitted
Criterion VI	Submitted
Criterion VII	Final draft will be submitted on 10 <sup>th</sup> December, 2020





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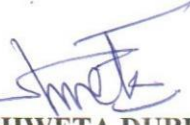
Proposed by

[MRS. SHAIKH SHAHIDA]

Seconded by

[MRS. PREETI BAMOLIKAR]

  
**Dr. ASHFAQ KHAN**  
(Co-coordinator, IQAC)

  
**Mrs. SHWETA DUBEY**  
(Co-Coordinator, IQAC)

  
**Dr. (Mrs.) ANJUM ARA AHMAD**

**Principal IQAC**  
**Rizvi Education Society's**  
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Phone : 90048 34583

2<sup>nd</sup> December, 2020

**Action Taken Report**  
**(For 28<sup>th</sup> November, 2020 Meeting)**

1. Principal I/C instructed the Criterion In-charges I, II, III and VII to submit the First draft of their respective criterion on/before the agreed date.

  
(DR. ASHFAQ AHMAD KHAN)  
Coordinator, IQAC

  
(MRS. SHWETA DUBEY)  
Co-Coordinator, IQAC

  
(DR. MRS. ANJUM ARA AHMAD M.K.)  
Principal I/C



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Date: 23<sup>rd</sup> January, 2021

## NOTICE (DEGREE COLLEGE)

This to inform that Criterion In charges with one member, HODs/ In charges/ Coordinators of Departments and Committee Conveners/ Co-Conveners should attend a meeting on Monday to discuss issues related with AQAR/NAAC and 2020-21 committee and Departmental activities to be conducted. You all are required to attend the same on Monday 25<sup>th</sup> January 2021 at 11.30 am sharp in the Library.

### Agenda:

- Finalisation of AQAR 2019-20
- Setting the objectives and targets for Second Half of Academic Year 2020 - 21

**Dr. ASHFAQ KHAN**  
(Coordinator, IQAC)

**Mrs. SHWETA DUBEY**  
(Co-Coordinator, IQAC)

**Dr. (Mrs.) ANJUM ARA AHMAD**  
(Principal)  
**Principal**  
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# RIZVI COLLEGE OF ARTS, SCIENCE & COMMERCE



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Phone : 2648 0348 / 2600 4245 • Fax : 2649 7448

Date: 25<sup>th</sup> January, 2021

A meeting of IQAC, HODs/ In-charges/ Coordinators of Departments and Committee Convener/ Co-Conveners and any one members of each Criterion held on Monday 25<sup>th</sup> January, 2021 at 11.30 a.m. in the Library.

Following in-charges and members attended the same.

- |   |   |
|---|---|
| 1) Dr. Anjum Ara Ahmad - Principal        | 2) Dr. D.V. Parhad - Criterion V          |
| 2) Dr. Ashfaq Khan - Vice Principal       | 3) S. S. Sarda - Criterion III            |
| 3) S. S. Sarda - Criterion III            | 4) Khan Suhana                            |
| 4) Khan Suhana                            | 5) Fortuna K. W. S.                       |
| 5) Fortuna K. W. S.                       | 6) Dr. N. A. Jafry - Criteria II          |
| 6) Dr. N. A. Jafry - Criteria II          | 7) Dr. Ravada A. - VII                    |
| 7) Dr. Ravada A. - VII                    | 8) Pradnyesh Waghmare - Criteria I        |
| 8) Pradnyesh Waghmare - Criteria I        | 9) Dr. Rajesh Masurkar - Cri II           |
| 9) Dr. Rajesh Masurkar - Cri II           | 10) Dr. Paul R.                           |
| 10) Dr. Paul R.                           | 11) Mr. Mansur A. Shaikh - Criteria III   |
| 11) Mr. Mansur A. Shaikh - Criteria III   | 12) Mr. Muhammad Amir - Asst.             |
| 12) Mr. Muhammad Amir - Asst.             | 13) B. D. Shetty                          |
| 13) B. D. Shetty                          | 14) Dr. Shilpa Sangar - Sports            |
| 14) Dr. Shilpa Sangar - Sports            | 15) Dr. Malini - Asst. Prof - Cri V       |
| 15) Dr. Malini - Asst. Prof - Cri V       | 16) Manjun Guna - Head, Dept of Sociology |
| 16) Manjun Guna - Head, Dept of Sociology | 17) Dr. D.V. Parhad - Criterion V         |
| 17) Dr. D.V. Parhad - Criterion V         | 18) S. S. Sarda - Criterion III           |
| 18) S. S. Sarda - Criterion III           | 19) Mr. Rajab Ali - CS                    |
| 19) Mr. Rajab Ali - CS                    | 20) Nigamwala - Chair                     |
| 20) Nigamwala - Chair                     | 21) Business Studies (Criteria II)        |
| 21) Business Studies (Criteria II)        | 22) Dr. Shadab Syed (Criteria III)        |
| 22) Dr. Shadab Syed (Criteria III)        | 23) Samir Khan (Criteria II)              |
| 23) Samir Khan (Criteria II)              | 24) Ashfaq Khan - Hindi                   |
| 24) Ashfaq Khan - Hindi                   | 25) Dr. Ashfaq Khan - Hindi               |
| 25) Dr. Ashfaq Khan - Hindi               | 26) Mrs. Shelmah Khan                     |
| 26) Mrs. Shelmah Khan                     | 27) Mr. Zaidi Zaidi Haddar                |
| 27) Mr. Zaidi Zaidi Haddar                | 28) Vishwas V. Dashmabh (Cr. II)          |
| 28) Vishwas V. Dashmabh (Cr. II)          | 29) Rochan Khobragade                     |
| 29) Rochan Khobragade                     | 30) Khan Mohammod Ali (Cr. II)            |
| 30) Khan Mohammod Ali (Cr. II)            | 31) Mohammad Mukhtar Khan                 |
| 31) Mohammad Mukhtar Khan                 | 32) Mohammed Gani Ali (Cr. II)            |
| 32) Mohammed Gani Ali (Cr. II)            | 33) Dr. Anwar Ali Rana                    |
| 33) Dr. Anwar Ali Rana                    | 34) Mr. S. S. Sarda                       |
| 34) Mr. S. S. Sarda                       | 35) S. Mohd. Zafar                        |

## Following Business was transacted:

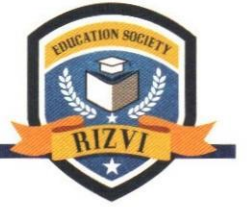
- Online activities have to be conducted by every department.
- June & July activities will not be counted for Academic year 2020-21 because current academic year start from 7<sup>th</sup> August, 2020 to 31<sup>st</sup> May, 2021
- Departmental budgets could not be sanctioned due to management instructions.
- Show cause notice to be issued to absent faculties.







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- Departmental responsibility to conduct activities for the current academic year.
- Tentative data can be uploaded in the coming week for AQAR 2020-21.
- IQAC coordinator suggested free courses from BSE / GTT for departmental activities and FDP programme for Teaching and Non- teaching Staff.
- Principal suggested for a session on GEO Tagged Photography for staff.
- Faculties were promoted to publish papers.

Proposed by

*Bambol*

[MRS. PREETI BAMBOLKAR]

Seconded by

*B. Parasat*

[MRS. BHASWATI PARASAT]

*Ashfaq*  
**Dr. ASHFAQ KHAN**  
(Co-coordinator, IQAC)

*Shweta*  
**Mrs. SHWETA DUBEY**  
(Co-Coordinator, IQAC)

*Anjum*  
**Dr. (Mrs.) ANJUM ARA AHMAD**  
(Principal)  
**Rizvi Education Society's**  
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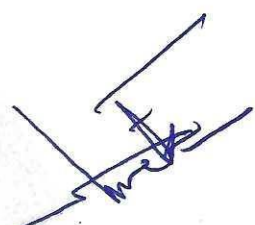
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Phone : 90048 34583

2<sup>nd</sup> February, 2021

**Action Taken Report**  
**(For 25<sup>th</sup> January, 2021 Meeting)**

1. Proposal for Online Activities to be conducted in the Second Term is submitted by IQAC and the Department of Economics.
2. A Session on 'Geo-Tagged Photograph' was scheduled to be conducted by IQAC and the Departments of CS/IT.

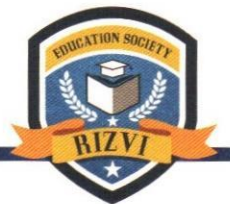
  
(DR. ASHFAQ AHMAD KHAN)  
Coordinator, IQAC

  
(MRS. SHWETA DUBEY)  
Co-Coordinator, IQAC

  
(DR. MRS. ANJUM ARA AHMAD M.K.)  
Principal I/C



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Date: 27<sup>th</sup> May, 2021

## NOTICE (DEGREE COLLEGE)

An online meeting of **IQAC** is scheduled to be held on **29th May 2021** at **07:30 pm** through **Google meet**. Link will be shared in WhatsApp group 30 minutes before scheduled meeting on the same day.

### Agenda:

- Introduction of Diploma/Certificate/Value Added Courses/Add - On Courses
- Enhancement of ICT tools
- Research fund sanction and follow up
- Creation of Incubation Center
- Promoting teachers for FDPs , Orientation and refreshers courses
- Gender equity program to be increased
- E - content development by teachers
- Full time counseling cell for students to deal with Post COVID situations
- Financial aid to students who lost their parents during pandemic due to COVID Finding out drop outs during pandemic if any and reasons for the discontinuation
- Publication of papers by faculties

Dr. ASHFAQ KHAN  
(Coordinator, IQAC)

Mrs. SHWETA DUBEY  
(Co-Coordinator, IQAC)

Dr. (Mrs.) ANJUM ARA AHMAD

**Vc PRINCIPAL**  
Rizvi Education Society's  
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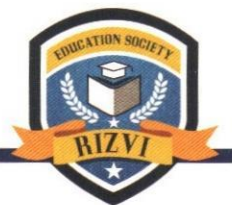






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Date: 29<sup>th</sup> May, 2021

A meeting of IQAC, HODs/In-charges/Coordinators of Departments and Committee Convener/ Co-Conveners and any one members of each Criterion held on **29th May 2021**, at 7.30 a.m. through Google Meet.

Following in-charges and members attended the same.

<b>Chairperson</b>	Dr. (Mrs.) Anjum Ara M.K Ahmad- Principal I/C
<b>Coordinator</b>	Dr. Ashfaq Khan- Vice Principal
<b>Co-coordinator</b>	Mrs. Shweta Dubey
<b>Criterion I</b>	Mrs. Swati Vora
<b>Member_Criterion I</b>	Ms. Bhaswati Parasar
<b>Criterion II</b>	Dr. N. A. Jafry
<b>Member_Criterion II</b>	Mr. Vishwas Deshmukh
<b>Criterion III</b>	Mrs. Shaikh Shahida
<b>Member_Criterion III</b>	Ms. Tabassum Shaikh
<b>Criterion IV</b>	Dr. Rajesh Masurkar
<b>Member_Criterion IV</b>	Mrs. Suma Thomas
<b>Criterion V</b>	Dr. Parhad Dattatray
<b>Member_Criterion V</b>	Mrs. Preeti Bambolkar
<b>Criterion VI</b>	Mrs. Farhana K. Wali
<b>Member_Criterion VI</b>	Mr. Moharrum Ali
<b>Criterion VII</b>	Dr. Abhay Ranade
<b>Member_Criterion VII</b>	Mrs. Shehnaz Khan
<b>Librarian</b>	Mrs. Suma Thomas
<b>Admin. Rep. (Aided)</b>	Mrs. Mehjabeen Khan
<b>Admin. Rep. (Un-Aided)</b>	Mr. Qamar Haider





# RIZVI COLLEGE OF ARTS, SCIENCE & COMMERCE



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## Following Business was transacted:

- Efforts should be undertaken for the Online Diploma/Certificate/Value Added Courses/Add On Courses every department.
- Teaching staff members should enhance the ICT tools used during the online teaching learning process in academic year 2021 – 22.
- Teachers should apply for the research fund and do the proper follow up.
- Incubation Centre/Cell will be created to help the students to realise their entrepreneurial potentials.
- Teachers should apply in increasing numbers for various faculty development programmes and training courses organised by UGC, HRDC such as Orientation Programme/Induction Programme/refresher Course/Short Term Course etc.
- Departments should organise more number of activities on Gender Sensitisation.
- Teachers should develop E – Contents on regular basis and upload it on library websites for the universal access to the student community.
- Full time counseling cell for students shall be set up to help the students deal with Post COVID – 19 situations along with the financial aid to the COVID – 19 affected needy students.
- Teachers should publish their research papers in increasing numbers in UGC Listed Journals and Peer Reviewed Journals.

Proposed by

B. Parasar

[MRS. BHASWATI PARASAR]

Seconded by

[Signature]

[MRS. SHAIKH SHAHIDA]

Dr. ASHFAQ KHAN  
(Co-coordinator, IQAC)

Mrs. SHWETA DUBEY  
(Co-Coordinator, IQAC)

Dr. (Mrs.) ANJUM ARA AHMAD  
(Principal)

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# **RIZVI COLLEGE**

## **OF ARTS, SCIENCE & COMMERCE**



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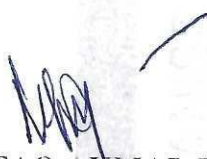
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5<sup>th</sup> June, 2021

### **Action Taken Report** **(For 29<sup>th</sup> May, 2021 Meeting)**

1. Teachers were asked to use ICT tools to make online teaching effective and comprehensive.
2. Proposals were invited from HODs/Committee Conveners to organize Conferences, Webinars, Seminars and FDPs.
3. Teachers were asked to develop the E-Content and upload it on the college website.
4. Teachers were asked to increase the number of Research works along with publication and presentation of the same.

  
(DR. ASHFAQ AHMAD KHAN)  
Coordinator, IQAC

  
(MRS. SHWETA DUBEY)  
Co-Coordinator, IQAC

  
(DR. MRS. ANJUM ARA AHMAD M.K.)  
Principal I/C