



Naac Accreditation "B" (2.45) Reg. No. MAH / 762 / JAL
IQRA EDUCATION SOCIETY'S

IQRA COLLEGE OF EDUCATION

"Iqra Nagar", Mohadi Shivar, Shirsoli Road, Jalgaon. Ph. 0257 2264825

Email: iqrabedcollegejal@gmail.com Website: www.iqrabed.co.in



IQAC MEETING No. 2 (2021-22)

Notice

Date: 14/01/2022

All the IQAC members are hereby informed that the IQAC 2nd Meeting for the year 2021-22 is scheduled to be held on 17/01/2022 at 3.00 pm. The brief agenda of the meeting is as follows.

AGENDA OF THE MEETING

- 1) To read and confirm minutes of the previous meeting.
- 2) To plan 1st and 2nd year internal examination.
- 3) To plan for organization of Food Festival and Sports week.
- 4) To discuss about send-off programme of Prof. F.M.Lehari.
- 5) To discuss about filling of vacant position of teaching staff.
- 6) Any other subject with the kind permission of the Hon. Principal.

**CHAIRMAN
IQAC**

Iqra College of Education
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IQAC MEETING No. 2 (2021-22)

MINUTES OF THE MEETING

The 2nd meeting of the Internal Quality Assurance Cell (IQAC) for the academic year 2021-22 was held on 17/01/2022 at 3.00 p.m. in IQAC cell of at Iqra College of Education.

The following topics are discussed in the meeting.

- 1) The minutes of the previous meeting are read by the coordinator and confirmed. As per the minutes of the meeting the action taken report is also briefly discussed in the meeting.
- 2) Discussion took place on planning of 1st and 2nd year internal examination. The dates of examination were decided. The responsibilities were given to the respective subject teacher for framing the question papers.
- 3) Discussion took place on organization of Food Festival and Sports week. It was decided to organize Food Festival and Sports week in the month of February 2022.
- 4) As Prof. Mrs. F.M. Lehari is going to retire on 31/03/2022. It is decided to organize send-off programme for the same.
- 5) Discussion took place to fill the vacant post in the college and it is decided to recommend the management to fill the vacant post as soon as possible,
- 6) There was no new subject rather than above points.

**CHAIRMAN
IQAC**

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IQAC MEETING No. 2 (2021-22)

Following members were present for the meeting;

Name	Post	Sign
Prof. Irfan Iqbal Shaikh	Chairman	
Prof. F.M. Lehari	Teacher Representative	
Prof. V.H. Shaikh	Teacher Representative	
Prof. A. A. Shaikh	Teacher Representative	
Dr. A. Karim Salar	Member from the management	
Mr. Raees A. Shaikh	Non Teaching Representative	
Mr. Sayyed Zimam	Nominee from Students	
Mr. Qazi Zamiruddin	Nominee from Alumni	
Prof. Ab. Rauf Shaikh	Nominee from Employers	
Dr. I. N. Songare	IQAC Coordinator	

CHAIRMAN

IQAC

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ACTION TAKEN REPORT

Meeting-II (2021-22)

Agenda	Action Taken
To plan 1 st and 2 nd year internal examination.	1 st and 2 nd year internal examination was conducted smoothly as per planning discussed in meeting.
To plan for organization of Food Festival and Sports week.	Food Festival and Sports week was successfully organized during 16 February 2022 to 18 February, 2022.
To discuss about send-off programme of Prof. Mrs F. M. Lehari.	Send off Programme was successfully organized on 31 March , 2022.
To discuss about filling of vacant position of teaching staff.	Recommendation was made to the management for filling vacant post in the college.

CHAIRMAN
IQAC

Iqra College of Education
Jalgaon