

**Internal Quality Assurance Cell (IQAC)**  
**Action Taken Report**  
**for the Academic Year (2021-2022)**  
**(September 2021 – June 2022)**

1. Meeting of IQAC of Narayan Zantye College of Commerce, Bicholim, Goa was held on 21<sup>st</sup>, 23<sup>rd</sup>, 25<sup>th</sup>, 27<sup>th</sup>, 29<sup>th</sup>, September, 1<sup>st</sup>, 4<sup>th</sup>, 6<sup>th</sup> and 7<sup>th</sup> October 2021. All staff members were present for the meeting.

Agenda	Subject	Action taken
1.	IIQA and SSR presentation for NAAC 2 <sup>nd</sup> cycle 21 <sup>st</sup> , 23 <sup>rd</sup> , 25 <sup>th</sup> , 27 <sup>th</sup> , 29 <sup>th</sup> , September, 1 <sup>st</sup> , 4 <sup>th</sup> , 6 <sup>th</sup> and 7 <sup>th</sup> October 2021 (9 days)	First draft of IIQA and SSR are presented by all criteria heads. During presentation data collected in Excel template and scanned document are displayed by criteria members. Institutional Information for Quality Assessment (IIQA) is submitted on 25th Nov. 2021 for NAAC 2nd cycle and the same is accepted on 18th January, 2022.

2. IQAC organized a faculty development program (FDP) on “SSR Preparation of NAAC Second Cycle” on Saturday, 19th February, 2022 at 10 a.m. in the seminar hall. Total 22 staff members attended the program.

Agenda	Subject	Action taken
1.	SSR Preparation of NAAC Second Cycle	Dr. Shami Pai, HOD, Dept. of Commerce and IQAC Coordinator, Shree Damodar College, Margao, Goa explained NAAC accreditation process and its’ timeframe, SSR submission and Data Validation & Verification (DVV). Faculty members also interacted with the resource person regarding collection, scanning and linking supporting documents with SSR.

3. The meetings of IQAC of Narayan Zantye College of Commerce, Bicholim, Goa were held on 5<sup>th</sup>, 7<sup>th</sup>, 9<sup>th</sup>, 10<sup>th</sup> and 11<sup>th</sup> February 2022 (5 Days) in the Computer Lab to finalize the new format of Annual Quality Assurance Report (AQAR) for the academic year (2020-21). All teaching staff members were present for the meeting.



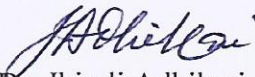
Agenda	Subject	Action taken
1	LCD presentation of AQAR (2020-21) for 5 days 5 <sup>th</sup> , 7 <sup>th</sup> , 9 <sup>th</sup> , 10 <sup>th</sup> and 11 <sup>th</sup> February 2022	Extended profile of AQAR was presented by IQAC Co-ordinator. All the subcommittee Convenors of Criteria I to VII presented the respective part of AQAR. Final AQAR (2020-21) is submitted on 11 <sup>th</sup> March, 2022 in NAAC portal. The same is accepted on 4 <sup>th</sup> April 2022 after 3 <sup>rd</sup> review.

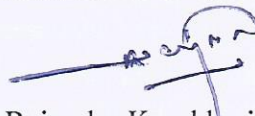
4. Meetings of IQAC of Narayan Zantye College of Commerce, Bicholim, Goa was held to finalize SSR for NAAC 2nd cycle on 7<sup>th</sup>, 8<sup>th</sup>, 9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup>, 12<sup>th</sup>, and 14<sup>th</sup> March 2022 (7 days).


Agenda	Subject	Action taken
1	LCD presentation of final SSR 7 <sup>th</sup> , 8 <sup>th</sup> , 9 <sup>th</sup> , 10 <sup>th</sup> , 11 <sup>th</sup> , 12 <sup>th</sup> , and 14 <sup>th</sup> March 2022	SSR is submitted on 21 <sup>st</sup> March, 2022 in NAAC portal.

5. Meetings of IQAC of Narayan Zantye College of Commerce, Bicholim, Goa was held on 14<sup>th</sup> May, 2022. 22 staff members were present in the meeting.

Agenda	Subject	Action taken
1	DVV Clarification	College received DVV report of SSR on 11 <sup>th</sup> May, 2022 and DVV clarification is submitted on 26 <sup>th</sup> May, 2022
2	Documentation work	Documentation was completed
3	Infrastructure related issues	College building is repaired and painted, broken tiles of Gymkhana hall are replaced, wooden platform and benches are repaired

  
Dr. Jhimli Adhikari  
(Co-ordinator, IQAC)


  
Dr. Rajendra Kumbharjuvenkar  
(Chairman IQAC, Offg. Principal)

  
Shri Rajesh Amonkar (Vice Principal)



  
Dr. Bipin Bandekar (Member)

  
Mrs. Shweta Borkar (Member)

  
Mrs. Krupa Mayekar (Member)