

Vidya Bharti Shaikshanik Mandal Amravati's

**Sant Muktabai Arts and Commerce College, Muktainagar**

**Dist-Jalgaon (M.S) 425306.**

NAAC Re-Accredited 'B'

College Code No. 180035 ( Affiliated to N. M. University, Jalgaon)

Phone No. (02583) Office- 234322 Res- Mob 9423185002

Founder President

President

Secretary

Principal

Dr. Devising Shekhawat

Shri. Raosaheb Shekhawat

Shri.Bhawarsingh Shekhawat

Dr.R.H.Gupta

### INTERNAL QUALITY ASSYURANCE CELL REPORT

#### 1. IQAC CELL STRUCTURE

Sr.No	Name	Designation	Post
1	Dr. R.H.GUPTA	Principal	Chairman of IQAC
2	Prof. L.B.Gayakawad	Academic Co-ordinator	Co-ordinator
3	Prof. B.L.Mahajan	Exam Co-ordination	Member of IQAC
4	Prof. R.L.Kachhawa	Teachers Representative	Member of IQAC
5	Prof. S.A.Saindane	Teachers Representative	Member of IQAC
6	Prof. K.P.Patil	Students Welfare Officer	Member of IQAC
7	Prof. P.A.Waghamare	Sexual Harassment Cell	Member of IQAC
8	Prof. R.N.Shewale	Coaching class entry in services cell	Member of IQAC
9	Prof. S.K. Mali	Assistant Professor	Member of IQAC
10	Prof. A.S.Patil	Alumni Representative	Member of IQAC

#### 2. OBJECTIVES OF IQAC CELL

To develop a system for conscious, consistent and catalytic action

to improve the academic and administrative performance of the institution.

To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

**Principal**

Sant Muktabai Arts & Commerce  
College, Muktainagar Dist Jalgaon



**3 FOLLOWING WORK HAS BEEN DONE BY IQAC COMMITTEE**

Annual Quality Assurance Reports for 2014-15,2015-16,2016-17 and 2017-18 are submitted to NAAC Bangalore.

**4 IQAC CONTRIBUTION IN INSTITUTIONALIZING QUALITY ASSURANCE STRATEGIES AND PROCESS**

Regular academic monitoring of all the classes

Monthly Compliance of Teaching plan by HODs of all departments.

Monthly performance Review

Monthly CR Meetings.

Internal Academic audit once in a year

Administrative audit once in a semester.

Student feedback

Faculty mentoring

Industry Feedback

**5 NO. OF IQAC MEETINGS**

IQAC meeting are held twice in every

Minutes of the respective meetings are taken during the meeting and placed on record.

Action Taken report is prepared on yearly basis

**6 IQAC INITIATIVES THROUGH ITS MEETINGS**

Guest lecture on Goods and Service Tax "GST"

**7 WORKSHOPS**

- Syllabus restructuring workshop 17/03/2017
- Mind parlor work shop for girls student
- University level Pawada gayan kaushalya karyashala
- Sutrasanchalan kaushalya karyashal

  
**Principal**  
Sant Muktabai Arts & Commerce  
"The Muktabai Group"



## 8 FDP

[FDP] One day Training to faculty for use of Ms Office

[FDP] One day Training to faculty for use of Excel

[FDP] One day Training to faculty for use of MS-WORD

[FDP] One day Training to faculty for use of Power Point

[FDP] One day Training to faculty for create of E-mail ID

[FDP] One day Training Programme for office Management Techniques

[FDP] One day Training Programme on Interpersonal Skill

[FDP] One day Training Programme on Tally Accounting Package

*Mr. Anshu Singh*  
**Principal**  
Sant Muktabai Arts & Commerce  
College, Muthi Nagar Dist. Jalgaon



**Objectives –**

1. To know the meaning and importance of personal selling Qualities of effective Salesperson
2. To study the Stimulus Response Selling Approach, Mental State Approach , Need Satisfaction Approach , Problem Solving Approach , Consultative Selling Approach
3. To familiarize the students with the concepts, terminologies in Salesmanship,
4. To help the students to learn how to do A Successful Salesman

This certificate course which is Add On with principal subject in Commerce , it is intended to provide a general concept. Main purpose of the study and objectives is this course to clear the concept, reasons, effects and remedies with awareness about the Successful Salesman and study its management. Students after graduation with complete this 30 hours course, they work major areas like Successful Salesman in agencies, Successful Salesman in insurance companies, etc.

**Signature**

**Head of the Department**

**Signature**

**IQAC Coordinator**



*Principal*  
**Principal**  
Sant Mukteshwar Arts & Commerce  
College, Muktanagar Dist Jaipur