

**NAGINDAS KHANDWALA COLLEGE OF COMMERCE, ARTS & MANAGEMENT
STUDIES AND SHANTABEN NAGINDAS KHANDWALA COLLEGE OF SCIENCE**

2nd April, 2024

INTERNAL QUALITY ASSURANCE CELL

NOTICE

A meeting of the IQAC Committee will be held on Tuesday, 16th April, 2024 at 12:15 pm in Hybrid Mode at 7th floor, C-Wing and Google Meet to discuss the following agenda.

Link: meet.google.com/cuu-swps-nux

AGENDA

1. To read and confirm the minutes of the previous meeting.
2. To discuss the submission of Detailed Project Report for Cluster University.
3. To discuss the BMS/BBA Programme under AICTE.
4. To discuss about initiatives of Department of Examination and Evaluation.
5. To discuss about the progress of New ISO Standard 21001:2018.
6. To review the activities conducted for current academic year and to discuss the activities planned.
7. To discuss about International Initiatives.
8. To discuss about appraisal of teaching staff to be conducted.
9. To discuss about the activities conducted by Incubation Centre.
10. To review the activities conducted by Career Development and Placement Cell.
11. To review the activities conducted by Research Cell.
12. Any other business with the permission of the Chair.



**PROF. DR. MONA MEHTA
COORDINATOR**



**PROF. DR. MOUSHUMI DATTA
CHAIRPERSON**

MINUTES

A Meeting of the I.Q.A.C. Committee was held on Tuesday, 16th April, 2024 at 12:15 pm in Hybrid Mode.

Principal Prof. Dr. Moushumi Datta presided over the meeting. Prin K. Venkatramani Mr. Amit Gheewala, Prof. CA Reena Desai, Prin Himanshu Dawda, Dr. Mrs. Ancy Jose were granted leave of absence.

The following members were present:

Sr. No.	Role	Name	Designation	
1	Chairperson	Prof. Dr. Moushumi Datta	Principal	
2	Coordinator	Dr. Mona Mehta	Vice Principal, HOD – Management Studies	
3	Members			
a.	Managing Committee	Mr. Digant Upadhyaya	Hon. Secretary, MKES	
b.	Nominee from Industrialist	Mr. Dilip Gala	Hon. Secretary, MKES	
c.	Nominee from Employers	Mr. Vishal Parekh	Vice President for Advertising Monetization – Reliance Retail	
d.	Teachers	Dr. Kavita Kalkoti	HOD, Dept. of Commerce	
e.		Dr. Poonam Papat	Coordinator, Dept. of Finance and Banking	
f.		Mrs. Poonam Shah	Coordinator, Dept. of Finance and Banking	
g.		Mrs. Sonali Singh	Asst. Professor, Dept. of Management Studies	
h.		Dr. Sweety Garg	Asst. Professor, Dept. of Computer and Information Science	
i.		Mr. Ashish Modi	Assistant Professor, Dept. of Computer and Information Science	
j.		CA Sindhu Menon	Assistant Professor, Dept. of Accountancy	
k.		Dr. Preeti Tripathi	Assistant Professor, Dept. of Commerce	
l.		Controller of Examinations and Evaluation	Mrs. Elizabeth Leah George	Assistant Professor, Dept. of Computer and Information Science
m.		Librarian	Ms. Sonali Vhatkar	Librarian
n.		Mr. Girish R. Rathod	Registrar	



o	Few Senior Administrative Officer	Mr. Chandrashekhar M. Penta	Administration
p	Alumni	Capt. Chintan Bhatia	Alumni
q.	Student	Ms. Tanvi	Student
r.	Special Invitee	CA Dr Varsha Ainapure	Director, MKES IMSR
s.		Mrs. Preethi Rao	Coordinator BAMMC, & Placement Cell

1. To read and confirm the minutes of the previous meeting.

Minutes of the earlier meeting were read and confirmed

2. To discuss the submission of Detailed Project Report for Cluster University.

Principal Prof. Dr. Moushumi Datta informed all that the Detailed Project Report for Cluster University was submitted to Mantralaya. MKES's Nagindas Khandwala College becomes the first college to submit the same in state of Maharashtra. The scrutiny committee comprising of six members nominated by Government visited our MKES Educational Campus on 10th April 2024. The scrutiny report is awaited from the Government.

3. To discuss the BMS/BBA Programme under AICTE.

Prof. Dr. Mona Mehta informed everyone that as per circular received by UGC, College have applied for BMS / BBA under AICTE from AY 2024-25. Prof. Dr. Moushumi Datta congratulated Prof. Mona and Mr. Ashish Modi for completing the procedures required for same. Prof Mona also stated that BMS in E-Commerce Operations will be renamed to B.Com. in E-Commerce from AY 2024-25.

4. To discuss about initiatives of Department of Examination and Evaluation.

Ms. Elizabeth George, Controller of Examination informed all that the Board of Examination chaired by Principal as Chairperson along with Vice Principal and IQAC Coordinator, the Controller of Examinations prepared the tentative schedule of Examinations with discussions with the prof- Incharge of Examinations that was started on March 26th, 2024 and ended on 26th April, 2024 for all FY, SY, TY. The Post graduate



exams were also conducted successfully. The ATKT examinations of Sem I, III, V was conducted from February 26, 2024 till March 15, 2024 for all UG and PG courses. The exam reforms and best practices of Q.PAPER AUDIT and RUBERICS has been highly appreciated. The new initiative of an Exam Squad along with the unfair means Committee has seen a significant difference in the smooth conduct of exams with minimal students adopting unfair means attempt.

5. To discuss about the progress of New ISO Standard 21001:2018.

Principal Prof. Dr. Moushumi Datta informed everyone that the College will be the first one to go for ISO 21001:2018 Certification. Manual for same is being prepared in three parts. Stage 1 audit was successfully completed on 2nd April 2024. Stage 2 audit is planned from 25th April 2024.

6. To review the activities conducted for current academic year and to discuss the activities planned.

Prof. Dr. Mona Mehta informed everyone that IQAC have successfully completed following 40 activities throughout the Academic Year:

Sr. No.	Name of the Event	Date(s)
1	7 Days Training Programme on Basics of MS - Word and MS Powerpoint.	7 th June to 14 th June 2023
2	Awareness Program on National Education Policy (NEP – 2020) for HSC Passed out students	11 th June 2023
3	Author Talk in association with Library and Information Centre	19 th June 2023
4	First Edition of TedEx-NKC	23 rd June 2023
5	Session on New Income Tax Regime in association with Khandwala Accounting Study Circle and Department of Accountancy	1 st July 2023
6	3 Days Induction Programme	4 th July 2023 to 6 th July 2023
7	Open Minds – Discussion Forum for Young Leaders	7 th July 2023
8	Guidance Session on Study Abroad	3 rd , 6 th July 2023
9	E-Waste Collection Drive in association with B-Section and Environment Cell	11 th July 2023



10	International Multidisciplinary Conference on "Need of Anthropogenic Intervention in Achieving Sustainable Development" in association with K.G. Mittal College, MKES College of Law and Research Foundation of India	17 th July 2023
11	Guest Lecture on "Fundamentals of Stock Picking"	19 th July 2023
12	Workshop on ABC	24 th July 2023
13	Orientation Programme for First Year Students	26 th , 28 th and 31 st July 2023
14	Internal Auditor Training for ISO 21001 Standard	1 st August to 3 rd August 2023
15	IQAC and Academic Enrichment Committee organize UPSC / MPSC COMPETITIVE EXAMS CAREER GUIDANCE SEMINAR in collaboration with CIVILIANS ACADEMY	10 th August 2023
16	National Conference on Libraries Leading the Way to Education 4.0: Unleashing the Future of Learning by IQAC and Library and Information Centre	12 th August 2023
17	Workshop on ABC organized by IQAC and Academic Enrichment Committee	24 th August 2023
18	Workshop for Green Club Faculty Coordinator in association with UNICEF	25 th August 2023
19	Guest Lecture on "Orientation on How to design and develop MOOCs"	14 th September 2023
20	6 Days Training Programme on Advanced MS Excel for Non Teaching Staff	9 th October to 14 th October 2023
21	Garba Night at Kora Kendra	18 th and 22 nd October 2023
22	Two Weeks Refresher Course in Commerce, Management and Accountancy organized with UGC HRDC	28 th November 2023 to 11 th December 2023
23	Master class on "Human Rights through the Lens of Photo Journalist" to celebrate Human Rights Day in association with BAMMC	12 th December 2023
24	Master class on "Indian Insurance Sector: Challenges & Opportunities" organized in association with Dept. of Banking and Finance	13 th December 2023
25	Master class on "Roadmap to Become a Good Leader" organized in association with DCIS	19 th December 2023
26	Awareness Programme on Consumer Protection Act, 2019 in association with Akhil Bharatiya Grahak Kalyan Parishad, to celebrate National Consumer Day	21 st December 2023
27	IQAC and Incubation Cell's Impactful Community Service	21 st December 2023



28	FDP on "Forum on Innovative Pedagogy" organized in collaboration with MKES Institute of Management Studies & Research	10 th January 2024
29	NCPA Vistaar – Demystifying Indian Classical Dance	30 th January 2024
30	Utsaha'24 in collaboration with Youth with Vision	1 st February 2024
31	Endeavour'24 – Empowering Educators Topic: Bringing the Best Out of People	2 nd February 2024
32	Aashray Walkathon 2.0 – Community Service	4 th February 2024
33	'Panel Discussion on Union Budget 2024' in association with Dept of Accountancy	5 th February 2024
34	IQAC, Dept. of Computer and Information Science in association with IIT Bombay - Spoken Tutorial Project is organizing 7 Days FDP on "LMS - Moodle"	16 th February 2024 to 24 th February 2024
35	Promotion of Movie – "Dange" in association with BAMMC	16 th February 2024
36	IQAC and Incubation Cell – Community Service "Ideas Symposium"	20 th February 2024
37	Principal Connect – Uniting Visionaries	26 th February 2024
38	Master Class on New Age Banking and Capacity Building organized in association with Dept. of Banking and Finance	5 th March 2024
39	International Women's Day Celebration	7 th March 2024
40	Guidance Session on MH-CET (Entrance Exam) for admission in BMS / BBA	5 th April 2024

Everyone appreciated IQAC for the same. Prof Mona also stated that an International Conference in association with Dept. of Accountancy is planned in July 2024.

7. To discuss about International Initiatives.

Prof. Dr. Mona Mehta informed all that an MOU was signed with Kajal Mehta Institute, Mumbai for exploring opportunities for faculty exchange programmes for teaching, research, executive development and consultancy as well as student exchange programmes. She also stated that one student took advantage of the 2+2 opportunity: Swayam Jigneshkumar Sukhadia from SYBMS – A for Royal Road University, Canada.



8. To discuss about appraisal of teaching staff to be conducted.

IQAC Coordinator, Prof Mehta informed that CAS – API Scrutiny Interview of Dr. Swapna Joshi, Dr. Meha Mandawewala, Dr. Poonam Popat, Mrs. Poonam Shah, Mrs. Gargi Dubey from Stage 1 to Stage 2 was conducted on 15th April 2024. Principal Prof. Datta congratulated them. She also stated that Appraisal Forms is distributed to all teaching staff and their interviews are planned to be conducted on 2nd May 2024.

9. To discuss about the activities conducted by Incubation Centre.

Dr. Sweety Garg informed everyone that Incubation Cell have successfully conducted 18 activities throughout academic year.

10. To review the activities conducted by Career Development and Placement Cell.

Coordinator, Mrs. Preethi Rao, informed that 36 companies offered placement to the student and 51 students were placed till 10th April 2024. Interview Results of many companies are awaited as results of Semester VI is not yet announced.

11. To review the activities conducted by Research Cell.

Prof. Kavita Kalkoti, Convenor Research Cell, informed that presentation on Seed Money projects was conducted on 27th March 2024. Dr. Kevin evaluated the seed money projects and also provided guidance for further research. The first and second-best presenters were announced by Dr. S. Kevin; first was Ms. Amruta Uday Sahasrabuddhe: on the topic on "Work Motivation and Organizational Commitment among employees of Millennial and Gen Z generations" and second was Dr. Charmi Shah with her topic "A Study on Perceptions of Investors towards Systematic Investment Plans (SIPs) in Mumbai City". She further stated that Prof. CA. Dr. Reena Desai as the Project Director, with Research Associates CA Hardik Thakkar and Furqan Shaikh completed a Major research project, titled "A Study on Impact of Social Media Financial Influencers on Youth for Financial Decision Making", funded by Indian Council of Social Science Research (ICSSR), of Rs. 5,00,000 from September 2023, in April 2023. The project started on 15th September 2023, it was submitted on 06th March 2024.



The final presentation was given on 16th April 2024. Further, she stated that cell invited new candidates for the research projects under the management funding for seed money. It was christened "Shodh Vidhi" from this year. Total 11 applications were received by 13th April 2023. Presentations and scrutiny of these applications is planned on 22nd April 2024. The six-monthly presentations of the PhD Scholars is planned on 23rd April 2024.

12. Any other business with the permission of the Chair.

Librarian, Sonali Vhatkar informed that Library has created institutional profile on Vidwan and Indian Research Information Network Systems (IRINS). She also stated that the college has joined National Digital Library of India (NDLI) Club. The usage of library has got increased in the academia year 2024-25, around 400-500 students visit the library every day.

Dr. CA Sindhu Menon informed all that College have collected following 11 types of feedback and have analysed the same.

Individual Teachers Feedback, Canteen, Female, Disabled, General, Library, Happiness Index, Curriculum, Teaching Learning, Student Satisfactory Survey, Staff Satisfaction Survey

There have been no other business, the meeting ended with vote of thanks to the chair.

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PROF. DR. MONA MEHTA
IQAC COORDINATOR

READ CONFIRMED AND SIGNED.

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PROF. DR. MOUSHUMI DATTA
CHAIRPERSON



Action Taken Report of IQAC Meeting held on Tuesday, 16th April, 2024 at 12:15 pm:

Sr. No.	Agenda	Action Taken
1	To discuss the submission of Detailed Project Report for Cluster University.	Scrutiny committee comprising of six members nominated by Government visited our MKES Educational Campus on 10 th April 2024
2	To discuss the BMS/BBA Programme under AICTE	College have applied for BMS / BBA under AICTE from AY 2024-25 and has received approval from AICTE on "As is where is" basis.
3	To discuss about initiatives of Department of Examination and Evaluation	Semester II/IV/VI exams started from March 26 th , 2024 and ended on 16 th April, 2024
4	To discuss about the progress of New ISO Standard 21001:2018	Stage 2 audit was successfully conducted on 25 th and 26 th April 2024
5	To review the activities conducted for current academic year and to discuss the activities planned	40 activities conducted by IQAC in AY 2023-24.
6	To discuss about International Initiatives	MOU was signed with Kajal Mehta Institute, Mumbai for exploring opportunities for faculty exchange programmes for teaching, research, executive development and consultancy as well as student exchange programmes. She also stated that one student took advantage of the 2+2 opportunity: Swayam Jigneshkumar Sukhadia from SYBMS – A for Royal Road University, Canada
7	To discuss about appraisal of teaching staff to be conducted	CAS Interview for 5 faculties from Stage 1 to Stage 2 was conducted on 15 th April 2024.



8	To discuss about the activities conducted by Incubation Centre	18 activities conducted throughout academic year.
9	To review the activities conducted by Career Development and Placement Cell	36 companies offered placement to the student and 51 students were placed till 10 th April 2024
10	To review the activities conducted by Research Cell	<p>Presentation on Seed Money projects was conducted on 27th March 2024. Dr. Kevin evaluated the seed money projects and also provided guidance for further research. ICSSR Project with funding of Rs. 5,00,000/- successfully completed and presented by Prof. CA. Dr. Reena Desai as the Project Director, with Research Associates CA Hardik Thakkar and Furqan Shaikh on 16th April 2024.</p> <p>Presentation of Seed Money Proposals for AY 24-25 was conducted on 22nd April 2024. six-monthly presentations of the PhD Scholars was conducted on 23rd April 2024</p>
11	Any other business with the permission of the Chair	<p>Library has created institutional profile on Vidwan and Indian Research Information Network Systems (IRINS). She also stated that the college has joined National Digital Library of India (NDLI) Club.</p> <p>11 types of feedback were collected and analyzed.</p>

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Prof. Dr. Mona Mehta

Vice Principal & IQAC Coordinator

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Prof. Dr. Moushumi Datta

Principal

