

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

13<sup>th</sup> January, 2025

**INTERNAL QUALITY ASSURANCE CELL**

**NOTICE**

A meeting of the IQAC Committee will be held on Monday, 27<sup>th</sup> January, 2025 at 11:00 am in Hybrid Mode at 7<sup>th</sup> floor, C-Wing Board Room and Google Meet to discuss the following agenda.

Google Meet Link:

**IQAC External Meeting 3**

Google Meet Link: [meet.google.com/ips-kgef-fcv](https://meet.google.com/ips-kgef-fcv)

**AGENDA**

1. To read and confirm the minutes of the previous meeting.
2. To discuss the status of AQAR for A.Y. 2023-24.
3. To discuss the implementation of ISO 21001:2018.
4. To discuss the conduct of Academic and Gender Audit 2023-24.
5. To discuss the plan of Examination to be conducted in March / April 2025.
6. To discuss the activities conducted by Library and Information Centre.
7. To discuss the activities planned and conducted for current academic year.
8. To discuss about organizing of National Conferences in AY 2024-25.
9. Any other business with the permission of the Chair.

  
**PROF. DR. MONA MEHTA**  
**COORDINATOR**

  
**PROF. DR. MOUSHUMI DATTA**  
**CHAIRPERSON**

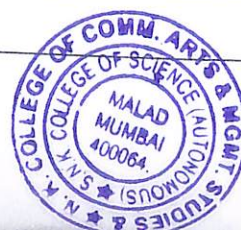
## MINUTES

A Meeting of the I.Q.A.C. Committee was held on Monday, 2<sup>nd</sup> December, 2024 at 11:00 am in Hybrid Mode.

Principal Prof. Dr. Moushumi Datta presided over the meeting. Prin. Himanshu Dawda, Prof. CA. Dr. Reena Desai, Ms. Aayushi Premjayani and 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	Prof. Dr. Mona Mehta	Vice Principal, HOD – Management Studies
3	<b>Members</b>		
a)	Managing Committee	Mr. Digant H. Upadhyaya	Hon. Secretary, MKES
b)	Nominee from Employers	Mr. Vishal Parekh	Vice President for Advertising Monetization - Reliance Retail
c)	Nominee from Industrialist	Mr. Dilip Gala	Hon. Secretary, MKES
d)	Nominee from Stakeholders	Dr. Suhasini Arya	Director, K.G. Mittal College
e)	Teachers	Prof. Dr. Kavita Kalkoti	Head, Dept. of Commerce
		Dr. Preeti Tripathi	Assistant Professor, Dept. of Commerce
		CA Dr. Sindhu Menon	Assistant Professor, Dept. of Accountancy
		Dr. Poonam Popat	Coordinator, Dept. of Finance and Banking
		Mrs. Poonam Shah	Coordinator, Dept. of Finance and Banking
		Dr. Sweety Garg	Assistant Professor - Dept. of Computer and Information Science
		Mr. Ashish Modi	Assistant Professor, Dept. of Computer and Information Science
		Mrs. Sonali Singh	Assistant Professor, Dept. of Management Studies
f)	Controller of Examination	Mrs. Elizabeth Leah George	Assistant Professor, Dept. of Computer and Information Science
g)	Librarian	Ms. Sonali Karekar	Librarian





h)	Senior Administrative Officer	Mr. Chandrashekhar M. Penta	Administration
i)	Alumni	Capt. Chintan Bhatia	Alumni

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

Minutes of earlier meeting were read and confirmed.

2. To discuss the status of AQAR for A.Y. 2023-24.

Principal Prof. Dr. Moushumi Datta informed everyone that Annual Quality Assurance Report (AQAR) 2023-24 was successfully submitted on 30<sup>th</sup> December 2024.

3. To discuss the implementation of ISO 21001:2018.

Dr. CA. Sindhu Menon informed everyone that Internal Audit for Term I was successfully completed on 26<sup>th</sup> and 27<sup>th</sup> September 2024. Internal Audit for Term II is planned in March 2025 and ISO 21001: 2018 Surveillance Audit is planned in April 2025.

4. To discuss the conduct of Academic and Gender Audit 2023-24.

Prof. Dr. Mona Mehta informed everyone that Gender Audit and Academic Audit for A.Y. 2023-24 is scheduled on 5<sup>th</sup> February 2025. All HODs / Coordinators are requested to make a small presentation covering their department profile and USPs for Academic Audit.

5. To discuss the plan of Examination to be conducted in March / April 2025.

Ms. Elizabeth Leah George, Controller of Examinations informed the members that Semester I examinations of BMS/ BBA programmes under AICTE is scheduled from February 10, 2025 to February 18, 2025. The Regular examinations for Semester II/ IV and VI along with PG (Semester II/ IV) is planned from 24<sup>th</sup> March, 2025 to 29<sup>th</sup> April, 2025. She further stated that Examination and Evaluation Dept. in association with IQAC had organized COE Summit on 9<sup>th</sup> January 2025 which brought together Principals, Vice Principals, IQAC coordinators, Controller of Examinations, from across



the education sector. The summit was attended by overall 47 participants from across 21 colleges in and around Maharashtra. This was appreciated by all members.

6. To discuss the activities conducted by Library and Information Centre.

Ms. Sonali Karekar, Librarian stated that the library has organized total 11 activities out of which 5 activities were organized under Vachan Sankalp Maharashtra from 1<sup>st</sup> January 2025 to 15<sup>th</sup> January 2025 such as Book Exhibition, Granth Dindi, Group Reading, Poetry Recitation Competition and Book Review Competition. The winners of the competition were awarded with books and cash prize. The library has conducted Library Audit on 17<sup>th</sup> January 2025 where library work, services and facilities were appreciated.

7. To discuss the activities planned and conducted for current academic year.

Coordinator, Prof. Dr. Mona Mehta informed everyone that following activities were conducted by IQAC:

Name of the Event	Date	Resource Person
FDP on Teaching with Harvard Simulations in association with MKES - IMSR	5 <sup>th</sup> December 2024	Dr. Samir Karkhanis Ms. Indrasena Mukhopadhyay
Master Class on Artificial Intelligence (AI) in association with Department of Multimedia and Mass Communication	9 <sup>th</sup> December 2024	Khushboo Singh MET Bandra
Workshop on Emotional Well-being for administrative staff in association with Dept. of Psychology	8 <sup>th</sup> January 2025	Ms. Sanah Oak Counsellor
Controller of Examination Summit on theme Achieving Excellence in Assessment and Evaluation in association with	9 <sup>th</sup> January 2025	DR. SANJAY DHOLE Director - IQAC, Savitribai Phule Pune University  DR. MAHESH KAKADE





Examinations and Evaluations Committee		Director - Board of Examinations and Evaluations, Savitribai Phule Pune University  DR. PRAMOD BHADAKWADE Controller of Examination Symbiosis Skills & Professional University
Master Class on Financial Planning: Start Early to Avoid Regrets in association with Department of Banking & Finance	16 <sup>th</sup> January 2025	Mr. Kirtan Shah Co-Founder & CEO, Financial Planning Academy
Master Class on Emerging Technologies in association with Dept. of Computer and Information Science	18 <sup>th</sup> January 2025	Mr. Ravishankar Garg Consultant, TCS
Book launch of "Dalai Lama's secret to Happiness" in association with Dept. of Banking and Finance	21 <sup>st</sup> January 2025	Dr. Dinesh Shahra Author
Endeavour'25 – Empowering Educators Topic: The Mantra for New Age Teachers	22 <sup>nd</sup> January 2025	Dr. Kalim Khan Academician, Author, Trainer & Consultant



She further stated that following events are planned for upcoming months:

Name of the Event	Date	Resource Person
Utsaha'25 in association with Youth with Vision	1 <sup>st</sup> February 2025	Karambeliwadi People.
6 Days FDP on R Programming in association with IIT Spoken Tutorial Programme and Dept. of Computer and Information Science	3 <sup>rd</sup> February 2025 to 8 <sup>th</sup> February 2025	Self-Paced Video Lectures provided by IIT Spoken Tutorial.
Awareness Programme on Consumer Rights in association with Akhil Bhartiya Grahak Kalyan Parishad for Non-Teaching Staff	10 <sup>th</sup> February 2025	Adv. Sunita Kabade
Online FDP on AI Tools and its Use Cases in association with LeapUp EduTech Pvt. Ltd.	1 <sup>st</sup> November 2024 to 28 <sup>th</sup> February 2025	Self-paced Video Lectures provided by LeapUp EduTech Pvt. Ltd

8. To discuss about organizing of National Conferences in AY 2024-25.

Prof. Dr. Mona Mehta informed that following two national conferences are planned in February 2025:

Sr. No.	Title of Conference	Date	In association with
1	WRC-ICSSR sponsored National Conference on Applications of Artificial Intelligence (AI) – Promises, Perils and Sustainability	14 <sup>th</sup> February 2025	Dept. of Commerce
2	One Day National Conference on Environment and Human Health: Challenges and	28 <sup>th</sup> February 2025	PG Department of Geography and Department of Geoinformatics



	Opportunities sponsored by National Society of Friends of Trees, Rotary Club of Mumbai Downtown Sealand and Society for Clean Environment		
--	---	--	--

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

There being no other business the meeting ended with Vote of Thanks to the Chair.

*Mona*

**PROF. DR. MONA MEHTA**  
**IQAC COORDINATOR**

**READ CONFIRMED AND SIGNED.**

*M Datta*

**PROF. DR. MOUSHUMI DATTA**  
**CHAIRPERSON**





**Action Taken Report of IQAC Meeting held on Monday, 27<sup>th</sup> January, 2025 at 11:00 am:**

Sr. No.	Agenda	Action Taken
1	To discuss the status of AQAR for A.Y. 2023-24.	AQAR report was submitted on 30 <sup>th</sup> December 2024.
2	To discuss the implementation of ISO 21001:2018.	Internal Audit was successfully conducted. Surveillance Audit conducted on 28 <sup>th</sup> and 29 <sup>th</sup> April 2024
3	To discuss the conduct of Academic and Gender Audit 2023-24.	Academic Audit and Gender Audit was successfully conducted on 5 <sup>th</sup> February 2025.
4	To discuss the plan of Examination to be conducted in March / April 2025.	Examinations conducted as per schedule planned.
5	To discuss the activities conducted by Library and Information Centre.	11 activities were conducted.
6	To discuss the activities planned and conducted for current academic year.	Utsaha'25 in association with Youth with Vision was organized on 1 <sup>st</sup> February 2025. 6 Days FDP on R Programming in association with IIT Spoken Tutorial Programme and Dept. of Computer and Information Science from 3 <sup>rd</sup> February 2025 to 8 <sup>th</sup> February 2025. Awareness Programme on Consumer Rights in association with Akhil Bhartiya Grahak Kalyan Parishad for Non-Teaching Staff was organized on 10 <sup>th</sup> February 2025.
7	To discuss about organizing of National Conferences in AY 2024-25.	WRC-ICSSR sponsored National Conference on Applications of Artificial Intelligence (AI) – Promises, Perils and Sustainability was organized on 14 <sup>th</sup> February 2025. One Day National Conference on Environment and Human Health:





		Challenges and Opportunities sponsored by National Society of Friends of Trees, Rotary Club of Mumbai Downtown Sealand and Society for Clean Environment was organized on 28 <sup>th</sup> February 2025
--	--	--

*Mona*

**Prof. Dr. Mona Mehta**

Vice Principal & IQAC Coordinator

*M Datta*

**Prof. Dr. Moushumi Datta**

Principal

