

11th November, 2022

INTERNAL QUALITY ASSURANCE CELL

NOTICE

A meeting of the IQAC Committee will be held on Saturday, 3rd December, 2022 at 11:00 am in Offline Mode at Library, 1st Floor, C-Wing to discuss the following agenda.

AGENDA

1. To read and confirm the minutes of the previous meeting.
2. To review the progress of work done for AQAR 2021-22.
3. To review the report of Academic Audit for A.Y. 2021-22.
4. To review the feedback taken from learners.
5. To discuss the implementation of new programmes under NEP 2020.
6. To discuss the Conferences / Workshops / Training Programmes for current academic year.
7. To discuss about API of teaching staff to be conducted.
8. To review the Examination Progress.
9. To review the status of seed money projects.
10. To discuss about the activities conducted by Incubation Centre.
11. To discuss about the updates of RUSA.
12. To discuss about International Initiatives
13. To review initiatives taken by Library and Information Centre.
14. To review placement and student activities undertaken.
15. To discuss the plan for implementation of 40th Remarkable Achievement Year by IQAC.
16. To discuss the eco-friendly environment initiatives.
17. Any other business with the permission of the Chair.



DR. MONA MEHTA
COORDINATOR



PROF. DR. MOUSHUMI DATTA
CHAIRPERSON

MINUTES

A Meeting of the I.Q.A.C. Committee was held on Saturday, 3rd December, 2022 at 11.00 a.m. at Library, 1st Floor, C-Wing.

Principal Prof. Dr. Moushumi Datta presided over the meeting. Mr. Digant H. Upadhyaya, Prin. K. Venkatramani, Mr. Dilip Gala, Mr. Amit Gheewala, Dr. Madhukar Dalvi, Mrs. Lopa Barot, Mr. Chandrashekhar M. Penta, Ms. Trupti Singh, Capt. Chintan Bhatia, Dr. Mrs. Ancy Jose and CA. Dr. Varsha Ainapure 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)	Teachers	Dr. Kavita Kalkoti	Associate Professor, Dept. of Commerce
		CA. Dr. Reena Desai	Associate Professor, Dept. of Accountancy
		Dr. Sindhu P.M.	Coordinator and Assistant Professor - Dept. of Computer and Information Science
		Mrs. Poonam Popat	Coordinator, Dept. of Finance and Banking
		Mrs. Poonam Shah	Coordinator, Dept. of Finance and Banking
		Mrs. Sonali Singh	Asst. Professor, Dept. of Management Studies
		Mr. Ashish Modi	Assistant Professor, Dept. of Computer and Information Science
b)	Controller of Examinations and Evaluation	Mrs. Elizabeth Leah George	Assistant Professor, Dept. of Computer and Information Science
c)	Librarian	Ms. Sonali Vhatkar	Librarian
d)	Few Senior Administrative Officer	Mr. Girish R. Rathod	Registrar



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

Minutes of the earlier meeting were read and confirmed.

2. To review the progress of work done for AQAR 2021-22.

Dr. Mona Mehta, Vice Principal and IQAC Coordinator informed the members that the AQAR of IQAC for the Academic Year 2021-22 has been placed before the committee. After discussion it was decided to complete the procedure of filling it online and subsequently submitting the same. The committee appreciated the good work done by IQAC under the convenorship of Dr. Mona Mehta.

3. To review the report of Academic Audit for A.Y. 2021-22.

Prof. Dr. Moushumi Datta mentioned that the Academic Audit was successfully conducted on 22nd November, 2022 and report was found to be satisfactory. However, improvement is needed in following areas:

- a) Research
- b) Alumni Engagement
- c) Consultancy

4. To review the feedback taken from learners:

Dr. Sindhu P.M. mentioned that following feedbacks are taken and analyzed:

- a) Curriculum Feedback
- b) Teachers' Feedback
- c) Happiness Ratio (Process Feedback)
- d) Feedback of Female Students
- e) Feedback of Persons with Disability
- f) Feedback of Library

5. To discuss the implementation of new Programmes under NEP 2020:

Principal Prof. Dr. Moushumi Datta stated that there is a delay in commencement of new programmes of B.Sc. Geoinformatics and B.Sc. Psychology due to redevelopment taking place in College Campus.



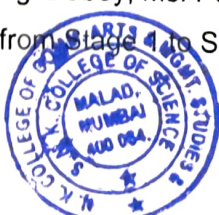
6. To discuss the Conferences / Workshops / Training Programmes for current Academic Year:

Following Conferences / Workshops / Training Programmes are planned:

Date	Content
16 th December 2022	National Conference - Leading Organizational Transformations for VUCA World 2022 - organized by IQAC, Departments of Management Studies, Banking & Finance and Computer & Information Science
22 st December 2022	A lecture on Implementation of NEP 2020 organized by IQAC. Resource Person: Dr. Ravindra Kulkarni, Former Pro Vice Chancellor, University of Mumbai
21 st and 22 nd December 2022	Internal Quality Assurance Cell, MA Geography and MSc Geoinformatics in association with Bombay Geographical Association organizes a Workshop on Teaching Geography Effectively with the help of Teaching Aids for School, Junior and Degree College Teachers.
21 st January 2023	The Department of Economics will organize a Conference on "Atmanirbhar Bharat – Issue and Challenges".
25 th January 2023	Department of Accountancy will organize a National Conference on "Recent Development & Technology Trends in Accountancy and Finance"

7. To discuss about API of teaching staff to be conducted:

Promotion under Career Advancement Scheme (CAS) from Stage 1 to Stage 2 of 3 faculty members Dr. Vaishali Ghodeswar, Dr. Vivek Chaubey and Ms. Amruta Sahasrabuddhe has been completed. They have been successfully placed in Stage 2. Interview of 4 faculty members Dr. Mona Mehta, Dr. Kavita Kalkoti, CA Dr. Reena Desai and Dr. Vidyadayini Shetty from Stage 4 to Stage 5 has to be conducted. Scrutiny of faculty member Dr. Preeti Tripathi from Stage 2 to Stage 3 has to be conducted. Further, scrutiny of 6 faculty members Dr. Sindhu P.M., Dr. Swapna Joshi, Ms. Gargi Dubey, Ms. Poonam Shah, Ms. Poonam Popat and Ms. Meha Mandawewala from Stage 4 to Stage 2 has to be initiated.



8. To review the Examination Progress:

Ms. Elizabeth George discussed the result analysis of the Semester-III and Semester-V, Semester End Examinations which was held in October 2022. The details are as follows:

Appeared: 3464

Pass Percentage: 79.62

Result Declaration: 08 (Avg. Days)

Further, she stated that evaluation for Under Graduate Semester-I and Post Graduate Semester I and III will be done using On Screen Marking System. It will begin from November 2022.

9. To review the status of seed money projects:

Dr. Kavita Kalkoti stated that the progress report for the Seed Money project has been submitted by the following 9 faculties: Dr. Vidyadayini Shetty, Dr. Vaishali Ghodeswar, Mr. Edwin Mathias, Dr. Mona Mehta, Dr. Sindhu P.M., Sheitaal Desai, Mrs. Elizabeth George, Ms. Anisha Asirvatham and Mr. Wilson Nadar. Further Principal Prof. Dr. Moushumi Datta stated that the Management has revised the year mark allocation for research to Rs. 4,00,000/- (Rupees Four Lakh only) per year for Research and Rs. 1,00,000/- (Rupees One Lakh only) for Patent/s.

10. To discuss about the activities conducted by Incubation Centre:

Dr. Mona Mehta stated that Ms. Jiya Gaglani from Bachelor of Management Studies has initiated a start-up in Healthy Choco Chip Cookies. An exhibition for the same was organized on 19th September 2022. To further enhance the interest of students in Entrepreneurship, a guest lecture was organized on "Secret of Success for Entrepreneurs". The lecture was conducted online on 23rd September, 2022, in which 45 students participated. On 18th November 2022, RUSA funded National Level Event named Start-up Hub in association with Department of Management Studies (E-Commerce Operations) was organized to provide a platform to the young entrepreneurs to present their innovative ideas. Eleven incubatees participated in the events.

A mentor meeting of incubatee Ms. Devanshi Davda with mentor Mr. Vishal Dave was organized on 21st November 2022. The meeting provided insights on marketing strategies, risk management and business start-ups.

Incubation Cell is conducting a mentoring program with 20 Incubatees registered under 6 mentors with the purpose to provide them insights into business.



11. To discuss about the updates of RUSA:

Prof. Dr. Moushumi Datta informed that AG Audit for the fund of Rs. 1,50,00,000/- (Rupees One Crore and Fifty Lakhs only) was conducted successfully without any discrepancy. Further, she stated that Nagindas Khandwala College is the first College out of 17 colleges to receive the installment. Second installment of Rs. 50,00,000/- (Rupees Fifty Lakh only) is expected to be received in next one and half month.

12. To discuss about International Initiatives:

Dr. Mona Mehta stated that the College has signed a new Memorandum of Understanding (MoU) with Rider University, USA under the scheme of 2+2 for Commerce students. A student of the College can study 2 years in Nagindas Khandwala College and 2 years in Rider University and the Degree from Rider University will be awarded to the student. One student from B.Sc. IT, named Mr. Kunal Santosh Ghanwat has registered for University of Frazer Valley, BC Canada. His intake is scheduled for August 2023. Ms. Tvisha Patel from TYBAF has registered for Rider University.

13. To review initiatives taken by Library and Information Centre:

Ms. Sonali Vhatkar mentioned that the library has organized seminars on E-resources-accessing databases, Google scholar training cum assistance, read aloud competition, book exhibition and book fair. The Library has created a Video on Library facilities, services and accessing library materials which has been uploaded on College YouTube channel. The library has started circulating the significance of the day.

14. To review placement and student activities undertaken:

Mr. Ashish Modi stated that HR Representative meet was conducted on 10th November, 2022 wherein 19 companies participated and interacted with outgoing students explaining to them the requirement of industry from students. On 11th November, 2022 training programme on Resume Writing, Group Discussion and Personal Interview was conducted under the Corporate Festival - UDAAN. On Campus Placement Drive for Third Year Students of IT and CS was conducted by Auraa, a boutique Brand Strategy Consultancy & Integrated Marketing Communication agency for the job role - Web Development. One student from TY-IT, Mr. Kiran Kidecha was selected for same. Also, On Campus Placement



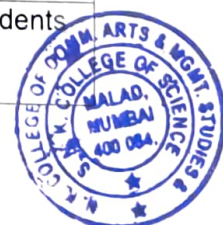
Drive for Third Year Students of Commerce and Arts was conducted on 25th November, 2022 wherein 19 companies participated. Results are awaited.

Principal Prof. Dr. Moushumi Datta stated that students of M.Sc. Geoinformatics are selected for 3 months virtual internship by a GIS Company wherein they will be working with various softwares.

15. To discuss the plan for implementation of 40th Remarkable Achievement Year by IQAC:

Following activities were conducted for implementing 40th Remarkable Achievement Year by IQAC:

Sr. No.	Date(s)	Name of the Event
1	27 th June 2022 to 9 th July 2022	12 days' Workshop on Research Methodology sponsored by ICSSR
2	13 th July 2022	Faculty Training Programme on Teach Us Attendance App
3	18 th July 2022	Training Program on E-Resources: Accessing Databases
4	19 th July 2022	Training program on Financial Literacy
5	5 th , 6 th and 19 th July 2022	International Initiative - Study Abroad
6	20 th July 2022	Faculty Training Session on - Sole to Soul
7	22 nd July 2022	Training Programme on E-Waste Recycling and Management
8	25 th July 2022	Open Minds - Discussion Forum for Young Leaders
9	26 th July 2022	FDP on Equity and Inclusiveness in Higher Educational Institutes
10	29 th July 2022	Training Programme on Zotero – A Reference Management Software
11	12 th August 2022	Workshop on Career Advancement Scheme for Faculties
12	17 th and 18 th August, 2022	Orientation Programme for First Year Self Finance Students
13	23 rd and 24 th August, 2022	Orientation Programme for First Year Aided Students



14	20 th August, 2022	International Education Fair
15	6 th September 2022	Faculty Training Workshop on Curriculum Framework organized by IQAC, Examination Department and Academic Enrichment Committee
16	7 th September 2022	Kerala Sandhya
17	10 th September, 2022	Endeavour 2022 – Empowering Educators
18	13 th September, 2022	Hindi Diwas Celebration - Talk on Astrology and Astronomy
19	16 th September, 2022	FDP by BMS,IQAC in collaboration with ICSI
20	20 th September, 2022	Workshop for Non-Teaching Staff - Class III on Sole to Soul
21	30 th September, 2022	Garba Night
22	30 th September, 2022	Workshop for Non-Teaching Staff on "Zindagi Na Milegi Dobaara"
23	6 th October 2022	Master Class in collaboration with B-Section
24	15 th October 2022	Workshop for Post Graduate Students on Sole to Soul in collaboration with Dept. of PG.
25	1,2, 7,9,10 th November, 2022	IQAC organizes 5 - Days workshop on Training in MS-Excel for Non-Teaching Staff
26	7 th November 2022	IQAC and Library Information Centre organizes Hands on training on Google Scholar
27	10 th November 2022	Inauguration of E-Waste Bin organized by IQAC, B-Section and Environment Cell
28	16 th November 2022	Grandparents Day Celebration - IQAC in association with Youth with Vision
29	17 th November 2022	Training Programme on 'How to use smart boards' organized by IQAC
30	24 th November 2022	BMS Masterclass in association of IQAC on "Leadership in Crisis" By Dr. Sushant Mysorekar

16. To discuss the eco-friendly environment initiatives:

Mr. Ashish Modi mentioned that training programme on E-Waste Management was organized by IQAC, B-Section and Environment Cell in association with The



Recycling Company to create awareness about E-Waste Management amongst various stakeholder. A E-Waste bin has been put up in College Campus. Vice Principal Dr. Mona Mehta requested all mentors to inform students about the E-Waste bin being available on campus to students during their Mentor – Mentee meeting. Principal Prof. Dr. Moushumi Datta suggested to create awareness of E-Waste in neighboring areas too and collect E-Waste from them. Mr. Vishal Parekh suggested that Alumni would also like to be a part of E-Waste Collection. Mr. Ashish Modi stated that various Departments / Cells are organizing Beach Clean Up Drive, Tree Plantation Drive on a regular basis. Principal Prof. Dr. Moushumi Datta suggested to check the outcome of same by visiting the same after 3 months and check the condition of sapling planted.

17. Any other business with the permission of the Chair:

Dr. Mona Mehta congratulated Principal Prof. Dr. Moushumi Datta for being a Resource Person for an event organized at Brunel University, London in online mode and for applying ISSN Number.

Prof. Dr. Moushumi Datta congratulated CA Dr. Reena Desai and CA Sindhu Menon for presenting Best Practices of our College at University of Mumbai and being selected to present the same in a Mumbai Based Engineering Colleges.

Dr. Mona Mehta stated that Memorandum of Understanding (MoUs) has been signed with Jharkhand University, Fraser Academy and CMT for faculty – student exchange and training of students.

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

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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 3rd December, 2022 at 11:00am:

Sr. No.	Agenda	Action Taken
1	To review the progress of work done for AQAR 2021-22.	Work for AQAR is completed and was submitted on 31 st December 2022.
2	To review the report of Academic Audit for A.Y. 2021-22	Academic Audit was successfully conducted on 22 nd November, 2022 and report was good.
3	To review the feedback taken from learners	Total 6 kind of feedbacks were taken and analyzed.
4	To discuss the implementation of new programmes under NEP 2020.	Principal Prof. Dr. Moushumi Datta stated that there is a delay in commencement of new programmes of B.Sc. Geoinformatics and B.Sc. Psychology due to redevelopment taking place in College Campus
5	To discuss the Conferences / Workshops / Training Programmes for current academic year	<p>National Conference - Leading Organizational Transformations for VUCA World 2022 - organized by IQAC, Departments of Management Studies, Banking & Finance and Computer & Information Science was conducted on 16th December 2022.</p> <p>A lecture on Implementation of NEP 2020 organized by IQAC. Resource Person: Dr. Ravindra Kulkarni, Former Pro Vice Chancellor, University of Mumbai was conducted on 22st December 2022</p> <p>Internal Quality Assurance Cell, MA Geography and MSc Geoinformatics in association with Bombay Geographical Association organizes a Workshop on Teaching Geography Effectively with the help of Teaching Aids for School, Junior and</p>



		<p>Degree College Teachers was conducted on 21st and 22nd December 2022</p> <p>The Department of Economics will organize Conference on "Atmanirbhar Bharat – Issue and Challenges" is planned on 21st January 2023</p> <p>Department of Accountancy will organize a National Conference on "Recent Development & Technology Trends in Accountancy and Finance" is planned on 25th January 2023</p>
6	To discuss about API of teaching staff to be conducted.	Promotion under Career Advancement Scheme from Stage 1 to Stage 2 of 3 faculty members Dr. Vaishali Ghodeswar, Dr. Vivek Chaubey and Ms. Amruta Sahasrabuddhe was completed.
7	To review the Examination Progress.	Results for Under Graduate Semester End Examinations for Semester I, III, V and Post Graduate Semester End Examinations for Semester I and III was declared successfully.
8	To review the status of seed money projects	9 faculties were selected for Seed Money Projects. Progress Report was successfully submitted on 23 rd November 2022.
9	To discuss about the activities conducted by Incubation Centre	<p>Ms. Jiya Gaglani from BMS has initiated a start-up in Healthy Choco Chip Cookies. An exhibition for the same was organized on 19th September 2022.</p> <p>A guest lecture was organized on "Secret of Success for Entrepreneurs". The lecture was conducted online on 23rd September, 2022.</p> <p>On 18th November 2022, RUSA funded National Level Event named Start-up Hub in association with Department of Management</p>



		<p>Studies (E-Commerce Operations) was organized to provide a platform to the young entrepreneurs to present their innovative ideas. Total 11 incubatees have shown their keen interest in the same.</p> <p>An incubate mentor meeting with Incubatee Ms. Devanshi Davda was organized on 21st November 2022 with Mr. Vishal Parekh.</p> <p>Incubation cell embark on mentoring program with 20 Incubatees registered under 6 mentors with the principle to utilize their business and sector expertise to provide insightful advice on creating effective business models</p>
10	To discuss about the updates of RUSA	<p>Prof. Dr. Moushumi Datta informed that AG Audit for the fund of Rs. 1,50,00,000/- (Rupees One Crore and Fifty Lakhs only) was conducted successfully without any discrepancy.</p>
11	To discuss about International Initiatives	<p>Dr. Mona Mehta stated the College have signed a new Memorandum of Understanding (MoU) with Rider University, USA under the scheme of 2+2 for Commerce students.</p> <p>One student from B.Sc. IT named Kunal Santosh Ghanwat has registered for University of Frazer Valley, BC Canada. His intake is scheduled for August 2023.</p> <p>Ms. Tvisha Patel from TYBAF has registered for Rider University.</p>
12	To review initiatives taken by Library and Information Centre	<p>Training Programme on E-Resources: Accessing databases was conducted on 18th July 2022.</p>



		<p>Training Programme on Zotero: Reference Management Software was conducted on 29th July 2022.</p> <p>Google scholar training cum assistance was conducted on 7th November 2022.</p> <p>Book Fair was organized on 22nd and 23rd August, 2022</p> <p>Read aloud competition and book exhibition was organized on 15th October 2022</p>
13	To review placement and student activities undertaken	<p>HR Representative meet was conducted on 10th November 2022 by Career Development and Placement Cell. Training Programme was conducted on 11th November 2022. One student from TYIT, Mr. Kiran Kidecha is selected as Web Development for Auraa, a boutique Brand Strategy Consultancy & Integrated Marketing Communication agency</p>
14	To discuss the plan for implementation of 40 th Remarkable Achievement Year by IQAC	<p>IQAC organized in all 37 events till 31st December, 2022.</p>
15	To discuss the eco-friendly environment initiatives	<p>Training programme on E-Waste Management was organized by IQAC, B-Section and Environment Cell in association with Recycling Company to create awareness about E-Waste Management amongst various stakeholder was organized by 22nd July 2022</p>

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Dr. Mona Mehta
IQAC Coordinator



M. Datta.

Prof. Dr. Moushumi Datta
Chairperson