

The Minutes of the IQAC Meeting held on Saturday, 9th April, 2016 at 10.00 a.m. in the Conference Room

The meeting of Internal Quality Assurance Cell (IQAC) was held on Saturday, 9th April, 2016 at 10.00 a.m. in the Conference Room.

Following members were present:

1. Dr. N. N. Pandey, **Principal and Chairman of IQAC**
2. Lion Kanhaiyalal G. Saraf, **Hon. Secretary of Governing Council**
3. Prin. K. Venkatramani, **Former Registrar of Mumbai University**
4. Prof. S. V. Chandratre
5. Prof. Ms. S. A. Mandavawalla, **Coordinator of IQAC**
6. CA B.K. Patel
7. Dr. S.S. Desai
8. Prof. Madhavi Nigoskar
9. Mr. J.V.Gomes
10. Prof. Subhashini Naikar - Professional courses Chief Co ordinator
11. Mr. Ashish Singh, Alumni member
12. Ms. Disha Mittal , General Secretary of college

Principal informed the member that leave of absence was granted to Lion Sharad Ruia and Ms. Minaxi Kalpady.

Business Transacted:

1. **Prin. Dr. N. N. Pandey**, Chairman of Internal Quality Assurance Cell (IQAC) welcomed all the members of IQAC.
2. The coordinator **Prof. (Ms). S. A. Mandavawalla** read out the minutes of previous meetings held on 8th August 2015 and it was confirmed unanimously by all the members.
3. **Prof. (Ms.). S.A. Mandavawalla** presented the report of various activities conducted by IQAC during the academic year 2015-2016 as follows.
 - Theme of the year decided unanimously as:
Eco-friendly initiatives to be taken by all HODs:

- Two sided printing to save papers was encouraged. Also printing in BOLD and BIG FONTS were sparingly used to minimize the cost on PRINT CARTIDGE. The theme needs further deliberation for all-wing execution.

Inculcating reading habits among the students.

- Book review and students' seminar were organized on this theme. The details were included in the Department of Commerce and Library reports.
- Feedback on faculty was collected from students of aided and Self Financed courses with the help of in-house software for the academic year 2015-2016 and was submitted to Principal sir for further action.
- IQAC prepared the documents for **BEST COLLEGE** and sent the same to University on **5th Dec 2015**.
- All examination results analysis from the exam committee as well as University results were collected by IQAC for the purpose of uniform data collection and data dissemination.
- It was resolved by IQAC that feedback be obtained from moderators from the examination committee, delegates' participating at seminar and visitors. The concerned members have done the needful.
- IQAC collected reports of all committees for the academic year 2015-16. Files for next 5 years have been prepared and seminar reports have been collected from the conveners of concerned departments. The departments which have not submitted the reports have been told to complete them in this academic year.
- Power point presentations were scheduled on teaching, learning and research. Presentation on teaching, learning and evaluation was carried out in the auditorium by the in-charges of Criterion II of teaching, learning and evaluation. This initiative will be continued in the next academic year too.

- A committee project conducted in the academic year 2014-15 was continued at Osarveera in Dahanu Taluka in this academic year 2015-16. A detailed report is included under extension activities.
 - IQAC facilitated Career Advancement Scheme for promotion of 5 faculty members.
 - The Annual Quality Assurance Report (AQAR) for the academic year 2014-15 was sent to NAAC on **31st March 2016** and is uploaded on our college website as required by NAAC guidelines.
4. Ms. Shami Kamble informed the members about the visit to Osarveera on 2nd March 2016. Ms. S.A. Mandavawalla, Dr. Swati Desai, Ms. Sharada Gaitonde, Mr. Sachin Bansode, Rajesh Ruke, Dr. Rajesh Bombe, Dr. J.P. Yadav and Mr. Sandeep Gupta also visited Osarveera along with student volunteers.
 5. IQAC thanked the management for the financial assistance and support for carrying out the social services at Osarveera.
 6. CA B.K. Patel and Ashish Singh gave details of the alumni meeting held on 9th Jan, 2016.
 7. The seminar by Business law on VISION 2050: FUTURE OF LAW AND JUDICIAL REFORMS was conducted on 19th Sept 2015. The seminar on ROLE OF MASS MEDIA IN NATION BUILDING was organised on 27th Feb 2016. Both seminars were received well by delegates of Mumbai colleges.

The meeting ended with vote of thanks to the chair.

Ms S. A. Mandavawalla
IQAC Coordinator

Dr. N. N. Pandey
Principal