



**Prahladrai Dalmia Lions College of Commerce & Economics
Sunder Nagar, S. V. Road, Malad (West), Mumbai - 400064.**

MINUTES OF THE MEETING

Committee Name: Internal Quality Assurance Cell

Venue: Conference Room

Date: 12th March 2018

Time: 10.30 a.m.

Agenda:

1. To read and confirm the minutes of the previous IQAC meeting.
2. To review the National seminar on REVISED ACCREDITATION FRAMEWORK BY NAAC held on Saturday, 17th February, 2018
3. To formulate the Steering Committee of the college
4. To discuss the compilation of SSR – Self Study Report to be submitted to NAAC next year.
5. Any other matter with the permission of the Chair.

Names of Present Members:

1. Lion Kanahaiyalal. G. Saraf, Hon. Secretary of Governing Council
2. Principal Dr. N.N. Pandey, Chairman of IQAC
3. Prof. Ms. Emelia Noronha , Coordinator of IQAC
4. Prof. Madhavi Nighoskar, Vice Principal, Degree
5. Prof. Subhashini Naikar , Vice Principal , SFC
6. Prof. Sharada Gaitonde, HOD – Commerce
7. Dr. Shiva Padme, HOD - Accounts
8. Dr. Kiran Mane, Exam Convener
9. Ms. Shital Shah, Librarian
10. Prof. Mahendra Pachadkar, Student Council In-charge
11. Prof. Kirti Sigtia, Assistant Professor
12. C.A. Durgesh Kenkare, Assistant Professor
13. Mr. Atish Mistry, Technical person

14. Mr. J.V.Gomes, Registrar
15. Ms. Rasika Patkar, Head Clerk
16. Mr. Deepak Jha, Student Representative

Members not present :

1. Lion Sharad Ruia, Chairman of Governing Council
2. Prin. K.V.Venkatramani, Former Registrar of University of Mumbai
3. Prin. Dr. Ancy Jose, Principal of N.K. College, Malad.
4. Mr. Rajendra Sharma, Add. Gen. Manager, Bombay Stock Exchange Ltd.
5. Mr. Ashish Singh, Secretary – Alumni Association

Business Transacted:

1. The minutes of the previous meeting held on 30th January 2018 was read and confirmed.
2. The National seminar on ‘REVISED ACCREDITATION FRAMEWORK BY NAAC’ held on Saturday, 17th February, 2018 was a great success and thus all the members of the organizing team were congratulated by Principal Dr. N. N. Pandey. It was noted that the Chief Guest and Key Note Speaker Dr. Jagannath Patil too congratulated the college on the commendable feat.
3. **Principal Dr. N. N. Pandey nominated the following members to the Steering Committee for the purpose of preparing for NAAC:**
 1. Principal Dr. N. N. Pandey
 2. Prof. Madhavi Nighoskar, Vice Principal , NAAC coordinator
 3. Prof. Emelia Noronha, IQAC Co ordinator
 4. Prof. Sharada Gaitonde HOD - Criterion I In-charge – Curricular Aspects
 5. Prof. Mahendra Pachadkar - Criterion II In-charge - Teaching Learning and Evaluation
 6. Prof. Shami Nimgulkar-Kamble - Criterion III In-charge – Research Consultancy and Extension
 7. Prof. Shital Shah - Criterion IV In-charge - Infrastructure and Learning Resources
 8. Dr. Shiva Padme, HOD - Criterion V In-charge - Students Support and Progression
 9. Dr. Kiran Mane - Criterion VI In-charge - Governance Leadership & Management
 10. Prof. Subhashini Naikar, Vice Principal, Self Financing Courses - Criterion VII In-charge - Innovation & Best Practices
4. The Criteria In-charges were organized into seven committees so as to start with the compilation of SSR – Self Study Report to be submitted to NAAC next year. (the list of the Committee is attached)

5. The date for AQAR submission was decided to be 16th April, 2018.
6. Principal Dr. N. N. Pandey apprised the members regarding the installation of Overhead Projectors in classrooms.
7. Prof. Madhavi Nighoskar apprised the members regarding the ISO Certification process.

Action Taken (On the basis of Decision taken in the Previous Meeting):

1. The Parent Feedback analysis and Satisfaction Index was submitted to the Principal.
2. The ISO Certification Bodies were contacted for Quotations.

The meeting ended with vote of thanks to the chair.

**Emelia Noronha
IQAC Coordinator**

**Dr. N. N. Pandey
Principal**