

## **Minutes and ATR of the IQAC Meeting held on 19<sup>th</sup> January, 2021**

**IQAC committee meeting was held on January 19, 2021 at 11.00 am on the Microsoft Teams platform. The following members were present:**

- 1) Dr. Debajit N.Sarkar, Principal, IQAC Chairperson
- 2) Dr. Lily Bhushan, Principal KES Shroff College, External expert
- 3) Dr. Jayashree Inbaraj, Principal, Kapila Khandwala College of Education, External Expert
- 4) Dr. Anupama N. Nerurkar, Head, Department of Commerce, IQAC Coordinator
- 5) Dr. Seema A. Ukidve, Head, Department of Mathematics & Statistics, Member
- 6) Ms. Vaishali Pandya, Coordinator BAF, Member
- 7) Dr. Neelam Yadav, Assistant Professor, Department of Mathematics, Statistics and Computers, Member
- 8) Mrs. Pooja Yadav, Assistant Professor, Department of History, Member
- 9) Mr. Rahul Dandekar, Assistant Professor, Department of Economics, Member
- 10) Ms. Divya Kanchan, Coordinator BFM, Member
- 11) Mrs. Rupal Kore, Office Superintendent, Senior Administrative Officer, Member
- 12) Ms. Purna Mordani, Student Representative (Aided)
- 13) Ms. Snehal Raul, Student Representative ( Unaided)

### **Leave of Absentia was granted to:**

- 1) Dr. M. Z. Farooqui, Former Principal, Rizvi College
- 2) Firoz Yusuf Khan, Alumini Representative

The Principal welcomed the committee members.

### **Item 1: To read, accept and confirm the minutes of the last IQAC Committee meeting held on 22<sup>nd</sup> October, 2020.**

Dr. Nerurkar read the minutes of the previous meeting held on October, 2020 which was accepted, approved and adopted.

### **Item 2: To read action taken report of the minutes of the previous meeting.**

### **Item 3: To discuss matters arising out of the minutes.**

The following matters arising out of the minutes were discussed.

- a. Dr. Nerurkar informed that the CAS files of Dr. Devnani and Dr. Parita Desai will be scrutinised by IQAC committee. Dr. Neelam Yadav CAS file is checked and she will incorporate the changes suggested by IQAC committee.  
**ATR-CAS files of Dr. Neelam Yadav, Dr. Parita Desai and Dr. Devanani are ready. Letter is sent to JD office for appointment of JD nominee.**

### **Item 4: To discuss the activities done by IQAC.**

Dr. Nerurkar presented the list of activities done by the IQAC. Dr. Lilly Bushan suggested that each criteria head should be responsible to list the activities to be conducted according to the requirement of those particular criteria.

**Item 5: To discuss the work done for SSR.**

- a. Dr. Nerurkar informed that the IQAC Steering has been reviewed and reconstituted for the preparation of SSR.

**ATR- New NAAC Steering committee is Constituted by the Principal.**

- b. It was discussed that the first draft of SSR will be ready by end of March, 2021 after which professional consultant may be hired if management approves.

**ATR-SSR work is in progress.**

**Item 6: Any other business with the permission of the Chair.**

With the permission of the Chair the following points were discussed.

1. Principal suggested that Energy Audit is due and the proposals are invited. Dr. Lily Bhushan suggested the name of experts who can help in this process.

**ATR-The report for Green audit and Energy audit is in process.**

2. It was decided that Dr. Preeti Vaswani will present the proposal for online English-Speaking course.

**ATR-The course was not feasible on online platform. The report to that effect is submitted by Dr. Preeti Vaswani.**

3. The list of National and International days should be circulated among class mentors by IQAC committee.

**ATR-IQAC committee has circulated the same to all class mentors and respective days were celebrated online.**

**List of National and International days Celebrated in A.Y. 2021 (Between 19<sup>th</sup> January to 19<sup>th</sup> April 2021)**

Sr. No.	Name of the Department/Program/Committee	Date	Title of the Day celebrated	Name of the Activity
1.	Mathematics and Statistics	04/02/21	World Cancer Day	Quiz (Cancer Day)
2.	BMS	04/02/2021	World Cancer Day	Webinar on Cancer Day
3.	IQAC	20/02/2021	World Social Justice Day	Poster making Competition
4.	Department of Economics	23/02/2021	World Peace and Understanding Day	Online celebration of World Peace and Understanding Day
5.	DLLE	27/02/2021	World NGO Day	DLLE World NGO day - Lets gift a smile - Disha Karnabadir
6.	Marathi Vangmay Mandal	27/02/2021	Marathi Rajbhasha Divas	Celebration of Marathi Rajbhasha Divas
7.	Library	27/02/2021	Marathi Rajbhasha Divas	"Online Book Exhibition on महाराष्ट्राचे शिल्पकार "
8.	Sociology and IQAC	04/03/2021	World Day of the Fight against Sexual exploitation	A webinar on - An overview of Trafficking in India
8.	Library	08/03/2021	International Women's Day	Online Book Exhibition on the occasion of International Women's Day

9.	IC	08/03/2021	International Women's Day	Series of webinar on Women's day and Felicitation of Women Staff in College by Dr. Debajit N. Sarkar
10.	Mathematics and Statistics	20/03/2021	International Day of Happiness	International Day of Happiness
11.	DLLE	22/03/2021	World Water Day	Documentary Movie Screening and Quiz on World Water day
12.	BAF	06/04/2021	World Health Day	Poster and Slogan Competition

4. Principal suggested the nomination of alumni representative in case the present alumni representative shows the inability to attend meetings of IQAC.

**ATR-Mr. Firoz Khan was contacted by Dr. Nerurkar and he agreed to continue as an Alumni representative. He also assured that he will attend the meetings in future and provide his contribution.**

5. It was decided to conduct one online conference in this academic year.

**ATR-After discussion with heads of different departments and course coordinators, it was decided to conduct webinars anticipating lack of response due to COVID situation and examinations scheduled by the University in the month of April and May 2021.**

6. Certificate courses should be conducted by Economics and History Department.

**ATR-Two certificate courses were conducted.**

**A one-week certificate course on Moodle script was conducted from 15<sup>th</sup> Feb to 20<sup>th</sup> February 2021. 25 students enrolled.**

**Psychology department is doing a certificate course in Understanding Parkinson's Disease.**

**Survey was conducted by the department of Economics and most of the students did not show any interest. and they don't want any burden in this covid situation where their family is already facing financial problems.**

7. It was decided to conduct a webinar as to how to write a research paper and a good article to enhance the quality of departmental publications.

**ATR-Online guest lecture on "Guidelines for writing research articles" on 9<sup>th</sup> February was organised by Dr. Farooqui sir.**

The meeting terminated with a vote of thanks to the Chair



Dr. Anupama Nerurkar  
IQAC Co-ordinator



Dr. Debajit Sarkar  
Principal, IQAC Chairperson