



Minutes of the IQAC Meeting held on 6th September 2021

IQAC committee meeting was held on September 6th 2021, at 11.00 am on the Microsoft Meet platform. The following members were present:

- 1) Dr. Debajit N.Sarkar, Principal, IQAC Chairperson
- 2) Dr. Jayashree Inbaraj, Principal, Kapila Khandwala College of Education, External Expert
- 3) Dr. M. Z. Farooqui, Former Principal, Rizvi College
- 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) C.A. Hrishikesh Wandrekar Assistant Professor, Department of Accountancy, Member
- 8) Mr. Rahul Dandekar, Assistant Professor, Department of Economics, Member
- 9) Ms. Divya Kanchan, Coordinator BFM, Member
- 10) Mr. Mehul Barai
- 11) Mrs. Rupal Kore, Office Superintendent, Senior Administrative Officer, Member
- 12) Ms. Monisha Somaiya, Student Representative (Aided)
- 13) Ms. Krisha Jain, Student Representative (Unaided)
- 14) Mr. Firoz Yusuf Khan, Alumni Representative
- 15) Mrs Ragini Samant -office staff

Leave of Absentia was granted to:

- 1) Dr. Lily Bhushan, Principal KES Shroff College, External expert
- 2) Mrs. Pooja Yadav, Assistant Professor, Department of History, Member

The Principal welcomed the committee members. Principal introduced management representative of IQAC, Shri. Vijay Parmar to all members. Dr. Anupama Nerurkar introduced two student representatives nominated on IQAC committee to all members. Ms. Monisha Somaiya from aided section and Ms. Krisha Jain from unaided section.

Item 1: To read, accept and confirm the minutes of the last IQAC Committee meeting held on January 19, 2021.

Dr. Nerurkar read the minutes of the previous meeting held on January 19, 2021 which was accepted and approved.

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

The action taken report of the previous meeting was presented by Dr. Nerurkar.

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

The following matters arising out of the minutes were discussed.

- a. It was informed by Dr. Nerurkar that academic calendar is prepared and is sent to the principal for approval. Afterwards it will be uploaded on the website. However, the first-year admissions are just over and the plan will be made accordingly. Principal informed that IQAC

has organized orientation programme for First year students on 9 th September, 2021.He also said that PPTs and video recording of the orientation be uploaded on the website.

b. It was also informed that CAS promotion process for Dr. Parita Desai, Dr. Gordhan Devnani and Dr. Neelam Yadav is successfully completed on 29/6/2021.

c. For non-teaching and teaching staff, a seven days professional training workshop on MS-EXCEL was conducted by IQAC as suggested by Dr. Lily Bhushan during the last week of May. Dr. Nerurkar informed that the workshop on Mental health for non-teaching staff of L/S. Raheja and KKCE could not be organized IQAC is planning to have one in current academic year.

d. It was informed by Dr. Nerurkar that SSR work is in process. Now it should include data for the academic year 2020-2021.Data management committee is working on data verification. Thereafter AQAR for 2020-2021 will be uploaded followed by IQA and SSR.

e. The committee appreciated the certificate course by Library where sessions were conducted by an international resource person and virtual prize distribution conducted by extra-curricular activity committee in the month of June.In the prize distribution, Ms. Hashita Jadeja, who stood first in Psychology in University of Mumbai, was felicitated.

Item 4: To discuss the status of CAS files of Dr. Devnani, Dr. Parita Desai and Dr. Neelam Yadav.

Dr. Nerurkar presented the status of CAS process for Dr. Parita Desai, Dr. Neelam Yadav and Dr. G. Devnani. She informed the Committee that the files of Dr. Desai and Dr. Yadav was successfully completed on 29 th June, 2021. The committee approved the promotion and office completed the formalities.

Item 5: To discuss the applications for CAS promotion of teaching staff.

Dr. Nerurkar informed that CAS applications are received from Rahul Dandekar and Dr. Seema Ukidve from stage and I to II and from C.A. Hrishikesh Wandrekar and Dr. Samya Shinde for stage III to IV. Also Other staff members like Ms. Samiksha Jadhav, Mrs. Pooja Yadav, Dr. Devnani Dr.Preeti Vaswani and Mr. Ramsagar Yadav are due for promotion, IQAC will verify the files and complete the formalities.

Item 6: To approve the draft of resource generation through consultancy/services by teaching faculty of L. S. Raheja College of Arts and Commerce.

Dr. Nerurkar read the draft prepared by the Principal, Dr. Debajit Sarkar regarding consultancy services/ certificate and other courses by staff members. The objective is to encourage teaching faculty to undertake Consultancy Service / conducting additional courses to generate resources for the College. It includes guidelines to be followed by the staff undertaking these activities. The draft suggested sharing the sharing between teacher and College be 70:30. Dr. Farooqui and Dr. Jayashree suggested the sharing be 60:40 which was approved by all members.

Item 7: To discuss the activities done by IQAC.

Ms. Vaishali Pandya discussed the activities initiated by IQAC from April 2021 to 5 th September 2021.It includes activities by departments and committees like webinars, MOUs. Guest lectures, celebration of national and international days, certificate courses, competitions for students, career- counseling. etc. The members appreciated the same.

Item 8. To discuss the work done for SSR.

It was informed by Dr. Nerurkar that SSR work is in process. Now it should include data for the academic year 2020-2021. Data management committee is working on data verification. Thereafter AQAR for 2020-2021 will be uploaded followed by IQA and SSR. Principal informed all members that after qualitative questions are ready, it will be finally edited by our retired Psychology professor, Dr. Evelyn.

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

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

1. Students' representatives assured that they will address student related problems if any and contribute to quality improvement.
2. Dr. Nerurkar raised the issue of financial assistance in the form of reimbursement of expenses incurred by teaching staff publishing and presenting research papers. Dr. Debajit Sarkar said email to that effect is already sent and resolution should be passed by IQAC committee to that effect. External experts, Dr. Farooqui and Dr. Jayashree suggested 50 % or a slab reimbursement which is approved in the committee.
3. Dr. Jayashree, Principal, KKCE also suggested tie up with global agencies for internship and placement. Principal said Ms. Laila Patel, chairperson of Pre-placement committee will follow-up.

The meeting was adjourned with a vote of thanks to the Chair.

Anupama Nerurkar

Dr. Anupama Nerurkar
IQAC Co-ordinator

Dr. Debajit Sarkar
Principal, IQAC Chairperson