

## **Minutes of IQAC meeting held on, 4th August, 2018 at 11:30 am in the Conference room**

### **Members :**

Principal Dr. (Ms.) Shobana Vasudevan, Chairperson

Vice Principal Ms. Kavita Jajoo, Convener

Vice Principal Mr. S. Natarajan

Ms. Manjusha Sawant

Dr. Vinita Pimpale

Mr. S. U. Patil

Mr. Suresh Deole (Management Representative)

Mr. Sanjay Shetye (Society Representative)

Mr. Hrudyesh Pankhania (Alumni Representative)

Ms. Bhushana Samant (Parent Representative)

Ms. Sanika Joshi (Student Representative)

The agenda of the meeting:

- 1) Confirming minutes of last meeting
- 2) Review of Plans for 2018-19
- 3) Review of recent events and initiatives.
- 4) Any other matter with the permission of the chair.

The IQAC Convener welcomed the Chairperson and other committee members. Leave of absence was granted to Sanjay Shetye and Bhushana Samant

The following points were discussed and accepted in the meeting:

Agenda 1. Minutes of last meeting conducted on 21<sup>st</sup> April, 2018 were read out by Ms. Manjusha Sawant and were confirmed.

Agenda 2. The following Plans for 2018-19 were discussed:

- The prepare and submit the proposal for College autonomy
- To prepare and submit the proposal for "College with Potential for excellence"
- To conduct a workshop and training program for the Internal Complaints committee members.
- To submit proposal to begin Three year degree program " BCom with Actuarial Studies) to University of Mumbai .
- To conduct workshops on meaning and implementation of Autonomy .
- To conduct popular inspirational talks ( TEDx)
- To conduct seminars for students in association with RAPAA.
- To establish a CAS guidance Centre.
- To continue with online admission for degree college students.

- To renew Parent Teacher co-ordination committee.
- To continue with soft skills and IT training of Administrative staff.

All the members unanimously agreed to the implementations of the plans.

A sub –committee for each of the plan to be formed.

- Autonomy committee: Mrs Manjusha Sawant ( coordinator )
- Internal Complaints committee- Dr. Vinita Pimpale ( Chairperson )
- CAS guidance Centre- Dr. Vinita Pimpale and Mrs Manjusha Sawant
- Student Connect- Sudarshana Saikia
- Parent Teacher co-ordination committee- Divya Lalwani and Bhushana
- Soft skills and IT training of Administrative staff- Santosh Patil

Agenda 3: Kavita Jajoo updated the committee members with the following:

- The conduct of seminar on “ careers in Finance “ in association with RAPAA on 28th July 2018
- On line submission of Career Advancement Scheme under which seven staff members had made applications.
- On line admission process of Degree College continues
- Yoga day celebrations in college

Agenda 4: Discussion by members

- With respect to encouraging students to take up online courses, the following points were discussed,
  - Mr. Hrudyesh Pankhania suggested that we provide a certification from college for these courses.
  - Vice-Principal S. Natarajan suggested that we list down the courses and start working on capsules for online learning.
  - Ms. Manjusha Sawant also added that we could include such courses in the credit system.
  - Dr. Vinita Pimpale informed the committee that she observed a drop in the health of students which was evident during the Blood Donation Camp conducted by the NSS
  - To network with the Alumni, through the established RAPAA: Mrs Bhusahna Samant and Divya Lalwani

The Meeting ended with a vote of thanks by the Convener.