शिक्षण प्रसारक मंडळी, पुणे

R. A. Podar College of Commerce & Economics

AUTONOMOUS
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Minutes of the IQAC meeting held on 9th November, 2023

Review Meeting of IQAC was held on Thursday, 9th November, 2023 at 12:00 noon. in the Conference Room.

Members present:

Principal Dr. (Ms.) Shobana Vasudevan

Vice Principal Prof. Vinita Pimpale

Mr. S. Pagare

Ms. Vrushali Kaneri

Ms. Sunita Panja

Mr. S. U. Patil

Mr Ravi Kadam

Mr. Mahesh Deshpande

Ms. Shikha Kothari

Vice Principal Kavita Jajoo (Special Invitee)

Following were granted leave of absence:

Mr. Sunil Joshi

Mr. Sanjay Shetye

Mr. Archit Gokhale

The agenda for the meeting was as follows:

1) Confirm the minutes of the last meeting.

2) Review plans and progress of planned activities.

3) Discuss the NAAC preparations and filing of AQAR for IIQA.

4) Any other matter with the permission of the chair.

The IQAC Convener welcomed the Chairperson and other committee members.

The following points were discussed and accepted in the meeting:

Podar : Nurturing Intellect, Creating Personalities.

Agenda 1: Minutes of the last meeting were read out by Ms. Sunita Panja and were confirmed.

Agenda 2: **Review plans and progress of planned activities.**

1. **To conduct NEP curriculum by adhering to norms given by the Government of Maharashtra**.

Being an autonomous institution, the college has implemented NEP curriculum in the academic year 2023-24 as per the guidelines provided by the Government of Maharashtra. The new curriculum was introduced in six undergraduate and six post graduate programmes. The lectures for the first batch of learners under the new curriculum have begun with the orientation session series that began on 25th July 2023. The sessions were conducted for the learners along with their parents.

2. **To conduct training programmes for faculty on use of advanced IT tools for teaching, learning and research.**

Training programme for the faculty members was conducted by Librarian Santosh Patil to familiarise teachers about the Media Room. It was suggested to conduct one Faculty Development programme on E-Content Development for the faculty members and also hands on training for working on Tableau and Power BI. Mr. Patil agreed to conduct the session for the teachers. A Lecture on "Programme Outcome and Course Outcome" by Principal is scheduled on 2nd December, 2023.

3. **To promote research opportunities and projects.**

Prof. Vinita Pimpale had applied for ICSSR Minor Research Project. Six new Research Scholors have joined the Ph.D Programme, their title approval is in process. Dr. Anuradha Ganersh is joined as guide in the subject of Banking and Finance. The Chairperson of IQAC requested all members to apply for research projects and undertake research activities and apply for Research Seed Capital.

4. **To augment infrastructure for teaching and learning.**

There is an addition of two new classrooms on the Ground Floor G-2 (A) and G-2 (B). Self-Financing Programme Office is constructed on the second floor. Also SFP Staff room is renovated. Media Room is fully functional.

5. **To create awareness about mental health of all stakeholders through workshops and outreach programs**.

Self-Development Centre in association with Disha Counseling Centre with support of RUSA 2.0 organised a series of workshops on mental health for learners, teachers and parents.
- Learners: 'Explore, Discover, Empower- The Art of Emotional Expression Program'- 5th September and 8th September; 30th September 2023
- Parents: Art of Parenting Gen Z- 14th October 2023
- Faculty: "Compassion for self and passion at work" - 5th December 2023

6. **To review quality manuals and systems in light of NEP implementation.**

In order to make Feedback system robust, it was suggested to take 360 degree feedback. It was decided that the Mentors will identify the learners for collecting qualitative focussed feedback. Policy document and Quality manual are to be made for having robust feedback system.

7. **To support and facilitate inclusiveness in the college campus.**
- Inclusive Cell celebrated Vision Day in the month of June 2023.
- Inclusive Cell along with Placement Cell organised Job Fair "Inclusive job fair for youth with and without disabilities on 31st August, 2023 in association with Samarthan Trust for the disabled learners.

8. **To continue with previous IQAC initiatives.**
- Annual Academic Audit conducted on 31st August, 2023
- Annual GP Palekar lecture conducted on 27th October, 2023 by Shri V.S. Kumar on 'Recognising Passion and Igniting Curiosity – Role of the Teacher'
- Session for Office Staff on Document and Record Management with NAAC perspective by Keyaa Mukherjee, Office Superintendent, Maniben Nanavati Women's College scheduled on 24th November 2023
- Session on "Healthy Life- Happy Life" for the non teaching staff scheduled on 8th December 2023.
- TEDxRAPodarCollege is scheduled on 10th February 2024- license received

It was suggested to include Green and gender audit in the IQAC initiative.

Agenda 3: **Discuss the NAAC preparations and filing of AQAR for IIQA.**

The convener informed the members that the AQAR for 2021-22 is submitted on 16th October, 2023 and for 2022-23 is under progress. For that the Criterion head to be given the data template of 2021-22 and requesting them to submit the data for 2022-23. Regarding preparation for NAAC, criterion wise meeting to be held to discuss the progress and issues. Also meeting of the secretaries and joint secretaries of the various forums will be held to inform them about the preparation required from their end.

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

(Minutes prepared by IQAC Coordinator Sudarshana Saikia)

Principal Dr. Shobana Vasudevan