



शिक्षण प्रसारक मंडळी, पुणे  
**R. A. Podar College of Commerce & Economics**  
**AUTONOMOUS**  
Matunga, Mumbai - 400 019  
An 'A+' Institution as Accredited by NAAC  
Certified as 'Best College' by University of Mumbai  
Tel.: 2414 3178 • Fax: 2414 1964 • E-mail: info@rapodar.ac.in  
Website : www.rapodar.ac.in

### **Minutes of the IQAC meeting held on 24<sup>th</sup> December, 2024**

Review Meeting of IQAC was held on Tuesday, 24<sup>th</sup> December, 2024 at 10:30 a.m. in the Conference Room.

#### **Members present:**

Principal Dr. (Ms.) Shobana Vasudevan  
Vice Principal Prof. Vinita Pimpale  
Ms. Kavita Jajoo (Director in-charge SFP)  
Dr. Suryakant Pagare  
Dr. Vrushali V. Bhosale Kaneri  
Ms. Sunita Panja  
Mr. S. U. Patil  
Ms. Vela Gaitonde  
Ms. Swati Kapadia (joined online)  
Mr. Subramaniam Vutha (joined online)

#### **Following members were granted leave of absence:**

Mr. Sunil Joshi  
Ms. Ruta Vyas

#### **The agenda for the meeting was as follows:**

- 1) To confirm the minutes of the last meeting
- 2) To review plans and progress of activities
- 3) AQAR 2023-24 submission
- 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:**

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

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

	<b>PLANS</b>	<b>ACTION TAKEN</b>
--	--------------	---------------------

1.	To conduct NEP curriculum by adhering to norms given by the Government of Maharashtra.	<ul style="list-style-type: none"> <li>• Successfully implemented Second year of NEP curriculum in 6 UG and 5 PG programs.</li> <li>• Planning of some TY courses completed and approved by GB, AC, BOS in December 2024</li> </ul>
2.	To Promote collaborative exchange with nearby colleges	<ul style="list-style-type: none"> <li>• Faculty exchange with Vidyalkar Institute of Technology (MoU signed)</li> </ul>
3.	To augment the incubation cell and encourage students to apply for patents.	<ul style="list-style-type: none"> <li>• Pod @ Podar planning a podcast in January 2025</li> </ul>
4.	To support and facilitate internships through collaborations	<ul style="list-style-type: none"> <li>• Appointment of Placement Officer Ms. Johny Grace in November 2024</li> </ul>
5.	Augmenting IT infrastructure in the college	<ul style="list-style-type: none"> <li>• SWAYAM NPTEL Local Chapter established in college</li> <li>• New website design layout work in progress</li> </ul>
6.	Digitizing documents and records	<ul style="list-style-type: none"> <li>• Currently in progress- Till date 30,000 documents scanned and digitized (30% documents digitized)</li> </ul>
7.	Promotion of U.U. Bhat Centre for skill development and social outreach in the adopted village	<ul style="list-style-type: none"> <li>• Educational visit to Barhanpur on 23rd December 2024</li> </ul>
8.	To continue with previous IQAC initiatives	<ul style="list-style-type: none"> <li>• 70+ events conducted by the college between 25th October to 24th December 2024)</li> <li>• NSS- 52 activities</li> <li>• (37 working days- =1.89=2 events per day)</li> <li>• NSS-</li> <li>• October 2024- Diya Stall and Diya and Stationery donation, seminar on "World Without War and Without Violence," celebration of Vigilance Awareness Week.</li> <li>• November 2024- 3rd World Peace March, SVEEP Campaign for voter awareness, Clothes and Food Donation,</li> </ul>

		<p>Constitution Day celebrations with poster-making, a quiz, and a rally.</p> <ul style="list-style-type: none"> <li>• December 2024- RRC Week events like poster-making, slogan-making, and beach cleanup, HIV/AIDS screening, streetplay workshops. Dadar Beach Cleanup.</li> <li>• Alumni Association- G.P. Palekar Memorial lecture by Shri. MV Ramnarayan Sir on "<i>It is Easy to be Ethical and Practice Ethical Behaviour - Learning from the Life of Prin. Palekar</i>"-27<sup>th</sup> Oct 2024</li> <li>• Placement Cell- First final placement week- 5<sup>th</sup> to 14<sup>th</sup> November 2024</li> <li>• Constitution Day- 26<sup>th</sup> November 2024</li> <li>• CAS screening and interview for 5 faculty members - 26<sup>th</sup> November 2024</li> <li>• Hruturang - 29<sup>th</sup> - 30<sup>th</sup> November, 2024</li> <li>• Speakers Academy- Bull fight</li> <li>• GDC- GD week- 25<sup>th</sup> to 30<sup>th</sup> Nov, 2024</li> <li>• IIF- Voltt - 30<sup>th</sup> November, 2024</li> <li>• ELC- Poetry- 30<sup>th</sup> November, 2024</li> <li>• GLC- Shabdo ni Ramat Gamat- 2<sup>nd</sup> December, 2024</li> <li>• Ek Kadam Aage- State level workshop for non-teaching staff - 5<sup>th</sup> December 2024</li> <li>• Library Exhibition- 5<sup>th</sup> to 9<sup>th</sup> December, 2024</li> <li>• Alumni Association- Podar Ratna function- 7<sup>th</sup> December, 2024</li> <li>• MONETA- Conducted 11<sup>th</sup> to 14<sup>th</sup> December 2024</li> <li>• LEC- Utkrish Festival- 16<sup>th</sup> December 2024</li> <li>• Hobby Circle- Creative Canvas workshop- 17<sup>th</sup> and 18<sup>th</sup> December 2024</li> <li>• ELC-Lit Hunt- 18<sup>th</sup> December 2024</li> <li>• Consulting Club- The strategy showdown- 18<sup>th</sup> December 2024</li> </ul>
--	--	--

		<ul style="list-style-type: none"><li>• CGF- How to face an interview? - 18<sup>th</sup> December 2024</li><li>• RAPPORT- 21<sup>st</sup> December to 24<sup>th</sup> December 2024</li></ul>
--	--	---

**Agenda 3: AQAR 2023-24 submission.**

Ms. Sudarshana Saikia the IQAC convenor announced about the submission of AQAR 2023-24 on 21<sup>st</sup> December, 2024. Principal Shobana Madam congratulated the team for their relentless efforts.

**Agenda 4: Any other matter with the permission of the chair**

- 1) Principal Shobana Madam informed about the completion of election duty by the teaching and non-teaching staff members.
- 2) The members suggested that the faculty members should speak about their contribution made during the year in the staff meeting. Each teacher will be given 1-minute time to speak.
- 3) Principal Shobana Madam announced about the addition of two new research guides in the Ph. D research centre of the college.
- 4) Dr. Vrushali Kaneri raised concern about the etiquettes of the students and the usage of language, to which Principal Madam suggested the English Literary Circle to take it as their activity and conduct series of lectures, role play etc to educate them. Even Dr. Suryakant Pagare can volunteer in the same.

The meeting ended with a vote of thanks.

*(Minutes prepared by IQAC Coordinator Sudarshana Saikia)*



Principal Dr. Shobana Vasudevan