



शिक्षण प्रसारक मंडळी, पुणे
R. A. Podar College of Commerce & Economics
AUTONOMOUS
Matunga, Mumbai - 400 019
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Minutes of the IQAC meeting held on 29th June, 2024

Review Meeting of IQAC was held on Saturday, 29th June, 2024 at 11:30 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 Kaneri
Ms. Sunita Panja
Mr. S. U. Patil
Mr Ravi Kadam
Mr. Mahesh Deshpande
Ms. Swati Kapadia
Ms. Vela Gaitonde
Mr. Subramaniam Vutha.

Following members were granted leave of absence:

Mr. Sunil Joshi
Ms. Karishma Dixit

The agenda for the meeting was as follows:

- 1) To confirm the minutes of the last meeting
- 2) To finalise plans for 2024-25.
- 3) To discuss the NAAC preparations.
- 4) Any other matter with the permission of the chair. To confirm the minutes of the last meeting.

The IQAC Convener welcomed the Chairperson and other committee members.

Following points were discussed and accepted in the meeting:

Agenda 1: To confirm the minutes of the last meeting

Minutes of the last meeting were read out by Ms. Sunita Panja and were confirmed by all the members. The Principal appreciated Dr. Suryakant Pagare for preparing the template for pre and post forum reports.

Agenda 2: To finalise plans for 2024-25

- 1) To implement NEP second year curriculum by adhering to norms given by the Government of Maharashtra.
- 2) Promote collaborative exchange with nearby colleges.
- 3) To augment the incubation cell and encourage students to apply for patents.
- 4) To support and facilitate internships through collaborations.
- 5) Augmenting IT infrastructure in the college.
- 6) Digitizing documents and records.
- 7) Promotion of U.U. Bhat Centre for skill development and social outreach in the adopted village.
- 8) To continue with previous IQAC initiatives.

Other activities suggested by members:

- 1) To conduct a session for the students in Barhanpur along with Disha counselling centre.
- 2) To conduct research to identify reasons of dropouts of students after 7th or 8th grade in Barhanpur. Principal Dr. Shobana Vasudevan asked Ms Vela Gaitonde to prepare the questionnaire to collect data for the same.
- 3) Ms. Vela Gaitonde suggested that the students in Barhanpur be taught life skills to the students of Barhanpur.

Agenda no 3: To discuss the NAAC preparations.

Date	Timeline
20.02.2024	IIQA approved
04.04.2024	SSR submitted
09.05.2024	DVV Clarification process completed

08.06.2024	Extension of validity letter from NAAC (extended to 31/12/2024)
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Principal informed that the college has applied for the “Empowered Autonomous” status for which all the process has been done and the letter from the University is awaited.

Agenda no 4: Any other matter with the permission of chair:

- 1) Principal suggested that Enigma needs supports from teachers for which meeting will be conducted with Dr. Vrushali Kaneri and Dr Amruta Patil to discuss the matter further.
- 2) Dr Vrushali Kaneri suggested for the promotion of our new programmes to attract students to enrol.
- 3) Ms. Kavita Jajoo suggested to conduct mental health and wellbeing sessions for different stakeholders like non teaching staff.
- 4) Librarian Santosh Patil planned to have digital archive and archive of in house publication.
- 5) Ms. Kavita Jajoo informed that the faculty induction program will be held on coming Tuesday 2nd July, 2024.
- 6) Dr. Suryakant Pagare suggested to put IQAC plans for the year in the staff room for the reference to other faculty members.
- 7) The Principal requested faculty members to become more document oriented. Web page need to be updated and videos need to be uploaded.
- 8) Ms. Kavita Jajoo requested Librarian Mr. Patil to send template for metadata for reference to students.
- 9) Prof. Vinita Pimpale informed the members of the formation of the Equivalence committee for learners who join the college from different universities with different credit scores.

The meeting ended with a vote of thanks by Dr. Vrushali Kaneri.

(Minutes prepared by IQAC Coordinator Sudarshana Saikia)



Principal Dr. Shobana Vasudevan