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
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Minutes of the IQAC meeting held on 18th April, 2024

Review Meeting of IQAC was held on Thursday, 18th April, 2024 at 11:30 a.m. in the Conference Room.

Members present:

> Principal Dr. (Ms.) Shobana Vasudevan
>
> Vice Principal Prof. Vinita Pimpale
>
> Dr. Suryakant Pagare
>
> Ms. Vrushali Kaneri
>
> Ms. Sunita Panja
>
> Mr. S. U. Patil
>
> Mr Ravi Kadam
>
> Mr. Mahesh Deshpande
>
> Mr. Archit Gokhale
>
> Kavita Jajoo (Special Invitee)

Following members were granted leave of absence:

> Mr. Sunil Joshi
>
> Mr. Sanjay Shetye
>
> Ms. Shikha Kothari

The agenda for the meeting was as follows:

1) To confirm the minutes of the last meeting.
2) To review plans and progress of planned activities.
3) To discuss the NAAC preparations, submission of IIQA and filing of SSR.
4) To prepare plans for the next academic year.
5) 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. The Principal requested Dr. Suryakant Pagare for preparing the template for pre and post forum reports.

Agenda 2:

Review plans and progress of planned activities.

	PLANS	ACTION TAKEN
1.	To conduct NEP curriculum by adhering to norms given by the Government of Maharashtra.	• Successfully implemented First year of NEP curriculum in 6 UG and 5 PG programs. • Orientation sessions conducted from 25th July 2023 for learners and parents. Open day for FY students conducted from 16/12/2023 onwards. • Meetings of Board of Studies, Academic Council, and Governing Bodies conducted in the month of February 2024 for the academic year 2024-25. • With respect to Second year NEP implementation, Internship/Research Project/Field Project is proposed to be considered as common course to be taken up by Commerce and Accountancy department which is approved by all the IQAC members
2.	To conduct training programmes for faculty on use of advanced IT tools for teaching, learning and research.	• Training Session on use of Media room was conducted by Librarian S Patil. • FDP Program on 'Training and Creation of Learner-Centered 4-quadrant E-Content' held in collaboration with CEED under the aegis of RUSA 2.0. Conducted on 21st , 22nd and 23rd December, 2023 • Conducted a session on "Creating and publishing personal Google Sites" guided by Dr. Suresh Hiremath and Akshay Tinganwar on 5th March, 2024

3.	To promote research opportunities and projects.	- Prof. Vinita Pimpale received grant for ICSSR Minor Research Project - College approved and disbursed money for 7 Research proposals submitted by Faculty members seeking financial support from college for completing their projects. - Research competition named Anvikshanam organized by the Research, Development and Consultancy Cell
4.	To augment infrastructure for teaching and learning.	- Two new classrooms on the Ground floor- G-2(A) and G-2(B). SFP office and staff room renovated. - Two new digital screens to enhance ICT enabled learning - Number of Solar panels increased in the terrace- connected with BEST grid. - All the classrooms will be smart in the coming academic year.
5.	To create awareness about mental health of all stakeholders through workshops and outreach programs.	The Self Development Centre in association with Disha Counseling Centre with support of RUSA 2.0 conducted 4 Sessions: - Learners: 'Explore, Discover, Empower- The Art of Emotional Expression Program'- 5th September and 8th September; 30th September 2023 - Parents: Art of Parenting Gen Z conducted on 14th October 2023 - Faculty: "Compassion for self and passion at work" conducted on 5th December 2023 - Outreach session with neighbouring school students (VIII and IX standard)- 29th February 2024
6.	To review quality manuals and systems in light of NEP implementation.	- Quality manuals and policies are reviewed, updated and compiled. - Learners and teachers feedback on curriculum for 2023-24 collated by the Academic Cell - Employers feedback are received from Placement Cell - Alumni feedback collected by the Alumni Co-ordination Committee

		● Green Audit conducted ● AICTE and NIRF recognized
7.	To support and facilitate inclusiveness in the college campus	● Vision day celebrated by Inclusive Cell ● "Inclusive job fair for youth with and without disabilities" on 31st August, 2023 in association with Samarthan Trust for the Disabled by the Inclusive Cell and Placement Cell ● A session to understand the various disabilities and career prospects in the field of special education conducted by the Inclusive Cell on 17th January 2024
8.	To continue with previous IQAC initiatives	• Flagship events like Mathematrix, MONETA, FINAAC, RAPPORT, Enigma, TEDxRAPodarCollege, UTTUNG, E-Summit planned and conducted during the year **Annual activities:** • Academic and Administrative Audit- 31st August, 2023 • G.P. Palekar Memorial lecture- 27th October, 2023 • Athletic Meet- 18th January, 2024 • Prize distribution function- 3rd February, 2024 • Gender Audit- 16th February, 2024 • Degree Distribution Ceremony- 14th March, 2024 • 230+ events organized in the College through 38 active forums • Office Staff programs under RUSA 2.0: • 24th November 2023 - Session for Office Staff on Document and Record Management with NAAC perspective by Keyaa Mukherjee, Office Superintendent, Maniben Nanavati Women's College

		• 8th December 2023- Session on Healthy life- happy life- Dr Om Patil, Orthopedic Surgeon • 30/11/2023- lecture on "Towards Naya Bharat- way forward to 5 trillion economy" by Prof Manoj Kumar Tiwari, Director, IIM, Mumbai- under ICSSR Amrit Kaal Vimarsh-Viksit Bharat @2047 • 2/12/2023- The Academic Cell conducted a seminar on "Outcome-Based Approach in Teaching, Learning, and Evaluation- What, Why and How " by Principal Dr. (Mrs.) Shobana Vasudevan

Agenda 3:

Discuss the NAAC preparations and filing of AQAR for IIQA.

- The convener informed the members that the AQAR for 2021-22 was submitted on 16ᵗʰ October, 2023 and for 2022-23 submitted on 30ᵗʰ November, 2023. Staff meeting to discuss NAAC SSR Manual, SOPs and Benchmarks were conducted on 8ᵗʰ and 9ᵗʰ December, 2023.
- Session on 'NAAC Accreditation of Podar Autonomous- Challenges and Solutions' by Former Vice Chancellor of University of Mumbai -Prof Suhas Pednekar held on 16ᵗʰ December, 2023

The timeline for SSR submission was also spelled out:

- Criterion Heads presentation of DVV and SSR held on 10/01/2024
- Criterion-I and III presentation held on 20/01/2024
- Criterion-V and VI presentation held on 23/01/2024
- Criterion-II and IV presentation held on 25/01/2024
- IIQA submitted on 1/2/2024
- DVV submission by Criterion Heads done on 5/2/2024
- IIQA approved on 20/2/2024
- SSR submitted on 4/4/2024
- Student Satisfaction Survey initiated by NAAC on 8/4/2024 and Ended on- 08/05/2024

Agenda 4:

Plans for the next academic year

1. To implement NEP second year curriculum by adhering to norms given by the Government of Maharashtra.

2. Promote collaborative exchange of courses 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. Bhatt Centre for skill development and social outreach in the adopted village.

Dr. Suryakant Pagare suggested tree plantation camp by Faculty members at Barhanpur facility so as to be made more active. Librarian, Santosh Patil suggested a faculty development programme/conference under Maharashtra State Faculty Development Centre in Pune and a workshop on AI in Teaching and learning. He also suggested a session on mental health for faculty by Rajendra Bharve/Anand Nadkarni. Principal suggested a credit course on Astro counselling- counselling on career based on astronomy. Ms. Vrushali Kaneri suggested to have robust mechanism to track the progression of students and strong database system, also to have career portal and Alumni portal on college website. Principal suggested to have an active podar LinkedIn and a more vibrant Rationale Thinking Cell.

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

(Minutes prepared by IQAC Coordinator Sudarshana Saikia)

Principal Dr. Shobana Vasudevan