

## **Minutes for 4<sup>th</sup> meeting of IQAC held on 15<sup>th</sup> April 2022**

### **Members:**

Principal Dr. (Mrs.) Shobana Vasudevan, Chairperson  
Mr. Suryakant Pagare, Convener  
Dr. Vinita Pimpale (Controller of Examination)  
Mr. S. U. Patil (Librarian, and Parent Representative)  
Ms. Sudarshana Saikia  
Ms. Sunita Panja  
Mr. Ravi Kadam (Office Superintendent)  
Mr. Sunil Joshi (Management Rep. & Industry Expert)  
Mr. Sanjay Shetye (Society Representative)  
Mr. Dhruv Gavade (Alumnus)  
Ms. Kinjal Majethia (Learner)

### **Agenda of the meeting.**

**Agenda 1:** Confirming minutes of last meeting

**Agenda 2:** Review Actions taken for the plans of 2021-22

**Agenda 3:** Review of recent events and initiatives.

**Agenda 4:** Introducing new programs at graduate and undergraduate level in 2022-23

**Agenda 5:** Any other matter with the permission of the chair.

**Agenda 1:** Minutes of the last meeting conducted on **15 January 2022** were read out by Ms. Sudarshana Saikia and were confirmed.

**Agenda 2:** The committee reviewed the action taken for the plan of 2021-22. The convenor presented the brief summary of Action taken Plan for 2021-22. (The action taken report attached herewith/.)

**Agenda 3:** Review of recent events and initiatives.

**Agenda :** Introducing new programs at graduate and undergraduate level in 2022-23.

Principal Dr. Shobana Vasudevan briefed the committee about the six new academic programs introduced by the college from the academic year 2022-23.

Three Courses at undergraduate level:

BBA (Shipping and Logistics Management)

B Com (Financial Markets)

B Sc (Data Science and Analytics)

Three Courses at postgraduate level:

M Com (Business Analytics)

M.Com (Behavioural Finance)

M.Com (International Business)

S.N	PLANS FOR 2021-22	ACTION TAKEN
1	To Enhance Student welfare mechanism	<ul style="list-style-type: none"> <li>Provision of hygiene and clinical facilities for enabling hybrid teaching &amp; learning mode safe and secure</li> <li>Provision of MS Teams platform for conducting forum Events</li> <li>Sessions of College counsellor organised by Self Development Cell to cope up with Pandemic and Lockdown and maintain mental health along with online consultation and counselling to students.</li> <li>Series of lectures by DevelLearn (Course in Python Programming for students 60 Hrs 20/07/2021 to 25/08/21)</li> <li>Mentor mentee interactive sessions</li> </ul>
2	To train faculty members to prepare e-content	<ul style="list-style-type: none"> <li>Provision of Laptops and other ICT material Oct 2021</li> <li>Provision of High speed &amp;??? Wi-Fi Facility (01/21)</li> </ul>
3	To conduct FDP for mapping Program Outcome and Course outcome	<ul style="list-style-type: none"> <li>Session by Dr Gulshan Shaikh (4 Days FDP cum workshop Mapping of Teaching Components 08/07/21, 13/07/21, 22/07/21, 28/07/21)</li> </ul>
4	To conduct Academic audit.	<ul style="list-style-type: none"> <li>Academic audit conducted successfully</li> </ul>

5	To conduct FDP for enhancing productivity tools for teachers and office staff.	<ul style="list-style-type: none"> <li>Series of lectures by DeveLearn for FDP (15/06/21 to 22/06/21) introduction to Python &amp; AI</li> <li>Series of lectures by DeveLearn for FDP (27/01/22 to 04/02/22) FDP Program in MS Office suit and Productivity Tools</li> </ul>
6	To increase collaborative research activities.	<ul style="list-style-type: none"> <li>Active role as an Academic partner for International Conference On Contemporary Business Trends at National Institute of Technology Srinagar</li> <li>Research project sponsored under Fulbright-Nehru Postdoctoral Research program in collaboration with The Texas A &amp; M university completed by faculty member.</li> <li>Collaboration undertaken by faculty member with foreign researchers.</li> </ul>
7	To continue active alumni networking.	<ul style="list-style-type: none"> <li>Dedicated efforts to broaden the Alumni foundation of the college by augmenting the membership of Alumni Association, RAPAA</li> <li>The inaugural Late Principal G. P. Palekar Memorial Lecture was delivered by Gyaan Peeth and Podar Ratna Awardee Mr. Damodar Mauzo. The lecture was streamed live on YouTube and attended by teachers , students, and alumni.</li> </ul>
8	To strengthen infrastructure facilities on college premises.	<ul style="list-style-type: none"> <li>Initiated ERP Installation for MIS under RUSA 2.0 (MasterSoft) (04/04/22)</li> <li>Renovation of multipurpose auditorium with installation of PA system under RUSA 2.0 (July 2021)</li> <li>Library storage augmentation under RUSA 2.0 (20/21)</li> <li>Installation of Digital Podiums under RUSA 2.0 (20/21)</li> <li>9Amplification of free Wi-Fi Facility under RUSA 2.0 (01/21)</li> <li>Provision of Laptops to all the teachers along with requisite accessories for screen sharing and internet under RUSA 2.0 (Oct 2021)</li> <li>Continuation of MS Teams software for online teaching learning and evaluation.</li> </ul>

		<ul style="list-style-type: none"> <li>• Enabled classrooms for dual mode (on-line and in person) as directed by the Government authorities and the University.</li> <li>• Playground</li> <li>• Arrangement of SAFE application software, a proctored online evaluation system for sustaining credibility of evaluation procedures in online mode</li> <li>• Incubation, Innovation, Start Up (E cell) Centre under RUSA 2.0 (July 2021)</li> <li>• Fintech Lab under RUSA 2.0 (Feb 2021)</li> </ul>
9	To process Career advancement applications of faculty members.	<ul style="list-style-type: none"> <li>• Successfully processed Career advancement applications of four faculty members. Two teachers promoted to the Post of Professor and two teachers promoted to the post of Assistant Professor stage 2 to 3</li> </ul>
10	To continue with student activities online or offline.	<ul style="list-style-type: none"> <li>• Provision of MS Teams platform for conducting forum Events</li> <li>• Provision of hygiene and clinical facilities for enabling hybrid teaching &amp; learning mode safe and secure</li> </ul>
11	To continue with various initiatives to strengthen autonomy	<ul style="list-style-type: none"> <li>• Review of syllabus for all programs was undertaken by the Board of Studies in the respective programs.</li> <li>• Formulation of new syllabus for third year B.Com (Actuarial Studies) program by the Board of Studies.</li> <li>• Encouraged third year students to complete their non- academic credits (credit courses) and mandatory courses (responsible citizenship and life enrichment course) for submissions.</li> <li>• Successful and timely conduct of exams and declaration of results.</li> </ul>
12	To conceptualise and formulate new programs under autonomy	<ul style="list-style-type: none"> <li>• Discussions and meetings were held for conceptualising, formulating, designing and introduction of 3 new programs at under graduate level and post graduate level in the next academic year 2022-23</li> </ul>
13	To encourage students to enrol and complete non- academic credits and mandatory credits	<ul style="list-style-type: none"> <li>• Learners of all the programs at under graduate level were encouraged to enrol and complete their non-academic credits (credit courses) and mandatory courses</li> </ul>

		<p>(responsible citizenship and life enrichment course).</p> <ul style="list-style-type: none"> <li>• The requisite submissions on completion of non-academic credits (credit courses) were taken from third year students and credits were allotted.</li> <li>• Mandatory courses- Take info. From Kapil sir (RC) and Ved Prakash sir(LEC- Yoga)</li> </ul>
14	To continue with flagship events of college in online mode	<ul style="list-style-type: none"> <li>• Various forums organised and conducted flagship events of the college like TEDx, Moneta, Enigma, FINACC, Rostrum Spectrum, etc. online adhering to Covid-19 pandemic regulations.</li> </ul>
15	To continue with administration SOP for online procedures and reporting tools for staff and faculty	<ul style="list-style-type: none"> <li>• Continuation of online etiquettes for students, Continuation of procedures while giving examination for both the invigilators and students , Continuation of reporting tool (Daily sheet - May 2020 onwards), Processing of college documents online</li> </ul>
16	To encourage research activities by conducting events and taking various initiatives at college level	<ul style="list-style-type: none"> <li>• Initiation of Consultancy Services with regards to Framing of Research title, Drafting Research proposal for Ph.D. / Minor Research / any other Research Paper guidance by Research and Advisory Committee of college</li> <li>• Provision of plagiarism services to enhance qualitative research.</li> <li>• Enrolment of 5 PhD students in the Business policy and administration program under the faculty of Commerce</li> <li>• Completion and award of PhD degree to 1 student</li> <li>• A research paper presentation competition, Esploro Presentado aimed at developing the instinct of research among students was conducted by Accounts and Finance Circle of Podar.</li> <li>• Teachers presented paper</li> <li>• Faculty member enrolled for PhD at the institute's research center.</li> <li>• An Orientation for M.Com students was conducted to introduce the Avishkar Research Convention and motivate them to participate.</li> </ul>

		<ul style="list-style-type: none"><li>• Guidance to the students for the XXIX International Economics Convention</li></ul>
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