

Minutes of IQAC virtual meeting held on 25th August 2020 at 11:30 am.

MS Teams link:

https://teams.microsoft.com/l/meetup-join/19%3ameeting_NmQxOWIzODUtODZiYS00YTczLWlzMjktNGI1YWY1ZTk2M2Zj%40thread.v2/0?context=%7b%22Tid%22%3a%22c8e175d3-d98-4bd8-9aa9-21bd3c66d9ef%22%2c%22Oid%22%3a%22dc2fcdc5-6d93-497b-8514-32916632280d%22%7d

The following members were present for the meeting.:

Principal Dr Shobana Vasudevan (Chairperson)

Vice Principal Kavita Jajoo (Convenor IQAC)

Dr Amitha Sehgal

Mrs Manjusha Sawant

Dr Pradeep Kamthekar

Dr Vinita Pimpale

Kapildeo Indurkar

Mrs Sudarshana Saikia

Vrushali Kaneri

Divya Lalwani (Coordinator of Bachelor in Management Studies)

The IQAC Convener welcomed all the Heads of the department and IQAC members in the special meeting convened by Dr Shobana Vasudevan, Chairperson IQAC.

Agenda 1: To discuss about conduct of online lectures and ways to make them more interactive

Principal Dr. Shobana Vasudevan spoke about the pandemic situation and stated that the college will adopt an online mode of teaching and learning until fresh instructions from the University of Mumbai is received. MicroSoft Teams app has been adopted for the conduct of online lectures and meetings of the institution. She requested every member present to share their experiences of online teaching. Members shared their experiences and issues faced while conducting online lectures. Use of Graphic pen and tablet was suggested and accepted by the members to take lectures.

Agenda 2 : To discuss about internal assessment

Principal informed all the faculty members that results of the even semester of BCom, BMS, BAS are ready as per the formula given by the University of Mumbai.

Principal Dr. Shobana Vasudevan proposed to discuss procedures and control mechanisms for the conduct of internal assessment. It was decided that every teacher will give marks directly to the examination department on the suggestion of the members present in the meeting. Mentors will be given the list of defaulters from their respective class to follow up.

Agenda 3 : To discuss about Online consultation sessions held by Counselor

Mrs Kavita Jajoo , discussed the long term psychosocial and mental health implications in the wake of Covid-19 pandemic and lockdown. Sudarshana Saikia suggested an increase in the number of sessions per week to benefit all students. It was decided by the members to conduct online consultation sessions twice a week by the Counselor for students and staff as well.

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

General matters like the schedule for the conduct of orientation sessions, conduct of lectures of FYBCom class, role of mentors, etc. were also discussed.

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