

Minutes of meeting of IQAC held on 18/07/2022

The First Meeting of IQAC for Academic year 2022-23 was held on 18/07/2022 at 11:00 am in the Learning Centre of the college.

Members Present:

Sr. No.	Name	Designation
1	Dr. (CA) Ashwat Desai	I/C Principal, Coordinator - IQAC
2	Mrs. Bhavana Vaidya	Administrator (Nominee of Management)
3	Shri. Kailash Kejriwal	Trustee, Management
4	Mrs. Mangala Marathe	Nominee from Local Society
5	Shri. Jaywant Wagh	Head Clerk
6	Shri. Bhalchandra Kerkar	Senior Clerk
7	Dr. Seema Agarwal	Vice Principal-B.Com
8	Dr. Lipi Mukherjee	Vice Principal Self Finance Course
9	Dr. Anju Bohra	Teacher Representative – B.Com
10	Prof. Yogita Mahimkar	Teacher Representative- Self Finance Course
11	Prof. Mansi Dangarwala	Teacher Representative- Self Finance Course
12	Dr. Neha Joshi	Librarian
13	Ms. Deepanshi Gupta	Student Representative

Granted leave of Absence:

1. Shri. Kailash Parasrampur, Trustee, Management



2. Shri. Vinay Saraf, Nominee from Industry
3. Ms. Usha Agarwal, Nominee from Alumni

The agenda of the meeting:

1. Review of Academic performance for Academic Year 2021-22,
2. Academic Calendar for 2022-23
3. Formation of various committees to conduct various activities for 2022-23.
4. Formulation of Perspective plan
5. Discussion for conduct of IPR Workshop & National Conference.
6. Any other matter with the permission of the chair.

The following points were put forth, discussed and accepted in the meeting:

Agenda 1: Academic performance for Academic Year 2021-22:

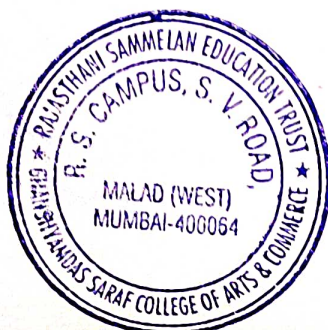
i. Dr. Seema Agarwal and Prof. Prasanna Choudhari Exam-In charge of B. Com and Self-Finance Courses respectively informed that due to Covid 19 Pandemic Examinations (except semester II examinations) were conducted online as per the circular of the University of Mumbai. The contract of conducting the online examination was assigned to a professional company "SplashGain Technology Solution private limited, Pune, popularly known as Eklavya". This company provides services such as admission, assessment and evaluation to many Government Universities, Autonomous Institutions, colleges, multinational corporates in domestic and international markets. The company has won many awards.

Agenda 2: Academic Calendar for 2022-23: Discussed and approved the Academic Calendar prepared for 2022-23 which was presented in the last meeting held on 26th April, 2022.

Academic Calendar for the Year 2022-23

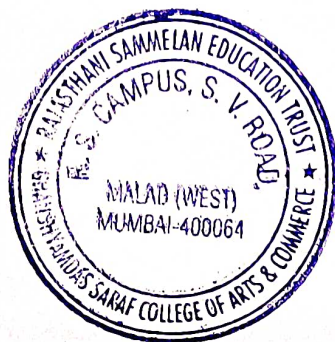
Month	List of Activities
JUNE 2022	<p>Printing Prospectus.</p> <p>Scrutiny of application and admission forms of S.Y.B.Com, T.Y.B.Com, BMS, BSCIT, BCBI, BFM & BCAAF.</p> <p>Meeting with parents and students of junior college (XIIth Standard) for academic counselling.</p> <p>Admission of the students.</p> <p>Interviews and continuation of teaching and non-teaching un-aided staff.</p> <p>Time Table preparation by Time Table Committee.</p>

	<p>Meeting of Principal with Teaching and Non-Teaching Staff on the re-opening day.</p> <p>Formation of various committees.</p> <p>Meeting of the Principal with respective departments and committees.</p>
JULY 2022	<p>IQAC Committee meeting</p> <p>Admission of F.Y.B.Com, BMS, BMM, BCA, BCBI, B.Sc(IT) by putting up three merit list and finalizing the admission list.</p> <p>Admission procedure for M.Com.</p> <p>Commencement of F.Y, S.Y., T.Y. and M.Com Part-II lectures.</p> <p>Planning examination schedule.</p> <p>Students' enrolment for extension activities.</p> <p>Address by Principal to F.Y. students.</p> <p>Guru Purnima celebration by Marathi Literary Association.</p> <p>Different Activities to be conducted by various committees.</p>
AUGUST 2022	<p>Preparation of F. Y. & S.Y. ATKT examination.</p> <p>Remedial lectures for ATKT students.</p> <p>Planning Forum will organise A.D. Shroff Memorial Elocution</p> <p>Training programmes/orientation for students carrying out extension activities.</p> <p>Independence Day Celebration.</p> <p>Committee Activities</p>
SEPTEMBER 2022	<p>Hindi Divas Celebration.</p> <p>F.Y. and S.Y. (Sem-I & Sem-III) examination.</p> <p>Meeting parents of students who are defaulters in attendance.</p> <p>Blood donation drive will be conducted by Rotract Club and NSS.</p> <p>Inter collegiate departmental activities</p>
OCTOBER 2022	<p>Centralized Assessment of Sem- I & III answer books.</p> <p>Processing of results and collection of mark sheets..</p> <p>7 Days Special Residential Camp by NSS volunteers.</p>

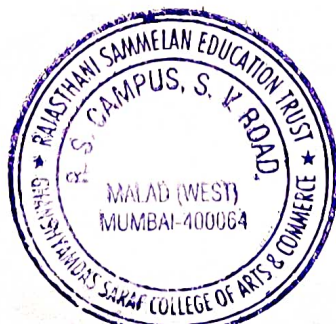


NOVEMBER 2022	Processing of results and declaration of Sem-I & III results. Placement Activities Career Guidance Activities for TY Students IQAC committee meeting
DECEMBER 2022	Educational Tour/Industrial Visit Different Committee Activities Sports Day Degree Distribution Ceremony Christmas Vacation.
JANUARY 2023	Annual Day celebration Remedial lectures for ATKT students Commerce Association will Organise Commerce Quiz.
FEBRUARY 2023	Farewell to final Year Students National Conference IQAC Committee meeting Intra collegiate Departmental activities
MARCH 2023	Sem-II & IV Examinations. Conducting T.Y. B.Com University examination.. CAP for Sem-II & IV examination.
APRIL 2023	IQAC Committee meeting Collection of mark sheets of semester examination. Processing checking and declaration of results. CAP for T.Y. assessment. Term end meeting of teaching staff with the principal, vice principals and HODS.

Agenda 3: Formation of various committees to conduct various activities for 2022- 23.
Following is the table showing various committees formed for 2022-23 along with their conveners:



Sr. No.	Name of Committee / Association	Name of Convener
01	IQAC/ NAAC/ LIC	Shri Ashok Saraf President RSET
02	Examination Committee	Dr. Seema Agarwal and Prof Prasanna Chaudhary
03	Students' Council	Dr. Seema Agarwal
04	Cultural Committee	Dr. Mittal Shah
05	National Service Scheme (NSS)	Prof. Rajkumar Jaiswal
06	National Cadet Corp (NCC)	Prof. Preeti Jha
07	Sports	Prof. Mayur Rambhia
08	Department of Life Long Learning & Extension (DLLE)	Dr. Seema Agarwal
09	Women Development Cell (WDC)	Dr. Mmahek Chhabria
10	English Literary Association	Prof. Prachi Pandey
11	Hindi Literary Association	Prof. Preeti Jha
12	Marathi Literary Association	Prof. Alok Hardikar
13	Gujarati Literary Association	Prof. Mayur Rambhia
14	Career Guidance and Placement Cell	Dr. Ashwat Desai
15	Unfair Means Committee	Prof. Rekha Mishra
16	Anti-Ragging Committee	Prof. Gurunathan Pillai & Prof. Prasanna Chaudhari
17	Planning Forum	Prof. Rekha Mishra
18	Academic Mentor	Dr. Seema Agarwal and Prof. Mamta Chhajer
19	Attendance Committee	Prof Gurunathan Pillai and Prof Anita Agarwal
20	Alumni Association	Dr. Ashwat Desai
21	Research Cell	Dr. Ashwat Desai
22	Library Committee	Dr. Neha Joshi
23	Discipline Committee	Dr. Ashwat Desai

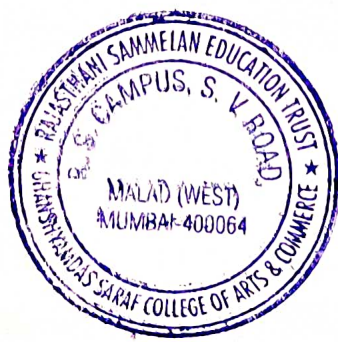


24	Student's Welfare Committee	Dr. Anil Dhimdhime
25	Time Table Committee	Dr. Seema Agarwal & Dr. Lipi Mukherjee
26	Staff Academy	Prof. Prajna Shetty
27	Media Cell (Magazine and Website Committee)	Prof. Sonali Khade
28	Student Grievance Committee	Dr. Ashwat Desai
29	Revaluation Committee	Prof. Rekha Mishra & Prof. Angira Narvekar
30	Admission Committee	Dr. Seema Agarwal
31	Rotaract Club	Dr. Rupa Shah
32	Green initiatives	Dr. Anil Dhimdhime
33	E-Cell	Prof. Mmahek Chhabria
34	Scoop Club	Prof. Prasad Annareddy
35	Sort club	Prof. Swati Chandak
36	Internal Complaint Committee- WDC	Dr. Lipi Mukherjee
37	Industrial Visit-Self Finance	Prof. Alok Hardikar
38	Departmental Activities	Dr. Ashwat Desai
39	Prize Distribution Committee	Prof. Urvi Pillai
40	Prospectus Committee	Prof. Sonali Khade

Agenda 4: Formulation of Perspective plan

The IQAC stressed the importance of formulating a comprehensive perspective plan that outlines the institution's future vision, goals, and strategies for growth and development. The perspective plan will cover various aspects such as infrastructure improvement, faculty development, student support, research promotion, and community engagement. The IQAC will establish a subcommittee to draft the perspective plan, ensure consultation with stakeholders, and seek necessary approvals.

Agenda 4: Discussion for conduct of IPR Workshop.



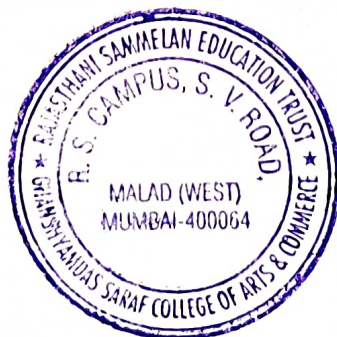
- Recognizing the significance of Intellectual Property Rights (IPR) in academia and research, the IQAC proposed an IPR Workshop for faculty members, researchers, and students. The workshop aims to create awareness about IPR patent filing, copyright, and related legal aspects. The following actions were proposed:
- The IQAC will form a subcommittee to organize the IPR Workshop
- The subcommittee will identify and invite experts in the field of IPR to conduct sessions during the workshop.
- Efforts will be made to collaborate with legal experts or relevant organizations to provide valuable insights into IPR-related legal matters.
- The workshop's schedule, content, and participant registration process will be determined by the subcommittee.

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

- Dr.Ashwat Desai, I/C Principal & Coordinator IQAC informed the members that an appeal was filed regarding the evaluation results on 17th May, 2022. A meeting was held in Delhi to discuss the appeal on 23rd June 2022. The appeal outcome was communicated and clarification was submitted on 25th July, 2022.

The meeting concluded with the vote of thanks to the Chair.

Sr. No.	Name	Designation
1	Dr. (CA) Ashwat Desai	I/C Principal, Coordinator - IQAC
2	Mrs. Bhavana Vaidya	Administrator (Nominee of Management)
3	Shri. Kailash Kejriwal	Trustee, Management
4	Mrs. Mangala Marathe	Nominee from Local Society
5	Shri. Jaywant Wagh	Head Clerk
6	Shri. Bhalchandra Kerkar	Senior Clerk
7	Dr. Seema Agarwal	Vice Principal-B.Com
8	Dr. Lipi Mukherjee	Vice Principal Self Finance Course
9	Dr. Anju Bohra	Teacher Representative – B.Com
10	Prof. Yogita Mahimkar	Teacher Representative- Self Finance Course
11	Prof. Mansi Dangarwala	Teacher Representative- Self Finance Course
12	Dr. Neha Joshi	Librarian
13	Ms. Deepanshi Gupta	Student Representative



Ashwat Desai
IC PRINCIPAL
 Rajasthani Sammelan Education Trust
 Ghanshyamdas Saraf College
 Of Arts & Commerce



Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPOWERS

R.S.Campus, S.V. Road
Malad (W), Mumbai – 400 064
Tel.No. 022-4520 7766
www.sarafcollege.org.in
gsgc@rajasthan.org.in

Minutes of meeting of IQAC held on 12/11/2022

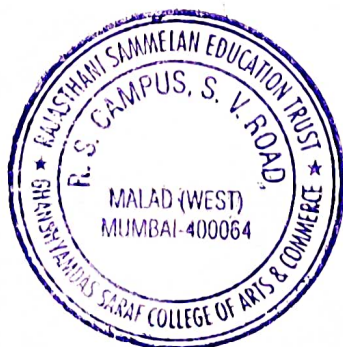
The Second Meeting of IQAC for Academic year 2022-23 was held on 12/11/2022 at 11:00 am in the Learning Centre of the college.

Members Present:

Sr. No.	Name	Designation
1	Dr. (CA) Ashwat Desai	I/C Principal, Coordinator - IQAC
2	Dr. (CA) Jayant Apte	Director Education
3	Mrs. Bhavana Vaidya	Administrator (Nominee of Management)
4	Shri. Kailash Kejriwal	Trustee, Management
5	Mrs. Mangala Marathe	Nominee from Local Society
6	Shri. Jaywant Wagh	Head Clerk
7	Shri. Bhalchandra Kerkar	Senior Clerk
8	Dr. Seema Agarwal	Vice Principal-B.Com
9	Dr. Lipi Mukherjee	Vice Principal Self Finance Course
10	Dr. Anju Bohra	Teacher Representative – B.Com
11	Prof. Yogita Mahimkar	Teacher Representative- Self Finance Course
12	Prof. Mansi Dangarwala	Teacher Representative- Self Finance Course
13	Dr. Neha Joshi	Librarian
14	Ms. Deepanshi Gupta	Student Representative

Granted leave of Absence:

1. Shri. Kailash Parasrampur, Trustee, Management



2. Shri. Mangala Marathe, Nominee from Local Society

The agenda of the meeting:

1. Confirm the minutes of the last meeting.
2. Discuss the importance of conducting a Research Methodology Workshop.
3. Discussion to organize a National-level conference.
4. Proposal for organizing inter-collegiate events.
5. Discuss the conduct and analysis of Semester Examinations.
6. Any other matter with the permission of the chair.

The following points were put forth, discussed and accepted in the meeting:

Agenda 1: Confirm the minutes of last meeting.

The minutes were read out and confirmed by the members present. IQAC members welcomed Dr. Jayant Apte as Director Education.

Agenda 2: Discuss the importance of conducting a Research Methodology Workshop

The IQAC discussed the importance of conducting a Research Methodology Workshop to enhance the research capabilities of faculty members and research scholars. It was unanimously agreed that the workshop should cover various research methodologies, ethical considerations in research, data analysis techniques, and effective research proposal writing. The following actions were proposed:

- The IQAC will form a subcommittee to plan and coordinate the workshop.
- The subcommittee will identify potential resource persons with expertise in different research methodologies and invite them to conduct sessions during the workshop.
- The workshop's duration, schedule, and the selection process for participants will be determined by the subcommittee in consultation with the head of the concerned department.

Agenda 3: Discussion to organize a national-level conference.

The IQAC emphasized the need to organize a national-level conference to promote research dissemination and academic discussions. The conference is intended to attract scholars, researchers, and students from various institutions. The following actions were proposed:

- The IQAC will appoint an organizing committee with representation from different departments to plan and manage the conference.
- Potential themes for the conference will be identified by the organizing committee, considering the institution's academic focus and current research trends.
- The organizing committee will issue a call for papers, inviting research contributions from scholars across the country.
- Reviewing of submitted papers will be carried out through a peer-review process to ensure quality.
- The committee will finalize the dates, venue, and other logistical arrangements for the conference.



Agenda 4: Proposal for organizing inter-collegiate events.

To promote collaboration and healthy competition among educational institutions, the IQAC proposed organizing intercollegiate events, including academic competitions, sports, cultural activities, and other co-curricular events.

Agenda 5: Discuss the conduct and analysis of Semester Examinations.

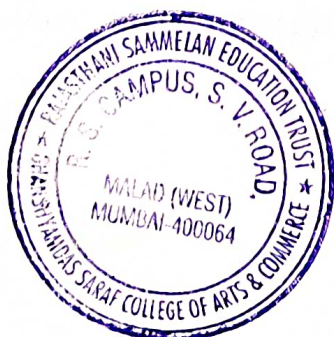
Dr. Seema Agarwal and Prof. Prasanna Choudhary In-charge of exam briefed about the conduct of SEM-III Examinations. They further informed that the results also have been declared on time. They also informed that T.Y.B.Com assessment of answer books has been completed within the time frame determined by the University.

Agenda 6: Any other matter with the permission of the chair.

There being no other matter, the Principal thanked the members present for the meeting.

Signature:

Sr. No.	Name	Designation
1	Dr. (CA) Ashwat Desai	I/C Principal, Coordinator - IQAC
2	Dr. (CA) Jayant Apte	Director Education
3	Mrs. Bhavana Vaidya	Administrator (Nominee of Management)
4	Shri. Kailash Kejriwal	Trustee, Management
5	Mrs. Mangala Marathe	Nominee from Local Society
6	Shri. Jaywant Wagh	Head Clerk
7	Shri. Bhalchandra Kerkar	Senior Clerk
8	Dr. Seema Agarwal	Vice Principal-B.Com
9	Dr. Lipi Mukherjee	Vice Principal Self Finance Course
10	Dr. Anju Bohra	Teacher Representative – B.Com
11	Prof. Yogita Mahimkar	Teacher Representative- Self Finance Course
12	Prof. Mansi Dangarwala	Teacher Representative- Self Finance Course
13	Dr. Neha Joshi	Librarian
14	Ms. Deepanshi Gupta	Student Representative



I/C PRINCIPAL
Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPOWERS

R.S.Campus, S.V. Road
Malad (W), Mumbai – 400 064
Tel.No. 022-4520 7766
www.sarafcollege.org.in
gsgc@rajasthani.org.in

Minutes of meeting of IQAC held on 4th February 2023

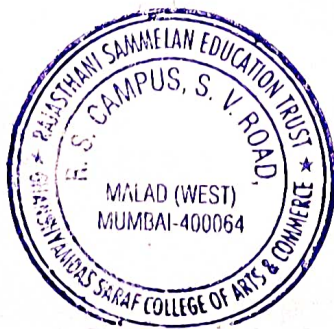
The Third Meeting of IQAC for Academic year 2022-2023 was held on 4th Feb,2023 at 10:00 am in the Learning Centre of the college.

Members Present:

Sr. No.	Name	Designation
1	Dr. (CA) Ashwat Desai	I/C Principal
2	Dr. (CA) Jayant Apte	Director Education
3	Mrs. Bhavana Vaidya	Administrator (Nominee of Management)
4	Shri. Kailash Kejriwal	Trustee, Management
5	Mrs. Mangala Marathe	Nominee from Local Society
6	Shri. Jaywant Wagh	Head Clerk
7	Shri. Bhalchandra Kerkar	Senior Clerk
8	Dr. Seema Agarwal	Vice-Principal-B.Com & Coordinator - IQAC
9	Dr. Lipi Mukherjee	Vice Principal Self Finance Course
10	Dr. Anju Bohra	Teacher Representative – B.Com
11	Prof. Yogita Mahimkar	Teacher Representative- Self Finance Course
12	Prof. Mansi Dangarwala	Teacher Representative- Self Finance Course
13	Dr. Neha Joshi	Librarian
14	Ms. Deepanshi Gupta	Student Representative

Granted leave of Absence:

1. Mrs. Bhavana Vaidya, Administrator (Nominee of Management)
2. Shri. Kailash Kejriwal, Trustee, Management



3. Mrs. Mangala Marathe, Nominee from Local Society

The agenda of the meeting:

1. Confirm the minutes of the last meeting.
2. Review of NAAC Accreditation and Grade
3. Analysis of NAAC recommendations
4. Feedback of curriculum from Teachers
5. Any other matter with the permission the chair.

The following points were put forth, discussed and accepted in the meeting:

Agenda 1: Confirm the minutes of last meeting

The minutes were read out and confirmed by the members present. Dr. Seema Agarwal took over the charge of IQAC Co-ordinator with effect from January 2023.

Agenda 2: Review of NAAC Accreditation and Grade

I/C Principal, Dr. Ashwat Desai, welcomed all the participants to the meeting and highlighted the importance of reviewing the recently declared NAAC accreditation and grade. He provided an overview of the accreditation process and announced that our institution had received an "B+" grade from NAAC.

Agenda 3: Analysis of NAAC recommendations:

Dr. Ashwat Desai, I/C Principal presented a summary of the recommendations provided by NAAC during the accreditation process. There was a detailed discussion regarding the strengths and weaknesses identified by the NAAC team. Specific attention was given to the suggestions for improvement, and it was acknowledged that addressing these recommendations would enhance the overall quality of the institution.

Agenda 4: Discussion on areas of improvement:

The members shared their perspectives and insights regarding identified areas of recommendation, considering its feasibility and potential impact on the institution. It was decided to prioritise certain areas, such as faculty development, research output, infrastructure upgradation, and student support services.

Agenda 5: Feedback of Curriculum from Teachers:

To ensure continuous improvement in the curriculum and teaching methodologies, the IQAC intends to gather feedback from faculty members about the existing academic programs. The feedback will focus on the strengths and weaknesses of the curriculum, opportunities for enhancement, and alignment with the latest industry trends. The following actions were proposed:

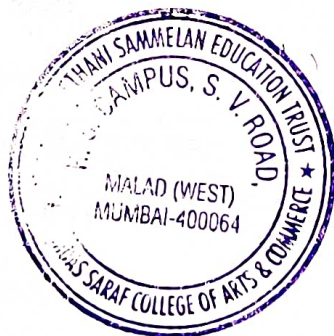
- The IQAC will design a structured feedback form to be distributed among all teaching faculty. The form will seek inputs on various aspects of the curriculum, including content relevance, learning outcomes, assessment methods, and teaching resources.
- The IQAC will collate and analyze the feedback to identify areas for curriculum improvement.

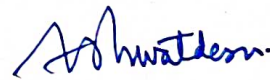


Agenda 6: Any other matter with the permission the chair

Based on the discussion, it was proposed to form working groups to develop detailed action plans for each identified area. The groups would consist of members from various departments and would be responsible for conducting an in-depth analysis, setting goals, establishing timelines, and outlining the required resources.

Sr. No.	Name	Designation
1	Dr. (CA) Ashwat Desai	I/C Principal
2	Dr. (CA) Jayant Apte	Director Education
3	Mrs. Bhavana Vaidya	Administrator (Nominee of Management)
4	Shri. Kailash Kejriwal	Trustee, Management
5	Mrs. Mangala Marathe	Nominee from Local Society
6	Shri. Jaywant Wagh	Head Clerk
7	Shri. Bhalchandra Kerkar	Senior Clerk
8	Dr. Seema Agarwal	Vice-Principal-B.Com & Coordinator - IQAC
9	Dr. Lipi Mukherjee	Vice Principal Self Finance Course
10	Dr. Anju Bohra	Teacher Representative – B.Com
11	Prof. Yogita Mahimkar	Teacher Representative- Self Finance Course
12	Prof. Mansi Dangarwala	Teacher Representative- Self Finance Course
13	Dr. Neha Joshi	Librarian
14	Ms. Deepanshi Gupta	Student Representative




I/C PRINCIPAL
Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPOWERS

R.S.Campus, S.V. Road
Malad (W), Mumbai – 400 064
Tel.No. 022-4520 7766
www.sarafcollege.org.in
gsgc@rajasthan.org.in

Minutes of meeting of IQAC held on 11/04/2023

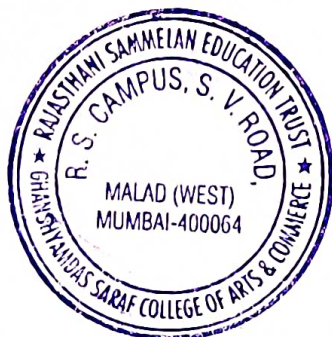
The Fourth Meeting of IQAC for Academic year 2022-2023 was held on 11/04/2023 at 10:30 am in the Learning Centre of the college.

Members Present:

Sr. No.	Name	Designation
1	Dr. (CA) Ashwat Desai	Principal
2	Dr. (CA) Jayant Apte	Director Education
3	Mrs. Bhavana Vaidya	Administrator (Nominee of Management)
4	Shri. Kailash Kejriwal	Trustee, Management
5	Mrs. Mangala Marathe	Nominee from Local Society
6	Shri Jaywant Wagh	Head Clerk
7	Shri Balchandra Kerkar	Senior Clerk
8	Dr. Seema Agarwal	Vice Principal-B.Com & Co-ordinator – IQAC
9	Dr. Lipi Mukherjee	Vice Principal – Self Finance Course
10	Dr. Anju Bohra	Teacher Representative – B.Com
11	Dr. Neha Joshi	Librarian
12	Prof. Yogita Mahimkar	Teacher Representative – Self Finance Course
13	Prof. Mansi Dangarwala	Teacher Representative – Self Finance Course
14	Ms. Deepanshi Gupta	Student Representative

Granted leave of Absence:

1. Mrs. Bhavana Vaidya, Administrator (Nominee of Management)
1. Shri. Vinay Saraf, Nominee from Industry
2. Ms. Usha Agarwal Nominee from Alumni



3. Ms. Deepanshi Gupta Student Representative

The agenda of the meeting:

1. Confirm the minutes of the last meeting.
2. Submission of Annual Reports of all Committees, Associations and Clubs.
3. Student Satisfaction Survey.
4. Feedback of Teachers
5. Any other matter with the permission of the chair

The following points were put forth, discussed and accepted in the meeting:

Agenda 1: Confirm the minutes of last meeting

The minutes were read out and confirmed by the members present.

Agenda 2: Submission of Annual Reports of all Committees, Associations, and Clubs

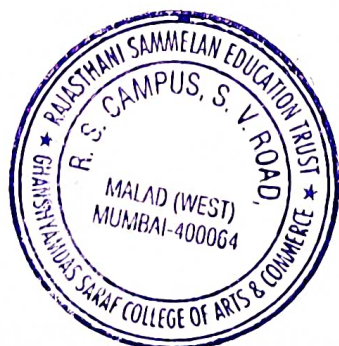
The IQAC highlighted the importance of collecting and reviewing annual reports from various committees, associations, and clubs operating within the institution. The purpose is to assess their activities, achievements, and impact on the overall academic and co-curricular environment. The following actions were proposed:

- The IQAC will communicate with all committees, associations, and clubs to request their annual reports for the previous academic year.
- The respective coordinators of these entities will be responsible for providing comprehensive reports to the IQAC by 25th April, 2023
- The IQAC will review the reports and compile an overview of their contributions to the institution's development.

Agenda 3: Student Satisfaction Survey

To gauge the level of satisfaction among students regarding their overall college experience, academic support, and campus facilities, the IQAC plans to conduct a Student Satisfaction Survey. The survey will provide valuable insights into student perspectives and help in making informed decisions to enhance the learning environment. The following actions were proposed:

- The IQAC will form a subcommittee to design a comprehensive student satisfaction survey questionnaire.
- The survey will cover various aspects such as teaching quality, infrastructure, library facilities, co-curricular activities, and student support services.
- The survey will be administered to all students across different programs and academic years.
- The subcommittee will be responsible for analyzing the survey results and preparing a report with actionable recommendations.



Agenda 4: Feedback of Teachers from students

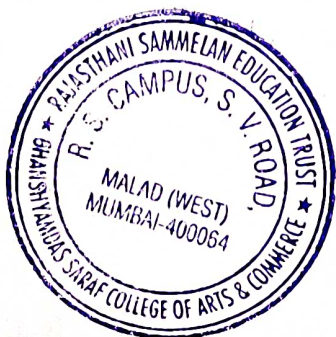
The IQAC recognizes the significance of obtaining feedback from students about their learning experiences and interactions with faculty members. The feedback will help identify effective teaching practices, areas for improvement, and opportunities for faculty development. The following actions were proposed:

- The IQAC will facilitate the distribution of a teacher feedback form to students for each course they are enrolled in.
- The feedback form will solicit students' opinions on teaching effectiveness, communication, approachability, and overall classroom experience.
- The IQAC will ensure that the feedback remains anonymous to encourage honest and unbiased responses.
- Principal & Vice Principal will conduct one to one meeting with the faculties and report the analysis of the feedback. Recommendations to improve their performance, if required will be conveyed to the concerned faculties based on the feedback report.

Agenda 5: Any Other matter with the permission the chair

There being no other matter, the Principal thanked the members present for the meeting.

Sr. No.	Name	Designation
1	Dr. (CA) Ashwat Desai	Principal
2	Dr. (CA) Jayant Apte	Director Education
3	Mrs. Bhavana Vaidya	Administrator (Nominee of Management)
4	Shri. Kailash Kejriwal	Trustee, Management
5	Mrs. Mangala Marathe	Nominee from Local Society
6	Shri Jaywant Wagh	Head Clerk
7	Shri Balchandra Kerkar	Senior Clerk
8	Dr. Seema Agarwal	Vice Principal-B.Com & Co-ordinator – IQAC
9	Dr. Lipi Mukherjee	Vice Principal – Self Finance Course
10	Dr. Anju Bohra	Teacher Representative – B.Com
11	Dr. Neha Joshi	Librarian
12	Prof. Yogita Mahimkar	Teacher Representative – Self Finance Course
13	Prof. Mansi Dangarwala	Teacher Representative – Self Finance Course
14	Ms. Deepanshi Gupta	Student Representative




PRINCIPAL
Rajasthani Sammelan Education Trust
Bhanshyamdas Saraf College
Of Arts & Commerce.