

Minutes of meeting of IQAC held on 29/06/2018

The First Meeting of IQAC for Academic year 2018-2019 was held on 29/06/2018 at 10.30 a.m. in the Learning Centre of the college.

Members Present:

Sr. No.	Name	Designation
1	Prof. Bhavana Vaidya	I/C Principal
2	Dr. CA Jayant Apte	Vice Principal
3	Shri. Kailash Parasrampuria	Trustee, Management
4	Mrs. Mangala Marathe	Nominee from Local Society
5	Shri Jaywant Wagh	Senior Clerk
6	Shri. Bhalchandra Kerkar	Junior Clerk
7	CA Ashwat Desai	Coordinator
8	Dr. Lipi Mukherjee	Teacher Representative-Self Finance Course
9	Dr. Anju Bohra	Teacher Representative-B.Com
10	Dr. Neha Joshi	Librarian
11	Dr. Ameya Tanawade	Teacher Representative-B.Com

Granted leave of Absence:

1. Shri. Kailash Kejriwal, Trustee, Management
2. Shri. Vinay Saraf, Nominee from Industry
3. Ms. Usha Agarwal, Nominee from Industry

The agenda of the meeting:

1. Academic performance for Academic Year 2017-18
2. Academic planner for 2018-19.
3. Formation of various committees to conduct various activities for 2018-19.
4. 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 2017-18: Report on academic performance of B.Com and Self Finance students for academic year 2017-18 was placed on record by Prof. Gopal Sonar and Prof. CA Gurnathan Pillai – Exam –In charge of B.Com and Self Finance Courses respectively. The result analysis was as follows:



Result Analysis for SEM VI (April, 2018)

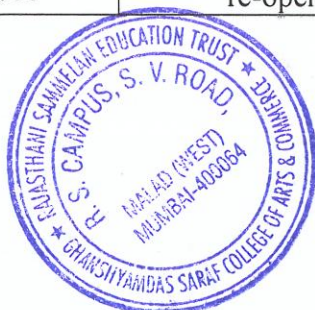
Programme Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
B.COM	B.COM	812	710	88
B.COM	BCAF	138	121	88
B.COM	BCBI	127	114	90
BMS	BMS	134	125	93
B.COM	BFM	50	43	86
B.COM	BSCIT	53	31	58
BA	BMM-ADVT	116	92	79
BA	BMM-JOUR	14	10	71
M COM	M.COM SEM 2 (PART-1)	210	124	59
M COM	M.COM SEM 4 (PART-2)	161	147	91

The Principal further stated that efforts should be made to further improve the results. She suggested that Remedial lectures , booster lectures should be organised for TY Students.

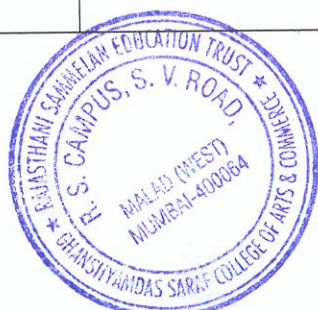
Agenda 2: Academic planner for 2018-2019: Discussed and approved the Academic planner prepared for 2018-2019 which was presented in the last meeting held on 12th April 2018.

Academic Planner for the Year 2018-19

Month	Planner
May-2018	<ul style="list-style-type: none"> • Printing Prospectus. • Scrutiny of application and admission forms of S.Y.B.Com, T.Y.B.Com, BMS, BMM, BCBI & BCAF. • Meeting with parents and students of junior college (XIth Standard) for academic counselling. • Admission of the students. • Interviews and continuation of un-aided staff.
June-2018	<ul style="list-style-type: none"> • Admission of F.Y.B.Com, BMS, BMM, BCAF, BCBI, B.Sc(IT) by putting up three merit list and finalizing the admission list. • Time table preparation by Time Table Committee. • Meeting of Principal with Teaching and Non-Teaching Staff on the re-opening day.



	<ul style="list-style-type: none"> • Formation of various committees. • Meeting of the Principal with respective departments and committees. • Admission procedure for M.Com. • Commencement of F.Y, S.Y., T.Y. and M.Com Part-II lectures.
July-2018	<ul style="list-style-type: none"> • Planning examination schedule. • Students' enrolment for extension activities. • Address by Principal to F.Y. students. • Guru Pornima celebration by Marathi Literary Association. • Different Activities like Tree Plantation , Activities by Rotract Club etc
August-2018	<ul style="list-style-type: none"> • Preparation of F.Y. & S.Y. ATKT examination. • Remedial lectures for ATKT students. • Planning Forum will organise A.D. Shroff Memorial Elocution • Training programmes/orientation for students carrying out extension activities. • Independence Day Celebration. • Committee Activities
September-2018	<ul style="list-style-type: none"> • Hindi Divas Celebration. • F.Y. and S.Y. (Sem-I & Sem-III) examination. • Meeting parents of students who are defaulters in attendance. • Blood donation drive will be conducted by Rotract Club and NSS.
October-2018	<ul style="list-style-type: none"> • Centralized Assessment of Sem- I & III answer books. • National Conference. • Processing of results and collection of mark sheets. • Garba Ras by Students' Council. • 7 Days Special Residential Camp by NSS volunteers.
November-2018	<ul style="list-style-type: none"> • Processing of results and declaration of Sem-I & III results. • Placement Activities • Career Guidance Activities for TY Students
December-2018	<ul style="list-style-type: none"> • Educational Tour/Industrial Visit to Chandigarh, Dharamshala • Different Committee Activities • Sports Day • Christmas Vacation.
January-2019	<ul style="list-style-type: none"> • Remedial lectures for ATKT students. • Commerce Association will Organise Commerce Quiz.



February-2019	<ul style="list-style-type: none"> • Farewell to final Year Students • Degree Distribution Ceremony • Job Fair
March-2019	<ul style="list-style-type: none"> • Sem-II & IV examinations. • Conducting T.Y. B.Com University examination. • CAP for Sem-II & IV examination. • Collection of mark sheets of semester examination.
April-2019	<ul style="list-style-type: none"> • Processing checking and declaration of results. • CAP for T.Y. assessment. • Term end meeting of teaching staff.

Agenda 3: Formation of various committees to conduct various activities for 2018-19. Following is the table showing various committees formed for 2018-19 along with their conveners:

Sr. No.	Name of Committee/Association	Name of Convener
01	IQAC/ NAAC/ LIC	Shri Ashok Saraf
02	Examination Committee	Prof. Gopal Sonar and Prof. CA Gurunathan Pillai
03	Students' Council	Dr. CA Ashwat Desai
04	Cultural Committee	Dr. Shripad Joshi
05	National Service Scheme (NSS)	Prof. Rajkumar Jaiswal
06	National Cadet Corp (NCC)	Dr. Deepika Chatterjee
07	Sports	Dr. Rupa Shah
08	Department of Life Long Learning & Extension (DLLE)	Dr. Seema Agarwal
09	Women Development Cell (WDC)	Dr. Shagun Shrivastava
10	English Literary Association	Dr. Deepika Chatterjee
11	Hindi Literary Association	Prof. Preeti Jha
12	Marathi Literary Association	Dr. Ameya Tanawade
13	Gujarati Literary Association	Prof. Nilesh Gadoya
14	Career Guidance and Placement Cell	Dr. Jayant Apte
15	Unfair means Committee	Dr. Seema Agarwal
16	Anti-Ragging Committee	Dr. CA Ashwat Desai
17	College Annual Day Committee	CA Nilima Majumdar
18	Planning Forum	Prof. Daksha Kapadia
19	Prize Distribution Committee	Prof. Daksha Kapadia
20	Commerce Association	Prof. Gopal Sonar
21	Attendance committee	Prof. Daksha Kapadia and Dr. Lipi Mukharjee
22	Alumni Association	Prof. Bhavana Vaidya



23	MAUJ (Inter collegiate Fest)	DR. Shripad Joshi
24.	Research Cell	Dr. Shripad Joshi
25.	Library Committee	Mrs. Neha Joshi
26.	Scoop Club	Prof. Agnes Billimoria
27	Discipline Committee	Dr. Jayant Apte
28	Student's Welfare Committee	Dr. Anil Dhimdhome
29	Time table Committee	Dr. Jayant Apte
30	Academic Mentor	Dr. Shripad Joshi
31	Staff Academy	Dr. Rupa Shah
32	Purchase Committee	Prof. Bhavana Vaidya
33	Media Cell (Magazine and Website Committee)	Prof. Sonali Khade and Prof. Mamta Chhajer
34	Student Grievance Committee	Dr. Jayant Apte
35	Revaluation Committee	Prof. Rajkumar jaiswal
36	Admission Committee	Dr. Deepika Chatterjee
37	Prospectus Committee	Dr. Ameya Tanawade
38	Rotaract Club	Dr. Rupa Shah
39	Green initiatives	Dr. Anil Dhimdhome
40	E-Cell	Prof. Mmahek Chabaria

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

- I/C Principal Prof. Bhavana Vaidya urged that we need more efforts to be made to increase our collaborations and linkages with institutes and industries at both national and international levels. Further she asked for momentum to be given to the activities of the Research Cell and encouragement to be given to more faculty members to do research.
- She also stated that the activities of the Bloomberg lab should be expanded and faculty members should be encouraged to use it for pedagogy and research.
- She informed that during the current academic year 2018-19, 07 International Students have enrolled themselves for Various Graduation and Post Graduation Courses in our college.



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

Sr. No.	Name	Designation
1	Prof. Bhavana Vaidya	I/C Principal
2	Dr. CA Jayant Apte	Vice Principal
3	Shri. Kailash Parasrampuria	Trustee, Management
4	Mrs. Mangala Marathe	Nominee from Local Society
5	Shri Jaywant Wagh	Senior Clerk
6	Shri. Bhalchandra Kerkar	Junior Clerk
7	CA Ashwat Desai	Coordinator
8	Dr. Lipi Mukherjee	Teacher Representative-Self Finance Course
9	Dr. Anju Bohra	Teacher Representative-B.Com
10	Dr. Neha Joshi	Librarian
11	Dr. Ameya Tanawade	Teacher Representative-B.Com



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Minutes of meeting of IQAC held on 08/10/2018

The Review Meeting of IQAC for Academic year 2018-2019 was held on 08/10/2018 at 10.00 a.m. in the Learning centre of the college.

Members Present:

Sr. No.	Name	Designation
1	Prof. Bhavana Vaidya	I/C Principal
2	Dr. CA Jayant Apte	Vice- Principal
3	Shri Kailash Kejariwal	Trustee, Management
4	Shri Vinay Saraf	Nominee from Industry
5	Ms.Usha Agarwal	Nominee from Alumni
6	Shri Jaywant Wagh	Senior Clerk
7	Shri. Bhalchandra Kerkar	Junior Clerk
8	Mr. Ashish Prasad	Cultural Secretary
9	CA Ashwat Desai	Coordinator
10	Dr. Lipi Mukharjee	Teacher Representative-Self Finance Course
11	Dr. Anju Bohra	Teacher Representative-B.Com
12	Dr. Ameya Tanawade	Teacher Representative-B.Com

Granted leave of Absence:

1. Shri. Kailash Parasrampurua, Trustee, Management
2. Dr. Neha Joshi, Librarian
3. Mrs. Mangala Marathe, Nominee from Local Society

The agenda of the meeting:

1. Confirm the minutes of the last meeting.
2. Discuss the implementation of plans submitted by sub- committees and Review programs and events conducted in the first term.
3. Discuss the conduct of first and third semester examination.
4. 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.



Agenda 2: Discuss the implementation of plans submitted by sub-committees and Review programs and events conducted in the first term: Review of Implementation of Plans: Reports submitted by various committees were received and their reports were discussed and reviewed.

Agenda 3: Prof. Gopal Sonar and Prof. CA Gurunathan Pillai In-charge of Exam Committee briefed about the conduct of SEM-I & SEM-III Examinations. They informed that SEM-I Examination will start from second week of November and SEM-III Examination will commence from second week of October.

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

1. The Principal was pleased to inform that our college has signed a MOU with an International Institution, **CASI Global New York, USA** to promote the knowledge of CSR and Sustainability on 18th September, 2018.
2. She also informed that a MOU has also been entered into with SSB- Institute for Central and State Government Exam preparations.
3. On 1st October, 2018 a MOU had been entered with AAPL (TECHNOSERVE) for conducting Youth Employability programmes.
4. A New Cell Called E –Cell was started to encourage the sprit of Entrepreneurship among the students.
5. There being no other matter, the Principal thanked the members present for the meeting.

Signature:

Sr. No.	Name	Designation
1	Prof. Bhavana Vaidya	I/C Principal
2	Dr. CA Jayant Apte	Vice- Principal
3	Shri Kailash Kejariwal	Trustee, Management
4	Shri Vinay Saraf	Nominee from Industry
5	Ms.Usha Agarwal	Nominee from Alumni
6	Shri Jaywant Wagh	Senior Clerk
7	Shri. Bhalchandra Kerkar	Junior Clerk
8	Mr. Ashish Prasad	Cultural Secretary
9	CA Ashwat Desai	Coordinator
10	Dr. Lipi Mukharjee	Teacher Representative-Self Finance Course
11	Dr. Anju Bohra	Teacher Representative-B.Com
12	Dr. Ameya Tanawade	Teacher Representative-B.Com



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Minutes of meeting of IQAC held on 17/01/2019

The Review Meeting of IQAC for Academic year 2018-2019 was held on 17/01/2019 at 11.00 a.m. in the Learning centre of the college.

Members Present:

Sr. No.	Name	Designation
1	Dr. CA Jayant Apte	I/C Principal
2	Prof. Bhavana Vaidya	Administrator (Nominee of Management)
3	Shri. Kailash Parasrampurua	Trustee, Management
4	Shri Kailash Kejriwal	Trustee, Management
5	Mrs. Mangala Marathe	Nominee from Local Society
6	Shri Jaywant Wagh	Senior Clerk
7	Shri. Bhalchandra Kerkar	Junior Clerk
8	CA Ashwat Desai	Coordinator
9	Dr. Lipi Mukharjee	Teacher Representative-Self Finance Course
10	Dr. Anju Bohra	Teacher Representative-B.Com
11	Dr. Neha Joshi	Librarian
12	Dr. Ameya Tanawade	Teacher Representative-B.Com

Granted leave of Absence:

1. Shri Vinay Saraf, Nominee from Industry
2. Ms. Usha Agarwal, Nominee from Alumni
3. Mr. Ashish Prasad, Cultural Secretary

The agenda of the meeting:

1. Confirm the minutes of the last meeting.
2. Appointment of Dr. Jayant Apte as I/C Principal.
3. Analysis of SEM-I & SEM-III Examination results.
4. 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.

Agenda 2 : Shri Kailash Parasrampurua, Trustee Management informed that Prof Bhavana Vaidya has retired from her services as I/C Principal of Ghanshayamdas Saraf College from 2018. She has been appointed as Administrator- GSCC, LRMC, DSJC. Dr. Jayant Apte has been appointed as a new I/C Principal from January, 2019. Mr. Parasrampurua welcomed the new I/C Principal Dr. Apte and put on record the management's appreciation of services rendered by



retired, outgoing I/C Principal Prof. Bhavana Vaidya. He wished both Dr. Apte and Prof. Vaidya the 'Best of Luck' for their future assignments.

Agenda 3:

1. Prof. Gopal Sonar and Prof. CA Gurunathan Pillai In-charge of Exam Committee submitted their report on conduct of first and third semester end examination. They further informed that T.Y.B.Com assessment of answer books has been completed within the time frame determined by University.

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

1. The Principal informed that a one day Inter Disciplinary International Conference was organised by IQAC in our college on 10th October 2018. The Theme of the Conference was "Bridging the Gap: Recent Trends in Business and Accounting Practices in a Global Context." The college received an overwhelming response and more than 150 papers were received on the theme.
2. Self Finance Department will be conducting various innovative Departmental activities in March 2019.

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

Signatures:

Sr. No.	Name	Designation
1	Dr. CA Jayant Apte	I/C Principal
2	Prof. Bhavana Vaidya	Administrator (Nominee of Management)
3	Shri. Kailash Parasrampuria	Trustee, Management
4	Shri Kailash Kejriwal	Trustee, Management
5	Mrs. Mangala Marathe	Nominee from Local Society
6	Shri Jaywant Wagh	Senior Clerk
7	Shri. Bhalchandra Kerkar	Junior Clerk
8	CA Ashwat Desai	Coordinator
9	Dr. Lipi Mukharjee	Teacher Representative-Self Finance Course
10	Dr. Anju Bohra	Teacher Representative-B.Com
11	Dr. Neha Joshi	Librarian
12	Dr. Ameya Tanawade	Teacher Representative-B.Com



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Minutes of meeting of IQAC held on 25/04/2019

The Review Meeting of IQAC for Academic year 2017-2018 was held on 12/04/2018 at 10.00 a.m. in the Learning centre of the college.

Members Present:

Sr. No.	Name	Designation
1	Dr. CA Jayant Apte	I/C Principal
2	Prof. Bhavana Vaidya	Administrator (Nominee of Management)
3	Shri. Kailash Parasrampuria	Trustee, Management
4	Shri Kailash Kejariwal	Trustee, Management
5	Shri Vinay Saraf	Nominee from Industry
6	Ms.Usha Agarwal	Nominee from Alumni
7	Shri. Bhalchandra Kerkar	Junior Clerk
8	Mr. Ashish Prasad	Cultural Secretary
9	CA Ashwat Desai	Coordinator
10	Dr. Lipi Mukharjee	Teacher Representative-Self Finance Course
11	Dr. Neha Joshi	Librarian
12	Dr. Ameya Tanawade	Teacher Representative-B.Com

Granted leave of Absence:

1. Shri Jaywant Wagh, Senior Clerk
2. Dr. Anju Bohra, Teacher Representative-B.Com
3. Mrs. Mangala Marathe, Nominee from Local Society

The agenda of the meeting:

1. Confirm the minutes of the last meeting.
2. Discuss the conduct of second and fourth semester examination.
3. Preparation of Academic Planner for academic year 2018-19.
4. 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.

Agenda 2: Discuss the conduct of second and fourth semester examination: Prof. Gopal Sonar informed that the Term End Examinations were conducted smoothly as per the schedule. He further informed that all the faculty members of T.Y.B.Com are carrying on assessment of papers as scheduled.



Agenda 3: The Principal informed the members that Academic Planner for academic year 2019-20 needs to be prepared.

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

1. IQAC in-charge informed that reports have been submitted by conveners of various committees giving detailed information about the various activities conducted by them during the academic year 2018-19. The highlights were as follows:
 - The Principal informed that the Prof. Rupa Shah, Prof. Ameya Tanawade, Prof. Mittal Shah and Prof. Mmahek Chhabria Successfully Completed their Ph.D.
 - Dr. Ashwat Desai has been recognised as Ph.D Guide for university of Mumbai and Dr. Deepika Chatterjee has been recognised as Ph.D Guide for JYT University.
 - He further informed that our Two Students Ms. Shruti Dashpute (TY BMS) and Jayraj Chavan (SY BMS) Secured First position in the National Level Inter-Collegiate Research Conference for Students at K.E.S. Shroff College, Kandivali held on 4th September 2018.
 - The Career Guidance and Placement Cell of our college had organised Job Fair for TY and M.Com students on 1st march 2019. Around 14 reputed companies like TATA – BSS , Tech – Mahendra, Hinduja Global Solution Reliance Mart, Redreamz – Franchise of Motilal Oswal, Karvy Etc. participated in the Job Fair which benefited our students immensely.
 - 25 faculty successfully completed The Level-1 program of the Bloomberg Professional Service Program and were awarded their certificates.


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

Signatures:

Sr. No.	Name	Designation
1	Dr. CA Jayant Apte	I/C Principal
2	Prof. Bhavana Vaidya	Administrator (Nominee of Management)
3	Shri.Kailash Parasrampuria	Trustee, Management
4	Shri Kailash Kejariwal	Trustee, Management
5	Shri Vinay Saraf	Nominee from Industry
6	Ms.Usha Agarwal	Nominee from Alumni
7	Shri. Bhalchandra Kerkar	Junior Clerk
8	Mr. Ashish Prasad	Cultural Secretary
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10	Dr. Lipi Mukharjee	Teacher Representative-Self Finance Course
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