

Minutes of meeting of IQAC held on 22/06/2019

The First Meeting of IQAC for Academic year 2019-2020 was held on 22/06/2019 at 10.30 a.m. in the Learning Centre of the college.

Members Present:

| Sr. No. | Name | Designation |
|---------|-----------------------------|--|
| 1 | Dr. CA Jayant Apte | Principal |
| 2 | Bhavana Vaidya | Administrator (Nominee of Management) |
| 3 | Shri. Kailash Parasrampurua | 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 | Mrs. Urvi Jain | Teacher Representative-Self Finance Course |
| 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 2018-19
2. Academic planner for 2019-20
3. Formation of various committees to conduct various activities for 2019-20.
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 2018-19: Report on academic performance of B.Com and Self Finance students for academic year 2018-19 was placed on record by Prof. Gopal Sonar and Prof. CA Gurunathan Pillai – Exam –In charge of B.Com and Self Finance Courses respectively. The result analysis was as follows:



Result Analysis for SEM VI (Nov. 2018 & April, 2019)

| Programme Code | Programme name | Number of students appeared in the final year examination | Number of students passed in final semester/year examination | Pass Percentage |
|----------------|----------------------|---|--|-----------------|
| SEM V | | | | |
| B.COM | B.COM | 761 | 732 | 83.04 |
| B.COM | BCAF | 136 | 116 | 85.29 |
| B.COM | BCBI | 121 | 101 | 83.47 |
| BMS | BMS | 129 | 113 | 87.59 |
| B.COM | BFM | 60 | 53 | 88.33 |
| B.COM | BSCIT | 60 | 33 | 55 |
| M COM | M.COM SEM 1 (PART-1) | 241 | 158 | 65.56 |
| MCOM | M.COM SEM 3 (PART-2) | 187 | 154 | 82 |
| SEM VI | | | | |
| B.COM | B.COM | 731 | 650 | 88.92 |
| B.COM | BCAF | 136 | 126 | 92.65 |
| B.COM | BCBI | 114 | 108 | 94.73 |
| BMS | BMS | 125 | 115 | 92 |
| B.COM | BFM | 59 | 53 | 89.83 |
| B.COM | BSCIT | 60 | 38 | 66.66 |
| M COM | M.COM SEM 2 (PART-1) | 210 | 168 | 80 |
| M COM | M.COM SEM 4 (PART-2) | 179 | 148 | 82.68 |

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 2019-2020 : Discussed and approved the Academic planner prepared for 2018-2019 which was presented in the last meeting held on 25th April 2019.

Academic Planner for the Year 2019-20

| Month | Planner |
|----------|--|
| May-2019 | <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 (XIIth) |



| | |
|----------------|---|
| | <p>Standard) for academic counselling.</p> <ul style="list-style-type: none"> • Admission of the students. • Interviews and continuation of un-aided staff. |
| June-2019 | <ul style="list-style-type: none"> • Admission of F.Y.B.Com, BMS, BMM, BCAAF, 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. • 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-2019 | <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-2019 | <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-2019 | <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-2019 | <ul style="list-style-type: none"> • Centralized Assessment of Sem- I & III answer books.. • Processing of results and collection of mark sheets.. • 7 Days Special Residential Camp by NSS volunteers. |
| November-2019 | <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-2019 | <ul style="list-style-type: none"> • Educational Tour/Industrial Visit to Kerala, • Different Committee Activities |



| | |
|---------------|--|
| | <ul style="list-style-type: none"> • Sports Day • Degree Distribution Ceremony • Annual Day • Christmas Vacation. |
| January-2020 | <ul style="list-style-type: none"> • Intercollegiate Festival “ MAUJ” • Remedial lectures for ATKT students. • Commerce Association will Organise Commerce Quiz. |
| February-2020 | <ul style="list-style-type: none"> • Farewell to final Year Students • National Conference • Job Fair |
| March-2020 | <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-2020 | <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 2019-20
Following is the table showing various committees formed for 2019-20 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. Prasanna Choudhary |
| 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) | Prof. Preeti Jha |
| 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 |



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|-----|---|---|
| 15 | Unfair means Committee | Dr. (CA) Ashwat Desai |
| 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 | Dr. Shripad Joshi |
| 21 | Attendance committee | Prof. Daksha Kapadia and Dr. Lipi Mukharjee |
| 22 | Alumni Association | Dr. Rupa Shah |
| 23 | MAUJ (Inter collegiate Fest) | DR. Shripad Joshi |
| 24. | Research Cell | Dr. Shripad Joshi |
| 25. | Library Committee | Mrs. Neha Joshi |
| 26 | Discipline Committee | Dr. Gurunathan Pillai |
| 27 | Student's Welfare Committee | Dr. Anil Dhimdime |
| 28 | Time table Committee | Dr. Jayant Apte |
| 29 | Academic Mentor | Dr. Shripad Joshi |
| 30 | Staff Academy | Dr. Rupa Shah |
| 31 | Media Cell (Magazine and Website Committee) | Prof. Sonali Khade and Prof. Mamta Chhajjer |
| 32 | Student Grievance Committee | Dr. Jayant Apte |
| 33 | Revaluation Committee | Prof. Rajkumar jaiswal |
| 34 | Admission Committee | Dr. Deepika Chatterjee |
| 35 | Prospectus Committee | Dr. Ameya Tanawade |
| .36 | Rotaract Club | Dr. Rupa Shah |
| 37 | Green initiatives | Dr. Anil Dhimdime |
| 38 | E-Cell | Prof. Mmahek Chabaria |

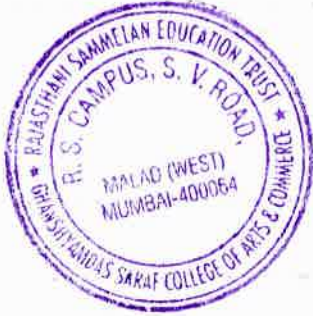
Agenda 4: Any other matter with the permission of the chair

- Principal Dr. (CA) Jayant Apte 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 he 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.
- He also stated that the activities of the Bloomberg lab should be expanded and teaching and non-teaching members should be encouraged to use it for pedagogy and research.



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

| Sr. No. | Name | Designation |
|---------|-----------------------------|--|
| 1 | Dr. CA Jayant Apte | Principal |
| 2 | Bhavana Vaidya | Administrator (Nominee of Management) |
| 3 | Shri. Kailash Parasrampurua | 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 | Mrs. Urvi Jain | Teacher Representative-Self Finance Course |
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Ghanshyamdas Saraf College
Of Arts & Commerce

Minutes of meeting of IQAC held on 30/11/2019

The Review Meeting of IQAC for Academic year 2019-2020 was held on 30/11/2019 at 10.00 a.m. in the Learning centre of the college.

Members Present:

| Sr. No. | Name | Designation |
|---------|----------------------------|--|
| 1 | Dr. (CA) Jayant Apte | Principal |
| 2 | Mrs. Bhavana Vaidya | Administrator (Nominee of Management) |
| 3 | Shri Kailash Parasrampurua | 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. Nitin Joshi | 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 Kejriwal, Trustee, Management
2. Mrs. Urvi Jain, Teacher Representative-Self Finance
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 and Analysis 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.



1. **Agenda 3:** Prof. Gopal Sonar and Prof. Prasanna Choudhary In-charge of Exam Committee briefed about the conduct of SEM-I & 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 4: Any other matter with the permission the chair:

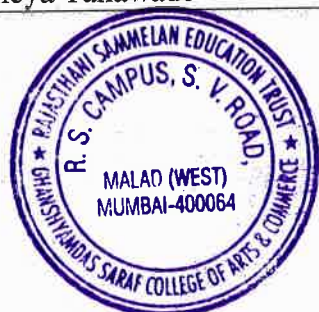
1. The Principal was pleased to inform that our college has signed MOU's with various Institutes/ Industries. A detailed table is given below:

| Organisation | Date of MOU signed | Activities |
|--|--------------------------------|--|
| Indian Development Foundation (IDF) | 20 th July 2019 | Participation of Students in Social Responsibility Programme |
| Tata Institute of Social Sciences , Mumbai | 25 th November 2019 | National University Student's Skill Development Programme (NUSSD) |
| Ashwaattha Advisors Private Limited (Technoserve) | 29 th November 2019 | Campus to Corporate Careers Program for Enchantment of Employability and work place Skills for deserving Youth |
| Navyuvak Entrepreneurs , Mumbai | 9 th August 2019 | Any Body Can Do Entrepreneurship (ABCD Programme) |
| Art of Living | 18 th August 2019 | Personal wellbein of Students |

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

Signature:

| Sr. No. | Name | Designation |
|---------|----------------------------|--|
| 1 | Dr. (CA) Jayant Apte | Principal |
| 2 | Mrs. Bhavana Vaidya | Administrator (Nominee of Management) |
| 3 | Shri Kailash Parasrampuria | Trustee, Management |
| 4 | Shri Vinay Saraf | Nominee from Industry |
| 5 | Ms.Usha Agarwal | Nominee from Alumni |
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Minutes of meeting of IQAC held on 14/03/2020

The Review Meeting of IQAC for Academic year 2019-20 was held on 14/03/2020 at 11.00 a.m. in the Learning centre of the college.

Members Present:

| Sr. No. | Name | Designation |
|---------|-----------------------------|--|
| 1 | Dr. CA Jayant Apte | Principal |
| 2 | Mrs. 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 |
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| 10 | Dr. Anju Bohra | Teacher Representative-B.Com |
| 11 | Mrs. Urvi Jain | Teacher Representative-Self Finance Course |
| 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. Nitin Joshi , Cultural Secretary

The agenda of the meeting:

1. Confirm the minutes of the last meeting.
2. National Conference on 'ICT and AI in Business, Accounting and Finance: The Game Changers for Economic Growth'
3. 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 : The Principal informed that Internal Quality Assurance Cell (IQAC) organized a One Day Inter-Disciplinary National Conference on 'ICT and AI in Business, Accounting and Finance: The Game Changers for Economic Growth'. It was held on 15th February 2020 and 170 participants attended the Conference. Papers were also published in UGC approved ISBN Journal.

Agenda 3 : Any other matter with the permission the chair:



1. Self Finance Department conducted various innovative Departmental activities in February/ March 2020.
2. The Principal showed concern about the news of COVID 19 Lockdown probability. He showed concern about the conduct and completion of FY and SY Examinations. He informed that the college is waiting for the official circulars from the University.
3. There being no other matter, the Principal thanked the members present for the Meeting.

Signatures:

| Sr. No. | Name | Designation |
|---------|-----------------------------|--|
| 1 | Dr. CA Jayant Apte | Principal |
| 2 | Mrs. Bhavana Vaidya | Administrator (Nominee of Management) |
| 3 | Shri. Kailash Parasrampuria | Trustee, Management |
| 4 | Shri Kailash Kejriwal | Trustee, Management |
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