



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](http://www.sarafcollege.org.in)  
[gsgc@rajasthan.org.in](mailto:gsgc@rajasthan.org.in)

#### Minutes of meeting of IQAC held on 09/07/2024

The First Meeting of IQAC for Academic year 2024-2025 was held on 09/07/2024 at 11:00 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	Nominee of Management
3	Shri. Kailash Kejriwal	Trustee, Management
4	Mrs. Mangala Marathe	Nominee from Local Society
5	Shri Balchandra Kerkar	Senior Clerk
6	Dr. Seema Agarwal	Vice-Principal- B.Com & Co-ordinator- IQAC
7	Dr. Lipi Mukherjee	Vice Principal – Self Finance Course
8	CA Gurunathan Pillai	Vice Principal-B.Com
9	Dr. Anju Bohra	Teacher Representative – B.Com
10	Dr. Neha Joshi	Librarian
11	Prof. Yogita Mahimkar	Teacher Representative – Self Finance Course
12	Prof. Mansi Dangarwala	Teacher Representative – Self Finance Course
13	Ms. Navika Luthra	Student Representative

#### Granted leave of Absence:

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

#### The agenda of the meeting:

1. Review of Academic performance for Academic Year 2023-2024
2. Academic Calendar for 2024-2025
3. Formation of various committees to conduct various activities for 2024-2025
4. NEP Implementation Courses in UG





5. Faculty induction programme of 4 weeks attended by 8 faculties
6. Theme for best practices by IQAC discussed
7. Autonomous status for the college to be expected in the month of September 2024
8. Proposal for organizing inter-collegiate events.
9. 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 2023-2024:**

Dr. Seema Agarwal and Prof. Prasanna Choudhary In-charge of exam briefed about the conduct of Sem-II & Sem-IV 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 2: Academic Calendar for 2024-2025:** Discussed and approved the Academic Calendar prepared for 2024-2025 which was presented in the last meeting held on 26th April, 2024.

**Academic Calendar for the Year 2024-2025**

MONTH	LIST OF PROPOSED ACTIVITIES
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<p>JUNE</p> <p>12th JUNE college reopening</p>	<ul style="list-style-type: none"> <li>• Printing Prospectus.</li> <li>• Scrutiny of application and admission forms of F.Y.B.Com, S.Y.B.Com, T.Y.B.Com, BMS, BScIT, BCBI, BFM &amp; BCAF.</li> <li>• Meeting with parents and students of junior college (XIIth Standard) for academic counselling.</li> <li>• Admission of the students.</li> <li>• Interviews and continuation of teaching and non-teaching un-aided staff.</li> <li>• Time table preparation by Time Table Committee.</li> <li>• Meeting of Principal with Teaching and Non-Teaching Staff on the re-opening day.</li> <li>• Formation of various committees.</li> <li>• Meeting of the Principal with respective departments and committees.</li> <li>• Commencement of S.Y and T.Y.lectures.</li> </ul>
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JULY	<ul style="list-style-type: none"> <li>• IQAC Committee meeting.</li> </ul> <p>Admission of F.Y.B.Com, BMS, BMM, BCAAF, BCBI, B.Sc(IT) as per NEP 2020 by putting up three merit list and finalizing the admission list.</p> <ul style="list-style-type: none"> <li>• Admission procedure for M.Com.</li> <li>• Commencement of F.Y and M.Com Part-II lectures.</li> <li>• Planning examination schedule.</li> <li>• Students' enrolment for extension activities.</li> <li>• Address by Principal to F.Y. students.</li> <li>• Guru Purnima celebration.</li> <li>• Different Activities to be conducted by various committees.</li> </ul>
AUGUST	<ul style="list-style-type: none"> <li>• Preparation of F.Y. &amp; S.Y. ATKT examination.</li> <li>• Remedial lectures for ATKT students.</li> <li>• Planning Forum will organize A.D. Shroff Memorial Elocution.</li> <li>• Training programs/orientation for students carrying out extension activities.</li> <li>• Independence Day Celebration.</li> <li>• Committee Activities.</li> <li>• Intercollegiate event.</li> <li>• Internal examination.</li> </ul>





SEPTEMBER	<ul style="list-style-type: none"> <li>• Mentoring session for students.</li> <li>• Hindi Divas Celebration.</li> <li>• Parent's teacher meeting.</li> <li>• Blood donation drive.</li> <li>• Inter collegiate departmental activities</li> <li>• Committee Activities.</li> </ul>
OCTOBER	<ul style="list-style-type: none"> <li>• Semester III end exams</li> <li>• Mentoring session for students.</li> <li>• Committee Activities.</li> <li>• Sem V end Exam</li> </ul>

NOVEMBER	<ul style="list-style-type: none"> <li>• Semester I end exams</li> <li>• Sem-II end exam</li> <li>• Centralized Assessment of Semester- I &amp; III answer books.</li> <li>• Placement Activities.</li> <li>• Career Guidance Activities for TY Students.</li> <li>• Committee Activities.</li> <li>• IQAC committee meeting.</li> </ul>
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DECEMBER	<ul style="list-style-type: none"> <li>• Semester V end exams</li> <li>• Processing of results and declaration of Semester-I &amp; III results.</li> <li>• Educational Tour/Industrial Visit.</li> <li>• Committee Activities.</li> <li>• Sports Day.</li> <li>• 7 Day Residential Camp by NSS volunteers.</li> <li>• Christmas Vacation.</li> </ul>
JANUARY	<ul style="list-style-type: none"> <li>• Annual Day celebration.</li> <li>• Committee Activities.</li> <li>• Intra and Inter collegiate Departmental activities.</li> <li>• Mentoring session for students.</li> <li>• Degree Distribution Ceremony.</li> </ul>
FEBRUARY	<ul style="list-style-type: none"> <li>• Remedial lectures for ATKT students.</li> <li>• Inter National Conference.</li> <li>• IQAC Committee meeting.</li> <li>• Intra collegiate Departmental activities.</li> <li>• Committee Activities.</li> <li>• Workshop by Research cell</li> </ul> <p>Sem-I under NEP internal exam Sem I (old Pattern) , II ATKT exam</p>





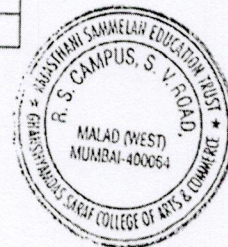
MARCH	<ul style="list-style-type: none"> <li>• Semester -I, III &amp; V ATKT Examinations.</li> <li>• Conducting T.Y. B.Com University exam</li> <li>• Committee Activities.</li> </ul>
APRIL	<ul style="list-style-type: none"> <li>• IQAC Committee meeting.</li> <li>• Collection of mark sheets of semester examination.</li> <li>• Processing checking and declaration of results.</li> <li>• Semester II, IV &amp; VI exams</li> <li>• Term end meeting of teaching staff with the principal, vice principals and HODs.</li> </ul>

**Agenda 3:** Formation of various committees to conduct various activities for 2024-2025  
Following is the table showing various committees formed for 2024-2025 along with their conveners:



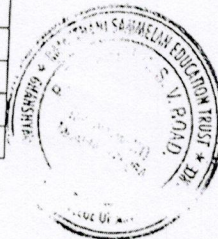


Rajasthani Sammelan-RSET		
GHANSHYAMDAS SARAF COLLEGE OF ARTS AND COMMERCE		
COMMITTEES (2024-2025)		
Sr. no	Committee name	Members
1	Academic Mentor B.Com	Dr. Seema Agarwal
		Prof. Mamta Chhajjer
		Prof. Simmi Mulgaonkar
2	Admission Committee B.Com	Dr. Anil Dhindhime
		Prof. Rajkumar Jaiswal
		Prof. Sonali Khade
		Lieut. Preeti Jha
		Prof. Srishti Shetty
		Prof. Prachi Pandey
		Prof. Ramkrishna Shikhare
		Prof. Diwakar Patankar
		Prof. Megha Yadav
	Self Finance	Prof. Shreya Phanse
		CFP Prasad Anareddy
		Prof. Shraddha Kokate
		Prof. Yogita Naik Khatti
		Prof. Namrata Pathak
		Prof. Seema Hanchate
		Prof. Sweta Singh
		Prof. Pramila Parekh
		Prof. Mohit Trivedi
3	Alumni Association	Dr. Ashwat Desai
		Dr. Rupa Shah
		Dr. Urvi Pillai
		Prof. Prajna Shetty
		Dr. Mittal Shah
		Prof. Alok Hardikar
		Prof. Shilpa Sharma
4	Anti Ragging Committee	Prof. Gurunathan Pillai
		Prof. Prasanna Choudhari
5	Attendance Committee B.Com	Prof. Gurunathan Pillai
	Self Finance	Prof. Anita Agarwal



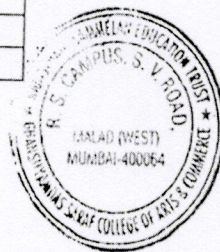


			FY/SY/TY
6	Career Guidance & Skill Academy	Dr.	Ashwat Desai
		Prof.	Mamta Chhajjer
		Dr.	Anju Bohra
		Prof.	Swati Sharma
		Prof.	Mehrab Khan
		Prof.	Saima Mukadam
7	Cultural Association	Prof.	Shreya Phanse
	*Intercollegiate Competition	Dr.	Mmahek Chhabria
	* Events within college	Prof.	Alok Hardikar
	*Annual Day	Prof.	Lokesh Gupta
	* Mauj	Prof.	Swati Sharma
	*other cultural programmes	Prof.	Kunjan Nancy
	*to make Subcommittees as needed	Prof.	Prachi Pandey
		Prof.	Kreena Modi
		Prof.	Mebin Varghese
8	Department of Life Long Learning & Extension (Membership of DLLE to be made mandatory for FY	Dr.	Mittal Shah
		Prof.	Niyati Kalyanpur
		Prof.	Namrata Pathak
		Prof.	Yogita Naik Khatti
		Prof.	Simmi Mulgaonkar
		Prof.	Diwakar Patankar
9	Departmental Activities	Dr.	Ashwat Desai
			ALL HODs
		Prof.	Ruddhi Wadadekar
		Prof.	Shilpa Sharma
		Prof.	Mebin Varghese
		Prof.	Sangeeta Sahoo
		Prof.	Laxman Chaudhary
10	Discipline Committee	Dr.	Ashwat Desai
		Dr.	Lipi Mukherjee
		Prof.	Gurunathan Pillai
		Dr.	Seema Agarwal
		Dr.	Rupa Shah
		Prof.	Sonali Khade





		Prof.	Alok Hardikar
		Prof.	Prasanna Choudhari
		CFP	Prasad Anaredy
		Dr.	Anju Bohra
		Dr.	Rajendra Patil
		Prof.	Lokesh Gupta
		Prof.	Sharad Mishra
		Mr.	Umesh Pandey
			All Class Facilitators
11	Cell)	Dr.	Mmahek Chhabria
		Prof.	Namrata Pathak
		Prof.	Niyati Kalyanpur
		Prof.	Ramson Menezis
		Prof.	Apoorva D Thorve
12	Exam Committee BCom	Dr.	Seema Agarwal
	Sem I & II	Dr.	Mittal Shah
	(Regular & KT Exam)	Prof.	Rajkumar Jaiswal
	Sem III and IV	Prof.	Srishti Shetty
	(Regular & KT Exam)	Prof.	Simmi Mulgaonkar
	Sem V and Sem VI	Prof.	Gurunathan Pillai
	(Regular & KT Exam)	Prof.	Rajendra Patil
	Self Finance	Prof.	Prasanna Choudhari
	Sem I and II	Prof.	Mamta Chhajer
	(Regular & KT Exam)	Prof.	Mansi Dangarwala
		Prof.	Lokesh Gupta
	Sem III and IV	Prof.	Prajna Shetty
	(Regular & KT Exam)	Prof.	Yogita Mahimkar
		Prof.	Nikita Rastogi
	Sem V and VI	Prof.	Urvi Pillai
	(Regular & KT Exam)	Prof.	Alok Hardikar
		Prof.	Shraddha Kokate
	MCom	Prof.	Bhumika Shah
		Dr.	Megha Khedekar
13	Green Initiatives	Prof.	Anil Dhimdhime
		Prof.	Prasad Anaredy





		Prof.	Yogita Naik Khatti
		Prof.	Kunjan Nancy
		Prof.	Sharad Mishra
14	Hygiene & Wellness Committee	Dr.	Megha Khedekar
		Prof.	Ramson Menezis
		Prof.	Ramkrishna Shikhare
		Prof.	Sweta Singh
		Prof.	Saima Mukadam
		Mr.	Jayesh
		Ms.	Selvi
15	Industrial Visit Self Finance	Prof.	Alok Hardikar
		Prof.	Laxman Chaudhary
		Prof.	Nikita Rastogi
		Prof.	Ruddhi Wadadekar
		Prof.	Sweta Singh
16	Internal Complaint Committee	Dr.	Neha Joshi
		Dr.	Rupa Shah
		Prof.	Prasanna Choudhari
		Prof.	Namrata Pathak
		Prof.	Ruddhi Wadadekar
		Mr.	Bhalchandra Kerkar
		Ms.	Mangala Marathe-Swadhar
17	Library Committee	Dr.	Neha Joshi
		Dr.	Ashwat Desai
			All HODs
			All Course Coordinators
18	Literary Association		
	English	Prof.	Diwakar Patankar
		Prof.	Pramila Parekh
	Hindi	Lieut.	Preeti Jha
		Prof.	Swati Sharma
	Marathi	Prof.	Anil Dhindhime
		CFP	Prasad Anareddy
	Gujarati	Dr.	Mittal Shah
		Prof.	Kreena Modi



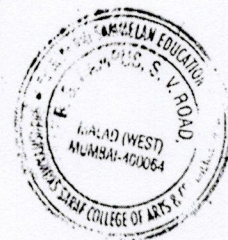


19	Cell(Website/Magazine etc)	Prof.	Mansi Dangarwala
		Prof.	Sonali Khade
		Prof.	Mamta Chhajer
		Dr.	Anju Bohra
		Dr.	Neha Joshi
		Prof.	Mohit Trivedi
20	NAAC/IQAC/LIC	Mr.	Ashok Saraf
		Mr.	J. P. Khemka
		Dr.	Jayant Apte
		Dr.	Ashwat Desai
		Dr.	Seema Agarwal
		Dr.	Lipi Mukherjee
		Prof.	Gurunathan Pillai
		Prof.	Sonali Khade
		Dr.	Anju Bohra
		Prof.	Yogita Mahimkar
		Prof.	Mansi Dangarwala
		Dr.	Neha Joshi
21	NCC	Lieut	Preeti Jha
		Prof.	Lokesh Gupta
		Prof.	Srishti Shetty
22	NEP	Dr.	Ashwat Desai
		Dr.	Lipi Mukherjee
		Dr.	Seema Agarwal
		Prof.	Gurunathan Pillai
			All course coordinators
23	NSS	Prof.	Rajkumar Jaiswal
		Prof.	Yogita Mahimkar
		Prof.	Nikita Rastogi
24	Placement Cell	Dr.	Ashwat Desai
		Prof.	Rajendra Patil
		Prof.	Sangeeta Sahoo
		Prof.	Ramson Menezis
		Prof.	Ramkrishna Shikhare
		Prof.	Mohit Trivedi
25	Planning Forum	Prof.	Preeti Jha



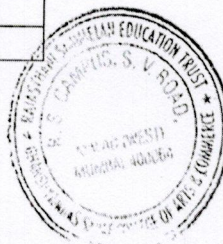


		Prof.	Prachi Pandey
		Prof.	Mebin Verghese
		Prof.	Mohit Trivedi
26	Prize Distribution Committee	Prof.	Urvi Pillai
		Dr.	Mittal Shah
		Prof.	Bhumika Shah
		Prof.	Yogita Naik Khatti
		Prof.	Simmi Mulgaonkar
27	Research Cell & Conference	Dr.	Ashwat Desai
		Dr.	Lipi Mukherjee
		Dr.	Seema Agarwal
		Dr.	Rupa Shah
		Dr.	Megha Khedekar
		Dr.	Neha Joshi
		Prof.	Mehrab Khan
		Prof.	Seema Hanchate
28	Revaluation Committee		
	B Com	Prof.	Mehrab Khan
		Prof.	Apoorva D Thorve
	Self Finance	Prof.	Shreya Phanse
		Prof.	Anita Agarwal
		Dr.	Shilpa Sharma
29	Rotaract Committee	Dr.	Rupa Shah
		Dr.	Anil Dhimdhime
		Prof.	Shraddha Kokate
		Prof.	Ruddhi Wadadekar
		Prof.	Kunjan Nancy
		Prof.	Ramkrishna Shikhare
30	Scoop Club	CFP	Prasad Anareddy
		Prof.	Anita Agarwal
		Prof.	Prachi Pandey
		Prof.	Pramila Parekh
31	Sports Committee	Mr.	Director





	Prof.	Alok Hardikar
	Prof.	Anita Agarwal
	Prof.	Rajendra Patil
	Prof.	Laxman Chaudhary
	Prof.	Srishti Shetty
	Prof.	Sweta Singh
	Prof.	Kreena Modi
	Prof.	Diwakar Patankar
	Prof.	Sharad Mishra
32	Prospectus Committee	Prof. Sonali Khade
		Prof. Mamta Chhajjar
33	Staff Academy	Prof. Prajna Shetty
		Dr. Neha Joshi
		Prof. Apoorva D Thorve
		Prof. Megha Yadav
34	Student's Council	Dr. Seema Agarwal
		Prof. Prajna Shetty
		Dr. Mittal Shah
		Prof. Shreya Phanse
		Prof. Mehrab Khan
		Prof. Sangeeta Sahoo
		Prof. Laxman Chaudhary
		Prof. Ramson Menezis
35	Students Welfare	Prof. Anil Dhindhime
		Prof. Bhumika Shah
36	Student's Grievance Cell	Dr. Ashwat Desai
		Dr. Lipi Mukherjee
		Prof. Gurunathan Pillai
37	Time Table Committee BCom	Dr. Seema Agarwal
		Dr. Rajkumar Jaiswal
		Prof. Swati Sharma
	Self Finance	Dr. Lipi Mukherjee
		Prof. Urvi Pillai
		Prof. Mansi Dangarwala
		Prof. Shraddha Kokate





38	Unfair Means Committee	Prof.	Sonali Khade
		Dr.	Anju Bohra
		Prof.	Preeti Jha
		Prof.	Mehrab Khan
		Prof.	Niyati Kalyanpur
		Prof.	Sangeeta Sahoo
		Prof.	Yogita Naik Khatti
39	Women Development Cell	Dr.	Lipi Mukherjee
		Prof.	Sonali Khade
		Prof.	Prasanna Choudhari
		Prof.	Namrata Pathak
		Prof.	Ruddhi Wadadekar
		Prof.	Seema Hanchate
		Prof.	Megha Yadav
		Mr.	Bhalchandra Kerkar
		Ms.	Mangala Marathe-Swadhar

*Ashwat Desai*  
Dr. Ashwat Desai  
Principal

*Lipi Mukherjee*  
Dr. Lipi Mukherjee  
Vice Principal - SFD

*Gurunathan Pillai*  
Prof. Gurunathan Pillai  
Vice Principal - B.Com

*Seema Agarwal*  
Dr. Seema Agarwal  
Vice Principal - B.Com





**Agenda 4: NEP Implementation for UG Courses:**

The implementation strategies for the National Education Policy (NEP) concerning undergraduate courses were discussed. Faculty members were encouraged to align their curriculum with NEP guidelines, focusing on interdisciplinary studies and skill development.

**Agenda 5: Faculty Induction Programme:**

A successful four-week Faculty Induction Programme attended by eight new faculty members was reported. Feedback from participants indicated it was informative and beneficial. Suggestions for future programs included incorporating more interactive sessions and mentorship opportunities.

**Agenda 6: Theme for Best Practices by IQAC**

The theme for best practices to be adopted by IQAC was discussed. A focus on sustainability and student-centered learning was proposed. The committee will compile a list of best practices to share across departments.

**Agenda 7: Autonomous Status for the College:**

The anticipated autonomous status for the college, expected in September 2024, was highlighted. Preparations for transitioning to autonomous status were discussed, including curriculum autonomy and administrative changes.

**Agenda 9: 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. A tentative schedule for events will be proposed in the upcoming meetings.

**Agenda 10: Any other matter with the permission of the chair**

There being no other matter, the meeting concluded with the vote of thanks to the Chair.

**Signature:**

Sr. No.	Name	Designation
1	Dr. (CA) Ashwat Desai	Principal
2	Dr. (CA) Jayant Apte	Nominee of Management
3	Shri. Kailash Kejriwal	Trustee, Management
4	Mrs. Mangala Marathe	Nominee from Local Society
5	Shri Balchandra Kerkar	Senior Clerk
6	Dr. Seema Agarwal	Vice-Principal- B.Com & Co-ordinator- IQAC
7	Dr. Lipi Mukherjee	Vice Principal – Self Finance Course
8	CA Gurunathan Pillai	Vice Principal-B.Com
9	Dr. Anju Bohra	Teacher Representative – B.Com
10	Dr. Neha Joshi	Librarian
11	Prof. Yogita Mahimkar	Teacher Representative – Self Finance Course



12	Prof. Mansi Dangarwala	Teacher Representative – Self Finance Course
13	Ms. Navika Luthra	Student Representative

*Seema Agarwal*

Dr. Seema Agarwal

Vice-Principal, IQAC Coordinator

IQAC Coordinator  
Rajasthani Sammelan Education Trust's  
Ghanshyamdas Saraf College of  
Arts & Commerce.

*Ashwat Desai*

Dr. (CA) Ashwat Desai

Principal

**PRINCIPAL**

Rajasthani Sammelan Education Trust  
Ghanshyamdas Saraf College  
(Arts & Commerce)  
Malad West, Mumbai - 400 064





### Minutes of meeting of IQAC held on 29/10/2024

The Second Meeting of IQAC for Academic year 2024-2025 was held on 29/10/2024 at 11:00 am in the Learning Centre of the college.

#### Members Present:

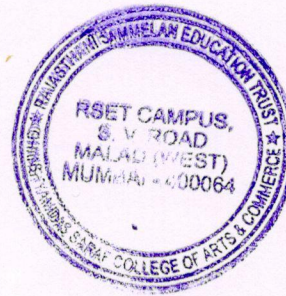
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7	Dr. Lipi Mukherjee	Vice Principal – Self Finance Course
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9	Dr. Anju Bohra	Teacher Representative – B.Com
10	Dr. Neha Joshi	Librarian
11	Prof. Yogita Mahimkar	Teacher Representative – Self Finance Course
12	Prof. Mansi Dangarwala	Teacher Representative – Self Finance Course
13	Ms. Navika Luthra	Student Representative

#### Granted leave of Absence:

- 1.Mrs. Mangala Marathe, Nominee from Local Society
2. Ms. Usha Agarwal, Nominee from Alumni

#### The agenda of the meeting:

1. Confirm the minutes of the last meeting.
2. Departmental Activity Report





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

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

The heads of various departments presented their activity reports for the last quarter.

It was resolved to document and archive these reports for the annual IQAC report.

Prof. Gurunathan Pillai, Dr. Seema Agarwal and Prof. Prasanna Choudhary In-charge of exam briefed about the conduct of SEM-I Examinations as per NEP, SEM-III Examinations as per the Old Pattern and SEM-V examination as per time table scheduled by Mumbai University They further reviewed the examination procedures to be followed during the exams.

- The committee acknowledged the receipt of autonomous status in August 24.
- A discussion was held on the academic and administrative changes required under autonomy.
- It was resolved to organize an orientation session for faculty and staff on autonomy guidelines.

Proposal for conduct of the 19th Aavishkar Intercollegiate Research Convention, scheduled for 17th and 18th December 2024 as per Mumbai University guidelines was put forth. The event will feature research projects presentations in various fields including Commerce, Management and Social Sciences.

Proposals for publishing an edited book were discussed. Members decided to focus on topics aligned with the institution's thrust areas of research. A committee was formed to identify contributors, finalize the theme, and coordinate with publishers.





## Agenda 7: Discussion for conduct of Faculty Development Programme

It was proposed to conduct Faculty Development Programme in third week of December in collaboration with Homi Bhabha State University (HBSU) on topic "Research Methodology using AI". To enhance the faculty competencies in the area of research, FDP to be organised for faculty members, researchers, and students. The programme aims at enhancing the research skills and capabilities of educators and academic professionals in an academic institution using various AI tools. The following actions were proposed:

- The IQAC will form a subcommittee to organize the FDP
- The subcommittee will identify and invite experts in the respective field.
- The FDP schedule, content, and participant registration process will be determined by the subcommittee.

## Agenda 8 : Any other matter with the permission of the chair

There being no other matter, the meeting concluded with the vote of thanks to the Chair.

### Signature:

Sr. No.	Name	Designation
1	Dr. (CA) Ashwat Desai	Principal
2	Dr. (CA) Jayant Apte	Nominee of Management
3	Shri. Kailash Kejriwal	Trustee, Management
4	Shri. Vinay Saraf	Nominee from Industry
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12	Prof. Mansi Dangarwala	Teacher Representative – Self Finance Course
13	Ms. Navika Luthra	Student Representative

Dr. Seema Agarwal

Vice-Principal, IQAC Coordinator

IQAC Coordinator  
Rajasthani Sammelan Education Trust's  
Ghanshyamdas Saraf College of  
Arts & Commerce.



Dr. (CA) Ashwat Desai

Principal  
**PRINCIPAL**

Rajasthani Sammelan Education Trust  
Ghanshyamdas Saraf College  
(Arts & Commerce)  
Malad West, Mumbai - 400 064





Ghanshyamdas Saraf  
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### Minutes of meeting of IQAC held on 20/01/2025

The Third Meeting of IQAC for Academic year 2024-25 was held on 20/01/2025 at 11:00. 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	Nominee of Management
3	Shri. Vinay Saraf	Nominee from Industry
4	Shri Balchandra Kerkar	Senior Clerk
5	Dr. Seema Agarwal	Vice Principal-B.Com & Co-ordinator – IQAC
6	Dr. Lipi Mukherjee	Vice Principal – Self Finance Course
7	Dr. Anju Bohra	Teacher Representative – B.Com
8	Dr. Neha Joshi	Librarian
9	Prof. Yogita Mahimkar	Teacher Representative – Self Finance Course
10	Prof. Mansi Dangarwala	Teacher Representative – Self Finance Course
11	Ms. Usha Agarwal	Nominee from Alumni
12	Ms. Navika Luthra	Student Representative

#### Granted leave of Absence:

1. Shri. Kailash Kejriwal, Trustee, Management
2. Mrs. Mangala Marathe, Nominee from Local Society
3. CA Gurunathan Pillai, Vice Principal-B.Com

#### The agenda of the meeting:

- Confirm the minutes of the last meeting.
- Review of FDP feedback report
- Discussion to organise International level Conference
- Discussion of revision of syllabus as per Autonomous Status for the college





- Discuss the conduct and analysis of Semester Examinations.
- 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. Review of Conference Feedback Report**

The conference feedback report was reviewed by the members of the conference committee. Key findings and areas requiring further action were discussed. It was decided to organize future FDPs incorporating the feedback received, with a focus on more interactive activities and detailed resource sharing.

#### **Agenda 3 Discussion to organise International level Conference**

Proposal for the Conduct of International Conference in Collaboration with LRMC in association with S.D.School of Commerce, Gujarat University , Ahmedabad and Ravindranath Tagore University, Bhopal on 1st and 2nd February 2025 was put forth. 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 conference will feature keynote speakers, panel discussions, and paper presentations. The LRMC team will collaborate with our faculty to organize the sessions and manage the logistics.
- The IQAC emphasized promoting the conference to a wider international audience to maximize impact.

#### **Agenda 4 Discussion on the Revision of Syllabus as per Autonomous Status:**

The committee deliberated on the process of revising the curriculum in line with the college's new autonomous status. Key points included:





- **Curriculum Flexibility:** The importance of designing a flexible syllabus that allows for innovation and industry relevance while maintaining academic rigor.
- **Stakeholder Involvement:** Involvement of faculty, industry experts, and alumni in the syllabus revision process to ensure it meets current trends and demands.
- **Implementation Timeline:** The revised syllabus should be ready for implementation by the next academic year.

It was decided to set up a syllabus revision committee to begin working on the curriculum overhaul, ensuring stakeholder consultations and a well-defined timeline.

#### **Agenda 5 Discuss the conduct and analysis of Semester Examinations.**

Prof. Gurunathan Pillai, Dr. Seema Agarwal and Prof. Prasanna Choudhary (In-charge of exam) briefed about the dates of FY SEM-II internal exams as per NEP 2020, tentative dates for the conduct of SEM-II, SEM-IV and SEM-VI Examinations. (as per MU Schedule for SEM-VI) They further reviewed the current examination procedures to be followed during the exams. They also informed, T.Y. (SEM-V) 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 meeting concluded with the vote of thanks to the Chair.

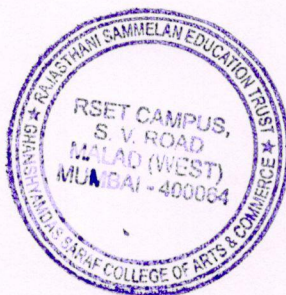
#### **Signature:**

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Dr. Seema Agarwal

Vice-Principal, IQAC Coordinator

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