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

IQAC INITIATIVES 2021-2022

Introduction: The Internal Quality Assurance Cell (IQAC) of the college was established in 2004 with the overarching objective of fostering continuous quality improvement. The primary goal of IQAC is to create a conducive teaching-learning environment with outcome-based benchmarks aimed at improving the academic, research, and administrative performance of the institution. In alignment with this vision, IQAC operates under the guidelines set by the National Assessment and Accreditation Council (NAAC), ensuring a comprehensive approach to institutional quality enhancement.

IQAC plays a crucial role in reviewing academic progress, monitoring infrastructural developments, and identifying the need for introducing new, relevant add-on or certificate programs. The cell's efforts are aimed at ensuring that the institution remains dynamic, responsive, and proactive in meeting the ever-evolving demands of higher education.

A. Seminars, Webinars, Conferences, Workshops, and Guest Lectures in Hybrid Mode

In response to the COVID-19 pandemic and the subsequent shift to online learning, the University of Mumbai issued guidelines for implementing a hybrid learning system. This mode of delivery allowed educational institutions to offer lectures and activities that blended both physical and virtual participation, ensuring inclusivity and participation from all stakeholders, regardless of external constraints such as lockdowns or health concerns.

To comply with these guidelines, the IQAC formulated a comprehensive plan for conducting lectures, seminars, webinars, workshops, guest lectures, and other academic activities in hybrid mode. This initiative had several benefits:

- **Increased Accessibility and Participation:** By adopting the hybrid system, the college ensured that students, faculty, and external participants could engage in academic events irrespective of their location, thereby promoting wider participation and inclusivity.
- **Adherence to Safety Protocols:** The hybrid mode allowed the institution to continue academic and co-curricular activities while adhering to health and safety guidelines, maintaining the well-being of all members of the college community.
- **Sustained Learning and Development:** The hybrid system facilitated uninterrupted learning, providing students and faculty with continuous academic and professional development opportunities, even during challenging times.

B. IQAC Initiatives During the Year

Throughout the academic year, the IQAC undertook several key initiatives aimed at enhancing the quality of education, institutional functioning, and stakeholder engagement. These initiatives were designed to address various aspects of institutional growth, including infrastructure, ICT integration, and academic planning.

The following are the key initiatives undertaken during the year:

1. **Preparation of the Academic Calendar and College Prospectus:** The IQAC played an essential role in ensuring that the academic calendar was meticulously prepared, covering all the important dates for academic events, examinations, and holidays. The college prospectus, which serves as a guide for prospective students, was also developed to provide a comprehensive overview of the institution's academic offerings, extracurricular activities, and admission processes.

2. **Uploading College Information on AISHE Portal:** In line with government regulations and to enhance transparency, the college uploaded its institutional information on the All-India Survey on Higher Education (AISHE) portal. This is an important step in ensuring that accurate data related to academic, administrative, and infrastructural details is publicly available and accessible.

3. **IQAC Initiatives in Promoting Swayam / MOOC Courses:** The institution is a recognized Local Chapter of SWAYAM. Students and faculty are encouraged to get certified in relevant SWAYAM courses. During the Year total 3700 Students were enrolled in different Swaym Courses.

4. **Promotion of ICT in Institutional Processes:** Recognizing the importance of technology in modern education, the IQAC actively promoted the integration of ICT into the institution's working processes. This included:

   - **Conversion of Rooms into Smart Classrooms:** Two rooms were converted into smart classrooms equipped with advanced technological tools, such as projectors, interactive boards, and audio-visual aids. This upgrade helped to enhance the teaching-learning experience by incorporating multimedia and digital content into regular lectures.
   - **Future Plan for ICT-Enabled Classrooms:** The IQAC formulated a plan to convert all classrooms into ICT-enabled spaces in the upcoming year. This initiative is aimed at ensuring that students and faculty can take full advantage of digital resources to improve engagement and learning outcomes.

5. **Preparation of the AQAR (Annual Quality Assurance Report):** As part of the quality assurance process, the IQAC diligently prepared the Annual Quality Assurance Report (AQAR). This report, which summarizes the institution's progress in various quality assurance initiatives, is submitted to the NAAC and serves as an important document for institutional self-assessment and accreditation.

6. **Organization of Workshops, Seminars, and Other Extracurricular Activities:** To foster a holistic educational experience, the IQAC organized a range of academic and extracurricular activities during the year. These included workshops, seminars, webinars, and guest lectures on various subjects, as well as activities designed to enhance student development beyond the classroom. These events were conducted in hybrid mode to ensure maximum participation from all stakeholders.

7. **FDP on Stress Management and Work-Life Balance (September 2021):** From September 21, 2021, to September 25, 2021, a five-day Faculty Development Program on "Stress Management and Work-Life Balance" was conducted for teaching and non-teaching staff. The event was organized by the Staff Academy and the IQAC cell. This initiative aimed to provide valuable strategies for managing stress and achieving a healthy work-life balance. The program witnessed participation from 53 teaching staff members and 14 non-teaching staff members, totalling 67 participants.

8. **Collection of Feedback from Stakeholders:** The IQAC initiated a robust feedback mechanism to gather valuable insights from various stakeholders, including students, faculty, parents, and alumni. Feedback was collected on academic programs, teaching quality, infrastructure, and administrative processes. The feedback was thoroughly analysed, and an action-taken report was compiled to address any areas of concern or improvement. This systematic feedback process ensures that the institution remains responsive to the needs and expectations of its stakeholders.

Conclusion:

The IQAC has consistently played a central role in ensuring that the institution maintains high standards of quality across all domains. Through the implementation of the hybrid mode for academic activities, the promotion of ICT in institutional processes, and the development of strategic academic plans, the IQAC has successfully enhanced the overall quality of the institution's functioning. Additionally, the focus on research enhancement, stakeholder feedback, and infrastructural improvements demonstrates the institution's commitment to continuous growth and innovation.

The efforts of the IQAC, along with its strategic initiatives, are aimed at not only enhancing the quality of education but also ensuring the long-term sustainability and development of the institution. With the ongoing focus on quality enhancement, the college is well-positioned to meet future challenges and maintain its reputation for academic excellence.

Dr. CA. Ashwat Desai

(Co-Ordinator- IQAC)