

**Mahatma Education Society's**  
**MAHATMA NIGHT DEGREE COLLEGE OF ARTS AND COMMERCE**  
**Chembur Naka, Mumbai 400071**

**25<sup>th</sup> April, 2022**

**NOTICE**

All IQAC members are hereby informed that the IQAC meeting will be held on **Tuesday, 10<sup>th</sup> May, 2022 at 4.00 p.m.** in the conference room of the college.

The following points will be discussed during the meeting;

1. To read and approve the minutes of previous IQAC meeting.
2. To review the activities undertaken during the year.
3. To review the Mentor-Mentee system.
4. To review the working of College Grievance Redressal Cell
5. Collection of Feedback for the year 2021-22 from stakeholders. (Students, Alumni and Peer to Peer).
6. NAAC documentation work status.
7. To review the research paper publications of teachers during the year 2021-22.
8. To review the Faculty Exchange Programme.
9. Submission of CAS file for the academic year 2021-22.


**Dr. Eknath K. Zhrekar**

I/C Principal

**Dr. Anaya A. Markandeya**

IQAC Coordinator

## **MINUTES OF MEETING HELD ON 10<sup>th</sup> MAY, 2022, TUESDAY**

The minutes of the IQAC meeting held on 14<sup>th</sup> January, 2022, Friday were read by the IQAC coordinator Dr. Anaya A. Markandeya and the same were approved by all the members present.

1. I/C Principal Dr. Eknath K. Zhrekar
2. Dr. Anaya Markandeya- IQAC Coordinator
3. Dr. Lata Krishnan- Member
4. Asst. Prof. Tushar Pawar- Member
5. Asst. Prof. Harsh Shukla- Member
6. Mr. Ashish Rai- Member
7. Mrs. Parveen Arif- Member

### **POINT 1**

I/C Principal Dr. Eknath Zhrekar took the review of the activities undertaken during the academic year 2021-22. He also mentioned about the activities planned but not conducted during the year as follows;

- a. Mentor-Mentee System
- b. A session on Intellectual Property Rights for students, teachers and non-teaching staff.
- c. Training programme for non-teaching staff.
- d. Workshop by Library committee.

Dr. Zhrekar also instructed that the planned certificate courses would be commenced in the next academic year 2022-23.

### **POINT 2**

The feedback system for the academic year 2021-22 was reviewed by the I/C Principal.

The IQAC coordinator Dr. Anaya Markandeya said that the Students' Satisfaction Survey had been already circulated on official WhatsApp groups and 167 responses were received till date.

Asst. Prof. Harsh Shukla asked for 2 days to prepare the Alumni Feedback Form. He also said that it would be circulated immediately on the official WhatsApp group of alumni.

Asst. Prof. Tushar Pawar was asked to prepare the Peer to Peer Feedback by 30<sup>th</sup> June 2022.

### **POINT 3**

All the IQAC members were again instructed to start with the documentation work for 2018-19, 2020-21, 2021-22 and 2022-23.

Assoc. Prof. Dr. Lata Krishnan suggested for having the checklist of required documents to be collected which would be helpful for collection, filing and review of documentation.

#### POINT 4

I/c Principal Dr. Eknath Zhrekar said that the Women Development Cell should have more activities in the coming academic year. He also mentioned that minimum two activities should be conducted with organisations having MoUs with our college.

#### POINT 5

It was decided in the meeting to have the Academic Audit and Gender Audit in the month of June 2022.

#### POINT 6

The review of research paper publications by the faculty members was taken during the meeting.

1. Dr. Eknath Zhrekar
2. Dr. Lata Krishnan: 2 (Peer Reviewed Journal)
3. Dr. Anaya Markandeya: 1 (UGC Care Listed) + 2 (Peer Reviewed)
4. Asst. Prof. Tushar Pawar: 1 (Peer Reviewed)
5. Asst. Prof. Harsh Shukla: 1 (Peer Reviewed) + 1 (SCOPUS awaited)

All the members were instructed to publish at least two research papers in UGC Care Listed journal.

#### POINT 7

I/c Principal Dr. Eknath Zhrekar appreciated and congratulated Dr. Lata Krishnan for successful conduct of 'Certificate Course in Civil Defence and Yoga' of 30 hours.

#### POINT 8

Assoc. Prof. Dr. Lata Krishnan, in-charge of the Faculty Exchange Programme undertaken during the academic year 2021-22 with MVM college, Andheri gave a report of the activity. I/c Principal Dr. Eknath Zhrekar and all the members present congratulated her for organising the programme in an excellent manner.

Dr. Anaya Markandeya suggested to ask for MVM college students' feedback for improvement in future.

It was decided to continue the Faculty Exchange Programmes with MVM college and to have the same with Tope Night College, Parel and Uran College in the next academic year.

#### POINT 9

I/c Principal Dr. Eknath Zhrekar and all the members present congratulated Asst. Prof. Tushar Pawar for organising ICSSR sponsored ten days Research Methodology workshop in a smooth and excellent way.

Further, Asst. Prof. Harsh Shukla was asked to have a conference or seminar under the sponsorship of ICSSR in the next academic year.

#### POINT 10

‘Placement Mela’ one of the biggest event of Mahatma Night Degree College was acknowledged by I/c Principal Dr. Eknath Zhrekar. He congratulated and appreciated efforts taken by Dr. Lata Krishnan, Placement in-charge. He mentioned that the event could successfully place 120 plus students. He also mentioned and appreciated the tired less and active support and cooperation by Ms. Parveen Arif and Asst. Prof. Harsh Shukla for the event.

#### POINT 11

Dr. Eknath Zhrekar mentioned about the excursion organised by Commerce Department and Economics Department joint to RBI Monetary Museum. He congratulated Dr. Lata Krishnan and Asst. Prof. Harsh Shukla, the organising team.

#### POINT 12

All faculty members were requested to submit the CAS file for the academic year 2021-22 on or before 31<sup>st</sup> August, 2022 to the IQAC coordinator in soft and in hard copy as well.

Dr. Lata Krishnan and Ms. Parveen Arif were requested to submit the NIL CAS report for the academic year 2020-21.

S/d-.

Dr. Eknath K. Zhrekar

IQAC Chairperson