

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

13th February, 2023

NOTICE

All the IQAC members are hereby informed that the IQAC meeting will be conducted on **Friday, 17th February 2023 at 3.30 p.m. in the staffroom (Room No. 202)** to discuss the following points.

1. To approve the minutes of the meeting conducted on **Saturday, 25th June 2022**
2. To inform the status of AQAR 2021-22
3. To review the activities conducted / organized during the academic year 2022-23 by the criterion in charge
4. To plan the activities to be conducted from March 2023 to June 2023
5. To plan the working for NAAC 4th cycle
6. Any other matter with the permission of the Chair.

Attendance is mandatory.

Dr. Eknath K. Zhrekar
I/C Principal

Asst. Prof. Dr. Anaya A. Markandeya
IQAC Coordinator

Minutes of Meeting Held on Friday, 17th February, 2023

The minutes of the IQAC meeting held on Saturday, 25th June 2022 were read by the IQAC coordinator Dr. Anaya A. Markandeya and the same were approved by the all members of the IQAC.

POINT 1

The IQAC coordinator Dr. Anaya Markandeya informed all the IQAC members present that the AQAR for the academic year 2021-22 was successfully submitted and the same was accepted by the NAAC. She also thanked and congratulated all criterion in charge for their support by submitting their respective criterion on time.

POINT 2

All the members were instructed by the IQAC coordinator to start with collection of documents for last five years form the point of view of preparation and submission of SSR. It was also discussed that the AQAR for the academic year 2022-23 would be submitted by July 2023.

POINT 3

I/c Principal Dr. Eknath Zhrekar took a review of activities conducted during the academic year 2022-23. Accordingly, he suggested the criterion in charge to organise the required pending activities. Dr. Lata Krishnan suggested to have an alumni activity in the current year. She also reviewed the cultural activities, sports organised during the year. Dr. Harsh Shukla mentioned about the entries sent for the Youth Festival organised by the University of Mumbai. However, he also made a note that the students didn't report at the venue for the same.

POINT 4

Dr. Harsh Shukla suggested that one Faculty Development Programme was to be conducted for teaching and non-teaching staff members. Ms. Parveen Arif, Librarian was requested to conduct one staff enrichment programme for the year. Further, Dr. Eknath Zhrekar informed the members he was in the process of organizing a session on Financial Literacy for teaching and non-teaching staff members.

POINT 5

Dr. Tushar Pawar mentioned that there is a need to conduct more activities under Women Development Cell. To be specific he suggested to organise sessions for students on human values, rights and duties of citizens in the month of April.

POINT 6

Dr. Eknath Zhrekar asked the members to conduct one session on Intellectual Property Rights in this academic year.

POINT 7

Dr. Tushar Pawar requested to plan for T.Y.B.Com. Intensive Supervised Study Camp for Semester VI.

POINT 8

After the criterion wise discussion of the required activities, it was decided to conduct the following activities between March to June, 2023

- Commerce Dept. activities- Group Discussion, Essay Writing, Poster Making etc.
- Orientation for students and teacher on Use of N-List
- NSS activities
- WDC activities to be coordinated by Ms. Parveen Arif.

In connection with NSS and WDC activities, Dr. Lata Krishnan suggested to have collaborative session of the said departments on 'Crime Against Women'. She also suggested the resource person Advt. Vishal Saxena who was referred by the District Coordinator, NSS for the same.

- Dr. Eknath Zhrekar suggested to collaborate with Rotary Club to organise a Health Camp for students, teachers and non-teaching staff.

POINT 9

Dr. Anaya Markandeya took up the next point for discussion i.e. to plan the working for NAAC 4th cycle. I/c Principal Dr. Eknath Zhrekar said that the same should start from the month of April, 2023. Further, he also mentioned that there might be a need to work in the month of May 2023 with regards to SSR.

POINT 10

It was decided to conduct the Academic Audit and Gender Audit in the academic year. It was also decided to involve one non-teaching staff member in the CAS evaluation committee.