

Mahatma Night Degree College of Arts and Commerce

Opposite Fire Brigade, Chembur Naka

Chembur Mumbai- 400 071


(NAAC Re-Accredited)

6.5.2 QnM.

Quality assurance initiatives of the institution include:

- 1. Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements**

IQAC Meeting Minutes


PRINCIPAL
Mahatma Education Society's
Mahatma Night Degree College Of Arts & Commerce
Chembur, Mumbai - 400 071.

(From 2018-19 to 2022-23)

Supporting Documents

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


17th June, 2022

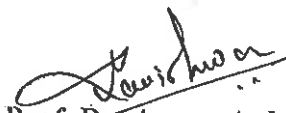
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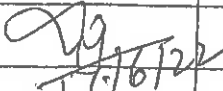
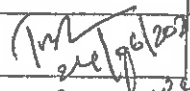
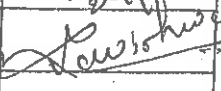

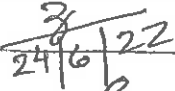
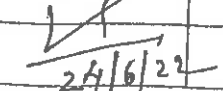
All the IQAC members are hereby informed that the IQAC meeting will be conducted on **Saturday, 25th June, 2022 at 3.30 p.m. in the staffroom (Room No. 202) to discuss the following points.**

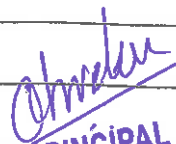
1. To approve the minutes of the meeting conducted on **Tuesday, 10th May, 2022**
2. To review the activities of last academic year.
3. To plan the academic calendar for the year 2022-23.
4. Preparation of AQAR 2021-22.
5. NAAC documentation work status
6. Submission of CAS files of 2021-22.
7. Approval of time table for the academic year 2022-23.
8. To plan the Mentor-Mentee system for the academic year 2022-23.
9. 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

Name	Signature	Name	Signature
Dr. Lata Krishnan	 17/6/22	Fisher A. Pawar	 24/6/22
		Dr. Anaya A. Markandeya	
37 Harsh Shukla	 17/6/22		
Parveen Arif	 24/6/22		
Ashesh Rai	 24/6/22		


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MINUTES OF MEETING HELD ON SATURDAY, 25TH JUNE, 2022

The minutes of the IQAC meeting held on 10th May, 2022 were read by the IQAC coordinator Dr. Anaya A. Markandeya and the same were approved by the all members of the IQAC.

Following members were present for the meeting.

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

POINT 1

The analysis of feedback taken for the academic year 2021-22 was asked to be submitted by the teacher in charge as follows;

- Students Satisfaction Survey: Dr. Anaya A. Markandeya
- Alumni feedback: Dr. Harsh Shukla
- Peer to peer feedback: Asst. Prof. Tushar Pawar

POINT 2

The chairperson of Women Development Cell Ms. Parveen Arif was asked to submit the list of activities to be conducted during the academic year 2022-23. She was also asked to form the WDC committee as per the norms of University of Mumbai.

POINT 3

It was discussed and decided in the meeting that the Academic Audit and Gender Audit would to be conducted by the end of July 2022 or first week of August.

POINT 4

Ms. Parveen Arif, librarian was asked to organise library activities during the academic year 2022-23. Ms. Parveen Arif proposed to conduct a Book Exhibition on 29th June, 2022 for students and teachers.

POINT 5

It was decided that the AQAR for the academic year 2021-22 to be submitted by the teacher in charge on or before 16th August, 2022. Principal Dr. Eknath Zhrekar expressed his plan to submit

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Arts & Commerce
Mumbai-400 071

the AQAR for 2022-23 by June 2023. Further he also told the members about the possibility of utilisation of May 2023 vacation for the purpose of NAAC documentation and preparation of AQAR 2022-23. In this connection all criterion n charge were once again requested to prepare the checklists and start the documentation work.

The members present requested Principal to circulate the updated SSR copies for their reference.

POINT 6

The members were reminded and requested to submit their CAS files for the year 2021-22 on or before 31st August, 2023.

POINT 7

The Time Table committee was asked to prepare the class time table for the academic year 2022-23 on or before 2nd August, 2022. Further, it was also instructed to allot the time slot of 5.00 p.m. to 5.45 p.m. for Mathematics in the regular time table.

POINT 8

It was decided in the meeting that the Mentor-Mentee batches would remain the same as last academic year.

Class	Mentor
F.Y.B. Com (A)	Asst. Prof. Tushar Pawar
F.Y.B.Com. (B)	Dr. Harsh Shukla
S.Y.B.Com.	Assoc. Prof. Dr. Lata Krishnan (50% of total admissions)
S.Y.B.Com.	Dr. Anaya A. Markandeya (50% of total admissions)
T.Y.B.Com.	Principal Dr. Eknath Zhrekar

POINT 9

It was decided in the meeting that the registration of students on Anti-Ragging portal of Government would be the responsibility of respective class teachers.

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Chembur Naka, Mumbai 400071


13th February, 2023

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

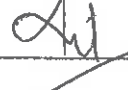
All the IQAC members are hereby informed that the IQAC meeting will be conducted on Friday, 17th February 2023 at 3.30 p.m. in the staffroom (Room No. 202) to discuss the following points.

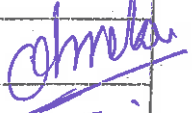
1. To approve the minutes of the meeting conducted on Saturday, 25th June 2022
2. To inform the status of AQAR 2021-22
3. To review the activities conducted / organized during the academic year 2022-23 by the criterion in charge
4. To plan the activities to be conducted from March 2023 to June 2023
5. 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

Name	Signature
Dr. Eknath K. Zhrekar	
Dr. Anaya A. Markandeya	
Dr. Tushar A. Pawar	
Dr. Harsh Shukla	
Dr. Lata Krishnam	


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* Members present for the meeting held
on 17th February, 2023, Friday, at
4:00 pm in the college staff room.

1. Dr. Elmuth K. Zhrekar - ICAC chairman Chmela
2. Dr. Lata Krishna. 17/2/23
3. Dr. Harsh Shukla 17/02/2023
4. Dr. Tushar A. Pawar 17/02/2023
5. Parveen Arif - 17/2/23

Chmela
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College of Arts & Commerce
Warananagar, Mumbai - 400 021.

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 from 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.


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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.

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Chembur Naka, Mumbai 400071

11th March, 2023

NOTICE

All the IQAC members are hereby informed that an urgent meeting of an IQAC will be conducted on Tuesday, 14th March, 2023 at 4.00 p.m. in the staffroom (Room No. 202) to discuss the following points.

1. To start the process of applying for NAAC Re-accreditation (4th cycle).
2. 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

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Minutes of Meeting Held on Tuesday, 14th March, 2023

An urgent meeting of IQAC was conducted on Tuesday, 14th March, 2023 to inform the members that the college is required to go for NAAC Re-accreditation (4th cycle) as the validity of NAAC Re-accreditation (3rd cycle) is expired in October, 2022.

POINT 1


The IQAC coordinator Dr. Anaya A. Markandeya explained all the IQAC members the prospective plan to complete the IIQA and SSR procedure.

POINT 2

It was decided that there would be a presentation by respective criterion in charge as per revised SSR framework on the document requirements form 21st March, 2023 to have a clear idea about the further working.

POINT 3

Dr. Anaya Markandeya instructed the IQAC members to complete the first draft of SSR with required documents by the end May, 2023 so as to enable the IQAC to submit the IIQA on or before 30th May, 2023.


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ACTION TAKEN REPORT 2022-23

1. Preparation of Academic Calendar 2022-23

The Academic Calendar for the year 2022-23 was prepared with the proposed activities to be conducted by various departments and committees. The same was uploaded on the college website.

2. Preparation and online submission of AQAR 2021-22

The AQAR criterion were submitted by the criterion in charge within the stipulated time. The IQAC verified and compiled the same for the online submission. The online AQAR for the year 2021-22 was presented before the College Development Committee meeting. The same was also uploaded on the college website.

3. Introduction of new Post Graduate Program M.Com. (Advanced Accountancy)

The college introduced new P.G. Program of M.Com. in Advanced Accountancy from the academic year 2022-23.

4. Applied for Ph.D. (Commerce and Management- Business Policy and Administration) research centre

The college applied for the permission of Ph.D. (Commerce and Management- Business Policy and Administration) research centre to the University of Mumbai.


5. NAAC documentation work

The gathering, compiling and filing of documents as per the SSR requirements was started.

6. Submission of CAS files for 2021-22

All the faculty members submitted CAS files for academic year 2021-22 to the IQAC except Ms. Parveen Arif.

7. Promotion under CAS


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Two teaching staff members were eligible for the CAS promotion Stage 3 to Stage 4 (Associate Professor); Dr. Eknath K. Zhrekar and Dr. Anaya A. Markandeya. The IQAC forwarded the cases to the University in the prescribed format. The committee was invited and interviews were conducted as per norms. The required documents were forwarded to the University for further processing.

8. Formation and implementation of Mentor-Mentee system

The groups for Mentor-Mentee System were formed as follows.

Class Teachers and Mentor	FYBCOM (A)- Asst. Prof. Dr. Tushar A Pawar FYBCOM (B)- Asst. Prof. Dr. Harsh D. Shukla SYBCOM (A)- Assoc. Prof. Dr. Lata Krishnan TYBCOM- Asst. Prof. Dr. Anaya A. Markandeya
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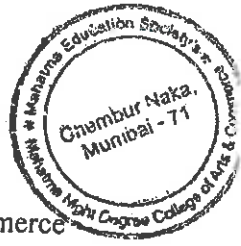
9. ICSSR Sponsored One Day International Multi-Disciplinary E-Conference on "India and the New World Order: Accelerating with Innovative Development Strategies amidst Global Turbulence"

The IQAC and Department of Economics organised a one-day international multidisciplinary conference funded by ICSSR (WR) on Saturday, 19th November, 2022 between 11.00 a.m. to 6.00 p.m. on ZOOM platform. There were 65 teachers, research scholars and students were participated in the conference. The selected 30 research papers were published in Peer Reviewed and Referred International Journal of Social Science and Management Studies with Indexing and Impact Factor 5.2.

10. NAAC Sponsored A One Day National Level E-Conference on 'The Role of National Education Policy in The Re-Accreditation Framework of Higher Education'

A one-day national level NAAC sponsored e-conference on 'The Role of National Education Policy in The Re-Accreditation Framework of Higher Education' was organised by the IQAC of the college on Saturday, 10th December, 2022 between 11.00 a.m. to 4.00 p.m. on ZOOM platform. There were 24 teachers, research scholars and students were participated in the conference. The selected 19 research papers were published in VIDYAWARTA, A Peer Reviewed International Journal ISSN No. 2319-9318 with Impact Factor 8.14.

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11. Faculty Exchange Programme 2021-22

The Faculty Exchange Programme was conducted with M. V. Mandali's College of Commerce & Science, Andheri, Mumbai from 7th November to 12th November, 2023 through online mode. The programme was conducted for T.Y.B.Com. Semester V students for the following subjects;

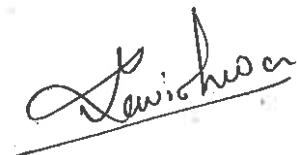
- i. Business Economics (Paper V)
- ii. Financial Accounting and Auditing (Paper VIII)
- iii. Direct and Indirect Taxation (Paper I)
- iv. Commerce V (MHRM)
- v. Cost Accounting (Paper IX)


12. Feedback from students, alumni and teachers (peer to peer) collected, analysed and uploaded on the website for the academic year 2022-23.


The online feedback form was prepared for Student Satisfaction Survey and alumni for the academic year 2022-23. It was circulated on official WhatsApp group. The hardcopies of peer to peer forms were circulated among the teachers. The feedback was collected, analysed and uploaded on the official website of the college.

13. Training Programme for teaching and non-teaching staff members on Financial Wellness: Way to Financial Freedom

The IQAC of the college organised a talk on financial awareness for the teaching and non-teaching staff members on Monday, 3rd April, 2023 between 6.00 p.m. to 8.00 p.m. in the college campus. The beneficiaries for the workshop were teaching and non-teaching staff members of all institutions of Mahatma Education Society's Chembur campus. Resource person for the session was Dr. Pruthviraj Desai, Principal of Pruthvi Sir's Foray Commerce Academy and financial advisor and mutual fund distributor.




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Collection of feedback from students and faculties with regards to Online Lectures: The IQAC coordinator informed that though we are taking online lectures, there will be some problems which are facing by the students and teachers. These issues are to be address as early as possible. Hence we required to take feedback from students as well as teachers of our college. He said somebody to take the lead for preparation of Google Questionnaire.

Dr. Anaya Markandeya and Asst. Prof. Harsh Shukla came forward and agreed to take the lead. They said they will prepare and finalized the Google Questionnaire by 10th September, 2020.

Point 6:

Planning for further Online lectures:

As per as University of Mumbai guidelines is concern, Initially University of Mumbai has not issued any guidelines for conducting inline lectures, so IQAC of the coliege instructed to take 2 lectures per day. But now in new circular it is clearly stated that every college supposed to take 3 to 5 lectures per day of 50 minutes each. Hence IQAC advise Time Table committee to make the new time table and take atleast 3 lectures per day of 50 minutes each. And after every lecture give a break of 10 minutes so that the function of the lectures will be properly.

Point 7:

Form a group for Mentor and Mentee: As per the practice by the IQAC of the college and Circular by the University of Mumbai, this year also we have form a Mentor and Mentee groups. This will help us to solve the problems which are face by the students.

Hence the following are the Mentor and Mentee groups:

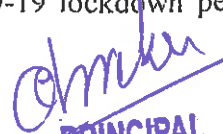
Class Teachers and Mentor	Chairpersons:
	FYBCOM (A)- Asst. Prof. Tushar A Pawar
	FYBCOM (B)- Asst. Prof. Harsh D. Shukla
	SYBCOM (A)- Assoc. Prof. Dr. Lata Krishnan
	SYBCOM (B)- Asst. Prof. Dr. Anaya A. Markandeya
	TYBCOM- Asst. Prof. Dr. Eknath K. Zhrekar

Pont 8:

Any other matter with the permission to chair:

IQAC Coordinator Dr. Eknath Zhrekar, mentioned that for the smooth functioning of the college, the regular meetings by the Principal, Head of departments and committee chairperson has to be taken. He also mentioned that atleast 2 meetings in each semester has to be taken for smooth functioning.

He also mentioned that every teacher is required to keep their records ready (If any authority ask for the same) with regards to action taken in the COVID-19 lockdown period like Webinars


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attended, webinars organized, Online lectures taken, Research papers written, Any Publications etc.

The meeting ended at 10.00 pm.



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NOTICE


Date: 30th October, 2020


All the IQAC members of our college are hereby informed that the meeting of IQAC for the academic year 2020-21 will be held on 2nd November, 2020, Monday at 08.00 pm through online mode (Zoom). The link of the meeting will send one day before the meeting.

Agenda:

9. To read and approve the minutes of last meeting (Dated on 6th September, 2020)
10. To prepare and submission of AQAR for the Academic Year 2019-20
11. To prepare Academic Calendar Till 31st December, 2020
12. To plan for Parents Teacher meeting (Online)
13. To use of N-list resources for Research and Teaching
14. To accept and processed CAS file for:
 - a. Mrs. Parveen Arif- Stage 2 to 3 (Librarian)
 - b. Asst. Prof. Dr. Eknath Zhrekar- Stage 2 to 3
 - c. Asst. Prof. Dr. Anaya Markandeya- Stage 2 to 3
15. Any other matter with the permission to chair

IQAC Chairperson
Principal Dr. Padma Rangan


IQAC Coordinator
Dr. Eknath K. Zhrekar

Name	Signature	Name	Signature
	 PRINCIPAL Mahatma Education Society's Mahatma Night Degree College of Arts & Commerce Chembur, Mumbai - 400 071.		
	NA		

MINUTES FOR IQAC MEETING HELD ON 02ND NOVEMBER, 2020, MONDAY

The following are the minutes of the IQAC meeting held on 02nd November, 2020 at 8.00 pm through online mode (Zoom Platform), under the chairmanship of Principal Dr. Padma Rangan. All the members are hereby requested to read and approve the same. Suggestions if any are welcome.

Following members were present during IQAC meeting.

1. Principal Dr. Padma Rangan
2. Dr. Eknath K. Zhrekar- IQAC Co-ordinator
3. Dr. Lata Krishnan- Member
4. Dr. Anaya Markandeya- Member
5. Asst. Prof. Tushar Pawar- Member
6. Asst. prof. Harsh Shukla- Member
7. Mr. Ashish Rai- Member
8. Mrs. Parveen Arif- Member

Principal Dr. Padma Rangan welcomes all the members of IQAC for the meeting. IQAC coordinator Dr. Eknath Zhrekar also welcome all the members for IQAC the meeting. Meeting started at 8.05 pm.

Point 1:

IQAC Coordinator Dr. Eknath Zhrekar read the minutes of IQAC meeting which was held on 6th September, 2020 through online mode. All presented IQAC members, approved the minutes.


Point 2:

IQAC Coordinator Dr. Eknath Zhrekar insist all the AQAR Criterion in-charge to complete their criterion latest by 20th November, 2020. So that the final checking will be done well in advance. After submission of all the criterion and checking, Dr. Eknath Zhrekar will submit the AQAR for the Academic year 2019-20 before 31st December, 2020.

Point 3:

Regarding the Academic calendar, the University of Mumbai has not yet sent the Academic Calendar for the year 2020-21, so it was decided that the Academic calendar will be prepared till 31st December, 2020. It was also suggested that the Examination for final year students of Academic Year 2020-21 shall also be included (on Assume that the Exam will be held in December, 2020) in the Academic calendar 2020-21.

The IQAC Coordinator suggested that the feedback on Online Exam and Online lectures shall be taken from the students as well as from teachers, so that the further functioning can be planned or can be modify if necessary.


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Asst. Prof. Tushar Pawar suggested separate feedback form shall be preparing for separate classes so that the proper analysis and action can be taken. 18th November, 2020 last date for the feedback form collection was decided.

Point 4:

All the teaching staff suggested to hold a Parents Teachers Meeting in Online mode. The purpose of the meeting was to inform the parents about Online Lectures, Activities and Examination.

It was decided that the meeting to be hold before 19th December, 2020. It was further suggested that On One Day One class to be called. All teachers are requested to prepare a plan for online meeting and is to be inform Principal madam.

Point 5:

IQAC Coordinator Dr. Eknath Zhrekar informed all the teaching staff to use the N-List for the Teaching Learning and Research purpose. The college has subscribed the facility so we must avail the facility and take the benefit of the same.

All the teachers requested to provide the training regarding how to operate and use the N-List. The responsibility for the training to staff was given to Mrs. Parveen Arif (Librarian) and Mrs. Jayshree Venugopal. The training program scheduled after Diwali vacation.

Point 6:

CAS proposal of following teachers were due for Stage 2 to Stage 3:

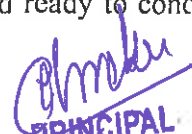
- a. Dr. Eknath K Zhrekar
- b. Dr. Anaya Markandeya and
- c. Mrs. Parveen Arif

Principal Dr. Padma Rangan directed to teachers to prepare the CAS file. The CAS file needed to submit on or before 31st December, 2020. After submission of the file Checking will be done by IQAC of the college. If all found correct and are eligible for promotion, online application has to be submitted. It was also informed that the CAS processing fees will be reimburse from the college.

Point 7:

IQAC coordinator informed to cultural incharge to conduct Online Inter Collegiate cultural Competition. Asst. prof. Harsh Shukla agreed and ready to conduct inter collegiate competition after in the month of January, 2021.

Meeting ended at 9.40 pm.


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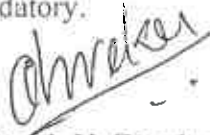
24th April, 2021

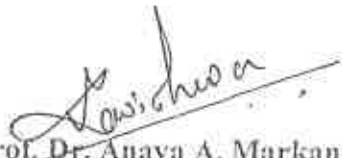
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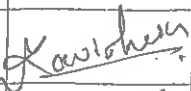
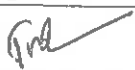
All the IQAC members are hereby informed that the IQAC meeting will be conducted on Tuesday, 27th April, 2021 at 5 p.m. to discuss the following points.

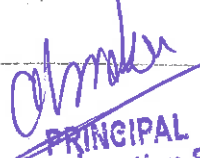
1. To read and approve the minutes of last IQAC meeting dated 20th November, 2020, Monday.
2. To plan the activities to be conducted in the month of May, 2021.
3. To discuss the strategy to conduct Students' Satisfaction Survey for the academic year 2020-21.
4. Any other matter with the permission of the Chair.

The ZOOM link for the meeting will be shared 15 minutes before the scheduled time. Attendance is mandatory.


Dr. Eknath K. Zhrekar
I/C Principal


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

Name	Signature	Name	Signature
Dr. Anaya Markandeya			
Tushar A. Pawar			


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MINUTES OF THE IQAC MEETING HELD ON TUESDAY, 27TH APRIL, 2021

The IQAC meeting was held on Tuesday, 27th April, 2021 at 5.00 p.m. on ZOOM platform under the chairmanship of I/c Principal Dr. Eknath Zhrekar.

Following members were present during IQAC meeting.

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

All the members of IQAC are hereby requested to read the minutes of said meeting and approve the same. Suggestions are welcome.

The following points were discussed and decisions were taken.

Point 1

Dr. Anaya Markandeya , IQAC coordinator requested Dr. Eknath Zhrekar to guide on the feedback system to be implemented to collect feedback from students, teachers, alumni and parents for the academic year 2020-21.

Point 2

Dr. Eknath Zhrekar and all members suggested the points to be incorporated in the feedback form like Student Satisfaction Survey on admission procedure, conduct of online lectures, teachers' involvement in online lectures, webinars, co-curricular activities conducted online, examinations, declaration of results and library facilities.

It was suggested to refer to the templates on the NAAC website for teachers' feedback.

Point 3

The pending activities for the year 2020-21 were allotted to the following teachers.

- a. A webinar on Intellectual Property Rights - Asst. Prof. Harsh Shukla
- b. A webinar for non-teaching staff on Use of Google Applications under Professional Development and Administrative Training Programme - Asst. Prof. Tushar Pawar
- c. A webinar on ITR for non-teaching staff- Dr. Ekanth Zhrekar.


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The teachers in charge were instructed to conduct the above activities on or before 30th June, 2021.
Meeting ended at 6.30 p.m.

IQAC Chairperson

I/C Principal Dr. Eknath Zhrekar


IQAC Coordinator

Dr. Anaya A. Markandeya


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12th July, 2021

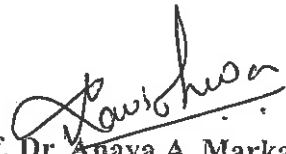
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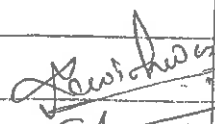

All the IQAC members are hereby informed that the IQAC meeting will be conducted on Wednesday, 21st July, 2021 at 11.30 a.m. to discuss the following points.

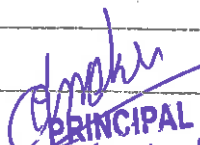
1. To approve the minutes of the meeting conducted on 26th April 2021.
2. To review the activities of last academic year.
3. To plan the academic calendar for the year 2021-22.
4. To plan activity to be conducted in the academic year 2021-22.
5. Preparation of AQAR 2020-21.
6. Submission of CAS files of 2020-21.
7. Approval of time table for the academic year 2021-22.
8. Any other matter with the permission of the Chair.

The ZOOM link for the meeting will be shared 15 minutes before the scheduled time.
Attendance is mandatory.


Dr. Eknath K. Zhrekar
I/C Principal


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

Name	Signature	Name	Signature
Dr. Anaya Markandeya			
Tushar A. Pawar			


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MINUTES OF MEETING HELD ON 21st JULY, 2021, WEDNESDAY


The minutes of the last IQAC meeting held on 27th April, 2021, Tuesday 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
5. Asst. Prof. Tushar Pawar- Member
6. Asst. Prof. Harsh Shukla- Member
7. Mr. Ashish Rai- Member
8. Mrs. Parveen Arif- Member

POINT 1

The review was taken for the activities planned during the last IQAC meeting. The activities were planned to be undertaken during the month of May and June 2021. It was observed that the following activities/ webinars were conducted.

- a. A webinar for teaching and non-teaching staff on Google Exploration was organised by Asst. prof. Tushar Pawar on
- b. A webinar on Intellectual Property Rights was going to be conducted on 22nd July, 2021, Thursday by Asst. Prof. Harsh Shukla.
- c. Dr. Eknath Zhrekar explained the reasons for non-conduct of a session on Income Tax Return Filing as the Form 16 was not received by the staff members till date which was required for the practical hands-on training of ITR filing. Further, he had also informed about the changes in Income Tax website.


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POINT 2

- a. I/c Principal Dr. Eknath Zhrekar instructed all the staff members to check the AQAR of academic year 2019-20 uploaded on the college official website. He also expressed his intention to start the following programmes/ courses in the academic year 2021-22.
- b. M.Com.
- c. Value Added course
- d. Bridge Course

IQAC coordinator Dr. Anaya Markandeya explained the expected tentative structure for Value Added and Bridge Courses to be introduced. It was told that the entire curriculum and pattern/structure would be decided by the subject teacher.

Accordingly, the bridge courses for the following subjects were decided to introduce in the current academic year.

- a. Semester I – Accountancy and Financial Management
- b. Semester II – Environmental Studies
- c. Semester III – Economics
- d. Semester IV- Commerce
- e. Semester V – English
- f. Semester VI – Tax

Asst Prof. Tushar Pawar suggested to involve an industrial expert so that a separate Board of Studies can be formed for a particular subject.

POINT 3

The NAAC requirement of the feedback system was discussed in the meeting. Principal instructed to prepare the feedback google forms for students and teachers for the academic year 2019 -20 and 2020-21.


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POINT 4

I/c Principal Dr. Eknath Zhrekar asked all teachers to

- a. Publish at least two research papers in an academic year
- b. Conduct an online conference in the current academic year
- c. A session/ seminar on Gender Equality
- d. Conduct faculty/ student exchange programme
- e. Conduct at least two activities under the Research and Development Cell.

POINT 5

I/c Principal Dr. Eknath Zhrekar asked teachers to research on E-content development and MOOCS lectures. He also suggested arranging a workshop for teachers in this regard.

POINT 6


I/c Principal Dr. Eknath Zhrekar asked Dr. Lata Krishnan to collect data of students / alumni going for higher education. He also instructed to complete the alumni enrolment for the year 2020-21.

POINT 7

All teachers were directed to submit the hard copies of CAS files for the academic year 2019-20 and 2020-21 with required documents by the end of August 2021.

POINT 8

The time table committee shared the time table of the online lectures for the academic year 2021-22 and it was approved by I/c Principal Dr. Eknath Zhrekar.


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ACTION TAKEN REPORT 2020-21

1. Introduction of online admission procedure

During the lockdown period students were unable to come to college for admission. Thus, the online admission procedure was introduced for the academic year 2020-21.

2. Submission of annual CAS file

As per discussions and decisions taken in the IQAC meeting, it was made mandatory for all teachers to submit their CAS file for a particular academic year to the IQAC within a stipulated period of time. This decision was taken to avoid delay in the promotion process of the teachers. Accordingly, all teachers were instructed to submit their CAS files for the academic year 2019-20 on or before 9th July, 2020. All teachers submitted their files to the IQAC coordinator Dr. Eknath Zhrekar within a given period of time.

3. Finalization of SOPs for the online curricular and co-curricular activities

Due to COVID-19 pandemic it was directed by the Government that all the curricular and co-curricular activities were to be conducted through online mode. Accordingly, as per instructions by the Management the Standard Operating Procedures for the said activities were finalized.

4. Conduct of online webinars

The online webinars were organized by various committees as per suggestion of the IQAC.

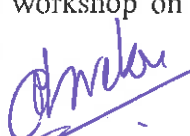
5. Training programmes organized for teachers and non-teaching staff

As per directives of Government and University of Mumbai, the curricular and cocurricular activities were conducted through online mode due to COVID-19 pandemic. The training sessions were organized for teachers on the use of Google applications for the conduct lectures and other activities through online mode. The Management purchased G Suit for online teaching learning process.

The non-teaching staff was also provided a training through online workshop on the topic 'Paperless Office'.

6. Formation and implementation of Mentor-Mentee system

The groups for Mentor-Mentee System were formed as follows.


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Class Teachers and Mentor	FYBCOM (A)- Asst. Prof. Tushar A Pawar
	FYBCOM (B)- Asst. Prof. Harsh D. Shukla
	SYBCOM (A)- Assoc. Prof. Dr. Lata Krishnan
	SYBCOM (B)- Asst. Prof. Dr. Anaya A. Markandeya
	TYBCOM- Asst. Prof. Dr. Eknath K. Zhrekar

7. Processing of online CAS application

CAS files for the promotion of Stage 2 to 3 of Dr. Eknath Zhrekar and Dr. Anaya Markandeya were verified as per University of Mumbai format and guidelines by the IQAC. The online application was made for the further processing.

8. Implementation of Student Satisfaction Survey system

During the IQAC meeting all teachers were asked to prepare and submit questions on administrative working, conduct of online lectures, conduct of online examinations etc. All teachers submitted questions for different criteria.

The online feedback form was prepared for Student Satisfaction Survey for the academic year 2020-21. It was circulated on official WhatsApp group.

Total 356 forms were collected from the students.

9. Application for PG course

As per the NAAC Peer Team (3rd cycle) recommendation, the college had applied for the PG course, M.Com. (Accountancy) to the University of Mumbai.

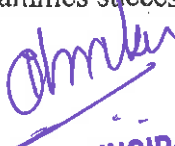
10. Encouraged staff members to attend online development programmes

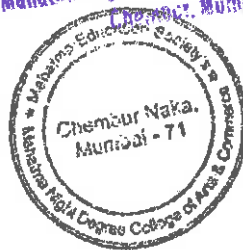
The IQAC encouraged staff members to register themselves and attend online development programmes like, Orientation programme, Refresher course, FDPs etc. Accordingly, following teachers attended and completed the programmes successfully.

- Dr. Eknath Zhrekar
- Dr. Anaya Markandeya
- Asst. Prof. Tushar Pawar
- Ms. Parveen Arif


IQAC Coordinator

Dr. Anaya A. Markandeya


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Principal

Dr. Eknath Zhrekar
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10th August, 2021


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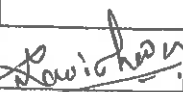



All the IQAC members are hereby informed that the IQAC meeting will be conducted on Saturday, 28th August, 2021 at 11.30 a.m. to discuss the following points.


1. To approve the minutes of the meeting conducted on 21st July, 2021.
2. Preparation of AQAR 2020-21.
3. Documentation for AQAR 2020-21.

Attendance is mandatory.


Dr. Eknath K. Zhrekar
I/C Principal


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

Name	Signature	Name	Signature
Dr. Anaya Markandeya			
Tushar A. Pawar			
Harsh Shukla			
Dr. Lata Krishnan			


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MINUTES OF MEETING HELD ON 28th AUGUST, 2021, SATURDAY

POINT 1

The minutes of the IQAC meeting held on 21st July, 2021, Wednesday 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 2

All the IQAC members were instructed to fill the information in the criterion allotted to them for the AQAR 2020-21.

The criterions were allotted to the members in the IQAC meeting held on 23rd December, 2019 as follows;

1. Dr. Anaya Markandeya- Criterion 1 and Criterion 2.2
2. Dr. Eknath K. Zhrekar- Criterion 2.6, 2.7, 2.3 and Criterion 3
3. Mrs. Parveen Arif- Criterion 4
4. Dr. Lata Krishnan- Criterion 5 and Criterion 2.4
5. Mr. Harsh Shukla- Criterion 6 and Criterion 2.5
6. Mr. Tushar Pawar- Criterion 7 and Criterion 2.1

POINT 3

The members are also requested to collect and file the required documents (criterion wise) simultaneously with the preparation of AQAR 2020-21.

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3rd January, 2022

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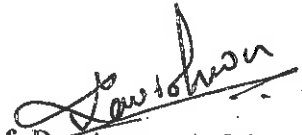
All the IQAC members are hereby informed that the IQAC meeting will be conducted on Saturday, 14th January, 2022 at 3.30 p.m. to discuss the following points.

1. To approve the minutes of the meeting conducted on 28th August, 2021.
2. Documentation for the Academic Year 2019-20 and 2020-21 (Criterion wise)


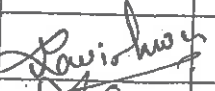

Attendance is mandatory.

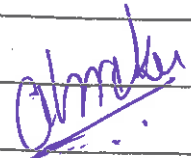


Dr. Eknath K. Zhrekar
I/C Principal



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

Name	Signature	Name	Signature
Asst. Prof. Harsh Shulda			
Dr. Anaya Markandeya			
Dr. Lata Krishna			



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14th Jan. 2022

MINUTES OF MEETING HELD ON 28th AUGUST, 2021, SATURDAY

POINT 1

The minutes of the IQAC meeting held on 28th August, 2021., Saturday 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. Harsh Shukla- Member
5. Mrs. Parveen Arif- Member

POINT 2

The IQAC members present were directed to start collection and filing the necessary documents for the Academic Years 2019-20 and 2020-21 according to the criterion allotted to them.

For the year 2020-21, instructions for documentation were given in the IQAC meeting held on 28th August, 2021. However, due to COVID 19 lockdown the process of documentation could not be started for the year 2019-20.

Principal Dr. Eknath Zhrekar guided the members present with respect to expected documents to be collected for both the years.


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25th April, 2022

NOTICE

All IQAC members are hereby informed that the IQAC meeting will be held on Tuesday, 10th 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 *Anti Ragging*
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.

Assoc. Prof. Dr. Lata Krishnan,	<i>Lata</i> 5/5/22
Asst. Prof. Harsh Shukla	<i>Harsh</i> 05/05/22
Dr. Anaya Markandeya <i>Anaya</i> 5/5/22	Tushar A. Pawar <i>Tushar</i> 5/5/22

Ekknath
Dr. Eknath K. Zhrekar

I/C Principal IQAC

Anaya
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Anaya
Dr. Anaya A. Markandeya

IQAC Coordinator

MINUTES OF MEETING HELD ON 10th May, 2022, Tuesday

The minutes of the IQAC meeting held on 14th Jan, 2022 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 Dr. Eknath Zhrekar.

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.

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Ohrekar

Asst. Prof. Tushar Pawar was asked to prepare the Peer to Peer Feedback by 30th 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. *in each academic year.*

25/6/22

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

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ahmku

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 31st August, 2022 to the QAC 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. *on the request of said candidates.*

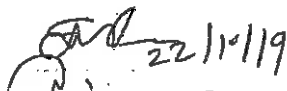
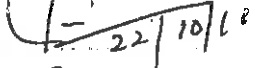
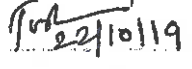
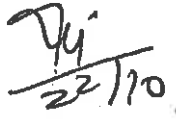
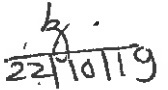


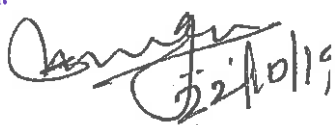
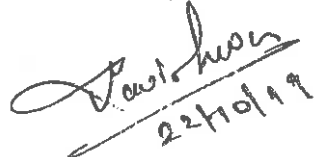
Dr. Eknath Zhrekar
PRINCIPAL
Mahatma Education Society's
Mahatma Night Degree College Of Arts & Commerce
Chembur, Mumbai - 400 071.

Chembur

Date: 22/10/19

Faculty Development Program

Following are the faculties present for the FDP on 22/10/2019 at 2.00 pm. The FDP is conducted on "Preparation of NAAC documentation with special reference to SSR". Program is conducted in staff room (Second floor)

Sr.No.	Name of Faculty	Signature
1)	Asst. Prof. Harsh Shukla	 22/10/19
2)	" " Chandramohan Varma	 22/10/19
3)	Tushar Anant Pawar	 22/10/19
4)	Dr. Lata Krishnan	 22/10
5)	Parveen Arif	 22/10/19
6)	Mr. Elmath Zhereker	 PRINCIPAL Mahatma Education Society's Mahatma Night Degree College Of Arts & Commerce Chembur, Mumbai - 400 071. 
7)	Dr. Padma Rangem.	 22/10/19
8)	Dr. Anaya A. Mankandeya	 22/10/19

Resource Person:

Dr. Parag R. Korulkar

 22/10/19

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NOTICE

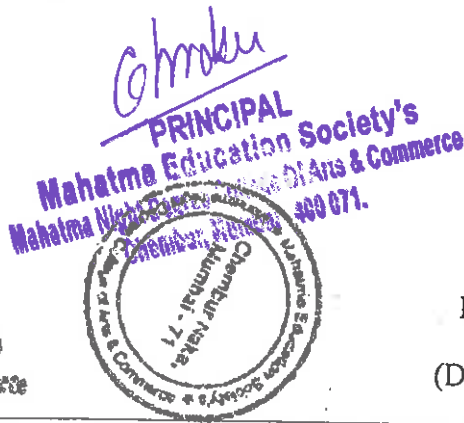
Date: 15th November, 2019


All the IQAC Members of our college are hereby informed that the meeting of IQAC for the academic year 2019-20 will be held on 23rd November, 2019, Saturday at 4.00 pm in the conference room.

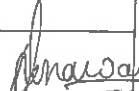


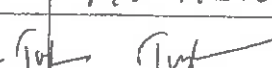
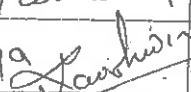


Agenda:

1. To review the last semester's activities
2. To plan the activities for the second term of the academic year 2019-20
3. To allocate the NAAC criterion to the staff members
4. To prepare the AQAR for the academic year 2018-19
5. Any other matter with permission to Chair.


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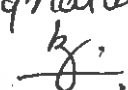


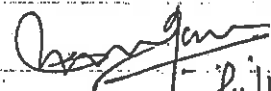
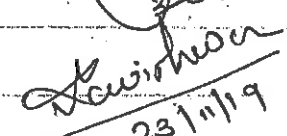
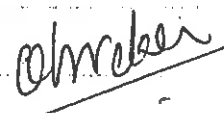




IQAC Coordinator
(Dr. Eknath K. Zhrekar)

Name and Signature	Name and Signature
	Dharmendra S. Senawane 
Dr. Lata Krishnan 	Mr. Ashish Rai 
Tushar Anant Pawar 	
Dr. Anaya Markandeya 	Parveen Arif 
Harsh Shukla 	

23/12/2019

Following are the members presented
for the IQAC meeting

Sr. No.	Name	Signature
1	Parveen Arif	
2	Harsh Shukla	
3	Lata Krishnan	
4	Dr. Padma Rangan	 23/12/19
5	D. Anaya A. Markandeya	 23/12/19
6	Dr. Elnath K. Zhrekar	


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**MINUTES FOR IQAC MEETING HELD ON 23RD NOVEMBER, 2019,
SATURDAY**

The following are the minutes of the IQAC meeting held on 23rd November, 2019, Saturday at 4.00p.m., in the Conference room, first floor, Mahatma Night Degree College, under the Chairmanship of Principal Dr. Padma Rangan.

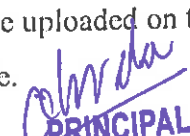
The following decisions were taken in the meeting.

Point 1:

The first agenda of the meetings was to review the last semester's activity. The IQAC coordinator Dr. Eknath Kundlik Zhrekar read the last meeting's discussion and said that all the activities are completed except E-Learning resources. Hence the Principal asked every teacher regarding E-Learning resources to be prepared and uploaded on the college website.

Following faculty agreed to prepare the E-Learning resources:

- a. Dr. Padma Rangan: Dr. Padma Rangan, Principal agreed to prepare a Question and Answers for the tutorial and will be uploaded on the college website.
- b. Dr. Lata Krishnan: Dr. Lata Krishnan said that she will find the sources from internet, youtube, articles etc. and the link of the said will be uploaded on the website. She agreed that she will prepare E-Learning resources for Service Sector of F.Y.B.Com commerce paper.
- c. Dr. Eknath Zhrekar: Dr. Eknath Zhrekar agreed to prepare the video lectures for F.Y.B.Com Accounting subject and will upload on the youtube and the link will be uploaded on the college website.
- d. Dr. Anaya Markandeya: Dr. Anaya Markandeya agreed to prepare T.Y.B.Com Cost accounting paper Question Bank and will be uploaded on the college website.
- e. Asst. Prof. Harsh Shukla: Asst. Prof. Harsh Shukla sir also agreed to prepare Video lectures for T.Y.B.Com Economics subject and will be uploaded on the youtube. The link of the youtube will be uploaded on the college website.


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Point 2:

Principal appreciated and congratulate to all the teachers who successfully submitted the Major research Proposals and Minor Research Proposals in the academic year 2019-20.

The following are the faculties who submitted the Major research and Minor Research Proposals:

- a. Major Research: Dr. Lata Krishnan
Dr. Eknath Zhrekar and Dr. Anaya Markandeya
- b. Minor Research: Dr. Padma Rangam
Asst. Prof. Harsh Shukla
Asst. Prof. Parveen Arif (Librarian)

Point 3:

The second agenda for the meeting was to plan the activities for the second term. The second term activities planned and finalised as follows:

Month	Activities
November	3 rd Week: Reopening of the College 4 th week: TISS NUSSD Screening test 4 th week: IBPS (Banking Exam) Preparation Seminar 5 th Week: Women Development Cell Activity on Legal Awareness 5 th Week: Commerce Department Activity on Career on Professional courses 5 th Week: TISS NUSSD Screening test 5 th Week: MAHA Walkathon
December	1 st week: Sports Day (2 nd and 3 rd December, 2019) 1 st week: Certificate Course in Hotel Management- Orientation 2 nd Week: Felicitation Program (Achievement in A.Y 2018-19) 3 rd Week: CMCA 3 rd Week: Annual day Celebration

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	4 th Week: NSS Residential Camp
January 2020	2 nd Week: Alumni Meet 2 nd Week: Intra Collegiate Indoor Sports and Cultural Competition 4 th week: Community Service Day 4 th week: Inter Collegiate Indoor Sports and Cultural Competition
February 2020	3 rd Week: One Day Workshop on "How to write good Research Proposal"
March 2020	2 nd Week: National Level Conference


Point 4:

The IQAC coordinator allocated the IQAC/NAAC criterion to all the teachers for the smooth conduct of the activities. The intention for allocation of criterion amongst the teacher was every teacher should be aware about the entire criterion. The following are the teachers and the criterion allotted.

1. Dr. Anaya Markandeya: Criterion 1 and 2.2
2. Dr. Eknath Kundlik Zhrekar: Criterion 3 and 2.2
3. Mrs. Parveen Arif: Criterion 4
4. Dr. Lata Krishnan: Criterion 5 and 2.4
5. Asst. Prof. Harsh Shukla: Criterion 6 and 2.5
6. Asst. Prof. Tushar Pawar: Criterion 7 and 2.1
7. Principal Dr. Padma Rangan: Criterion 2.6 and 2.7

Point 5:

The last agenda of the meetings was regarding uploading of AQAR for the academic year 2018-19. Principal Dr. Padma Rangan instructed all the teachers to give their criterion in fully filled up. With regards to this Principal Dr. Padma Rangan informed the teachers to take the help of IQAC Coordinator Dr. Eknath Kundlik Zhrekar. Principal also instructed to upload the AQAR on or before 31st December, 2019 (Last date).


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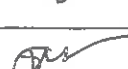
IQAC Chairperson

(Principal Dr. Padma Rangan)



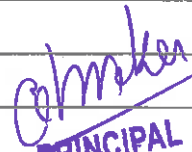
IQAC Coordinator

(Dr. Eknath K. Zhrekar)

Name and Signature	Name and Signature
	Dr. Anaya Ma. Kandeya 
	Tushar A. Pawar 
Dr. Lata Krishna 	
Parveen Arif 	
Harsh Shukla 	

Suggestions:

N. A

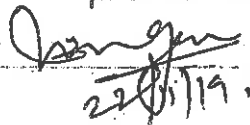
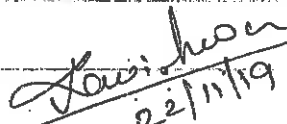
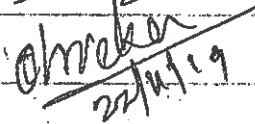


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22/11/2019

The following are the members present for meeting, The meeting is called to discuss and approve the file of CAS submitted by Asst. Prof. Hersh Shukla.

Sr. No.	Name	Signature
1.	Dr. Padma Ranjan	 22/11/19
2.	Dr. Anaya A. Markandeya	 22/11/19
3.	Dr. Elmath K. Zhrekor	 22/11/19
4.	Dr. Lata Krishnan	 22/11


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NOTICE

Date: 30th January, 2020

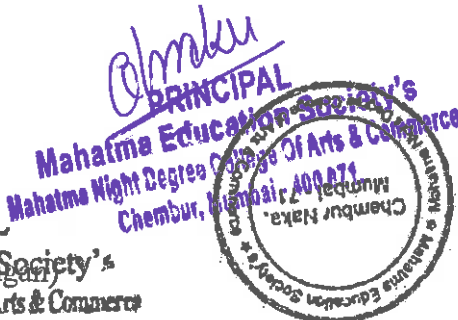
All the IQAC Members of our college are hereby informed that the meeting of IQAC for the academic year 2019-20 will be held on 06th February, 2020, Thursday at 4.00 pm in the conference room.


Agenda:


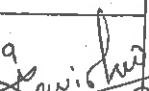

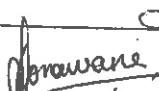
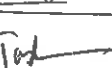

1. To read and approve the minutes of last IQAC meeting.
2. Making policy regarding issuance of certificate for:
 - a. Total percentage of lectures taken during the academic year.
 - b. Supervision duty, paper setting, paper assessment etc.
 - c. Annual submission of CAS file.
 - d. Activity Report submission.
3. Preparation of documentation as per the requirement of NAAC.
4. Feedback from the stakeholders (Present Students-SSS and Alumni).
5. Maintaining of mentor mentee records.
6. Any other matter with the permission of Chair.


IQAC Chairperson
PRINCIPAL

(Principal)
Mahatma Education Society's
Mahatma Night Degree College of Arts & Commerce
Chembur Naka, Mumbai- 400 071



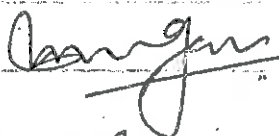

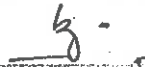

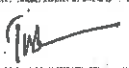
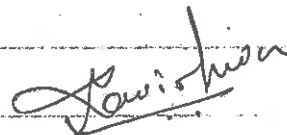


IQAC Coordinator
(Dr. Eknath K. Zhrekar)


Name and Signature	Name and Signature
Dr. Lata Krishnan 	Dr. Anaya A. Mordekar 
Parveen Azif - 	Dharmendra S. 
Tushar A. Pawar - 	Ashish Rai 

30/1/2020

06/02/2020

The following members of IQAC are present for the regular IQAC meeting which is ~~set~~ taken place on 06/02/2020 at 4.00 pm in the conference room.

Sr. No.	Name	Signature
1.	Dr. Padma Ranjan	
2.	Dr. Lata Krishnan	
3.	Parveen Arif	
4.	Harsh Shukla	
5.	Tushar Anant Pawar	
6.	D. Anaya A. Madkandey	
7.	Dr. Ekmath K. Zirkar	


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NOTICE

Date: 30th June, 2020


All the IQAC members of our college are hereby informed that the first meeting of IQAC for the academic year 2020-2021 will be held on 1st July, 2020, Wednesday at 7.30 pm through online mode (Zoom). The link for the meeting will be send at 7.15 pm on the same day.

Agenda:

1. Allocation of Working Committees for the academic year 2020-2021.
2. Preparation of Academic Calendar for the academic year 2020-2021.
3. Submission of CAS file for the academic year 2019-20
4. SOP for webinar during COVID-19
5. Any other matter with permission to chair

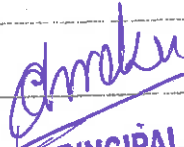
IQAC Chairperson

Principal Dr. Padma Rangan


IQAC Coordinator

Dr. Eknath K. Zhrekar

Name	Signature	Name	Signature


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MINUTES FOR IQAC MEETING HELD ON 1ST JULY, 2020, WEDNESDAY

The following are the minutes of the IQAC meeting held on 1st July, 2020, Wednesday at 7.30 pm through online mode (Zoom Platform), under the chairmanship of Principal Dr. Padma Rangan. All the members are hereby requested to read and approve the same. Suggestions if any are welcome.

Following members were present during IQAC meeting.

1. Principal Dr. Padma Rangan
2. Dr. Eknath K. Zhrekar- IQAC Co-ordinator
3. Dr. Lata Krishnan- Member
4. Dr. Anaya Markandeya- Member
5. Asst. Prof. Tushar Pawar- Member
6. Asst. prof. Harsh Shukla- Member
7. Mr. Dharmendra Sonawane- Member
8. Mr. Ashish Rai- Member

Principal Dr. Padma Rangan welcomes all the members of IQAC for the meeting (Suppose to be 1st meeting for the Academic Year 2020-21). IQAC coordinator also welcome all the members for the meeting. Meeting started at 7.45 pm.


Point 1 and 2:

The first point was the allocation of working committees for the Academic year 2020-21 and second point was to prepare the Academic Calendar for the Academic Year 2020-21, Principal Asked to prepare the Academic Calendar and Allocation of working committees but Dr. Eknath K. Zhrekar, IQAC Coordinator said that we can not prepare both Academic Calendar and Allocation of working committees as University has not issued any circular or guideline for the Academic Year 2020-21. Hence all the members decided to wait for the Guidelines or circular from the University for further clearance.

Though the University has not issued any guidelines, but we will continue online lectures for the benefit of the students. For online teaching Google Meet shall be used as the management has subscribe for G-Suit. Also decided that all the lecture notes should be posted in the Google Classroom on time to time.

Point 3:


IQAC coordinator informed all the faculty members to submit their CAS file for the Academic year 2019-20 on or before 9th July, 2020 on eknathzhrekar@mes.ac.in. It was also instructed that, if any faculty member failed to submit their CAS file on or before due date, IQAC shall not be responsible for checking the CAS file.


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Point 4:

Principal Dr. Padma Rangan instructed to frame a Standard Operating Procedure for Organising Webinars in our college. The discussion was made amongst all the IQAC members and decided that, the Convener shall follow the following steps:

1. Decide topic, Resource person, day and date for the webinar
2. Make an application (Through mail) to the IQAC coordinator for the approval along with the flyer of the webinar. (Flyer must be prepared from the DTP department Mr. Sanjay Singh)
3. IQAC Coordinator will send it Principal and Management for the approval. The approval shall be with respect to topic, its relevance, resource person, day and date along with the Honorarium.
4. Once the approval received from Principal and Management, the Flyer, Registration link shall be forwarded in the various groups.
5. At least 2-3 days before the webinar, the Convener shall hold meeting and allocate the work among the faculty members.
6. After the completion of Webinar, the participation certificate shall be prepared with the help of Mr. Sanjay singh and distribute to all the participants
7. And finally the Webinar report shall be submitted to the IQAC coordinator.


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NOTICE


Date: 3rd September, 2020

All the IQAC members of our college are hereby informed that the meeting of IQAC for the academic year 2020-21 will be held on 6th September, 2020, Sunday at 6.30pm through online mode (Zoom). The link of the meeting will send one day before the meeting.


Agenda:

1. To read and approve the minutes of last meeting (Dated on 1st July, 2020)
2. To review pending issues in the last Academic year 2019-20
3. Preparation of academic Calendar for the Academic Year 2020-21
4. Allocation of working committees for the Academic Year 2020-21
5. Collection of Feedback from the students with regards to online lectures taken.
6. Planning for the further online lectures (If any change is required)
7. To form a group for Mentor -Mentee
8. Any other matter with the permission to chair

IQAC Chairperson
Principal Dr. Padma Rangan


IQAC Coordinator
Dr. Eknath K. Zhrekar

Name	Signature	Name	Signature
	NA		


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MINUTES FOR IQAC MEETING HELD ON 06th SEPTEMBER, 2020, SUNDAY

The following are the minutes of the IQAC meeting held on 06th September, 2020, Sunday at 6.30 pm through online mode (Zoom Platform), under the chairmanship of Principal Dr. Padma Rangan. All the members are hereby requested to read and approve the same. Suggestions if any are welcome.

Following members were present during IQAC meeting.

1. Dr. K.M. Vasudevan Pillai- Management
2. Dr. Daphne Pillai- Management
3. Principal Dr. Padma Rangan
4. Dr. Eknath K. Zhrekar- IQAC Co-ordinator
5. Dr. Lata Krishnan- Member
6. Dr. Anaya Markandeya- Member
7. Asst. Prof. Tushar Pawar- Member
8. Asst. prof. Harsh Shukla- Member
9. Mr. Ashish Rai- Member
10. Mrs. Parveen Arif- Member


Principal Dr. Padma Rangan welcomes all the members of IQAC for the meeting. IQAC coordinator Dr. Eknath Zhrekar also welcome all the members for 1st IQAC the meeting for the Academic year 2020-21. Meeting started at 6.45 pm.

The Mahatma Education Society organizes every year Teachers days and Onam celebration. This year also management of Mahatma education Society organizes the Teachers days and Onam celebration but in Online mode. With regards to this every institution has asked to submit their achievements and highlights of the institution. Accordingly, the information was given to all the heads but the same information was not given by the Principal Dr. Padma Rangan to their staff on time and hence Mahatma Night Degree College of Arts and Commerce remain unrepresented in the event. This question was asked by IQAC Coordinator to the principal and Principal accepted the entire mistake and also regret it.

The Management Dr. K.M. Vasudevan Pillai and Dr. Daphne Pillai asked the same to the Principal and also informed that various information is not passed to the staff on time and hence it caused damage the image of the institution. Amongst 48 institutions only one institution remained unrepresented, this was very disappointed to the teachers who worked a lot and not recognized at all.

Point 1:

IQAC Coordinator Dr. Eknath Zhrekar read the minutes of IQAC meeting which was held on 1st July, 2020 through online mode. All presented IQAC members, approved the minutes.


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Point 2:

Pending issues in the last academic year: Chairperson Principal Dr. Padma Rangan asked the IQAC coordinator is there any issues are pending?

- a. Dr. Eknath Zhrekar mentioned that Alumni documentation is not done properly so we need to update. This includes Alumni Notices and its minutes. Only activity reports are submitted on time to time.
- b. The magazine for the academic year 2019-20 is still not finalized. The chairperson (Magazine Committee) Dr. Anaya Markandeya said it is in process and it will be finalized very soon. Because of lockdown and no face to face communication, it caused a delay.

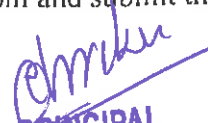
Point 3:

Preparation of Academic Calendar: The University of Mumbai has issued guidelines stating only the start of online lectures from 7th August, 2020. University of Mumbai has not yet given any information with regards to academic calendar. Hence the IQAC Coordinator Dr. Eknath Zhrekar proposed that we will prepare Academic Calendar for the month of August, September and October. He also mentioned that only online lectures are not sufficient in this pandemic, hence need to be added webinars for Faculty/ students, Cultural activities (Online) etc.

The Academic Calendar for 3 months ended October, 2020 is as under:

Month	Activities
August	Online lectures
September, 2020	1 st week: Online lectures Teachers Day and Onam celebrations 2 nd Week: Online lectures Orientation for F.Y.B.Com and online training with regards to online lectures on Google meet and use of Google Classroom 3 rd Week: Online lectures to be started for F.Y.B.com as well as other classes online lectures to be continued 4 th Week: Online lectures and one webinar for students/ Faculty
October, 2020	1 st week: Webinar by the Alumni on Mental Health for the students of MNDC Online Lectures to be continued 2 nd Week: Online Lectures and MCQ practice questions for last year T.Y.B.Com students 3 rd Week: Online lectures Online Inter Collegiate Cultural activities 4 th Week: Online Lectures


It is also recommended to the faculty members that only online lectures are not sufficient, we need to take regular test also. Hence all the faculties are requested to prepare MCQ for students to practice. Also faculties can give Assignment in Google Classroom and submit the lecture notes in the Google Classroom.


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Point 4:

Allocation of working committees: The following are the working committees and the respective incharge and members:

<i>Name of Committee</i>	<i>Name of the Incharge</i>
NCC	Chairperson- Dr. Lata Krishnan Member: Asst. Prof. Tushar Pawar Member: Mrs. Sajida Shaikh (From Junior College)
NSS	Assoc. Prof. Dr. Lata Krishnan (Sr. PO) Asst. Prof. Dr. Anaya Markandeya (Second PO) Member: Mrs. Parveen Arif
Sports (Indoor Games Only)	Chairperson: Dr. Eknath K. Zhrekar Member: Asst. Prof. Tushar A. Pawar Asst. Prof. Anaya Markandeya
Students Council	Chairperson: Dr. Lata Krishnan Member: Mrs. Parveen Arif
Cultural	Chairperson: Asst. Prof. Harsh D. Shukla Member: Asst. Prof. Tushar A. Pawar Asst. Prof. Dr. Anaya Markandeya
Placement Cell	Chairperson: Dr. Lata Krishnan Member: Dr. Eknath K. Zhrekar Asst. Prof. Anaya Markandeya Asst. Prof. Tushar Pawar Asst. Prof. Harsh Shukla Asst. Prof. Parveen Arif (Librarian)
Library	Chairperson: Asst. Prof. Dr. Anaya Markandeya Member: Mrs. Parveen Arif Dr. Eknath K. Zhrekar Student Representative: _____
Magazine	Chairperson: Asst. Prof. Dr. Anaya Markandeya Member: Dr. Eknath K. Zhrekar Asst. Prof. Tushar A. Pawar
Discipline	Chairperson: Asst. Prof. Dr. Anaya Markandeya Member: Asst. Prof. Tushar A. Pawar Mrs. Parveen Arif Mr. Ashish Rai (Administrative Staff)
Examination	Chairpersons: Asst. Prof. Harsh D. Shukla - F.Y.B.Com + Moderation Dr. Lata Krishnan- S.Y.B.Com + Moderation

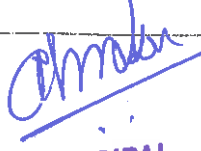

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	Dr. Eknath K. Zhrekar- T.Y.B.Com (Applied Component) + Moderation Asst. Prof. Dr. Anaya Markandeya and Dr. Eknath K. Zhrekar - T.Y.B.Com Study Camp and Preliminary Examination Asst. Prof. Tushar A. Pawar - ATKT Examination + Moderation
Unfair Means	Chairperson: Dr. Eknath K. Zhrekar Member: Mrs. Parveen Arif Asst. Prof. Tushar Pawar
Alumni	Chairperson: Asst. Prof. Harsh D. Shukla Student Representative: President and Secretary Member: Assoc. Prof. Dr. Lata Krishnan Asst. Prof. Parveen Arif (Librarian) Asst. Prof. Dr. Eknath Zhrekar (For Accounting)
Time Table	Chairperson: Dr. Eknath K. Zhrekar Member: Asst. Prof. Dr. Anaya Markandeya Asst. Prof. Harsh Shukla
Admission – F.Y.B.Com	Chairperson: Dr. Padma Rangan Member: Assoc. Prof. Dr. Lata Krishnan Asst. Prof. Parveen Arif Mr. Ashish Rai (Senior Clerk) Mr. Ajit Pandey (Senior Clerk)
Admission – S.Y.B.Com	Chairperson: Dr. Padma Rangan Member: Asst. Prof. Dr. Anaya Markandeya Assoc. Prof. Dr. Lata Krishnan Asst. Prof. Parveen Arif Mr. Ashish Rai (Senior Clerk) Mr. Ajit Pandey (Senior Clerk)
Admission – T.Y.B.Com	Chairperson: Dr. Padma Rangan Member: Dr. Eknath K. Zhrekar Assoc. Prof. Dr. Lata Krishnan Asst. Prof. Parveen Arif Mr. Ashish Rai (Senior Clerk) Mr. Ajit Pandey (Senior Clerk)
Women development Cell	Chairperson: Mrs. Parveen Arif Member: Assoc. Prof. Dr. Lata Krishnan Asst. Prof. Dr. Anaya A. Markandeya Asst. Prof. Dr. Eknath Zhrekar Mr. Dinesh Kunder (Junior Clerk)

(Signature)
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Grievance Cell/ Sexual Harassment and Anti Ragging Committee	Chairperson: Dr. Padma Rangan Member: Dr. Eknath K. Zhrekar Dr. Lata Krishnan Mrs. Parveen Arif Mr. Dharmendra Sonawane Mr. Ajit Pandey
College Development Committee	Dr. K.M. Vasudevan Pillai – Management Chairperson: Dr. Padma Rangan- Principal Member: Assoc. Prof. Dr. Lata Krishnan- Senior Prof. Asst. Prof. Dr. Eknath K. Zhrekar- IQAC Coordinator Asst. Prof. Dr. Anaya A. Markandeya Asst. Prof. Tushar A. Pawar Asst. Prof. Harsh D. Shukla Mrs. Parveen Arif Mr. Dharmendra Sonawane- Administrative
Special cell	Chairperson: Dr. Eknath Kundlik Zhrekar Member: Asst. Prof. Tushar Pawar Mr. Dharmendra Sonawane (OS)
Research and Development And Avishkar Research Convention	Chairman: Asst. Prof. Harsh D. Shukla Members: Dr. Lata Krishnan Dr. Eknath K. Zhrekar Asst. Prof. Dr. Anaya Markandeya Asst. Prof. Tushar Pawar Asst. Prof. Parveen Arif
Collaborative Programs	Chairperson: Dr. Padma Rangan Member: Dr. Lata Krishnan Dr. Anaya Markandeya Asst. Prof. Tushar A. Pawar Asst. Prof. Harsh D. Shukla
Prospectus and College Information Committee	Chairman: Dr. Padma Rangan – Principal Members: Dr. Eknath K. Zhrekar- IQAC Coordinator Assoc. Prof. Dr. Lata Krishnan- HOD, Commerce Asst. Prof. Tushar Pawar- EVS Department Mr. Dharmendra Sonawane- Office Superintendent Mr. Ashish Rai - Senior Clerk
Note: The Standard Operating Procedure for all committees has to be prepared by the respective committee chairperson	

Point 5:


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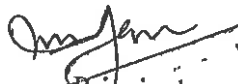
NOTICE


Date: 25th September, 2018


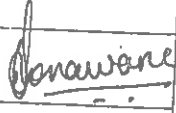
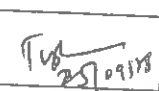
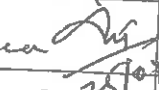


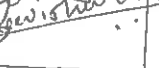
All the IQAC members of our college are hereby informed that third meeting of the IQAC will be held on 28th September, 2018, Friday at 3.00 pm in the conference room.

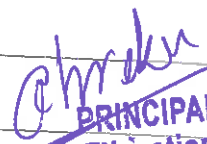
Agenda:

1. To read and approve the minutes of last IQAC meeting.
2. To officially allocate the college committees to the teaching and non teaching staff.
3. To take a review on "One day workshop on TYBCOM revised Syllabus" on 7th July, 2018.
4. To discuss the dates for conducting of academic activities under the banner of association.
5. To discuss the date for National Level Conference to be conducted in the current academic year.
6. Planning to maintain the student's records as per NAAC requirement and allotment to the teachers.
7. To plan parents teachers meeting.
8. To discuss the college budget for different activities for the current academic year.
9. Any other matter with the permission of the chair.


Principal
(Dr. Padma Rangan)


25/09/2018
IQAC Coordinator
(Dr. Eknath K. Zhrekar)

Name and Signature	Name and Signature
Hemsh Shukla 	Dharmendra Sonawane 
Tushar A. Pawar  25/09/18	
Dr. Lata Krishna  25/09/18	
Parveen Anif - Parveer 	
Miss Anaya A. Markundeya 	
Ashish Rai 	


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I Q A C Meeting

Date: 28/09/2018

Members Present

1.

2. Dr. Padma Rangan Rangan 28/9/18

3. Dr. Elmath Kundlik Zhrakar Zhrakar

4. Tushar A Pawar Tushar 28/09/18

5. Mes. Anaya A. Markandeya Anaya 28/9/18

6. Harsh Shukla Harsh 28/9/18

7. Parveen Arif Parveen 28/9/18

8. Dr. Lata Krishnar Lata 28/9/18

9.

Ohmaku
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MINUTES FOR IQAC MEETING HELD ON 28TH SEPTEMBER 2018

The IQAC meeting was held on 28th September, 2018, Friday at 3.00p.m., in the conference room, 1st floor, Mahatma Night Degree College, under the chairmanship of Principal Dr. Padma Rangan. The following decisions were taken.

Point 1

The minutes of the last IQAC meeting held on 3rd March, 2018 were read by the IQAC coordinator Dr. Eknath Zhrekar. The same were approved by all the members of IQAC.

Point 2

The different college committees were approved and allocated for the academic year 2018-19.

The copy of the same is attached herewith for reference.

Point 3


The review was taken on a "One Day Workshop on T.Y.B.Com. Revised Syllabus (Sem. V and VI)". Principal Dr. Padma Rangan appreciated, workshop coordinator Dr. Ekanth Zhrekar and all teaching staff for their efforts and enthusiasm.

Further, the event was also evaluated critically. The corrective measures were suggested for improvisation in future events. Asst. Prof. Tushar Pawar talked about orientation and guidance required to be provided to the non-teaching and support staff.

Point 4

The activities to be conducted for the academic year under the banner of various associations were discussed and finalized as follows.

- i. Association of Economics and Alumni Association are to conduct an activity in collaboration with Bombay Stock Exchange.
- ii. A Quiz Contest is to be conducted under the banner of Commerce Association.


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In this connection the Principal stated that, for the smooth and effective conduct of any event coordination is must. She emphasized on a team work to avoid any chaos and confusion among staff members.

Further, it was also decided that, *No* concession will be given to any teacher to conduct any activity or event. Teachers were instructed to do planning and preparatory work in this regard before 5p.m or after 9p.m. without disturbing their lectures workload. It was also decided that, in case of students are involved in an activity, the Principal will take a decision accordingly.

Principal also stressed that, the policy will be applicable to all to avoid any discrimination.

It was further instructed that, NCC and NSS programme officers should be present at the time of any NCC or NSS activity.

Point 5

It was decided that, the national level conference will be held in the first week of March 2019. It was further decided that, the agencies like ICSSR, NAAC will be approached for collaboration and funds.

Point 6

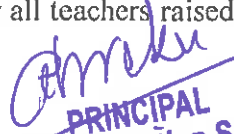
To fulfill one of the requirements of revised NAAC guidelines, it was decided to collect and maintain students' records online with the help of IT assistant Ms. Ruchita Vahradi. Class teachers of respective classes were directed to create and maintain the class wise data. As per the new guidelines the email address for each student needs to be maintained active for feedback purpose.

Point 7

It was decided that the chairperson of every committee should submit his/her annual activity plan with budget in the beginning of the academic year.

Point 8

With the permission of the chair, the discussion was held on the point of Refresher/ Orientation Courses. The point was raised by Dr. Ekanth Zhrekar. He suggested that, the teacher whose promotion as per CAS is due, should get preference. Further all teachers raised a point to have a


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permanent policy on this matter. The Principal took a decision that, due to staff constraint only one teacher can attend the refresher/ orientation course at a time. It was further decided that, the teacher concerned will be allowed and relieved for above mentioned courses anytime during the academic years whether during the period of regular lectures or examinations.

Ohroku

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NOTICE

Date: 10th July, 2019

All the IQAC Members of our college are hereby informed that the meeting of IQAC for the academic year 2019-20 will be held on 16th July, 2019, Tuesday at 4.00 pm in the conference room.

Agenda:

1. To read and approve the minutes of last IQAC meeting.
2. To officially allocate the college committees to the teaching and non teaching staff for the academic year 2019-20.
3. To finalise the Academic Calendar for the academic year 2019-20.
4. To introduced new E-Learning methodology.
5. To finalise the college publications for the academic year 2019-20.
6. Any other matter with permission to Chair.


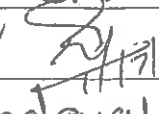
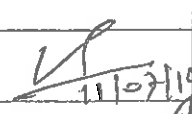
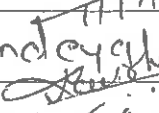

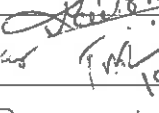
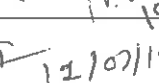


PRINCIPAL
IQAC Chairperson
Mahatma Education Society's
Mahatma Night Degree College of Arts & Commerce
Chembur, Mumbai - 400 071



IQAC Coordinator

(Dr. Eknath K. Zhrekar)

Name and Signature	Name and Signature
Chandramohan Varna 	
Dr. Lata Krishnan 	Ashish Rai 
Dr. Anaya A. Marathe 	Dharmendra Sonawane 
Priyanka Anant Pawar 	
Harsh Shukla 	

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NOTICE

Date: 16th July, 2019

All the IQAC Members of our college are hereby informed that the meeting of IQAC which was scheduled on 16th July, 2019 has been postponed to next week i.e. 23rd July, 2019, due to unavailability of Principal Dr. Padma Rangan. Place and time of the meeting will remain the same.

Ohmrekar

IQAC Coordinator

(Dr. Eknath K. Zhrekar)

Name and Signature	Name and Signature
	Harsh Shukla &
Tushar A. Pawar <i>Tushar A. Pawar</i>	Ashish Rai <i>Ashish Rai</i>
Dr. Anaya A. Marikandeya <i>Anaya A. Marikandeya</i>	
Chandramohan Varna <i>Chandramohan Varna</i>	
Dr. Lata Krishnan <i>Dr. Lata Krishnan</i>	

Ohmrekar
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I @ A C Meeting

Date: 23/07/2019

Following are the members presented for the meeting at 3.15 pm.

1.

2. Dr. Padma Rangem

Signature
23/07/19

3. Parveen Arif

Parveen

4. Dr. Anaya A. Markandeya

Signature
23/7/19

5. Dr. Elnath K. Threkar

Signature
23/7/19

6. Tushar A. Pawar

Signature
23/07/19

7. Chandramohan Verma

Signature
23/07/19

8. Dr. Lata Krishnan

Signature

9. Asst. Prof. Harsh Shukla

Signature

Signature
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Mahatma Night Degree College Of Arts & Commerce
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MINUTES FOR IQAC MEETING HELD ON 23rd JULY, 2019, TUESDAY

The following are the minutes of the IQAC meeting held on 23rd July, 2019, Tuesday at 3.00p.m., in the library, 5th floor, Mahatma Night Degree College, under the Chairmanship of Principal Dr. Padma Rangan. All the members of the IQAC are hereby requested to read and approve the same. Suggestions if any are welcome.

The following decisions were taken in the meeting.

Point 1

The minutes of the last IQAC meeting held on 28th September, 2018 were read by the IQAC coordinator Dr. Eknath Zhrekar. The same were approved by all the present members of IQAC.

Point 2

The different college committees were approved and allocated for the academic year 2019-20.

The copy of the same is attached herewith for reference.

Point 3


The Academic Calendar for the first term of the Academic Year 2019-20 was finalized.

Point 4

The discussion was held on introduction of "E-Learning Methodology". Various suggestions were given by all the teaching staff members. The methods suggested were, online notes and recorded lectures for the students to be uploaded on the college website.

Point 5

The Magazine Committee was suggested to link the soft copy of the yearly magazine to the college website.


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Point 6


With the permission of the Chairperson, the issue of Compensatory Leave to be granted as per University of Mumbai – S423 and S425- 2(b) for the days worked during the vacation was discussed. The same was approved by the Principal Dr. Padma Rangan.

Point 7


Dr. Lata Krishnan requested for clarity of the role of Head of the Department with regards to Commerce Department. With reference to her request, Principal asked her to define the vision, mission, objectives and goals of the Commerce Department. Dr. Lata Krishnan was further instructed to conduct the regular departmental meetings with proper notice, agenda and minutes. She was also instructed to conduct departmental activities like Research and Development etc.

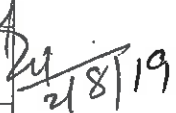

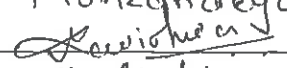
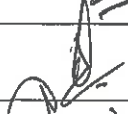



Point 8


The discussion was held on Research and Development Committee activities. It was clarified by the Principal that all the teaching staff members will be the part of the said Committee.


 IQAC Chairperson
PRINCIPAL
 (Principal Dr. Padma Rangan)
 Mahatma Education Society's
 Mahatma Night Degree College of Arts & Commerce
 Chembur, Mumbai - 400 071.




 IQAC Coordinator
 (Dr. Eknath K. Zhrekar)

Name and Signature	Name and Signature
	Assoc. Prof. Dr. Lata Krishnan  24/8/19
	Ashish Rai 
Dr. Anaya Manjandey 	Dharmendra S 
Asst Prof. Harsh Shukla 	S.M. Varma 
Tushar A. Jawar  24/8/19	


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Suggestions:



MAHATMA EDUCATION SOCIETY'S
MAHATMA NIGHT DEGREE COLLEGE OF ARTS AND COMMERCE
Chembur Naka, Mumbai - 400 071. Tel : 2522 4856 / 8414 Fax: 2522 9587
NAAC ACCREDITED

19th October, 2019


To
Dr. Parag Karulkar
K. G. Uran College of Commerce and Arts,
Uran

Subject: Invitation for conducting Faculty Development Programme

Dear Sir,

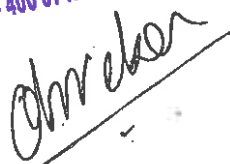
It gives us immense pleasure to invite you as an expert to conduct Faculty Development Programme in on "Preparation of NAAC Documentation with Special reference to SSR" our college on 22nd October, 2019 at 2 p.m. Your expertise will facilitate our faculty members to enhance their knowledge in the preparing and maintaining NAAC related documents.

Thank you.


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Principal
Dr. Padma V. Rangan
PRINCIPAL
Mahatma Education Society's
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Chembur Naka, Mumbai - 400 071


IQAC Coordinator


22/10/19