



Nirmala Memorial Foundation College of Commerce and Science

**Permanently Affiliated to University of Mumbai
Accredited by NAAC, ISO 9001-2015 Certified
Recognised under section 2(f) & 12(B) of the UGC Act 1956**

D.S. Road, Asha Nagar, Thakur Complex, Kandivali (East), Mumbai – 400 101. Tel.: 022 69436400

6.1

Institutional Vision and Leadership



Nirmala Memorial Foundation College of Commerce and Science

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6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.



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6.1.1 - Decentralization & Participation in the Institutional Governance

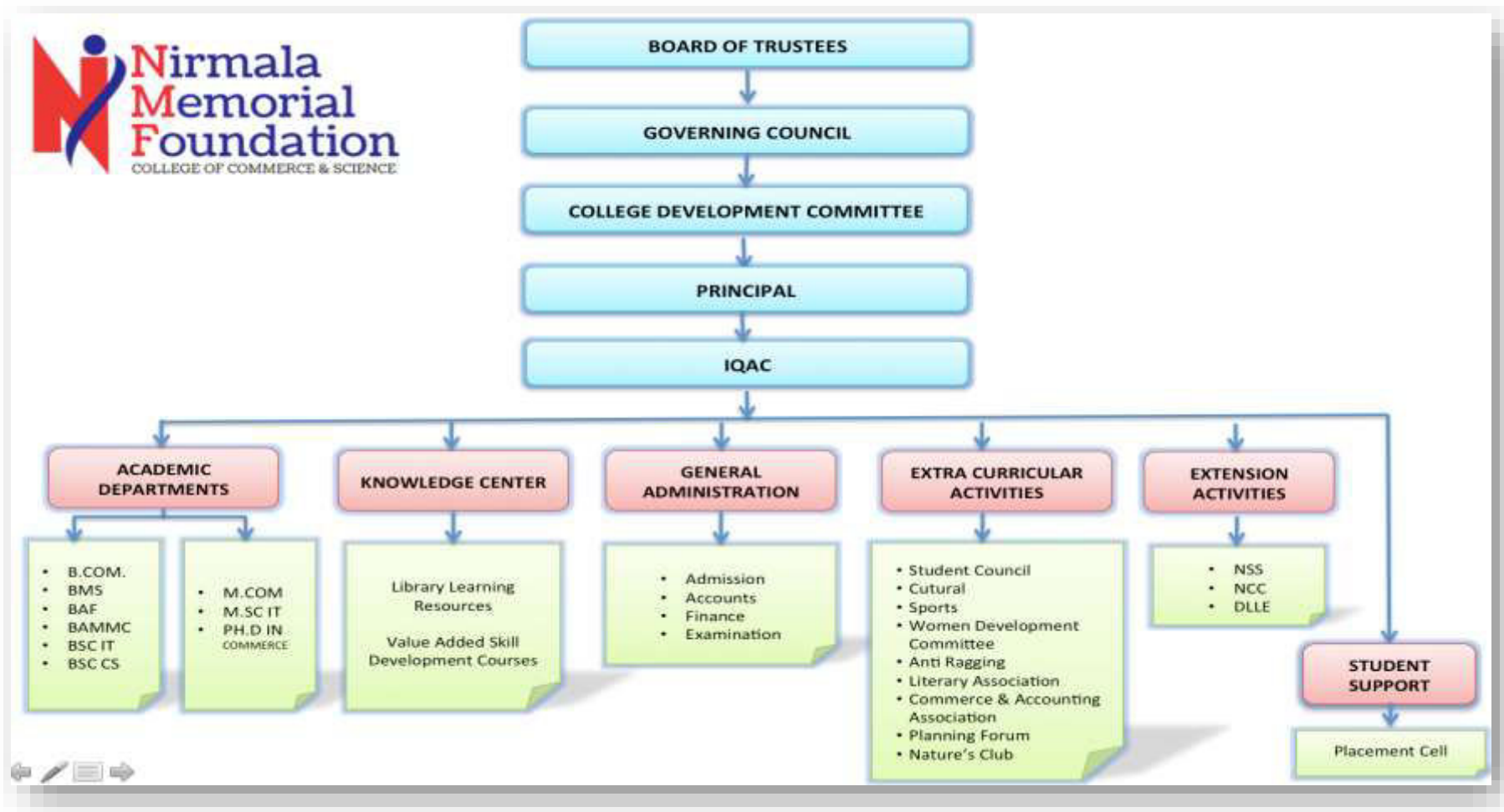
Decentralization, involving College Development Committee (CDC), Internal Quality Assurance Cell (IQAC), and various academic committees, empowers departments to independently allocate resources, initiate department-specific development, and enhance overall educational quality. These committees collectively ensure quality control and continuous improvement across the institution while allowing for tailored academic initiatives.

INDEX

| Sr. No | Title | Links |
|--------|--|----------------------------|
| 1 | Organogram | Click Here |
| 2 | College Development Committee | Click Here |
| 3 | Internal Quality Assurance Cell | Click Here |
| 4 | Various Academic Committees | Click Here |
| 5 | Participation in the Institutional Governance (CDC & IQAC Minutes of Meeting) | Click Here |

Organogram

<https://nmfdegree.edu.in/organogram.php>



College Development Committee



Nirmala Memorial Foundation College of Commerce & Science

(Permanently Affiliated to University of Mumbai)

(Accredited by NAAC with B++ (1st Cycle))

D.S. Road, Asha Nagar, Thakur Complex, Kandivali (East), Mumbai - 400 101. • Tel.: 022-2854 3234

12th June 2018

College Development Committee

College has formed the 'College Development Committee (CDC) as per the section 97 of the Maharashtra Public Universities Act, 2016

The constitution of College Development Committee (CDC) of Nirmala Memorial Foundation College of Commerce and Science as follows:

| Sr. No. | Name | Designation |
|---------|---------------------------|---|
| 1 | Ms. Aruna Desai | Director, Nirmala Memorial Foundation |
| 2 | Dr. Dennis Desai | Chairperson Nirmala Memorial Foundation |
| 3 | Ms. Dhara Desai | Secretary, Nirmala Memorial Foundation |
| 4 | Dr. Alpa Upadhyay | Teacher Representative |
| 5 | Ms. Sangeetha Shyamsundar | Teacher Representative |
| 6 | Ms. Vaishali Mishra | Teacher Representative |
| 7 | Ms. Swati Desai | Registrar |
| 8 | Mr. Milan Desai | Local Member, Nominated by Management |
| 9 | Mr. Ishwar Jha | Local Member, Nominated by Management |
| 10 | Mr. Jay Rawal | Alumnus |
| 11 | Dr. Poonam Kakkad | Co-ordinator, IQAC |
| 12 | Ms. Swiddle D'Cunha | Member - Secretary I/C Principal, Nirmala Memorial Foundation College of Commerce & Science |

Ms. Swiddle D'Cunha
I/C Principal





Nirmala Memorial Foundation College of Commerce & Science

(Permanently Affiliated to University of Mumbai)

(Accredited by NAAC with B++ (1st Cycle))

D.S. Road, Asha Nagar, Thakur Complex, Kandivali (East), Mumbai - 400 101. • Tel.: 022-2854 3234

06th June 2019

College Development Committee

With reference to the circular dated 16th March 2019, college has formed the 'College Development Committee (CDC) as per the section 97 of the Maharashtra Public Universities Act, 2016

The constitution of College Development Committee (CDC) of Nirmala Memorial Foundation College of Commerce and Science as follows:

| Sr. No. | Name | Designation |
|---------|---------------------------|---|
| 1 | Ms. Aruna Desai | Director, Nirmala Memorial Foundation |
| 2 | Dr. Dennis Desai | Chairperson Nirmala Memorial Foundation |
| 3 | Ms. Dhara Desai | Secretary, Nirmala Memorial Foundation |
| 4 | Dr. Alpa Upadhyay | Teacher Representative |
| 5 | Ms. Sangeetha Shyamsundar | Teacher Representative |
| 6 | Ms. Vaishali Mishra | Teacher Representative |
| 7 | Ms. Swati Desai | Registrar |
| 8 | Mr. Milan Desai | Local Member, Nominated by Management |
| 9 | Mr. Ishwar Jha | Local Member, Nominated by Management |
| 10 | Mr. Jay Rawal | Alumnus |
| 11 | Mr. Ayush Shah | Student Representative |
| 12 | Dr. Poonam Kakkad | Co-ordinator, IQAC |
| 13 | Ms. Swiddle D'Cunha | Member - Secretary I/C Principal, Nirmala Memorial Foundation College of Commerce & Science |

Ms. Swiddle D'Cunha
I/C Principal





Nirmala Memorial Foundation College of Commerce & Science

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09th June 2020

College Development Committee

With reference to the circular dated 16th March 2019, college has formed the 'College Development Committee (CDC) as per the section 97 of the Maharashtra Public Universities Act, 2016

The constitution of College Development Committee (CDC) of Nirmala Memorial Foundation College of Commerce and Science as follows:

| Sr. No. | Name | Designation |
|---------|---------------------------|---|
| 1 | Ms. Aruna Desai | Director, Nirmala Memorial Foundation |
| 2 | Dr. Dennis Desai | Chairperson Nirmala Memorial Foundation |
| 3 | Ms. Dhara Desai | Secretary, Nirmala Memorial Foundation |
| 4 | Dr. Megha Juvekar | Teacher Representative |
| 5 | Dr. Alpa Upadhyay | Teacher Representative |
| 6 | Ms. Sangeetha Shyamsundar | Teacher Representative |
| | Ms. Vaishali Mishra | Teacher Representative |
| 7 | Ms. Swati Desai | Registrar |
| 8 | Mr. Milan Desai | Local Member, Nominated by Management |
| 9 | Mr. Ishwar Jha | Local Member, Nominated by Management |
| 10 | Mr. Jay Rawal | Alumnus |
| 11 | Mr. Ayush Shah | Student Representative |
| 12 | Dr. Poonam Kakkad | Co-ordinator, IQAC |
| 13 | Ms. Swiddle D'Cunha | Member - Secretary I/C Principal, Nirmala Memorial Foundation College of Commerce & Science |


Ms. Swiddle D'Cunha
I/C Principal





Nirmala Memorial Foundation College of Commerce & Science

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11th June 2021

College Development Committee

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The constitution of College Development Committee (CDC) of Nirmala Memorial Foundation College of Commerce and Science as follows:

| Sr. No. | Name | Designation |
|---------|-------------------------|---|
| 1 | Ms. Aruna Desai | Director, Nirmala Memorial Foundation |
| 2 | Dr. Dennis Desai | Chairperson Nirmala Memorial Foundation |
| 3 | Ms. Dhara Desai | Secretary, Nirmala Memorial Foundation |
| 4 | Dr. Megha Juvekar | Teacher Representative |
| 5 | Dr. Alpa Upadhyay | Teacher Representative |
| 6 | Mr. Vinay Dukale | Teacher Representative |
| | Ms. Vaishali Mishra | Teacher Representative |
| 7 | Ms. Swati Desai | Registrar |
| 8 | Mr. Jagannath Abhyankar | Local Member, Nominated by Management |
| 9 | Adv. Chirag Shah | Local Member, Nominated by Management |
| 10 | Mr. Jesal Rathod | Local Member, Nominated by Management |
| 11 | Mr. Jay Rawal | Alumnus |
| 12 | Mr. Ayush Shah | Student Representative |
| 13 | Dr. Poonam Kakkad | Co-ordinator, IQAC |
| 14 | Ms. Swiddle D'Cunha | Member - Secretary I/C Principal, Nirmala Memorial Foundation College of Commerce & Science |

Ms. Swiddle D'Cunha
I/C Principal





Nirmala Memorial Foundation College of Commerce & Science

(Permanently Affiliated to University of Mumbai)

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08th June 2022

College Development Committee

With reference to the circular dated 16th March 2019, college has formed the 'College Development Committee (CDC) as per the section 97 of the Maharashtra Public Universities Act, 2016

The constitution of College Development Committee (CDC) of Nirmala Memorial Foundation College of Commerce and Science as follows:

| Sr. No. | Name | Designation |
|---------|-------------------------|---|
| 1 | Ms. Aruna Desai | Director, Nirmala Memorial Foundation |
| 2 | Dr. Dennis Desai | Chairperson Nirmala Memorial Foundation |
| 3 | Ms. Dhara Desai | Secretary, Nirmala Memorial Foundation |
| 4 | Dr. Megha Juvekar | Teacher Representative |
| 5 | Dr. Alpa Upadhyay | Teacher Representative |
| 6 | Mr. Vinay Dukale | Teacher Representative |
| 7 | Ms. Swati Desai | Registrar |
| 8 | Mr. Jagannath Abhyankar | Local Member, Nominated by Management |
| 9 | Adv. Chirag Shah | Local Member, Nominated by Management |
| 10 | Mr. Jesal Rathod | Local Member, Nominated by Management |
| 11 | Mr. Vibhav Tiwari | Alumnus |
| 12 | Mr. Ayush Shah | Student Representative |
| 13 | Dr. Poonam Kakkad | Co-ordinator, IQAC |
| 14 | Ms. Swiddle D'Cunha | Member - Secretary I/C Principal, Nirmala Memorial Foundation College of Commerce & Science |

Ms. Swiddle D'Cunha
I/C Principal



IQAC Composition 2018-19



Nirmala Memorial Foundation College of Commerce & Science

(Permanently Affiliated to University of Mumbai)
(Accredited by NAAC with B** CGPA : 2.80)

D.S. Road, Asha Nagar, Thakur Complex, Kandivali (East), Mumbai – 400 101. Tel: 2854 3234

Nirmala Memorial Foundation College of Commerce and Science

Notice

12/01/2019

List of members of the Internal Quality assurance cell

| Sr No | Name | Designation | Position in IQAC |
|-------|----------------------------|--|------------------------|
| 01 | Ms. Swiddle D'Cunha | I/C Principal, Nirmala Memorial Foundation College of Commerce and Science | Chairperson |
| 02 | Mr. Denis Desai | Chairman of Nirmala Memorial Foundation | Internal Member |
| 03 | Dr. Deepa Sharma | Principal of M.D. Mahila Shah College | External Expert |
| 04 | Mr. Ishwar Jha | Entrepreneur, Industry Expert | External Expert |
| 05 | Mr. S.B. Patil | Mentor B.Sc IT department | Academic Advisor |
| 06 | Dr. Poonam Kakkad | Assistant Professor | IQAC Coordinator |
| 07 | Dr. Jignesh Dalal | Assistant Professor | Internal Member |
| 08 | Ms. Sumathi Rajkumar | Assistant Professor | Internal Member |
| 09 | Dr. Alpa Upadhyay | Assistant Professor | Teacher Representative |
| 10 | Mr. Vikas Agrawal | Assistant Professor | Internal Member |
| 11 | Dr. Megha Juvekar | Assistant Professor | Internal Member |
| 12 | Ms. Vaishali Mishra | Assistant Professor | Internal Member |
| 13 | Ms. Sangeetha Shyam Sundar | Assistant Professor | Internal Member |
| 14 | Ms. Swati Desai | Registrar | Internal Member |
| 15 | Mr. Neelkanth Raval | Alumni Representative | Member |
| 16 | Mr. Ayush Shah | Student | Member |

(I/C Principal)

IQAC Composition 2019-20



Nirmala Memorial Foundation College of Commerce & Science

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(Accredited by NAAC with B⁺⁺ CGPA : 2.80)


D.S. Road, Asha Nagar, Thakur Complex, Kandivali (East), Mumbai – 400 101. Tel.: 2854 3234

2nd January 2020

Notice

The Internal Quality Assurance Cell of the college has been revised with effect from 2nd January 2020. Following are the members of the same.

| Sr No | Name | Designation | Position in IQAC |
|-------|----------------------------|--|------------------|
| 01 | Ms. Swiddle D'Cunha | Principal, Nirmala Memorial Foundation College of Commerce and Science | Chairperson |
| 02 | Mr. Denis Desai | Chairman of Nirmala Memorial Foundation | Internal Member |
| 03 | Dr Deepa Sharma | Principal of M.D. Mahila Shah College | External Expert |
| 04 | Mr. Ishwar Jha | Entrepreneur, Industry Expert | External Expert |
| 05 | Dr Neha Goel | Assistant Professor | Internal Member |
| 06 | Dr. Jignesh Dalal | Assistant Professor | Internal Member |
| 07 | Ms. Sumathi Rajkumar | Assistant Professor | Internal Member |
| 08 | Dr. Alpa Upadhyay | Assistant Professor | Internal Member |
| 09 | Mr. Vikas Agrawal | Assistant Professor | Internal Member |
| 10 | Dr. Megha Juvekar | Assistant Professor | Internal Member |
| 11 | Ms. Vaishali Mishra | Assistant Professor | Internal Member |
| 12 | Ms. Sangeetha Shyam Sundar | Assistant Professor | Internal Member |
| 13 | Ms. Swati Desai | Registrar | Internal Member |
| 14 | Mr. Neelkanth Raval | Alumni Representative | Member |
| 15 | Mr. Ayush Shah | Student | Member |
| 16 | Dr. Poonam Kakkad | Assistant Professor | IQAC Coordinator |


(I / C Principal)

IQAC Composition 2020-21



Nirmala Memorial Foundation College of Commerce & Science

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Nirmala Memorial Foundation College of Commerce and Science

Notice

20/08/2020

List of members of the Internal Quality assurance cell

| Sr No | Name | Designation | Position in IQAC |
|-------|----------------------------|--|------------------------|
| 01 | Ms. Swiddle D'Cunha | I/C Principal, Nirmala Memorial Foundation College of Commerce and Science | Chairperson |
| 02 | Mr. Denis Desai | Chairman of Nirmala Memorial Foundation | Internal Member |
| 03 | Dr Deepa Sharma | Principal of M.D. Mahila Shah College | External Expert |
| 04 | Mr. Ishwar Jha | Entrepreneur, Industry Expert | External Expert |
| 05 | Dr. Poonam Kakkad | Assistant Professor | IQAC Coordinator |
| 06 | Dr. Jignesh Dalal | Assistant Professor | Internal Member |
| 07 | Ms. Sumathi Rajkumar | Assistant Professor | Internal Member |
| 08 | Dr. Alpa Upadhyay | Assistant Professor | Teacher Representative |
| 09 | Mr. Vikas Agrawal | Assistant Professor | Teacher Representative |
| 10 | Dr. Megha Juvekar | Assistant Professor | Teacher Representative |
| 11 | Ms. Vaishali Mishra | Assistant Professor | Teacher Representative |
| 12 | Ms. Sangeetha Shyam Sundar | Assistant Professor | Teacher Representative |
| 13 | Dr. Neha Goel | Assistant Professor | Teacher Representative |
| 14 | Ms. Swati Desai | Registrar | Internal Member |
| 15 | Mr. Neelkanth Raval | Alumni Representative | Member |
| 16 | Mr. Ayush Shah | Student | Member |

(I / C Principal)

IQAC Composition 2021-22



Nirmala Memorial Foundation College of Commerce & Science

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D.S. Road, Asha Nagar, Thakur Complex, Kandivali (East), Mumbai – 400 101. Tel.: 2854 3234

25th June, 2021

Notice

The composition of the Internal Quality Assurance Cell of the college as per NAAC requirements for the academic year 2021-22.

| Sr No | Name | Designation | Position in IQAC |
|-------|----------------------|---|------------------|
| 01 | Ms. Swiddle D'Cunha | I/ C Principal, Nirmala Memorial Foundation College of Commerce and Science | Chairperson |
| 02 | Mr. Denis Desai | Chairman of Nirmala Memorial Foundation | Internal Member |
| 03 | Dr Deepa Sharma | Principal of M.D. Mahila Shah College | External Expert |
| 04 | Mr. Ishwar Jha | Entrepreneur, Industry Expert | External Expert |
| 05 | Dr Neha Goel | Assistant Professor | Internal Member |
| 06 | Dr. Jignesh Dalal | Assistant Professor | Internal Member |
| 07 | Dr. Alpa Upadhyay | Assistant Professor | Internal Member |
| 08 | Dr. Megha Juvekar | Assistant Professor | Internal Member |
| 09 | Ms. Vaishali Mishra | Assistant Professor | Internal Member |
| 10 | Dr Vijaya Jacqueline | Assistant Professor | Internal Member |
| 11 | Ms. Sumathi Rajkumar | Assistant Professor | Internal Member |
| 12 | Ms. Swati Desai | Registrar | Internal Member |
| 13 | Mr. Neelkanth Raval | Alumni Representative | Member |
| 14 | Mr. Ayush Shah | Student | Member |
| 15 | Dr. Poonam Kakkad | Assistant Professor | IQAC Coordinator |

(I / C Principal)

IQAC Composition 2022-23



Nirmala Memorial Foundation College of Commerce & Science

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Notice

04/07/2022

Revised list of members of the Internal Quality Assurance Cell with effect
from 5th July 2022

| Sr. No | Description | Name |
|--------|---|---|
| A | Special Invite | CMA Dr Kinnary Thakkar |
| 1 | Chairperson (I/C Principal) | Ms. Swiddle D'Cunha |
| 2 | Teacher Representative | |
| 2.1 | Teacher Representative (1) | Dr. Megha Juvekar |
| 2.2 | Teacher Representative(2) | Ms. Vaishali Mishra |
| 2.3 | Teacher Representative(3) | Dr. Jignesh Dalal |
| 3 | One member from the Management | Dr. Denis Desai |
| 4 | Two Senior Administrative officer | |
| 4.1 | Senior Administrative officer(1) | Ms. Swati Desai |
| 4.2 | Senior Administrative officer(2) | Ms. Sachin Dharne |
| 5 | One Nominee each from local society | |
| 5.1 | Nominee from Society | Dr Harish Pokale, Founder of Aayushman Wellness Foundation |
| 5.2 | Nominee from Student | Mr. Aditya Vijay |
| 5.3 | Nominee from Alumni | Mr. Jay Rawal |
| 6 | One Nominee each from Employers/Industrialist/Stakeholders | |
| 6.1 | Nominee from Employers | Dr Neha Goel |
| 6.2 | Nominee from Industrialists | Mr. Ishwar Jha |
| 6.3 | Nominee from Stakeholders | Christopher Mathews |
| 7 | One of the Senior teachers as the Coordinator/Director of the IQAC | Dr Poonam Kakkad |


(I / C Principal)

Academic Committees 2018-19

| NIRMALA MEMORIAL FOUNDATION COLLEGE OF COMMERCE AND SCIENCE KANDIVALI EAST Committee List 2018-19 | |
|--|---------------------------------------|
| I | EXAMINATION COMMITTEE |
| 1 | Dr. Jignesh Dalal (CONVENER) |
| 2 | Dr Vijaya Jacqueline |
| 3 | Dr Poonam Kakkad |
| 4 | Dr Dipti Parekh |
| 5 | Ms Sumathy Rajkumar |
| 6 | Mr Vikas Agrawal |
| 7 | Ms. Devika Shetty |
| II | UNFAIR MEANS INQUIRY COMMITTEE |
| 1 | Ms.Janvi Bhatia |
| 2 | Ms.Diya Mukharjee |
| 3 | Ms.Sheetal Asodekar |
| 4 | Mr.George T |
| III | CULTURAL COMMITTEE |
| 1 | Ms.Geeta Bhatia (CONVENER) |
| 2 | Ms.Neelam A Patil |
| 3 | Mr.Rishabh Desai |
| 4 | Ms.Nilam Goradiya |
| 5 | Ms.Sangeeta Nayak |
| 6 | Ms.Huda Mulani |
| 7 | Dr.Vijaya Jacqueline |
| 8 | Ms.Aparna panigrahy |
| 9 | Ms.Sweta Vashi |
| 10 | Ms.Greena Dattani |
| IV | TIME TABLE COMMITTEE |
| 1 | Dr.Poonam Kakkad |
| 2 | Dr.Jignesh Dalal |
| 3 | Dr.Dipti Parekh |
| 4 | Ms.Sangeetha Shyam Sunder |
| 5 | Ms.Sheetal Asodekar |
| 6 | Ms.Devika Shetty |
| V | DISCIPLINE COMMITTEE |
| 1 | Mr.Rishabh Desai (CONVENER) |
| 2 | Mr.Vikas Agarwal |
| 3 | Mr.George T |
| 4 | Dr.Dipti Parekh |
| 5 | Ms.Sumathy Rajukumar |



| NIRMALA MEMORIAL FOUNDATION COLLEGE OF COMMERCE AND SCIENCE KANDIVALI EAST | |
|---|---|
| VI | WEBSITE COMMITTEE |
| 1 | Ms.Bhakti Samit Chaudhari (CONVENER) |
| 2 | Ms.Pratiksha Rai |
| 3 | Mr.Vikas Agarwal |
| VII | NSS |
| 1 | Dr.Megha Juvekar (PROGRAM OFFICER) |
| 2 | Mr.Rishabh Desai |
| VIII | PLANNING FORAM |
| 1 | Ms.Marry Pillai (CONVENER) |
| 2 | Dr.Neha Goel |
| IX | LIBRARY COMMITTEE |
| 1 | Dr.Monika John (CONVENER) |
| 2 | Ms.Janvi Bhatia |
| 3 | Mr.Vikas Agarwal |
| 4 | Mr.George T |
| 5 | Ms.Pooja Jadhav |
| X | ATTENDENCE COMMITTEE |
| 1 | Ms.Sumathy Rajkumar (CONVENER) |
| 2 | Ms.Bhakti Manjrekar |
| 3 | Mr.Pradeep Gotekar |
| 4 | Ms.Vrushali Shinde |
| 5 | Ms.Huda Mulani |
| 6 | Ms.Neha Joshi |
| 7 | Ms.Prachi Pawar |
| XI | PLACEMENT COMMITTEE |
| 1 | Ms.Sangeetha Shyam Sunder (CONVENER) |
| 2 | Ms.Diya Mukharjee |
| 3 | Dr.Neha Goel |
| 4 | Ms.Nikita Palav |
| XII | ENGLISH LITERARY ASSOCIATION |
| 1 | Ms.Neelam A Patil (CONVENER) |
| 2 | Dr.Monika John |
| 3 | Ms.Neha Joshi |
| XIII | COMMERCE AND ACCOUNTANCY ASSOCIATION |
| 1 | Dr.Vijaya J (CONVENER) |
| 2 | Mr.Binu Nair |
| 3 | Ms.Neha Joshi |



| NIRMALA MEMORIAL FOUNDATION COLLEGE OF COMMERCE AND SCIENCE KANDIVALI EAST | |
|---|--|
| XIV | GUJARATI ASSOCIATION |
| 1 | Ms.Greena Dattani (CONVENER) |
| 2 | Ms.Jalpa Shah |
| XV | WOMEN DEVELOPMENT CELL |
| 1 | Ms.Vaishali Mishra (CONVENER) |
| 2 | Dr.Alpa Upadhyay |
| 3 | Ms.Vrushali Shinde |
| 4 | Ms.greena Dattani |
| XVI | MARATHI ASSOCIATION |
| 1 | Dr.Megha Juvekar (CONVENER) |
| 2 | Mr.Pradeep Gotekar |
| 3 | Ms.Bhakti Samit Chudhari |
| XVII | RESEARCH CELL |
| 1 | Dr.Alpa Upadhyay (CONVENER) |
| 2 | Dr.Vijaya Jacqueline |
| 3 | Dr.Poonam Kakkad |
| 4 | Dr.Monika John |
| 5 | Dr.Megha Juvekar |
| XVIII | SPORTS COMMITTEE |
| 1 | Mr. Sukumar Pawar |
| 2 | Mr. Anand Varal |
| 3 | Mr Binu Nair |
| 4 | Ms Sweta Vashi |
| 5 | Ms Nilam Goradiya |
| 6 | Ms Diya Mukharjee |
| XIX | NATURE CLUB |
| 1 | Ms Bhakti Samit Chaudhari (CONVENER) |
| 2 | Ms Sheetal Asodekar |
| 3 | Ms. Huda Mulani |
| 4 | Dr. Prajata |
| XX | VOCATIONAL SKILL DEVELOPMENT CELL |
| 1 | Ms Vaishali Mishra (CONVENER) |
| 2 | Ms. Devika Shetty |
| 3 | Ms Pratiksha Rai |
| 4 | Dr Dipti Parekh |
| 5 | Ms Sangeetha Shyam Sunder |
| 6 | Mr Vinay Dukale |



| NIRMALA MEMORIAL FOUNDATION COLLEGE OF COMMERCE AND SCIENCE KANDIVALI EAST | |
|---|---|
| XXI | GRIVANCE CELL AND ANTI-RAGGING COMMITTEE |
| 1 | I/C Prin. Ms Swiddle D'cunha (Chair Person) |
| 2 | Ms Vaishali Mishra (Co-ordinator) |
| 3 | Dr Poonam Kakkad |
| 4 | Dr. Jignesh Dalal |
| 5 | Ms. Swati Desai |
| XXII | PREVENTION OF CASTE BASED DISCRIMINATION COMMITTEE |
| 1 | I/C Prin. Ms Swiddle D'cunha (Chair Person) |
| 2 | Ms Vaishali Mishra (Co-ordinator) |
| 3 | Dr Poonam Kakkad |
| 4 | Ms. Vaishali Mishra |
| 5 | Ms. Swati Desai |
| XXIII | MAGAZINE COMMITTEE |
| 1 | Dr. Monika John (CONVENER) |
| 2 | Ms Neelam A. Patil |
| 3 | Mr Jenold Misquitta |
| XXIV | ENTERPRNEURSHIP DEVELOPEMENT (INCUBATION) CELL |
| 1 | Dr Poonam Kakkad (CONVENER) |
| 2 | Ms Sangeetha Shyam Sunder |
| 3 | Ms Nikita Palav |
| 4 | Dr Dipti Parekh |
| XXV | STUDENT REPRESENTATIVES COMMITTE |
| 1 | Ms Sheetal Asodekar (CONVENER) |
| 2 | Ms Vaishali Mishra |
| 3 | Ms Vrushali Shinde |
| 4 | Mr. Raval Neelkanth Girish |
| 5 | Mr. Pilla Inesh Harikumar |

BH

I/C PRINCIPAL

**NIRMALA MEMORIAL FOUNDATION
COLLEGE OF COMMERCE & SCIENCE
KANDIVALI (EAST), MUMBAI - 400 101.**



Academic Committees 2019-20

**NIRMALA MEMORIAL FOUNDATION COLLEGE OF COMMERCE AND SCIENCE,
KANDIVALI EAST**

Committee List 2019-20

| CULTURAL COMMITTEE | |
|-----------------------------|--|
| 1 | Dr. Poonam Kakkad (CONVENER) |
| 2 | Dr. Monika John |
| 3 | Mr Rishabh Desai |
| 4 | Mr. Niranjan Barnwal |
| 5 | Ms. Sangeetha Shaym Sundar |
| 6 | Ms. Aparna Panigrahy |
| TIME TABLE COMMITTEE | |
| 1 | Dr. Jignesh Dalal |
| 2 | Dr. Megha Juvekar |
| 3 | Dr. Poonam Kakkad |
| 4 | Ms Sangeetha Shyam Sunder |
| 5 | Ms Bhakti Samit Chaudhari |
| 6 | Ms Deveeka Shetty |
| WEBSITE COMMITTEE | |
| 1 | Ms Bhakti Samit Chaudhari (CONVENER) |
| 2 | Ms Sumathy Rajkumar |
| 3 | Ms Priti Vishwakarma |
| 4 | Mr. Vikas Agrawal |
| NSS | |
| 1 | Dr. Megha Juvekar (PROGRAM OFFICER) |
| 2 | Mr Rishabh Desai |
| 3 | Mr. Niranjan Barnwal |
| PLANNING FORAM | |
| 1 | Dr Neha Goel(CONVENER) |
| 2 | Ms Priti Vishwkarma |
| LIBRARY COMMITTEE | |
| 1 | Dr. Monika John (CONVENER) |
| 2 | Ms Aprana Panigrahy |
| 3 | Mr George T. |
| ATTENDANCE COMMITTEE | |
| 1 | Ms Sumathi Rajkumar (CONVENER) (B.Sc. CS) (B.Sc. IT) |
| 2 | Mr Binu Nair (Bcom (A&F)) (BMS) |
| 3 | Ms.Deveeka Shetty (BMM) |
| 4 | Dr. Neha Goel (Bcom) |
| 5 | Dr Megha Juvekar (Bcom) |



| | |
|---|--------------------------------------|
| | PLACEMENT COMMITTEE |
| 1 | Ms Sangeetha Shyam Sunder (CONVENER) |
| 2 | Dr Neha Goel |
| 3 | Ms Priti Vishwkarma |
| | ENGLISH LITERARY ASSOCIATION |
| 1 | Dr. Monika John (CONVENER) |
| 2 | Mr. Jenold Misquitta |
| | ACCOUNTANCY ASSOCIATION |
| 1 | Ms Diya Mukharjee (CONVENER) |
| 2 | Mr Binu Nair |
| | COMMERCE ASSOCIATION |
| 1 | Dr. Vijaya Jacqueline (Convener) |
| 2 | Dr. Alpa Upadhyay |
| | GUJARATI ASSOCIATION |
| 1 | Dr. Jignesh Dalal (CONVENER) |
| 2 | Dr Alpa Upadhyay |
| | WOMEN DEVELOPMENT CELL |
| 1 | Ms Vaishali Mishra (CONVENER) |
| 2 | Dr Alpa Upadhyay |
| 3 | Ms Aprana Panigrahy |
| | MARATHI ASSOCIATION |
| 1 | Dr. Megha Juvekar (CONVENER) |
| 2 | Mr. Rishabh Desai |
| | RESEARCH CELL |
| 1 | Dr Alpa Upadhyay (CONVENER) |
| 2 | Dr Vijaya Jacquiline |
| 3 | Dr Poonam Kakkad |
| 4 | Dr. Megha Juvekar |
| | SPORTS COMMITTEE |
| 1 | Mr. Sukumar Pawar (Convener) |
| 2 | Mr. Niranjan Barnwal |
| 3 | Mr Binu Nair |
| 4 | Mr Vinay Dukale |
| 5 | Ms Aprana Panigrahy |



| | |
|---|---|
| | NATURE CLUB |
| 1 | Dr. Megha Juvekar (CONVENER) |
| 2 | Dr. Neha Goel |
| | |
| | VOCATIONAL SKILL DEVELOPMENT CELL |
| 1 | Dr. Vijaya Jacqueline(CONVENER) |
| 2 | Mr. Vikas Agrawal |
| 3 | CA Diya Mukherjee |
| 4 | Ms. Deveeka Shetty |
| | |
| | GRIVANCE CELL AND ANTI-RAGGING COMMITTEE |
| 1 | I/C Prin. Ms Swiddle D'cunha (Chair Person) |
| 2 | Ms Vaishali Mishra (Co-ordinator) |
| 3 | Mr. Rishabh Desai |
| 4 | Dr. Jignesh Dalal |
| 5 | Ms. Swati Desai |
| | |
| | PREVENTION OF CASTE BASED DISCRIMINATION COMMITTEE |
| 1 | I/C Prin. Ms Swiddle D'cunha (Chair Person) |
| 2 | Dr. Jignesh Dalal (Co-ordinator) |
| 3 | Ms. Sumathi Rajkumar |
| 4 | Ms. Swati Desai |
| | |
| | MAGAZINE COMMITTEE |
| 1 | Dr. Monika John (CONVENER) |
| 2 | Mr Jenold Misquitta |
| 3 | Ms Deveeka Shetty |
| | |
| | ENTERPRERNEURSHIP DEVELOPEMENT (INCUBATION) CELL |
| 1 | Mr George T (CONVENER) |
| 2 | Mr Vinay Dukale |
| 3 | Ms Priti Vishwkarma |
| | |
| | STUDENT REPRESENTATIVES COMMITTEE |
| 1 | Ms Vaishali Mishra(CONVENER) |
| 2 | Ms Aprana Panigrahy |
| 3 | Mr Rishabh Desai |
| 4 | CA Diya Mukharjee |
| 5 | Student Representative |
| 6 | Student Representative |
| | |



| | |
|---|--|
| | MATH CLUB |
| 1 | Mr Vinay Dukale (CONVENER) |
| 2 | Mr George T |
| | |
| | INTERNAL COMPLAINT CELL |
| 1 | I/C Prin. Ms Swiddle D'cunha (App) |
| 2 | Dr Jignesh Dalal (BCOM, MCOM) |
| 3 | Dr Poonam Kakkad (BMS, BCOM A&F) |
| 4 | Ms. Deveeka Shetty (BMM) |
| 5 | Ms Vaishali Mishra (BSC, MSC) |
| 6 | Ms. Swati Desai (ADMIN) |
| 7 | Mr. Ranjendra Pawar (LIBRARY) |
| 8 | Ms. Sumathi Rajkumar (STAFF) |
| | |
| | DEPARTMENT OF LIFELONG LEARNING AND EXTENSION |
| 1 | Rishabh Desai (Convener) |
| 2 | Mr. Niranjana Barnwal |
| | |
| | |
| | PURCHASE COMMITTEE |
| 1 | Ms. Swati Desai (CONVENER) |
| 2 | Ms (Dr) Poonam Kakkad (App) |
| 3 | Ms Vaishali Mishra |
| 4 | Dr.Jignesh Dalal |
| 5 | Ms. Deveeka Shetty |



I/C PRINCIPAL
NIRMALA MEMORIAL FOUNDATION
COLLEGE OF COMMERCE & SCIENCE
KANDIVALI (EAST), MUMBAI - 400 101.



Academic Committee 2020-21

**NIRMALA MEMORIAL FOUNDATION COLLEGE OF COMMERCE AND
SCIENCE, KANDIVALI EAST**

Committee List 2020-21

| CULTURAL COMMITTEE | |
|-----------------------------|--|
| 1 | Dr. Poonam Kakkad (CONVENER) |
| 2 | Dr. Monika John |
| 3 | Mr Rishabh Desai |
| 4 | Mr. Niranjn Barnwal |
| 5 | Ms. Sangeetha Shaym Sundar |
| 6 | Ms. Aparna Panigrahy |
| TIME TABLE COMMITTEE | |
| 1 | Dr. Jignesh Dalal |
| 2 | Dr. Megha Juvekar |
| 3 | Dr. Poonam Kakkad |
| 4 | Ms Sangeetha Shyam Sunder |
| 5 | Ms Bhakti Samit Chaudhari |
| 6 | Ms Deveeka Shetty |
| WEBSITE COMMITTEE | |
| 1 | Ms Bhakti Samit Chaudhari (CONVENER) |
| 2 | Ms Sumathy Rajkumar |
| 3 | Mr. Vikas Agrawal |
| NSS | |
| 1 | Dr. Megha Juvekar (PROGRAM OFFICER) |
| 2 | Mr Rishabh Desai |
| 3 | Mr. Niranjn Barnwal |
| PLANNING FORAM | |
| 1 | Dr Neha Goel(CONVENER) |
| 2 | Ms Aprana Panigrahy |
| LIBRARY COMMITTEE | |
| 1 | Dr. Monika John (CONVENER) |
| 2 | Ms Aprana Panigrahy |
| 3 | Mr George T. |
| ATTENDENCE COMMITTEE | |
| 1 | Ms Sumathi Rajkumar (CONVENER) (B.Sc. CS) (B.Sc. IT) |
| 2 | Mr Binu Nair (Bcom (A&F)) (BMS) |
| 3 | Ms.Deveeka Shetty (BMM) |
| 4 | Dr. Neha Goel (Bcom) |
| 5 | Dr Megha Juvekar (Bcom) |



**NIRMALA MEMORIAL FOUNDATION COLLEGE OF COMMERCE AND
SCIENCE, KANDIVALI EAST**

| | |
|---|--------------------------------------|
| | PLACEMENT COMMITTEE |
| 1 | Ms Sangeetha Shyam Sunder (CONVENER) |
| 2 | Dr Neha Goel |
| | |
| | ENGLISH LITERARY ASSOCIATION |
| 1 | Dr. Monika John (CONVENER) |
| 2 | Mr. Jenold Misquitta |
| | |
| | ACCOUNTANCY ASSOCIATION |
| 1 | Ms Diya Mukharjee (CONVENER) |
| 2 | Mr Binu Nair |
| | |
| | COMMERCE ASSOCIATION |
| 1 | Dr. Vijaya Jacqueline (Convener) |
| 2 | Dr. Alpa Upadhyay |
| | |
| | GUJARATI ASSOCIATION |
| 1 | Dr. Jignesh Dalal (CONVENER) |
| 2 | Dr Alpa Upadhyay |
| | |
| | WOMEN DEVELOPMENT CELL |
| 1 | Ms Vaishali Mishra (CONVENER) |
| 2 | Dr Alpa Upadhyay |
| 3 | Ms Aprana Panigrahy |
| | |
| | MARATHI ASSOCIATION |
| 1 | Dr. Megha Juvekar (CONVENER) |
| 2 | Mr. Rishabh Desai |
| | |
| | RESEARCH CELL |
| 1 | Dr Alpa Upadhyay (CONVENER) |
| 2 | Dr Vijaya Jacquiline |
| 3 | Dr Poonam Kakkad |
| 4 | Dr. Megha Juvekar |
| | |
| | SPORTS COMMITTEE |
| 1 | Mr. Sukumar Pawar (Convener) |
| 2 | Mr. Niranjan Barnwal |
| 3 | Mr Binu Nair |
| 4 | Mr Vinay Dukale |
| 5 | Ms Aprana Panigrahy |
| | |
| | NATURE CLUB |
| 1 | Dr. Megha Juvekar (CONVENER) |
| 2 | Dr. Neha Goel |



**NIRMALA MEMORIAL FOUNDATION COLLEGE OF COMMERCE AND
SCIENCE, KANDIVALI EAST**

| VOCATIONAL SKILL DEVELOPMENT CELL | |
|---|---|
| 1 | Dr. Vijaya Jacqueline(CONVENER) |
| 2 | Mr. Vikas Agrawal |
| 3 | CA Diya Mukherjee |
| 4 | Ms. Deveeka Shetty |
| GRIVANCE CELL AND ANTI-RAGGING COMMITTEE | |
| 1 | I/C Prin. Ms Swiddle D'cunha (Chair Person) |
| 2 | Ms Vaishali Mishra (Co-ordinator) |
| 3 | Mr. Rishabh Desai |
| 4 | Dr. Jignesh Dalal |
| 5 | Ms. Swati Desai |
| PREVENTION OF CASTE BASED DISCRIMINATION COMMITTEE | |
| 1 | I/C Prin. Ms Swiddle D'cunha (Chair Person) |
| 2 | Dr. Jignesh Dalal (Co-ordinator) |
| 3 | Ms. Sumathi Rajkumar |
| 4 | Ms. Swati Desai |
| MAGAZINE COMMITTEE | |
| 1 | Dr. Monika John (CONVENER) |
| 2 | Mr Jenoldi Misquitta |
| 3 | Ms Deveeka Shetty |
| ENTERPRERNEURSHIP DEVELOPEMENT (INCUBATION) CELL | |
| 1 | Mr George T (CONVENER) |
| 2 | Mr Vinay Dukale |
| STUDENT REPRESENTATIVES COMMITTEE | |
| 1 | Ms Vaishali Mishra(CONVENER) |
| 2 | Ms Aprana Panigrahy |
| 3 | Mr Rishabh Desai |
| 4 | CA Diya Mukharjee |
| 5 | Student Representative |
| 6 | Student Representative |
| MATH CLUB | |
| 1 | Mr Vinay Dukale (CONVENER) |
| 2 | Mr George T |



**NIRMALA MEMORIAL FOUNDATION COLLEGE OF COMMERCE AND
SCIENCE, KANDIVALI EAST**

| INTERNAL COMPLAINT CELL | |
|--|------------------------------------|
| 1 | I/C Prin. Ms Swiddle D'cunha (App) |
| 2 | Dr Jignesh Dalal (BCOM, MCOM) |
| 3 | Dr Poonam Kakkad (BMS, BCOM A&F) |
| 4 | Ms. Deveeka Shetty (BMM) |
| 5 | Ms Vaishali Mishra (BSC, MSC) |
| 6 | Ms. Swati Desai (ADMIN) |
| 7 | Mr. Ranjendra Pawar (LIBRARY) |
| 8 | Ms. Sumathi Rajkumar (STAFF) |
| DEPARTMENT OF LIFELONG LEARNING AND EXTENSION | |
| 1 | Rishabh Desai (Convener) |
| 2 | Mr. Niranjan Barnwal |
| PURCHASE COMMITTEE | |
| 1 | Ms. Swati Desai (CONVENER) |
| 2 | Ms (Dr) Poonam Kakkad (App) |
| 3 | Ms Vaishali Mishra |
| 4 | Dr.Jignesh Dalal |
| 5 | Ms. Deveeka Shetty |



I/C PRINCIPAL

**NIRMALA MEMORIAL FOUNDATION
COLLEGE OF COMMERCE & SCIENCE
KANDIVALI (EAST), MUMBAI - 400 101.**



Academic Committee 2021-22

NIRMALA MEMORIAL FOUNDATION COLLEGE OF COMMERCE, & SCIENCE, KANDIVALI (E)

| Committee List 2021-22 | | 11/12/2021 |
|---|---|------------|
| Group A | | |
| I CULTURAL COMMITTEE | | |
| 1 | Dr Poonam Kakkad (Advisor) | |
| 2 | Mr. Rishabh Desai (CONVENER) | |
| 3 | CA Diya Mukherjee | |
| 4 | Mrs. Sneha Mishra | |
| 5 | Mrs. Kajol Rathod | |
| II SPORTS COMMITTEE | | |
| 1 | Mr. Sukumar Pawar (Convener) | |
| 2 | Dr. Jignesh Dalal | |
| 3 | Mrs. Rucha Patil | |
| 4 | Mr. Shubham Kambli | |
| III Website Updation Committee | | |
| 1 | Mrs. Smita Kadam (Notice and Event UPLOADS) | |
| 2 | Ms. Aparna Panigrahy (Forms and Links) | |
| 3 | Mr. Vinay Dukale (Forms and Links) | |
| IV ISO | | |
| 1 | CA Diya Mukherjee (DR) | |
| 2 | Mrs. Vandana Singh | |
| 3 | Mrs. Nazneen Siddiqui | |
| 4 | Mr. Shubham Kambli | |
| V PLACEMENT CELL | | |
| 1 | Dr. Neha Goel (CONVENER-Placements) | |
| 2 | Mrs. Kajol Rathod | |
| 3 | Mrs. Bhakti Chaudhari | |
| 4 | Ms. Pooja Garge | |
| VI VOCATIONAL SKILL DEVELOPMENT CELL | | |
| 1 | Dr. Poonam Kakkad (Convener) | |
| 2 | Dr. Vijaya Jacqueline | |
| 3 | Mrs. Kajol Rathod | |
| VII EXAMINATION COMMITTEE | | |
| 1 | Mr. Vinay Dukale (Chairman) | |
| 2 | Dr. Poonam Kakkad | |
| 3 | Dr. Megha Juvekar | |



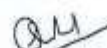
**NIRMALA MEMORIAL FOUNDATION COLLEGE OF COMMERCE & SCIENCE,
KANDIVALI (E)**

| | |
|---|--|
| 4 | Mrs. Vandana Singh |
| 5 | Mrs. Nazneen Siddiqui |
| 6 | Ms Swati Desai |
| 7 | Mr. Manish Zalawadiya |
| VIII NSS | |
| 1 | Dr. Megha Juvekar (Advisor) |
| 2 | Dr Vijaya Jacquiline (Convener) |
| 3 | Mr. Rishabh Desai |
| 4 | Mrs. Aparna Panigrahy |
| IX DLLE | |
| 1 | Mr. Shubham Kambli (Convener) |
| 2 | Mr. Rishabh Desai |
| 3 | Mrs. Rucha Patil |
| Group B | |
| X WOMEN DEVELOPMENT CELL | |
| 1 | Ms Vaishali Mishra (CONVENER) |
| 2 | Mrs. Neelam Patil |
| 3 | Mrs. Aparna Panigrahy |
| XI RESEARCH CELL | |
| 1 | Dr. Megha Juvekar (CONVENER) |
| 2 | Dr Vijaya Jacquiline |
| 3 | Dr. Neha Goel |
| XII COMMERCE, ACCOUNTANCY ASSOCIATION AND PLANNING FORUM | |
| 1 | Dr. Jignesh Dalal (CONVENER) |
| 2 | Dr. Vijaya Jacqueline |
| 3 | Dr. Neha Goel |
| 4 | Mr. Shubham Kambli |
| XIII ALUMNI ASSOCIATION | |
| 1 | CA Diya Mukherjee (CONVENER) |
| 2 | Mrs. Vaishali Mishra |
| 3 | Dr. Jignesh Dalal |
| XIV LITERARY ASSOCIATION ,LIBRARY AND MAGAZINE COMMITTEE | |
| 1 | Mrs. Neelam Patil (CONVENER-Library, Magazine and ELA) |
| 2 | Ms. Pooja Garge (Marathi Vangmaya Mandal) |



**NIRMALA MEMORIAL FOUNDATION COLLEGE OF COMMERCE & SCIENCE,
KANDIVALI (E)**

| | |
|--------------|---|
| | |
| XV | NATURES CLUB and MATH CLUB |
| 1 | Mr. Rishabh Desai (Natures Club-CONVENER) |
| 2 | Mr. Vinay Dukale (Math Club -Convener) |
| 3 | Mrs. Rucha Patil |
| | |
| XVI | ENTERPRERNEURSHIP DEVELOPEMENT (INCUBATION) CELL |
| 1 | Dr. Poonam Kakkad(CONVENER) |
| 2 | Mrs. Sneha Mishra |
| | |
| XVII | TIME TABLE |
| 1 | Dr. Jignesh Dalal (BMM,MCOM,BCOM) |
| 2 | Dr. Poonam Kakkad (BMS,BAF) |
| 3 | Mrs. Vaishali Mishra (BSc.IT ,BSc.CS, MScIT) |
| | |
| XVIII | ATTENDANCE COMMITTEE |
| 1 | Ms. Vandana Singh (Convener)(BSc.It, BSc.CS and MSc.IT) |
| 2 | Ms. Pooja Garge (BMS,BAF, BMM) |
| 3 | Mrs. Neelam Patil (B.Com and M.Com) |
| | |
| XVIX | Social Media Committee |
| 1 | Ms Bhakti Samit Chaudhari (Convener) |
| 2 | Mrs. Sneha Mishra |
| 3 | Mrs. Nazneen Siddiqui |


I/C Principal




I/C PRINCIPAL
NIRMALA MEMORIAL FOUNDATION
COLLEGE OF COMMERCE & SCIENCE
KANDIVALI (EAST), MUMBAI - 400 101.



Academic Committee 2022-23

NIRMALA MEMORIAL FOUNDATION COLLEGE OF COMMERCE & SCIENCE, KANDIVALI (E)

| Committee List 2022-23 28/07/2022 | |
|---|---|
| Group A | |
| I CULTURAL COMMITTEE | |
| 1 | Dr Poonam Kakkad (CONVENER) |
| 2 | Mr.Rishabh Desai (CO-CONVENER) |
| 3 | Ms. Sneha Mishra |
| 4 | Ms. Hiral Parakhiya |
| 5 | Ms. Neelam Goradiya |
| 6 | Ms. Avis D'Curha |
| 7 | Ms.Tarwi More |
| II SPORTS COMMITTEE | |
| | Mr. Sukumar Pawar (Sports Director) |
| | All Staff Members |
| III Website Updation Committee | |
| 1 | Mrs. Smita Kadam (Notice and Event UPLOADS) |
| 2 | Mr. Shivkumar Chandey (Forms and Links) |
| 3 | Ms.Bhakti Chaudhari (Website Management) |
| 4 | Ms. Neelam Patil (Copywriter and Content Moderator) |
| IV ISO | |
| 1 | Ms. Vandan Singh (DR) |
| 2 | Ms. Aparna Jadhav (IT/CS) |
| 3 | Ms. Zeal Kanani (BMS/BAF) |
| 4 | Ms. Bincy Abraham (B.Com) |
| 5 | Dr. Jignesh Dalal (BAMMC) |
| V PLACEMENT CELL | |
| 1 | Dr Neha Goel (CONVENER) |
| 2 | Ms. Sneha Mishra |
| 3 | Mrs. Bhakti Chaudhari |
| 4 | Mr. Shivkumar Chandey |
| VI VOCATIONAL SKILL DEVELOPMENT CELL | |
| | All Staff Members |
| VII EXAMINATION COMMITTEE | |
| 1 | Mr. Vinay Dukale (Chairman) |
| 2 | Dr Jignesh Dalal |
| 3 | Dr. Megha Juvekar |
| 4 | Mr. Shubham Kambli |
| 5 | Ms. Sayali Parab |
| 6 | Ms Swati Desai |
| 7 | Mr. Manish Zakewadia |
| 8 | Mr. Vineet Khamrai |



**NIRMALA MEMORIAL FOUNDATION COLLEGE OF COMMERCE & SCIENCE,
KANDIVALI (E)**


| | |
|------|---|
| VIII | NSS |
| 1 | Dr. Megha Juvekar (Advisor) |
| 1 | Dr. Vijaya J (Female Program Officer) |
| 3 | Mr. Vineet Khamrai (Male Program Officer) |
| 4 | Mr. Rishabh Desai – Program Officer |
| 5 | Ms. Aparna Panigrahy |
| 6 | Ms. Angel Christopher |
| | |
| IX | DLLE |
| 1 | Mr. Rishabh Desai (Advisor) |
| 2 | Mr. Shubham Kamli (Extension teacher) |
| 3 | Ms. Rhucha Patil |
| 4 | Ms. Hiral Parakhiya |
| 5 | Mr. Rajkumar Kushwa |
| | |
| | Group B |
| X | WOMEN DEVELOPMENT CELL |
| 1 | Ms. Vaishali Mishra (Advisor) |
| 2 | Ms. Nilam Goradiya (CONVENER) |
| 3 | Ms. Zeal Kanani |
| 4 | Ms. Aparna Jadhav |
| 5 | Ms. Michelle Menezes |
| | |
| XI | RESEARCH CELL |
| 1 | Dr. Megha Juvekar (CONVENER) |
| 2 | Dr Vijaya Jacqueline |
| 3 | Mr. Vineet Khamrai |
| | |
| XII | COMMERCE, ACCOUNTANCY ASSOCIATION AND PLANNING FORUM |
| 1 | Dr. Jignesh Dalal – Accountancy and Commerce (CONVENER) |
| 2 | Mr. Rahul Galkwad |
| 3 | Ms. Zeal Kanani |
| 4 | Dr. Neha Goel – Planning Forum |
| 5 | Ms. Michelle Menezes |
| | |
| XIII | ALUMNI ASSOCIATION |
| 1 | Ms. Alpa Upadhyay (CONVENER) |
| 2 | Dr. Neha Goel |
| 3 | Dr. Poonam Kakkad |
| 4 | Ms. Sayali Parab |
| 5 | Ms. Bhakti Chaudhari |
| 6 | Ms. Swati Desai |
| | |
| XIV | LITERARY ASSOCIATION ,LIBRARY AND MAGAZINE COMMITTEE |
| 1 | Mrs. Neelam Patil (CONVENER-Library, Magazine and ELA) |
| 2 | Ms. Michelle Menezes |
| 3 | Ms. Angel Chrostopher |



**NIRMALA MEMORIAL FOUNDATION COLLEGE OF COMMERCE & SCIENCE,
KANDIVALI (E)**

| | |
|--------------|---|
| 4 | Ms Jyoti Chaudhary |
| 5 | Ms. Rhucha Patil (Marathi Vangmaya Mandal) |
| 6 | Ms. Apama Jadhav |
| 7 | Mr. Manish Zhalawadia (Gujarati Association) |
| | Ms. Hiral Parakhiya |
| | |
| XV | NATURES CLUB and MATH CLUB |
| 1 | Mr. Rishabh Desai (Natures Club-CONVENER) |
| 2 | MS. Rajkumar Khushiwa |
| 3 | Mr. Rahul Gaikwad |
| 4 | Mr. Vinay Dukale (Math Club -Convener) |
| 5 | Mrs. Rucha Patil |
| 6 | MS. Jyoti Chaudhari |
| | |
| XVI | ENTERPRNEURSHIP DEVELOPEMENT (INCUBATION) CELL |
| 1 | Dr. Viajay Jacqueline (CONVENER) |
| 2 | Ms. Avis D'Cunha |
| 3 | Ms. Aparna Panigrahy |
| | |
| XVII | ATTENDANCE COMMITTEE |
| 1 | Ms. Manish Zhalwadia (Convener) (BSc.It, BSc.CS and MSc.IT) |
| 2 | Ms. Nilam Goradiya (BMS,BAF, BMM) |
| 3 | Ms. Bincy Abraham (B.Com and M.Com) |
| | |
| XVIII | Social Media Committee |
| 1 | Ms Bhakti Samit Chaudhari (Convener) |
| 2 | Ms. Neelam Patil (Copywriter) |
| 3 | Ms. Avis D'Cunha |
| 4 | Ms. Tanvi More |
| | |
| XV | Student Representatives Committee |
| 1 | Ms. Sneha Mishra (Convener) |
| 2 | Ms. Tanvi More |
| 3 | Ms. Angel Christophper |
| 5 | Mr. Rahul Gaikwad |
| | |


I/C Principal


I/C PRINCIPAL
NIRMALA MEMORIAL FOUNDATION
COLLEGE OF COMMERCE & SCIENCE
KANDIVALI (EAST), MUMBAI - 400 101



Participation in the
Institutional
Governance
(CDC & IQAC Minutes
of Meeting)

5th November 2018

NOTICE

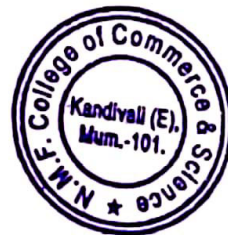
The eighteenth meeting of the College Development Committee (CDC) will be held on Sunday, 25th November 2018 at 11.00 am in the Management's room of the college with the following agenda. Members of CDC are requested to attend the meeting.

1. To read and confirm the minutes of the previous meeting.
2. To discuss formation of IQAC as per latest guidelines of NAAC.
3. To consider and approve the proposal of alumni meet.
4. To grant permission to organise national level conferences in the month of March 2019.
5. To organise an annual day function in the month of December 2018.
6. To organise BMM fest Jazba to enhance the calibre of BMM students.
7. To consider and approve the annual budget for the financial year 2019-20.
8. Any other matter with permission of the Chair.



I / C Prin Ms. Swiddle D'Cunha

Member Secretary



NIRMALA MEMORIAL FOUNDATION COLLEGE OF COMMERCE & SCIENCE

Minutes of the meeting held on Sunday, 25th November 2018 at 11.00 am in the Management's room of the college. The following members were present:

1. Dr. Denis Desai
2. Smt. Arunaben Desai
3. Smt. Dhara Desai
4. Dr. Poonam Kakkad
5. Smt. Swati Desai
6. Dr. Alpa Upadhyay
7. Smt. Sangeetha Shyam Sundar
8. Shri Milan Desai
9. Mr. Ishwar Jha
10. I / C Prin. Smt. Swiddle D'Cunha

Dr. Denis Desai chaired the meeting and the minutes of the previous meeting were read.

Resolved that present IQAC be dissolved and new IQAC will be formed as per latest guidelines of NAAC. It was decided that Dr. Poonam Kakkad shall be the new IQAC coordinator. This IQAC shall be active from January 2019. The management and principal along with other members agreed upon it.

Alumni are an integral part of every educational institution, therefore it was essential to organise their meet once in a year. IQAC members had forwarded the proposal for organising an alumni meet and this was approved. The meet shall be organised in the month of March 2019.

Resolved that proposal forwarded by Research cell to conduct National Conference in the month of March 2019 was approved. The amount of Rs 1,00,000 was sanctioned for the same.

Resolved that the BMM department may organise Jazba fest to enhance creativity of the BMM students and make them better writers of tomorrow.

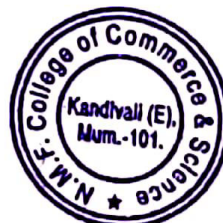
Shri Milan Desai submitted the draft budget for the financial year 2019-20 and after discussion and some modifications, the budget was approved.

The meeting ended with the vote of thanks to the Chair.



I / C Prin. Swiddle D'Cunha





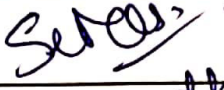
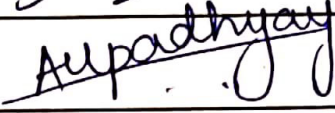

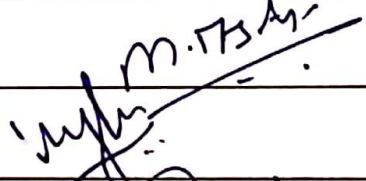


Member Secretary



Dr. Denis Desai

Chairman

Members who attended the Meeting

| Names | Signature |
|--------------------------------|--|
| Dr. Denis Desai |  |
| Smt. Arunaben Desai |  |
| Smt. Dhara Desai |  |
| Dr. Poonam Kakkad |  |
| Smt. Swati Desai |  |
| Dr. Alpa Upadhyay |  |
| Smt. Sangeetha Shyam Sundar |  |
| Shri Milan Desai |  |
| Mr. Ishwar Jha |  |
| I/C Prin. Smt. Swiddle D'Cunha |  |



16th November 2019

NOTICE

The nineteenth meeting of the College Development Committee (CDC) will be held on Monday, 23rd December 2019 at 11.00 am in the Management's room of the college with the following agenda. Members of CDC are requested to attend the meeting.

Agenda

1. To read and confirm the minutes of the previous meeting.
2. To discuss the mega event 'NIRVAAN' to be held in the month of January 2020.
3. To discuss the One Day State Level workshop 'The Joy of Research' to be held in the month of February 2020.
4. To plan for a national level conference to be held in the month of April 2020.
5. To evaluate the preparation of ISO 9001-2015.
6. To include new members to IQAC.
7. To consider and approve the annual budget for the financial year 2018-19.
8. Any other matter with permission of the Chair.



I / C Prin Ms. Swiddle D'Cunha

Member Secretary



NIRMALA MEMORIAL FOUNDATION COLLEGE OF COMMERCE & SCIENCE

Minutes of the meeting held on Monday, 23rd December 2019 at 11.00 am in the Management's room of the college. The following members were present:

1. Dr. Denis Desai
2. Smt. Arunaben Desai
3. Smt. Dhara Desai
4. Dr. Poonam Kakkad
5. Smt. Swati Desai
6. Dr. Alpa Upadhyay
7. Smt. Sangeetha Shyam Sundar
8. Shri Milan Desai
9. Mr. Ishwar Jha
10. I/C Prin. Smt. Swiddle D'Cunha

Dr. Denis Desai chaired the meeting and the minutes of the previous meeting were read.

Resolved that proposal from coordinators to organise mega event 'NIRVAAN' in the month of January 2020 be accepted and the budget for the same is approved. The idea is to include each and every department in the event and enhance creativity and build team spirit. Alumini representative Mr. Neelkanth Raval be appointed as the chief advisor to organise the mega event 'NIRVAAN 2020' along with the Student Representative Committee Head Mr. Ayush Shah and his team.

Resolved to organise One Day State Level workshop 'The Joy of Research' in the month of February 2020 in order to imbibe research culture in the staff members. Dr. Alpa Upadhyay along with Research Cell members and IQAC members will organise the said workshop.

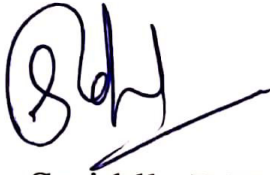
Resolved that national conference be organised by Research cell and IQAC in the month of April 2020 to encourage teachers to write research papers and develop research culture. Dr. Alpa Upadhyay, Convenor, Research Cell will organise the national conference along with support and help from IQAC Coordinator, Dr. Poonam Kakkad.

Resolved that ISO work is started and necessary training to be given to teaching and non-teaching staff will be scheduled in the month of January 2020.

Resolved that IQAC be reformed as per new guidelines of NAAC in the next academic year 2020-21. Members suggested name of Dr. Neha Goel to be the new member of IQAC.

Shri Milan Desai submitted the draft budget for the financial year 2020-21 and after discussion and some modifications, the budget was approved.

The meeting ended with the vote of thanks to the Chair.



I/C Prin. Swiddle D'Cunha

— Member Secretary



Dr. Denis Desai

Chairman



NIRMALA MEMORIAL FOUNDATION COLLEGE OF COMMERCE & SCIENCE


1st December 2020

NOTICE

The twenty second virtual meeting of the College Development Committee (CDC) will be held on Saturday, 5th December 2020 at 11.00 am on the zoom platform with the following agenda. Members of CDC are requested to attend the meeting.

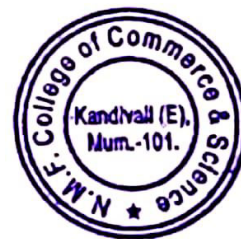
Agenda

1. To read and confirm the minutes of the previous meeting.
2. To consider sending eligible faculties for orientation, Phd Guideship and CAS
3. To discuss about various MoUs with industry and NGO collaborations
4. To consider and approve the budgets for organising FDPs, Research workshops, Research Conference
5. To plan for Parent Teacher Meeting
6. To evaluate the status for ISO certification
7. To consider Faculty exchange program with other repute College
8. Any other matter with permission of the Chair.



I / C Prin Ms. Swiddle D'Cunha

Member Secretary



NIRMALA MEMORIAL FOUNDATION COLLEGE OF COMMERCE & SCIENCE

Minutes of the meeting held on Saturday, 5th December, 2020 at 11.00 am online on the zoom platform . The following members were present:

1. Dr. Denis Desai
2. Smt. Arunaben Desai
3. Smt. Dhara Desai
4. Dr. Poonam Kakkad
5. Smt. Swati Desai
6. Dr. Alpa Upadhyay
7. Smt. Sangeetha Shyam Sundar
8. Shri Milan Desai
9. Mr. Ishwar Jha
10. I/ C Prin. Smt. Swiddle D'Cunha

Dr. Denis Desai chaired the meeting and the minutes of the previous meeting were read. Status of AQAR 2019-20 submission was given by Dr Poonam , IQAC Coordinator

It was resolved by the chair that applications for the recognition of PhD guide of Dr Poonam Kakkad, Dr Megha Juvekar were to be sent to University. For orientation Ms. Sangeetha , Ms. Diya, Dr Neha Goel and Dr Vijaya were the faculties as proposed by the principal and decided to send their applications. For CAS stage 1 to stage 2 Dr Monika John, Ms. Swiddle D'Cunha, Dr Poonam Kakkad and Dr Megha Juvekar were listed.

Resolved to organise One Day International Level workshop 'The Joy of Research' in the month of January 2021 in order to imbibe research culture in the staff members. Dr. Poonam along with Research Cell member Dr Megha were given the responsibility to organise the said workshop.

Further Resolved that given a detailed presentation on proposed tie ups with industries for upgrading education and fostering placement in the college was given by Dr Poonam Industry collaborations with Kashiba institute, Monster.com and Rishesharp for fostering placements was accepted by all the members.

Resolved to have collaboration with (NGO) Aayushman Welfare centre for joining hands in social contribution. Further to make teaching learning more interesting Dr Kakkad proposed a faculty exchange program for BMS program.

Faculty of Chandrabhan Sharma would conduct 8 lectures of 50 mins each on the subject Research Methodology for SYBMS students.

Permission of the chair was granted to organise a 7 Day FDP by the Department of Commerce and Accountancy in the discussed budget.

Resolved that ISO work is started and necessary training to be given to teaching and non-teaching staff will be scheduled in the month of March 2021.

Resolved that with the estimated budget presented by the principal and Mr Milan Desai various workshops were agreed to be organised.


Resolved by the chair to organise a parent teacher meeting to keep parents informed about all the activities that college is organising in the lockdown period.

It was resolved by the chair to draft and practice an exit policy for employees for the employees of the institution to ensure a non discrepancy separation. suggestions were given by the chair on the criterions to look into in the separation policy. A rough draft was asked to the Principal to be shown in spa of 30 days.


The chair and the CDC members resolved to the proposal of Dr Kakkad IQAC coordinator to organise webinar for non teaching and teaching staff on Stress Management and another webinar on Revised NAAC Accreditation Process for teaching and non teaching staff. The Principal also proposed to organise alumni meet in month of May 2021, and the members second on this idea.

The Chair suggested to the Principal to look onto the formalities for getting 2 (f) 12 B recognition for the college. The chair also mentioned to conduct AAA as early as possible so as to identify the SWOC for the college.

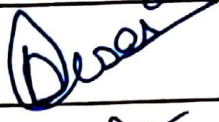

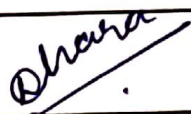
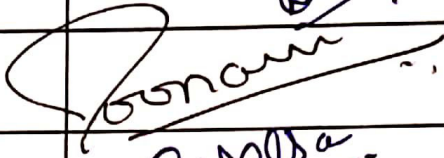


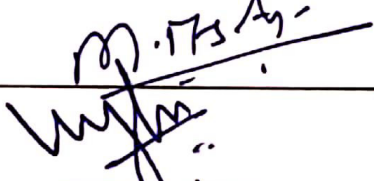
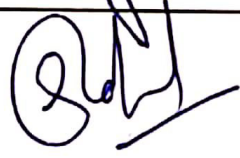
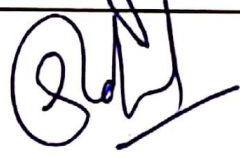
The meeting ended with the vote of thanks to the Chair.


I / C Prin. Swiddle D' Cunha
Member Secretary




Dr. Denis Desai
Chairman

Members who attended the Meeting

| Names | Signature |
|--------------------------------|--|
| Dr. Denis Desai |  |
| Smt. Arunaben Desai |  |
| Smt. Dhara Desai |  |
| Dr. Poonam Kakkad |  |
| Smt. Swati Desai |  |
| Dr. Alpa Upadhyay | |
| Smt. Sangeetha Shyam Sundar |  |
| Shri Milan Desai |  |
| Mr. Ishwar Jha |  |
| I/C Prin. Smt. Swiddle D'Cunha |  |



NIRMALA MEMORIAL FOUNDATION COLLEGE OF COMMERCE & SCIENCE

6th June, 2022

NOTICE

The twenty fifth meeting of the College Development Committee (CDC) will be held on Saturday, 11th June, 2022 at 12.00 noon in the chairman's cabin with the following agenda. Members of CDC are requested to attend the meeting.

Agenda

1. To read and confirm the minutes of the previous meeting.
2. To present and discuss the academic calendar and budgets of various committees
3. To discuss about the status of 2(f) & 12 B and discuss motivating the eligible staff for proposals to be submitted for minor research projects
4. To discuss the registration process for swayam courses.
5. To propose to apply for NAAC sponsorship to organise a state level seminar.
6. To discuss the status of 2(f) 12 B application.
7. Any other matter with permission of the Chair.



I / C Prin Ms. Swiddle D'Cunha

Member Secretary



NIRMALA MEMORIAL FOUNDATION COLLEGE OF COMMERCE & SCIENCE

Minutes of the meeting held on Saturday, 11th June, 2022 at 12.00 noon offline in the chairman's cabin . The following members were present:

| College Development Committee | | |
|--------------------------------------|-------------------------|---|
| Sr. No. | Name | Designation |
| 1 | Ms.Aruna Desai | Director, Nirmala Memorial Foundation |
| 2 | Dr. Dennis Desai | Chairperson, Nirmala memorial Foundation |
| 3 | Ms. Dhara Desai | Secretary, Nirmala Memorial Foundation |
| 4 | Dr. Megha Juvekar | HOD, Commence |
| 5 | Dr. Alpa Upādhyay | Teacher Representative |
| 6 | Mr. Vinay Dukale | Teacher Representative |
| 7 | Ms. Vaishali Mishra | Teacher Representative |
| 8 | Ms. Swati Desai | Registrar |
| 9 | Mr. Jagannath Abhyankar | Local Member, Nominated By Management |
| 10 | Adv. Chirag Shah | Local Member, Nominated By Management |
| 11 | Mr. Jesal Rathod | Local Member, Nominated By Management |
| 12 | Mr. Vaibhav Agrawal | Alumnus |
| 13 | Dr. Poonam Kakkad | Co-ordinator, IQAC |
| 14 | Mr. Ayush Shah | Student Representative |
| 15 | Ms. Swiddle D'Cunha | Member – Secretary I/C Principal, Nirmala Memorial Foundation College of Commerce & Science |

Dr. Denis Desai chaired the meeting and the minutes of the previous meeting were read.

The Principal shared the status of the application made for 2(f) 12 B. The chair requested Dr Poonam, IQAC Coordinator to take the maximum benefits once the college gets 2(f)12B recognition. Dr Desai mentioned to motivate and encourage teachers to apply for minor research projects. The Coordinator also briefed on promoting a research attitude amongst teachers by conducting research workshops and seminars and conferences. The chair appreciated and requested to present the budget for the same. The chair requested the principal to take the initiative and formally inform and direct every teacher to submit at least 1 research paper as an individual author in each term.

Principal presented the Term I calendar and the budget to conduct various activities. The chair suggested the members focus on extracurricular activities like cultural events, sports and ensured the required financial help for conducting it.

The Principal shared the game plan for promoting swayam courses to ensure maximum registration of students in order to enrich the syllabus being taught

across various programs. Madam Aruna Desai gave her inputs on the mechanism to be adopted for a smooth registration process.


Dr Kakkad proposed to apply for NAAC sponsorship to organise a state level seminar in the month of January 2023. The chair appreciated the initiative and requested the IQAC coordinator to draft a proposal stating the title, the objective, budget, resources persons and share the same with him for final consensus.

Madam Aruna, directed the Principal to ensure that the required counselling service offered by the college continues for the mental and emotional wellbeing of the stakeholders of the institute. She also appreciated the recommendation of conducting a few sessions for faculty members to help them in identifying the counselling needs of the students.

On further discussion about the skill development courses to be offered to the students, Madam Aruna expressed her desire that the college is ready to offer 15 to 20 laptops to the needy and deserving students of BSc IT. Members thanked the management for this support given to the students.

As per students satisfaction survey, canteen service was a matter of concern.

Having no other matter, the meeting ended with a vote of thanks.



I / C Prin. Swiddle D' Cunha

Member Secretary

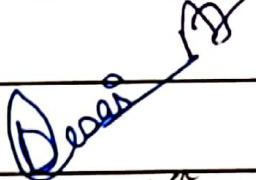
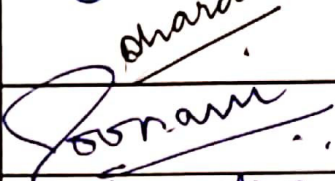
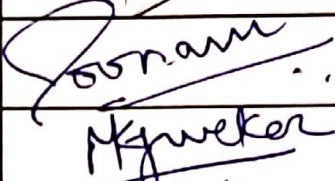
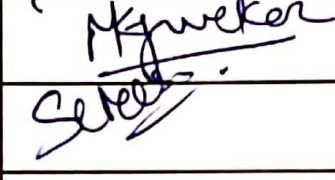
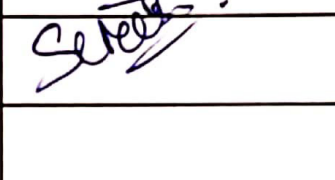

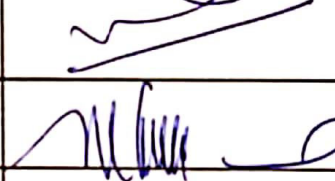
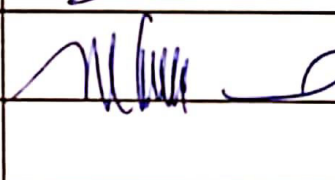
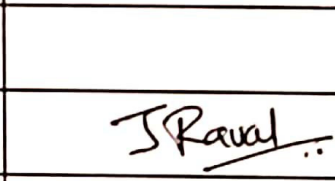
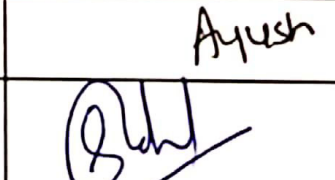
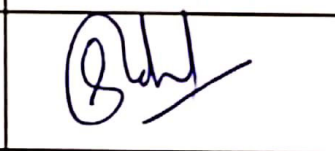


Dr. Denis Desai

Chairman



Members who attended the Meeting

| Names | Signature |
|--------------------------------|--|
| Ms. Aruna Desai | |
| Dr. Denis Desai |  |
| Ms. Dhara Desai |  |
| Dr. Poonam Kakkad |  |
| Dr. Megha Juvekar |  |
| Ms. Swati Desai |  |
| Dr. Alpa Upadhyay | |
| Mr. Vinay Dhkale |  |
| Ms. Vaishali Mishra |  |
| Mr. Jagannath Abhyankar |  |
| Adv. Chirag Shah | |
| Mr. Jesal Rathod | |
| Mr. Vaibhav Agrawal |  |
| Mr. Ayush Shah |  |
| I/C Prin. Smt. Swiddle D'Cunha |  |



30th August, 2022

NOTICE

The twenty sixth meeting of the College Development Committee (CDC) will be held on Tuesday, 13th September, 2022, at 12.00 noon in the chairman's cabin with the following agenda. Members of CDC are requested to attend the meeting.

Agenda

1. To read and confirm the minutes of the previous meeting.
2. To present an idea and get approval for proper canteen functioning and Canteen Waste management mechanism and create some green environment.
3. To discuss about collaborations with institutions outside maharashtra for faculty and student exchange
4. To discuss about encouraging new faculty members to become lifetime members for Maharashtra Commerce Association or Indian Association for Commerce Members
5. To propose MoU with Yuva Parivartan affiliated to National Skill Development Corporation for our college to become an authorised training and certification centre offering various enriching and skill development courses..
6. To discuss on mechanism for participating in NIRF
7. To discuss about booking of Sports Authority of India ground for sports
8. To propose academic and administrative internal audit.
9. Any other matter with permission of the Chair.



I / C Prin Ms. Swiddle D'Cunha

Member Secretary



NIRMALA MEMORIAL FOUNDATION COLLEGE OF COMMERCE & SCIENCE

Minutes of the meeting held on Tuesday, 13th September, 2022, at 12.00 noon offline in the chairman's cabin . The following members were present:

| College Development Committee | | |
|--------------------------------------|-------------------------|--|
| Sr. No. | Name | Designation |
| 1 | Ms.Aruna Desai | Director, Nirmala Memorial Foundation |
| 2 | Dr. Dennis Desai | Chairperson, Nirmala memorial Foundation |
| 3 | Ms. Dhara Desai | Secretary, Nirmala Memorial Foundation |
| 4 | Dr. Megha Juvekar | HOD, Commence |
| 5 | Dr. Alpa Upadhyay | Teacher Representative |
| 6 | Mr. Vinay Dukale | Teacher Representative |
| 7 | Ms. Vaishali Mishra | Teacher Representative |
| 8 | Ms. Swati Desai | Registrar |
| 9 | Mr. Jagannath Abhyankar | Local Member, Nominated By Management |
| 10 | Adv. Chirag Shah | Local Member, Nominated By Management |
| 11 | Mr. Jesal Rathod | Local Member, Nominated By Management |
| 12 | Mr. Vaibhav Agrawal | Alumnus |
| 13 | Dr. Poonam Kakkad | Co-ordinator, IQAC |
| 14 | Mr. Ayush Shah | Student Representative |
| 15 | Ms. Swiddle D'Cunha | Member – Secretary I/C Principal, Nirmala Memorial Foundation College of Commerce & Science |

Dr. Denis Desai chaired the meeting and the minutes of the previous meeting were read.

The meeting started with the Principal thanking the management for a wonderful gesture of celebrating teachers day with pomp and gift as a token of love and appreciation. Teachers' feedback over it was also shared with the management.

The Principal shared the good news of our institute being recognised for 2(f) 12 B under UGC Act, 1956. Dr Poonam, IQAC Coordinator informed the members that four eligible teachers have submitted their research proposal to KIS and will also be applying for ICSSR minor research project. Principal informed the chair that per discussion in the previous meeting every faculty member is submitting one research paper in term 1. These papers will then get published in reputed journals. The chair suggested that the college should have its own ISSN peer reviewed research journal. He also directed the Principal to work on the same and present the budget in the next two weeks.

Dr Kakkad presented the status of NAAC Accreditation cycle. Also the status for AQAR 2021-22 was presented by the IQAC Coordinator. The chair

suggested submitting the AQAR for 2021- 22 and 2022-23 and then go for NAAC Accreditation cycle two in 2023-24.

The Principal shared good news of appreciation mail received from sywam swayam for maximum registration. However, concern was expressed that students are not willing to pay 1000 rs for the examination and certification.

The chair suggested that the same course can also be taught to our students by our own teachers free of charge. Members appreciated the idea.

Madam Aruna proposed to organise an English speaking course as a pilot study. Dr Kakkad being BMS Coordinator was asked to identify students with weak English Language and organise a camp for them. She also suggested that at the initial stage of registration we charge 100 Rs from students and the same be refunded to them on the course completion checking their regularity in attending the course . Members appreciated the idea and the gesture.

Principal shared the Academic and Administrative Audit plan with the members and members approved the plan.

As per the feedback received from students for the facilities offered by the college which was presented in the management review meeting in the last academic year, Ms Swati shared that the canteen service needs to be looked into. She presented a mechanism for proper canteen functioning and Canteen Waste management process. Members had deliberation over it and unanimously decided to have a gobble bin for creating some green environment with the purchase of plants.

Dr Kakkad presented the matter as discussed in an IQAC meeting about collaborations with institutions outside Maharashtra for faculty and student exchange. The Principal suggested collaboration with Andhra College of Commerce and Andhra Loyola College of Engineering and Technology.

The chair further discussed encouraging new faculty members to become lifetime members for Maharashtra Commerce Association or Indian Commerce Association of India. Members second on the matter.

In connection to offering skill development certified programs, Madam Desai suggested a MoU with Yuva Parivartan affiliated to National Skill Development Corporation for our college to become an authorised training and certification centre offering various enriching and skill development courses.

The Principal proposed to the chair to participate in NIRF as it is one of the requirements for NAAC. The IQAC Coordinator presented the data requirements. The chair supported the suggestion and permitted for the same.

Madam Aruna confirmed with the academic calendar of Term II and advised the Principal to get the SAI ground booking done on priority basis for the Annual

sports Meet. The IQAC Coordinator proposed the audit schedule for academic and administrative audit. Members unanimously agreed on the schedule.

The chair made an announcement that the college will be soon equipped with air conditioned classrooms. Any other matter with permission of the Chair. Members showed happiness and shared the comfort that it would give in effective teaching and learning.

Having no other matter, the meeting ended with a vote of thanks.



I / C Prin. Swiddle D'Cunha

Member Secretary



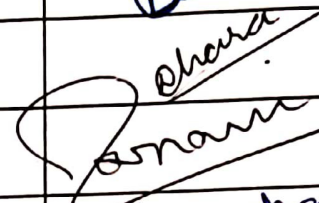
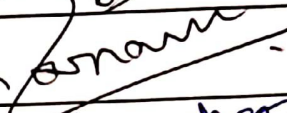
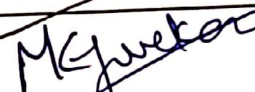
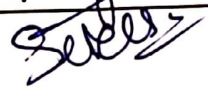
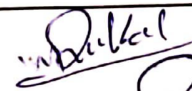

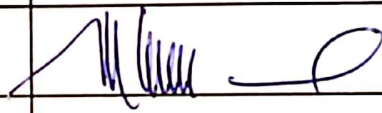
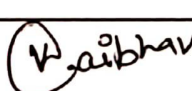
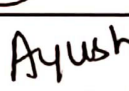



Dr. Denis Desai

Chairman



Members who attended the Meeting

| Names | Signature |
|-----------------------------------|--|
| Ms. Aruna Desai |  |
| Dr. Denis Desai |  |
| Ms. Dhara Desai |  |
| Dr. Poonam Kakkad |  |
| Dr. Megha Juvekar |  |
| Ms. Swati Desai |  |
| Dr. Alpa Upadhyay | |
| Mr. Vinay Dhkale |  |
| Ms. Vaishali Mishra |  |
| Mr. Jagannath Abhyankar |  |
| Adv. Chirag Shah | |
| Mr. Jesal Rathod | |
| Mr. Vaibhav Agrawal |  |
| Mr. Ayush Shah |  |
| I/C Prin. Smt. Swiddle D'Cunha |  |



2018-19

NIRMALA MEMORIAL FOUNDATION COLLEGE OF COMMERCE & SCIENCE

(2018-19)

NOTICE

01/10/2018

The eighteenth meeting of the Internal Quality Assurance Cell (IQAC) will be held on Monday, 15th October 2018 at 11.00 am in the Principal's cabin. It will be chaired by the Principal. Members are requested to attend the meeting. The Agenda of the meeting is as follows:

AGENDA

1. To confirm the minutes of the meeting held on 11/07/2018.
2. To discuss about the Annual Day preparation and date confirmation.
3. To finalise the AQAR work.
4. To conduct intercollegiate techno-fest NITA.
5. To discuss about the new format of IQAC and appoint new members.
6. To discuss on the proposal of organizing inter-collegiate fest ELAAN of BMS and BAF department.
7. To organize NITA techno utsav by B.Sc. (IT) and B.Sc. (CS) department.
8. To discuss any other matter with the permission of the Chair.

AU
(Dr Alpa Upadhyay)

IQAC Coordinator

| | | | |
|---------------------|------------------|----------------------|-------------------|
| Ms. Swiddle D'Cunha | <u>Swiddle</u> | Ms. Vaishali Mishra | <u>Mishra</u> |
| Dr Denis Desai | <u>Desai</u> | Ms. Krinal Desai | <u>Desai</u> |
| Dr M.S Kurhade | | Dr Vijaya Jacqueline | <u>Jacquiline</u> |
| Dr Faiyaz Gadiwála | | Dr Megha Juvekar | <u>Juvekar</u> |
| Mr. S.B Patil | | Mr. R Suresh | <u>Suresh</u> |
| Ms. Janvi Bhatia | <u>J. Bhatia</u> | Ms Swati Desai | <u>Desai</u> |
| Dr Poonam Kakkad | <u>Poonam</u> | Dr Alpa Upadhyay | <u>AU</u> |



Minutes of the eighteenth meeting of IQAC committee held on Monday, 15th October 2018 at 11.00 am in the Principal's cabin.

The meeting was attended by the following members:

| Sr No | Name |
|-------|----------------------|
| 01 | Ms. Swiddle D'Cunha |
| 02 | Dr. Denis Desai |
| 03 | Dr M.S Kurhade |
| 04 | Dr Faiyaz Gadiwala |
| 05 | Mr. S.B Patil |
| 06 | Ms. Janvi Bhatia |
| 07 | Dr Poonam Kakkad |
| 08 | Dr Vijaya Jacqueline |
| 09 | Dr Megha Juvekar |
| 10 | Ms. Vaishali Mishra |
| 11 | Ms. Krinal Desai |
| 12 | Ms. Swati Desai |
| 13 | Mr. Suresh R |
| 14 | Dr Alpa Upadhyay |

All the members were present in the meeting.

AGENDA 1:

The Minutes of previous meeting held on 11/07/2018 were read, confirmed and recorded.

AGENDA 2:

Annual day is an event for which students wait. Keeping this in mind, members collectively decided to put forth the proposal of having a grant annual function in the month of December, 2018. Chairperson accepted it and assured that it will be approved in forth coming CDC meeting.

AGENDA 3:

Criterion head submitted their progression files of AQAR. Entire data had been be reviewed by the all the members and discussion on it was done at length. It was decided to put forth the data to managing committee for their review.

AGENDA 4:

Prof. S.B. Patil, mentor of IT and CS suggested that NITA, techno-utsav should be organized like every year with new ideas. After lengthy discussion on it, it was finalized that NITA shall organized in the month of January, 2019 after the completion of Annual day in the month of December, 2018. All the members and Chairperson agreed to it and IT coordinator Ms. Vaishali Mishra was asked to finalize the date after taking department meeting.



AGENDA 5:

NAAC had introduced new guidelines for formation of IQAC and it was also recommended by the peer team during NAAC visit to form IQAC as per the new guidelines to be introduced by NAAC. Taking this in to consideration, Principal and management along with IQAC members discussed the new format and it was decided to introduce one teacher representative from placement cell, NSS. Also there was a requirement to have student's representatives- Alumni student and current batch student. All the aspects of new guidelines are considered and new IQAC members list was prepared.

AGENDA 6:

It was resolved that like every year intercollegiate fest ELAAN of BMS and BAF department will be organized in the month of January 2019. The action plan for the same shall be prepared by Dr. Poonam Kakkad, Coordinator BMS and BAF department. The estimated budget for the same was presented by the coordinator. All members agreed upon it and the work for the same was to be started soon.

AGENDA 7:

Every year B.Sc. (IT) and B.Sc. (CS) department organize intercollegiate techno utsav NITA in the month of January 2019. It was resolved that the same would be conducted this year in the month of January. The competitions to be conducted in the fest would be more innovative in terms of technology. Member and chairperson agreed the same and Ms. Vaishali Mishra was given the charge to start with the budget and other required details.



(2018-19)


NOTICE

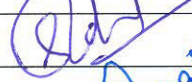


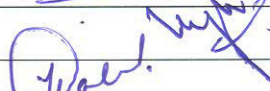

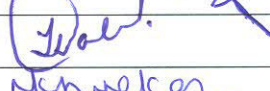
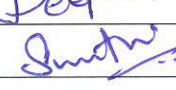
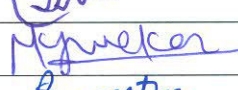
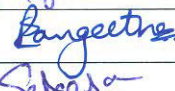
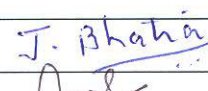
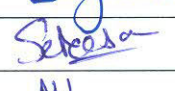
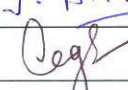

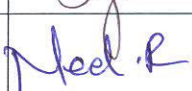
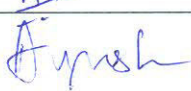
10/01/2019

The nineteenth meeting of the Internal Quality Assurance Cell (IQAC) will be held on Friday, 18th January, 2019 at 1.00 pm in the IQAC room. It will be chaired by the Principal. Members are requested to attend the meeting. The Agenda of the meeting is as follows:

AGENDA

1. To confirm the minutes of the meeting held on 15/10/2018.
2. To introduce new member to IQAC.
3. To finalise the calendar for curricular, co-curricular and extra-curricular activities of various committees and departments for the first half of the academic year 2019-20.
4. To discuss the proposal to organize FDP by the department of B.Sc (IT), and B.SC (CS) in the month of March 2019.
5. To consider the proposal of examination committee chairperson for holding remedial lectures for students of B.Com, who were not able to clear Semester I/III regular examinations.
6. To discuss the proposal presented by BMM coordinator for a rural camp, as an educational visit for BMM students.
7. To discuss the proposal of Research cell to organize national conference in the month of March 2019.
8. Proposal to create wellness center.
9. To discuss any other matter with the permission of the Chair.


(Dr. Poonam Kakkad)
IQAC Coordinator

| | | | |
|---------------------------------|---|----------------------------|---|
| Ms. Swiddle D'Cunha |  | Ms. Vaishali Mishra |  |
| Dr Denis Desai |  | Mr. Ishwar Jha |  |
| Dr. Deepa Sharma |  | Dr. Jignesh Dalal |  |
| Ms. Sumathi Rajkumar |  | Dr Megha Juvekar |  |
| Mr. S.B Patil | | Ms. Sangeetha S. |  |
| Ms. Janvi Bhatia |  | Ms Swati Desai |  |
| Mr. Vikas Agrawal |  | Dr Alpa Upadhyay |  |
| Mr. Neelkanth Raval (Alumni) |  | Mr. Aayush (SRC leader) |  |



Minutes of the nineteenth meeting of IQAC committee held on Friday, 18th January, 2019 at 1.00 pm in the IQAC room.

The meeting was attended by the following members:

| Sr No | Name |
|-------|----------------------|
| 01 | Ms. Swiddle D'Cunha |
| 02 | Dr. Denis Desai |
| 03 | Dr Deepa Sharma |
| 04 | Mr. Ishwar Jha |
| 05 | Mr. S.B Patil |
| 06 | Dr. Jignesh Dalal |
| 07 | Ms. Sumathi Rajkumar |
| 08 | Ms. Janvi Bhatia |
| 09 | Dr Alpa Upadhyay |
| 10 | Mr. Vikas Agrawal |
| 11 | Dr Megha Juvekar |
| 12 | Ms. Vaishali Mishra |
| 13 | Ms. Swati Desai |
| 14 | Ms. Sangeetha S. |
| 15 | Mr. Neelkanth Raval |
| 16 | Mr. Aayush |
| 17 | Dr Poonam Kakkad |

All the members were present in the meeting.

AGENDA 1:

The Minutes of previous meeting held on 15/10/2018 were read, confirmed and recorded.

AGENDA 2:

The new members of IQAC were introduced to the members. They were brief about the objectives of IQAC, formation and its relevance in the educational institution. Dr. Alpa Upadhyay, IQAC coordinator gave handover to the new IQAC coordinator Dr. Poonam Kakkad. All members were introduced to the external expert Dr. Deepa Sharma, Principal M.D.Shah Mahila College, Malad (West), Mumbai. Madam gave a brief outline of the working of IQAC and importance of teamwork. Mr. Ishwar Jha was appointed as an industry expert and he highlighted the significance of industry academia linkage and what action plan can be prepared through IQAC to bridge the gap between industry and academics.

AGENDA 3:

Academic calendar of the first half of the year 2018-19 was discussed and all the activities which were already conducted were reviewed. Based on this, the activities of second half of the year 2018-19 were streamlined. The preparation and success of Annual day was appreciated by the Principal and the Management. It was also decided that such events shall



be done every year. Further it was discussed that academic calendar for 2019-20 was to be prepared by May 2019, once University of Mumbai releases its academic calendar for 2019-20. Based on the academic calendar prepared by IQAC, department heads will prepare their academic calendar. All committee heads were also to be informed to prepare the list of activities that shall be conducted by them during the year 2019-20 including the inter-collegiate events.

AGENDA 4:

Mr. S.B. Patil, mentor of B.Sc. (IT) and B.Sc. (CS) suggested to organize faculty development programme for staff members to train them to use the E-learning method of teaching instead of chalk and talk method. The need of the hour demanded flipped classroom and thereby the member of IQAC agreed upon the proposal forwarded by Mr. S.B. Patil. Ms. Vaishali Mishra and Mr. Vikas Agrawal from B.Sc. (IT and CS) were requested to take the charge and conduct the programme in the month of March, 2019.

AGENDA 5:

Since the first year and second year B.Com examination is conducted by University of Mumbai, it was suggested by examination committee chairperson, Dr. Jignesh Dalal to conduct remedial classes for these students in order to improve their performance and make them exam ready. The proposal was unanimously accepted by all members of IQAC. Examination committee was hereby to prepare timetable for remedial classes so that the students can avail this benefit of remedial coaching.

AGENDA 6:

Dr. Poonam Kakkad, IQAC coordinator suggested to organize a rural camp for BMM students in order to acquaint them with the lifestyle and occupational details of the rural people. This would also be beneficial for students to prepare report on the same and improve their writing skills. The members and Principal accepted the proposal and it was decided BMM coordinator, Ms. Deevika Shetty would take up the charge for the same.

AGENDA 7:

Dr. Alpa Upadhyay, Research cell convenor proposed to organize national conference in association with IQAC of the college. The theme of the same would be multidisciplinary in order to cover maximum areas of commerce and science. The sub-themes were discussed at length by all members of IQAC and Dr. Alpa Upadhyay also forwarded the estimated budget of the conference in order to get it approved in IQAC. The members gave their suggestions and finally a budget of rupees one lakh was approved by IQAC.



AGENDA 8:

The members of the committee suggested to have a wellness center for the students. The Principal second hand the idea and assured to take the matter further to CDC.

Meeting ended with a vote of thanks



(2018-19)

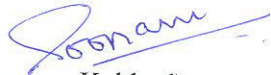
NOTICE

28/04/2019

The twentieth meeting of the Internal Quality Assurance Cell (IQAC) will be held on Tuesday, 14th May, 2019 at 1.30 pm in the IQAC room. It will be chaired by the Principal. Members are requested to attend the meeting. The Agenda of the meeting is as follows:




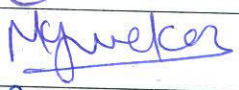
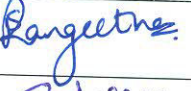

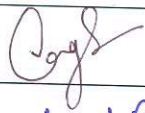


AGENDA

1. To confirm the minutes of the meeting held on 18/01/2019.
2. To review the calendar for curricular, co-curricular and extra-curricular activities of various committees and departments for the second half of the academic year 2019-20.
3. To review the response of remedial lectures conducted for the first year and second year B.Com students.
4. To review the success of national conference held in the month of March 2019.
5. To discuss any other matter with the permission of the Chair.



(Dr. Poonam Kakkad)

IQAC Coordinator

| | | | |
|---------------------------------|---|----------------------------|---|
| Ms. Swiddle D'Cunha |  | Ms. Vaishali Mishra |  |
| Dr Denis Desai |  | Mr. Ishwar Jha |  |
| Dr. Deepa Sharma |  | Dr. Jignesh Dalal |  |
| Ms. Sumathi Rajkumar |  | Dr Megha Juvekar |  |
| Mr. S.B Patil | | Ms. Sangeetha S. |  |
| Ms. Janvi Bhatia |  | Ms Swati Desai |  |
| Mr. Vikas Agrawal |  | Dr Alpa Upadhyay |  |
| Mr. Neelkanth Raval (Alumni) |  | Mr. Aayush (SRC leader) |  |



Minutes of the twentieth meeting of IQAC committee held on Tuesday, 14th May 2019 at 1.30 pm in the IQAC room.

The meeting was attended by the following members:

| Sr No | Name |
|-------|----------------------|
| 01 | Ms. Swiddle D'Cunha |
| 02 | Dr. Denis Desai |
| 03 | Dr Deepa Sharma |
| 04 | Mr. Ishwar Jha |
| 05 | Mr. S.B Patil |
| 06 | Dr. Jignesh Dalal |
| 07 | Ms. Sumathi Rajkumar |
| 08 | Ms. Janvi Bhatia |
| 09 | Dr Alpa Upadhyay |
| 10 | Mr. Vikas Agrawal |
| 11 | Dr Megha Juvekar |
| 12 | Ms. Vaishali Mishra |
| 13 | Ms. Swati Desai |
| 14 | Ms. Sangeetha S. |
| 15 | Mr. Neelkanth Raval |
| 16 | Mr. Aayush |
| 17 | Dr Poonam Kakkad |

All the members were present in the meeting.

AGENDA 1:

The Minutes of previous meeting held on 18/01/2019 were read, confirmed and recorded.

AGENDA 2:

Academic calendar of the second half of the year 2018-19 was discussed and all the activities which were already conducted were reviewed. As discussed in earlier meeting, new IQAC coordinator Dr. Poonam Kakkad prepared the academic calendar for the first half of the academic year 2019-20 as per the academic calendar given by University of Mumbai. Department heads and committee heads also have given their events dates to IQAC coordinator which has helped her in preparing final academic calendar for the first half of the academic year 2019-20.



AGENDA 3:

Remedial lectures were conducted for the students of F.Y.B.Com and S.Y.B.Com in order to improve upon the results of these programmes. Remedial lectures were conducted in the subjects of Mathematics, Environmental Studies, Commerce, Foundation course, Business Law and Economics for first year and second year B.Com students. Inhouse faculty conducted these lectures after the routine lectures. It was observed that students attended the remedial lectures and many were benefitted through it.

AGENDA 4:

One Day National Conference was organized on Saturday, 23 March, 2019 at Nirmala Hall. The theme was 'Multi Disciplinary Approach to Innovation, Transformation and Challenges'. 80 research papers were received, out of which 63 papers got selected to be published and 14 papers were presented in two technical sessions. The USP of the conference was the UGC approved E-Journal ISSN 2394-7780 with an impact factor of 7.36. IQAC members along with Research cell worked wholehearted to make this conference a success. Principal and Management congratulated IQAC members and Research cell members for the grand success of the national conference. It was further discussed that such conferences will be done in future in order to develop research culture in the college.

Meeting ended with a vote of thanks.



2019-20

(2019-20)


NOTICE

24/06/2019






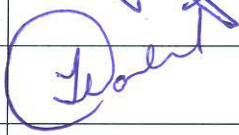
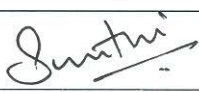

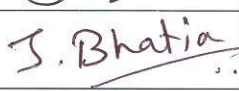

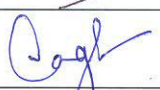

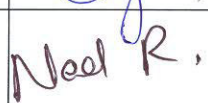

The twenty first meeting of the Internal Quality Assurance Cell (IQAC) will be held on Monday, 8th July, 2019 at 2.30 pm in the IQAC room. It will be chaired by the Principal. Members are requested to attend the meeting. The Agenda of the meeting is as follows:

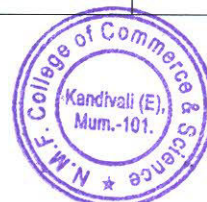
AGENDA

1. To confirm the minutes of the meeting held on Tuesday, 14th May 2019.
2. To propose appointment of Ms. Arti Kedia a counsellor who can visit wellness center cum counselling room ones a week.
3. To propose on certain infrastructure development of the college
4. To propose to dates of various stages of ISO certification
5. To discuss the new process and date of submission of AQAR
6. To propose introducing DLLE form current academic year
7. To propose and discuss on introducing coaching for cracking competency exams for government jobs.
8. To organize FDPs for teaching and non teaching staff.
9. To discuss any other matter with the permission of the Chair.


(Dr. Poonam Kakkad)

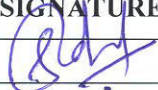

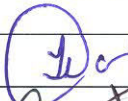
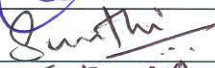








IQAC Coordinator

| | | | |
|---------------------------------|---|----------------------------|---|
| Ms. Swiddle D'Cunha |  | Ms. Vaishali Mishra |  |
| Dr Denis Desai |  | Mr. Ishwar Jha |  |
| Dr. Deepa Sharma |  | Dr. Jignesh Dalal |  |
| Ms. Sumathi Rajkumar |  | Dr Megha Juvekar |  |
| Ms. Janvi Bhatia |  | Ms Swati Desai |  |
| Mr. Vikas Agrawal |  | Dr Alpa Upadhyay |  |
| Mr. Neelkanth Raval (Alumni) |  | Mr. Aayush (SRC leader) |  |



Minutes of the twenty first meeting of IQAC committee held on Monday, 8th July, 2019 at 2.30 pm in the IQAC room.

The meeting was attended by the following members:

| Sr No | Name | SIGNATURE |
|-------|-----------------------------|---|
| 01 | Ms. Swiddle D'Cunha |  |
| 02 | Mr. Ishwar Jha |  |
| 03 | Dr. Jignesh Dalal |  |
| 04 | Ms. Sumathi Rajkumar |  |
| 05 | Ms. Janvi Bhatia |  |
| 06 | Dr Alpa Upadhyay |  |
| 07 | Mr. Vikas Agrawal |  |
| 08 | Dr Megha Juvekar |  |
| 09 | Ms. Vaishali Mishra |  |
| 10 | Ms. Swati Desai |  |
| 11 | Ms. Sangeetha Shyam Sundar. |  |
| 12 | Dr Poonam Kakkad |  |

The following members were granted leave of absence:

Principal Dr Deepa Sharma, Dr. Denis Desai, Mr. Neelkanth Raval and Mr. Aayush

AGENDA 1:

The Minutes of previous meeting held on Tuesday, 14th May 2019 were read, confirmed and recorded.

AGENDA 2:

The IQAC Coordinator took the pleasure to announce that the renovation of the wellness center, proposed in the previous meeting was approved in the CDC. The renovation was completed by 10th July, 2020. Prof. Vaishali Mishra, convener of Women Development Cell and Coordinator of B.Sc IT proposed to continue of having a counsellor at the college premises, specially required for girl students. Prof Vaishali expressed the benefits of having a counsellor in the campus. Ms. Arti Kedia , a renowned counselor's name was proposed to be the counsellor of the college. All the members second her suggestion and the Principal accepted to present it in the CDC.

AGENDA 3:

A. Understanding the growing demand for the BMM program, Dr Poonam Kakkad, IQAC coordinator proposed to renovate the Photography room by making it more equipped for hands on training as per the syllabus of the course Print Production and Photography. The syllabus was presented to the principal to give a better understanding. Dr Kakkad also



proposed to have a news room functioning and beneficial for Second and third year students of aiming to pursue their career in Journalism. Mr. Abhay Mokashi a senior journalist was proposed to welcome him at college campus for his expert advice in making of the room.

B. The staff secretary Prof. Sumathi Rajkumar on behalf of the staff members proposed to have more comfort chairs by replacing the plastic chairs. The principal accepted the proposal to be presented in the CDC.

AGENDA 4:

In order to stream line and channelize the working of administrative office, various departments and committees Dr. Kakkad in the previous meeting had proposed ISO certification process. It was proposed to start with the ISO process post Diwali vacation.

AGENDA 5:

The submission process of AQAR which has been revised from current academic year was explained to all the members by the coordinator Dr. Kakkad. Plan of action was decided to submit the online AQAR before Diwali break.

AGENDA 6:

Dr. Megha Juvekar proposed for introducing Department of Lifelong Learning and Extension (DLLE) from current academic year. All members second the proposal as it supports the college objective of community support and development.

AGENDA 7:

Prof Sangeetha Shyam Sundar proposed to enter into MoU with SSB academy and introduce coaching for cracking entrance and competency exams for government jobs. MoU with computrain for counselling on study abroad was also proposed by her. Prof Vaishali and Dr Dalal second the proposal.

AGENDA 8:

Dr Kakkad proposed to organize various FDPs for teaching and non teaching programs. FDP on investment knowledge and new budgetary policy was suggested to be organised before Diwali break and Post Diwali FDP on use of ICT in teaching and learning methods, Know yourself, Learn to understand your students like workshops. The chairperson accepted the said proposal.



AGENDA 9:

A visit to various industries and work stations like Navneet publishing house, Bisleri, RBI visit to give practical exposure to students of management studies and Accounting and Finance was proposed by the coordinator. Principal gave a positive nod to the proposal.

Not in the agenda but with the permission of the chair, Coordinator Dr Poonam Kakkad proposed the Principal to send qualified teachers applications for Orientation Program. The short listed teachers were Dr Neha Goel, Dr Alpa Upadhyay, Principal Swiddle D'Cunha . The meeting concluded with a Vote of Thanks to the Chair.

At the end, vote of thanks was proposed by the coordinator.



NIRMALA MEMORIAL FOUNDATION COLLEGE OF COMMERCE & SCIENCE

(2019-20)

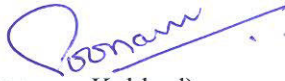
NOTICE

1/10/2019

The twenty second meeting of the Internal Quality Assurance Cell (IQAC) will be held on Monday, 14th October 2019 at 2.30 pm in IQAC cabin. It will be chaired by the Principal. Members are requested to attend the meeting. The Agenda of the meeting is as follows:







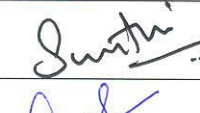
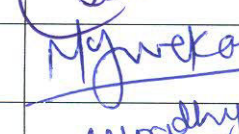
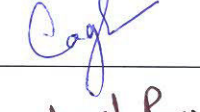
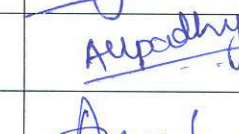

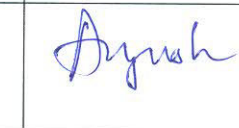
AGENDA

1. To confirm the minutes of the meeting held on Monday, 08/07/2019.
2. To review on infrastructure development and committee activities for the second half of the year.
3. To study and discuss the final draft of AQAR to be submitted .
4. To discuss about the academic calendar for first half of the academic year.
5. To put forth the idea of having only one intercollegiate fest of the college
6. To put forth suggestive destinations for long industrial visit
7. To discuss any other matter with the permission of the Chair.



(Dr Poonam Kakkad)

IQAC Coordinator

| | | | |
|---------------------------------|---|----------------------------|---|
| Ms. Swiddle D'Cunha |  | Ms. Vaishali Mishra |  |
| Dr Denis Desai |  | Mr. Ishwar Jha |  |
| Dr. Deepa Sharma |  | Dr. Jignesh Dalal |  |
| Ms. Sumathi Rajkumar |  | Dr Megha Juvekar |  |
| Mr. Vikas Agrawal |  | Dr Alpa Upadhyay |  |
| Mr. Neelkanth Raval (Alumni) |  | Mr. Aayush (SRC leader) |  |



Minutes of the twenty second meeting of IQAC committee held on Monday, 14th October 2019 at 2.30 am in the IQAC room.

The meeting was attended by the following members:

| Sr No | Name | SIGNATURE |
|-------|-----------------------------|--|
| 01 | Ms. Swiddle D'Cunha |  |
| 02 | Dr. Jignesh Dalal |  |
| 03 | Ms. Sumathi Rajkumar |  |
| 04 | Dr Alpa Upadhyay |  |
| 05 | Mr. Vikas Agrawal |  |
| 06 | Dr Megha Juvekar |  |
| 07 | Ms. Vaishali Mishra |  |
| 08 | Ms. Swati Desai |  |
| 09 | Ms. Sangeetha Shyam Sundar. |  |
| 10 | Mr. Neelkanth Raval |  |
| 11 | Mr. Aayush |  |
| 12 | Dr Poonam Kakkad |  |

The following members were granted leave of absence:

Principal Dr Deepa Sharma, Dr. Denis Desai, Mr. Ishwar Jha

AGENDA 1:

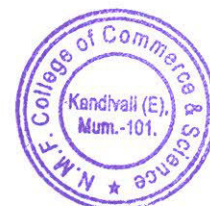
The Minutes of previous meeting held on Monday, 08/07/2019 were read, confirmed and recorded.

AGENDA 2:

The coordinator Dr Poonam Kakkad, gave a brief about various committee activities which took place in the second half of the academic year. It was observed that there weren't any activities done at inter collegiate, state or national level. Hence it was proposed that the Library committee in association with ELA should organise for book review competition at intercollegiate level. As the BMS and B.Com (A & F) departments initiated calling alumni for guest lectures and training programs, the coordinator proposed that other departments too should take this initiative to call alumni for seminars and guest talks. This will help to build a bond and be in touch with the alumni of the college. Infrastructure development too showed a good progress. Newsroom, Photography Room, and Comfort chairs were revamped as per discussions made in previous meeting.

AGENDA 3:

IQAC coordinator, Dr. Poonam Kakkad placed to the Principal the final draft of the Annual Quality Assurance Report (AQAR) for its final review. Suggestions , if any were welcomed before uploading the AQAR.



AGENDA 4:

The academic calendar was drafted and proposed to the Principal and other members. Changes were recommended by the members on the examination dates, Cultural Festival dates.

AGENDA 5:

Student representative Mr. Ayush and Alumni representative Mr. Neelkanth proposed to club all department fests and come up with one common fest of the college. Dr Jignesh Vice Principal second the proposal and requested the Principal to take forward the matter at CDC.

AGENDA 6 :

Coordinator Prof Vaishali , Dr Poonam and students representative Mr. Ayush suggested various locations and dates for long industrial visit. After a good brain storming session selective places like Manali - Kasol, Goa were proposed to the Principal.

AGENDA 7 :

Prof. Sangeetha Shyam Sundar , placement officer and Prof Vikas put forth their concern of growing need for skill devolvment courses to generate employable students and rather to come up with some mechanism to generate entrepreneurship attitude amongst students.

AGENDS 8:

Other matters like Dr. Kakkad proposed the Principal to come up the initiative of establishing Incubation Centre with an aim to build entrepreneur attitude among students. All members second the proposal. Principal accepted it and ensured that the matter will be taken up in the CDC. Dr Dalal and Coordinators proposed to have a parent teacher meeting in the month of December 2020. All members second the proposal. Dr Sumathi was announced as the DR of ISO certification process. It was decided that The first training for ISO certification process would take place on 3rd January 2020, followed by internal auditors training program in second week of January. Dr Dalal, Dr. Poonam and Prof Vaishali proposed to have a counseling session for students who could not clear the lower examination semester one or three in the first attempt. It was decided that January 2020 first week special counselling would be given to students department wise. This counseling would be given by the coordinator and the Principal.

The meeting concluded with a Vote of Thanks to the Chair.



(2019-20)

NOTICE

2/12/2019






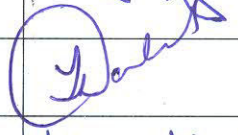
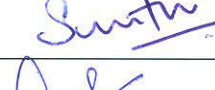
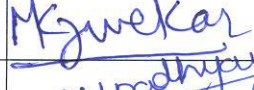

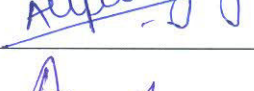


The twenty third meeting of the Internal Quality Assurance Cell (IQAC) will be held on Monday, 8th December, 2019 at 12.30 pm in the IQAC room. It will be chaired by the Principal. Members are requested to attend the meeting. The Agenda of the meeting is as follows:

AGENDA

1. To confirm the minutes of the meeting held on Monday, 14th October 2019
2. To propose revised composition of IQAC members.
3. To put forth organizing research related workshop and conference
4. To discuss on the development of work related to ISO certification
5. To discuss on date, budget and theme for organizing the debut fest Nirvaan 2020
6. To propose and discuss the examination dates for various value added courses offered by college.
7. To discuss any other matter with the permission of the Chair.


(Dr. Poonam Kakkad)

IQAC Coordinator

| | | | |
|---------------------------------|---|----------------------------|---|
| Ms. Swiddle D'Cunha |  | Ms. Vaishali Mishra |  |
| Dr Denis Desai |  | Mr. Ishwar Jha |  |
| Dr. Deepa Sharma |  | Dr. Jignesh Dalal |  |
| Ms. Sumathi Rajkumar |  | Dr Megha Juvekar |  |
| Mr. Vikas Agrawal |  | Dr Alpa Upadhyay |  |
| Mr. Neelkanth Raval (Alumni) |  | Mr. Aayush (SRC leader) |  |





Nirmala Memorial Foundation College of Commerce & Science
COMMITTEE MEETING MINUTES

DI/F-CMM/00

2019 – 2020 /COM – CMM/ 00

Committee: IQAC

- ❖ **Type of Meeting: Formal**
- ❖ **Day: Monday Date: 8th December 2019 Time: 12:30 pm**
- ❖ **Venue: IQAC room**
- ❖ **Convenor of the Committee: Dr Poonam Kakkad**
- ❖ **Number of Members Present: 13**
- ❖ **Number of Members Absent: 02**

| Names | With Permission | Without Permission |
|-----------------------------|------------------------|---------------------------|
| ❖ Principal Dr Deepa Sharma | With Permission | |
| ❖ and Mr. Ishwar Jha | With Permission | |

❖ **Points Discussed:**

- ❖ Minutes of the twenty third meeting of IQAC committee

❖ **AGENDA 1:**

The Minutes of previous meeting held on Monday, 14/10/2019 were read, confirmed and recorded.

❖ **AGENDA 2:**

As Prof Janvi Bhatia a member of IQAC resigned from the institute, the IQAC coordinator Dr Poonam Kakkad, proposed revised composition of IQAC members. A proposal of Dr Neha Goel or Dr Monica John being a replacement of Prof Janvi Bhatia was given. Members second and support the proposal.

❖ **AGENDA 3:**

Dr Alpa , convener of Research Cell proposed to organize research related one State level workshop





Nirmala Memorial Foundation College of Commerce & Science COMMITTEE MEETING MINUTES

DI/F-CMM/00

❖ **AGENDA 4:**

Prof Sumathi, the DR of ISO certification proposed to organize one training session for internal auditors of ISO certification. Further dates for certification were brainstormed and finalized. The Principal accepted to take forward the matter in CDC and confirm the dates.

❖ **AGENDA 5:**

Student representative Mr. Ayush and Alumni representative Mr. Neelkanth discuss on date, budget and theme for organizing the debut fest Nirvaan 2020. The budget for organizing the festival was informed to the Principal. This would be discussed in CDC mentioned the Principal.

❖ **AGENDA 6 :**

Based on the academic Calendar for Term II the IQAC coordinator in consultation with Prof Sangeetha placement officer and Prof Vaishali BSc IT coordinator proposed the dates for various value added courses. The Principal Second and accepted the dates for the same.

❖ The meeting concluded with a Vote of Thanks to the Chair.

Issued by DR: Prof Sumathi Rajkumar





Nirmala Memorial Foundation College of Commerce & Science
COMMITTEE MEETING MINUTES



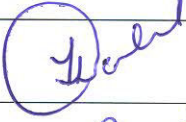

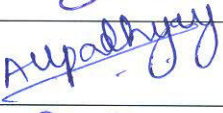





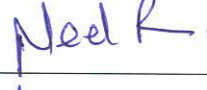


DI/F-CMM/00

| Sr No | NAME | SIGNATURE |
|-------|-----------------------------|-----------|
| 01 | Ms. Swiddle D'Cunha | |
| 02 | Dr. Denis Desai | |
| 03 | Dr. Jignesh Dalal | |
| 04 | Ms. Sumathi Rajkumar | |
| 05 | Dr Alpa Upadhyay | |
| 06 | Mr. Vikas Agrawal | |
| 07 | Dr Megha Juvekar | |
| 08 | Ms. Vaishali Mishra | |
| 09 | Ms. Swati Desai | |
| 10 | Ms. Sangeetha Shyam Sundar. | |
| 11 | Mr. Neelkanth Raval | |
| 12 | Mr. Aayush | |
| 13 | Dr Poonam Kakkad | |



Minutes of the twenty third meeting of IQAC committee held on Monday, 8th December 2019 at 12.30 pm in the IQAC room.

The meeting was attended by the following members:

| Sr No | Name | SIGNATURE |
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| 01 | Ms. Swiddle D'Cunha |  |
| 02 | Dr. Denis Desai |  |
| 03 | Dr. Jignesh Dalal |  |
| 04 | Ms. Sumathi Rajkumar |  |
| 05 | Dr Alpa Upadhyay |  |
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| 07 | Dr Megha Juvekar |  |
| 08 | Ms. Vaishali Mishra |  |
| 09 | Ms. Swati Desai |  |
| 10 | Ms. Sangeetha Shyam Sundar. |  |
| 11 | Mr. Neelkanth Raval |  |
| 12 | Mr. Aayush |  |
| 13 | Dr Poonam Kakkad |  |

The following members were granted leave of absence:

Principal Dr Deepa Sharma and Mr. Ishwar Jha

AGENDA 1:

The Minutes of previous meeting held on Monday, 14/10/2019 were read, confirmed and recorded.

AGENDA 2:

As Prof Janvi Bhatia a member of IQAC resigned from the institute, the IQAC coordinator Dr Poonam Kakkad, proposed revised composition of IQAC members. A proposal of Dr Neha Goel or Dr Monica John being a replacement of Prof Janvi Bhatia was given. Members second and support the proposal.



AGENDA 3:

Dr Alpa , convener of Research Cell proposed to organize research related one State level workshop in month of February and one National Level Faculty Development Program in the month of April 2020.

AGENDA 4:

Prof Sumathi , the DR of ISO certification proposed to organize one training session for internal auditors of ISO certification. Further dates for certification were brainstormed and finalized. The Principal accepted to take forward the matter in CDC and confirm the dates.

AGENDA 5:

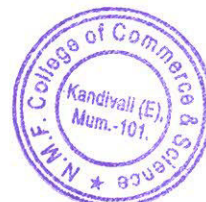
Student representative Mr. Ayush and Alumni representative Mr. Neelkanth discuss on date, budget and theme for organizing the debut fest Nirvaan 2020. The budget for organising the festival was informed to the Principal. This would be discussed in CDC mentioned the Principal.

AGENDA 6 :

Based on the academic Calendar for Term II the IQAC coordinator in consultation with Prof Sangeetha placement officer and Prof Vaishali BSc IT coordinator proposed the dates of examination for various value added courses. The Principal Second and accepted the dates for the same.

The Principal also emphasized to the IQAC members to think about organising an National / International FDP by the Department of BMM and B.Com (Accounting and Finance) and Accountancy. Braining storming session for topic was suggested by the Chairperson. Tentative date suggested was month end of April and May. The chair suggested the coordinators of respective department to draft a budget required in organising two FDP and hand over draft to chair by 18th of December 2020.

The meeting concluded with a Vote of Thanks to the Chair. .



(2019-20)

NOTICE

18 / 3 / 2020

The twenty fourth meeting of the Internal Quality Assurance Cell (IQAC) will be held on Monday, 6th April 2020 at 12.30 pm. The meeting was virtually conducted on Zoom platform.



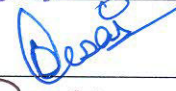
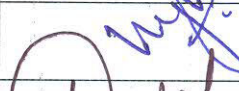
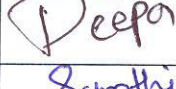
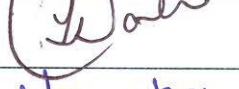
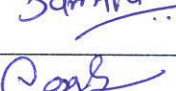
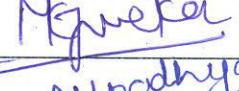
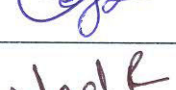

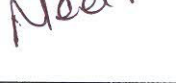

. It will be chaired by the Principal. Members are requested to attend the meeting. The Agenda of the meeting is as follows:

AGENDA

1. To confirm the minutes of the meeting held on Monday, 8th December, 2019
2. To discuss syllabus completion of Post graduate students.
3. To put forth organizing research related workshop and conference
4. To discuss on the development of work related to ISO certification
7. To discuss any other matter with the permission of the Chair.

(Dr. Poonam Kakkád)

IQAC Coordinator

| | | | |
|---------------------------------|---|----------------------------|---|
| Ms. Swiddle D'Cunha |  | Ms. Vaishali Mishra |  |
| Dr Denis Desai |  | Mr. Ishwar Jha |  |
| Dr. Deepa Sharma |  | Dr. Jignesh Dalal |  |
| Ms. Sumathi Rajkumar |  | Dr Megha Juvekar |  |
| Mr. Vikas Agrawal |  | Dr Alpa Upadhyay |  |
| Mr. Neelkanth Raval (Alumni) |  | Mr. Aayush (SRC leader) |  |



Minutes of the twenty fourth meeting of IQAC committee held on Monday, 6th April 2020 at 12.30 pm. The meeting was virtually conducted on Zoom platform.

The meeting was attended by the following members:

| Sr No | NAME | SIGNATURE |
|-------|-----------------------------|-----------|
| 01 | Ms. Swiddle D'Cunha | |
| 02 | Dr. Jignesh Dalal | |
| 03 | Ms. Sumathi Rajkumar | |
| 04 | Dr Alpa Upadhyay | |
| 05 | Mr. Vikas Agrawal | |
| 06 | Dr Megha Juvekar | |
| 07 | Ms. Vaishali Mishra | |
| 08 | Ms. Swati Desai | |
| 09 | Ms. Sangeetha Shyam Sundar. | |
| 10 | Dr Neha Goel | |
| 12 | Dr Poonam Kakkad | |

The following members were granted leave of absence:

Principal Dr Deepa Sharma and Mr. Ishwar Jha , Dr Denis Desai , the Student representative Mr. Ayush and Alumni Mr. Neelkanth Raval.

AGENDA 1:

The Minutes of previous meeting held on Monday, 8 / 12 / 2019 were read, confirmed and recorded.

AGENDA 2:

In the Pandemic call where a lockdown is announced in the Nation, the conduct of semester end examination came to a stand still. The chairperson suggested to wait for University circular for further directions. Mean time Dr Alpa Suggested to complete the syllabus of Post graduate students in form of virtual classes. Dr Poonam Kakkad the IQAC Corrdinator proposed to organize Faculty Development Programs to acquaint teachers with the use of Power Point Presentations and other E learning Resources. The In charger Principal Accepted the Proposal.

AGENDA 3:

As in the previous meeting Dr Alpa , convener of Research Cell proposed to organize research related one State level workshop in month of February and one National Level Faculty Development Program. Understanding the current situation it was now proposed to conduct a virtual FDP in month of June 2020 in collaboration with SNTD and Sri Balaji University , Pune.

AGENDA 4:

In connection to the previous discussion where the chairperson emphasized to the IQAC members to think about organising an National / International FDP by the Department of BMM and B.Com (Accounting and Finance) and Accountancy. Dr Poonam Kakkad presented the budget and suggested to organize one Week International Level and One Week National level FDP commencing from 3rd May2020 . The chair accepted the proposal and shall further put forward in the CDC meeting.

AGENDA 5:

Prof Sumathi , the DR of ISO certification spoke about her concerns for ISO preparation and it was mutually decided to keep it on hold till the lock down releases. The chairperson agreed to the decision.

The meeting concluded with a Vote of Thanks to the Chair.



2021-22



Nirmala Memorial Foundation College of Commerce & Science NOTICE

DI/F-N/00

2020-2021 / IQAC/COMM/OFF/PRIN/00

(2020-21)

NOTICE

28/05/2020

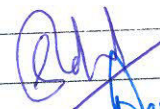

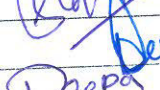
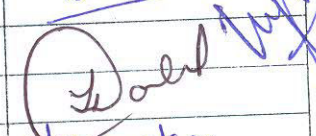

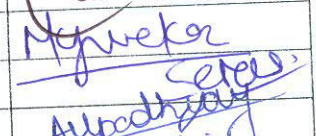
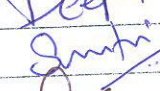
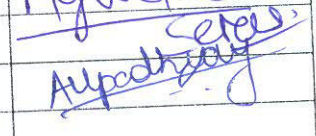

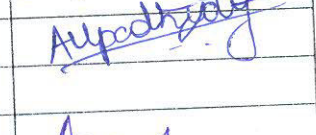
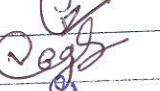
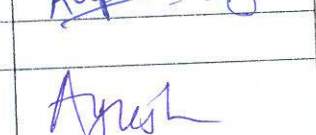

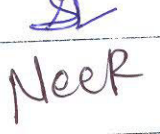
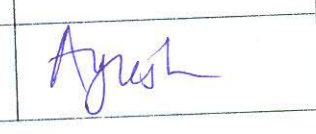
The twenty fifth meeting of the Internal Quality Assurance Cell (IQAC) will be held Online (Zoom platform) on Wednesday, 3rd June, 2020 at 12.30 pm. It will be chaired by the Principal. Members are requested to attend the meeting. The link of the meeting will be shared one hour prior the meeting. The agenda of the meeting is as follows:

AGENDA

1. To confirm the minutes of the meeting held on Monday, 6th April 2020
2. To discuss on mechanism for smooth online admission process
3. To discuss on lecture schedule and methodology of taking online lectures
4. To propose and consider various estimations for online lecture platform
5. To propose dates of various stages of ISO certification
6. To discuss the data collection process and date of submission of AQAR 2019-20
7. To discuss any other matter with the permission of the Chair.


(Dr. Poonam Kakkad)

IQAC Coordinator

| | | | |
|------------------------------|---|-------------------------|---|
| Ms. Swiddle D'Cunha |  | Ms. Vaishali Mishra |  |
| Dr Denis Desai |  | Mr. Ishwar Jha |  |
| Dr. Deepa Sharma |  | Dr. Jignesh Dalal |  |
| Ms. Sumathi Rajkumar |  | Dr Megha Juvekar |  |
| Dr Neha Goel |  | Ms Swati Desai |  |
| Mr. Vikas Agrawal |  | Dr Alpa Upadhyay |  |
| Ms. Sangeetha Shyam Sundar |  | | |
| Mr. Neelkanth Raval (Alumni) |  | Mr. Aayush (SRC leader) |  |

ISSUED BY DR: Prof Sumathi Rajkumar





Nirmala Memorial Foundation College of Commerce & Science
DEPARTMENT MEETING MINUTES

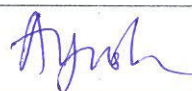
DI/F-DMM/00

2020 – 2021 /D – IQAC/ 01

Minutes of the Twenty Fifth meeting of IQAC committee held on Wednesday, 3rd June 2021 at 12.30 pm. The meeting was virtually conducted on Zoom platform.




Committee: IQAC

- ❖ Type of Meeting: Formal
- ❖ Day: Wednesday Date: 3rd June 2020 Time: 12:30 pm
- ❖ Venue: Virtually conducted on Zoom platform
- ❖ Convenor of the Committee: Dr Poonam Kakkad
- ❖ Number of Members Present: 11
- ❖ Number of Members Absent: 05

| Names | With Permission | Without Permission |
|--------------------------------------|-----------------|---|
| ❖ Principal Dr Deepa Sharma | With Permission | |
| ❖ Mr. Ishwar Jha | With Permission | |
| ❖ Dr Denis Desai | With Permission | |
| ❖ Mr. Ayush , Student Representative | With Permission |  |
| ❖ Mr. Neelkanth Raval, Alumni | With Permission | |

❖ Points Discussed:

The meeting was attended by the following members:

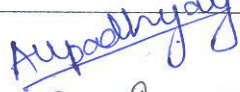
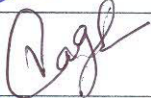
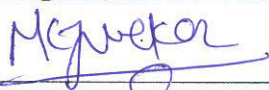





| Sr No | Name | |
|-------|----------------------|---|
| 01 | Ms. Swiddle D'Cunha |  |
| 02 | Dr. Jignesh Dalal |  |
| 03 | Ms. Sumathi Rajkumar |  |





Nirmala Memorial Foundation College of Commerce & Science
DEPARTMENT MEETING MINUTES

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| | | |
|----|-----------------------------|---|
| 04 | Dr Alpa Upadhyay |  |
| 05 | Mr. Vikas Agrawal |  |
| 06 | Dr Megha Juvekar |  |
| 07 | Ms. Vaishali Mishra |  |
| 08 | Ms. Swati Desai |  |
| 09 | Ms. Sangeetha Shyam Sundar. |  |
| 10 | Dr Neha Goel |  |
| 11 | Dr Poonam Kakkad |  |

AGENDA 1:

The Minutes of previous meeting held on Monday, 6 / 4 / 2020 were read, confirmed and recorded.

AGENDA 2:

In the Pandemic call where a lockdown is announced in the Nation, the conduct of semester end examination came to a stand still. The new academic year 2020-21 was expected to be online however colleges were waiting for official circular from university. Discussion on the mechanism for smooth online admission process took place. Prof Vikas was made incharge for the same. Understanding that the lock down had brought a great financial crunch in families, for supporting the students to take admission the coordinators proposed to increase instalment facilities for payment of fees. The Principal second on the matter and shall further put forward in the CDC meeting.

AGENDA 3 and 4:

The chairperson suggested to discuss on lecture schedule and methodology of taking online lectures. The chair gave tentative dates for commencement of lectures i.e. 1st July, 2020. Dr Jignesh Dalal, Prof Vaishali Mishra and Dr Poonam Kakkad as Coordinators were asked to craft a game plan on lecture schedule on online platform.

The Chair also requested the IT department staff Prof Vikas and Prof Vaishali to bring on the estimated expenditure of various online platforms. Members of the IQAC suggested that Zoom platform was user friendly and can be proposed as a platform. Understanding the economic





Nirmala Memorial Foundation College of Commerce & Science
DEPARTMENT MEETING MINUTES

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facility and hence to keep only three lecs in a day of 50 mins each. He further proposed to keep three lectures for each subject, until university comes out with its circular on conduct of lectures in pandemic. All members second on the suggestion and the principal will take forward the discussion in CDC

AGENDA 5:

Prof Sumathi , the DR of ISO certification spoke about her concerns for ISO preparation and it was mutually decided to keep it on hold till the lock down releases. The chairperson agreed to the decision.

AGENDA 6:

Inorder to discuss about the data collection process and date of submission of AQAR 2019-20, Dr Poonam the IQAC Coordinator suggested that the criterion heads may start gathering the data as per the format prescribed by NAAC. It was unanimously decided to keep the data ready so as to enable the AQAR uploading process to commence from November 2020.

The meeting concluded with a Vote of Thanks to the Chair.

Issued by DR: Prof Sumathi Rajkumar



NIRMALA MEMORIAL FOUNDATION COLLEGE OF COMMERCE & SCIENCE

(2020-21)

NOTICE

28 / 08 / 2020

The twenty sixth meeting of the Internal Quality Assurance Cell (IQAC) will be held on Tuesday, 15th September 2020 at 5.30 pm on online mode. It will be chaired by the I/c Principal. Members are requested to attend the meeting. The Agenda of the meeting is as follows:

AGENDA

1. To confirm the minutes of the meeting held on Saturday, 06/06/2020.
2. To review on online lectures delivery, benefits and any hurdles if any.
3. To propose AAA for the institution.
4. To discuss on faculty career enhancement activities and various ad on courses to be introduced. Also discuss on institutional tie ups for educational and placement enhancement
5. To discuss on online examination platform
6. To discuss any other matter with the permission of the Chair.



(Dr Poonam Kakkad)

IQAC Coordinator

| | | | |
|------------------------------|---|----------------------------|---|
| Ms. Swiddle D'Cunha |  | Ms. Vaishali Mishra |  |
| Dr Denis Desai |  | Mr. Ishwar Jha |  |
| Dr. Deepa Sharma |  | Dr. Jignesh Dalal |  |
| Ms. Sumathi Rajkumar |  | Dr Megha Juvekar |  |
| Mr. Vikas Agrawal |  | Dr Alpa Upadhyay |  |
| Dr Neha Goel |  | Ms. Sangeetha Shyam Sundar |  |
| Mr. Neelkanth Raval (Alumni) |  | Mr. Aayush (SRC leader) |  |





Nirmala Memorial Foundation College of Commerce & Science
DEPARTMENT MEETING MINUTES

DI/F-DMM/00

2020 – 2021 /D – IQAC/ 01

Minutes of the Twenty Sixth meeting of IQAC committee held on Tuesday, 15th September 2020 at 5.30 pm. The meeting was virtually conducted on Zoom platform.

Committee: IQAC

- ❖ Type of Meeting: Formal
- ❖ Day: Tuesday Date: 15th September 2020 Time: 5:30 pm
- ❖ Venue: Virtually conducted on Zoom platform
- ❖ Convenor of the Committee: Dr Poonam Kakkad
- ❖ Number of Members Present: 11
- ❖ Number of Members Absent: 05

| Names | With Permission | Without Permission |
|--------------------------------------|-----------------|--------------------|
| ❖ Principal Dr Deepa Sharma | With Permission | |
| ❖ Mr. Ishwar Jha | With Permission | |
| ❖ Dr Denis Desai | With Permission | |
| ❖ Mr. Ayush , Student Representative | With Permission | |
| ❖ Mr. Neelkanth Raval, Alumni | With Permission | |

The meeting was attended by the following members:

| Sr No | Name |
|-------|----------------------|
| 01 | Ms. Swiddle D'Cunha |
| 02 | Dr. Jignesh Dalal |
| 03 | Ms. Sumathi Rajkumar |
| 04 | Dr Alpa Upadhyay |
| 05 | Mr. Vikas Agrawal |
| 06 | Dr Megha Juvekar |
| 07 | Ms. Vaishali Mishra |
| 08 | Ms. Swati Desai |





Nirmala Memorial Foundation College of Commerce & Science
DEPARTMENT MEETING MINUTES

DI/F-DMM/00

| | |
|----|-----------------------------|
| 09 | Ms. Sangeetha Shyam Sundar. |
| 10 | Dr Neha Goel |
| 11 | Dr Poonam Kakkad |

❖ **Points Discussed:**

AGENDA 1:

The Minutes of previous meeting held on Wednesday, 3 / 6 / 2020 were read, confirmed and recorded.

AGENDA 2:

As the University issued circular on academic calendar, the IQAC Coordinator made the academic calendar for term I and proposed it in the meeting. Deliberation took place on finalising the calendar. The Principal second on the matter and shall further put forward in the CDC meeting. A review on online lectures was taken. Members expressed their view on benefits and hurdles like lack of personal touch and face to face interactions. Attendance also was gradually dropping.

AGENDA 3:

The IQAC Coordinator Dr Kakkad proposed for internal AAA in the month of March 2021, which would give a sense of direction to the activities being conducted. The proforma of AAA was shared All members second on the suggestion and the principal will take forward the discussion in CDC

AGENDA 4:

The Chair pointed on faculty career enhancement activities like eligible teachers orientation, refreshers, CAS, PG approval and for PhD guideship. The IQAC coordinator was asked to make a report on which teachers are eligible for what programs. A Decision to send teachers' for orientation program was made in the meeting which would be put forth in CDC meeting. Prof Sangeetha suggested to take the best advantage of online lectures and introduce various ad on courses like digital marketing and other certified courses.

Members second on the suggestion. Discuss on institutional tie ups with Monster.com and continue the collaboration with financial Academy for educational and placement enhancement was also proposed by Prof Sangeetha.

The Chair requested to present a detail presentation of it in upcoming meetings. The Coordinator announced that the college is now recognised as a Member of National Rural Entrepreneurship Mission The Institution (DLLE) has constituted a Rural Entrepreneurship Development Cell in the Campus to promote rural entrepreneurship. Inorder to promote the newly established incubation





Nirmala Memorial Foundation College of Commerce & Science
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avail the benefits of various amenities. The chair accepted the proposal and would take the discussion in the CDC.

AGENDA 5:

Prof Vikas presentation the quotations on Online Examinations platforms along with presentation of each platform USP. After an elaborate discussion MICM was proposed by all the members. All members second on the suggestion and the principal will take forward the discussion in CDC.

The Principal encouraged to organise more of seminars , FDPs at National and International Level

The meeting concluded with a Vote of Thanks to the Chair.

Issued by DR: Prof Sumathi Rajkumar



Nirmala Memorial Foundation College of Commerce & Science
NOTICE

DI/F-N/00

2020-2021 / IQAC/COMM/OFF/PRIN/00

(2020-21)

NOTICE

28/11/2020



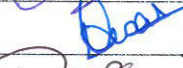
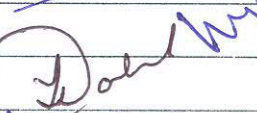
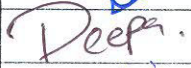
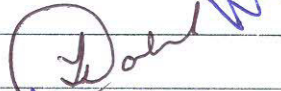

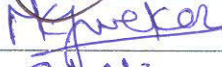
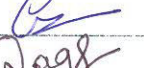
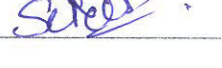
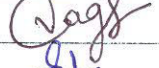
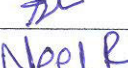


The twenty seventh meeting of the Internal Quality Assurance Cell (IQAC) will be held Online (Zoom platform) on Tuesday, 8th December, 2020 at 5.30 pm. It will be chaired by the Principal. Members are requested to attend the meeting. The link of the meeting will be shared one hour prior the meeting. The agenda of the meeting is as follows:

AGENDA

1. To confirm the minutes of the meeting held on Tuesday, 15th September, 2020
2. To discuss on mechanism for smooth conduct of examination process
3. To propose dates for ISO certification and AAA work in progress
4. To discuss the data collection process and date of submission of AQAR 2019-20
5. To propose eligible faculties' names for professional enhancement
6. To have a detail presentation on proposed tie ups with industries for fostering education and placement in the college.
6. To discuss any other matter with the permission of the Chair.

(Dr. Poonam Kakkad)

IQAC Coordinator

| | | | |
|----------------------------|---|---------------------|---|
| Ms. Swiddle D'Cunha |  | Ms. Vaishali Mishra |  |
| Dr Denis Desai |  | Mr. Ishwar Jha |  |
| Dr. Deepa Sharma |  | Dr. Jignesh Dalal |  |
| Ms. Sumathi Rajkumar |  | Dr Megha Juvekar |  |
| Dr Neha Goel |  | Ms Swati Desai |  |
| Mr. Vikas Agrawal |  | Dr Alpa Upadhyay | |
| Ms. Sangeetha Shyam Sundar |  | | |
| Mr. Neelkanth Raval |  | Mr. Aayush (SRC) |  |





Nirmala Memorial Foundation College of Commerce & Science
DEPARTMENT MEETING MINUTES

DI/F-DMM/00

2020 – 2021 /D – IQAC/ 01

Minutes of the Twenty Seventh meeting of IQAC committee held on Tuesday, 8th December 2020 at 5.30 pm. The meeting was virtually conducted on Zoom platform.

Committee: IQAC

- ❖ Type of Meeting: Formal
- ❖ Day: Tuesday Date: 8th December, 2020 Time: 5:30 pm
- ❖ Venue: Virtually conducted on Zoom platform
- ❖ Convenor of the Committee: Dr Poonam Kakkad
- ❖ Number of Members Present: 14
- ❖ Number of Members Absent: 03

| Names | With Permission | Without Permission |
|--------------------------------------|-----------------|--------------------|
| ❖ Mr. Ayush , Student Representative | With Permission | |
| ❖ Mr. Neelkanth Raval, Alumni | With Permission | |
| ❖ Dr Alpa Upadhyay | With Permission | |

The meeting was attended by the following members:

| Sr No | Name |
|-------|-----------------------------|
| 01 | Ms. Swiddle D'Cunha |
| 02 | Dr Denis Desai |
| 03 | Mr. Ishwar Jha |
| 04 | Principal Dr Deepa Sharma |
| 05 | Mr. Vikas Agrawal |
| 06 | Dr Megha Juvekar |
| 07 | Ms. Vaishali Mishra |
| 08 | Ms. Swati Desai |
| 09 | Ms. Sangeetha Shyam Sundar. |
| 10 | Dr Neha Goel |





Nirmala Memorial Foundation College of Commerce & Science
DEPARTMENT MEETING MINUTES

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| 11 | Dr. Jignesh Dalal | |
| 12 | Ms. Sumathi Rajkumar | |
| 13 | Dr Poonam Kakkad | |

❖ **Points Discussed:**

AGENDA 1:

The Minutes of the previous meeting held on Tuesday, 15 / 9 / 2020 were read, confirmed and recorded.

AGENDA 2:

As the University issued a circular on methods to conduct examinations, the chair directed the task and suggested to appoint a task force to assist students in examination hurdles if any.

AGENDA 3:

The IQAC Coordinator Dr Kakkad presented the work in progress for internal AAA. Prof Sumathy, Coordinator of ISO, proposed to have the ISO certification in the second week of March 2021. Members agreed on the dates proposed, understanding the time in hand for preparatory work.

AGENDA 4:

To discuss the data collection process and date of submission of AQAR 2019-20, Dr Kakkad presented the progress report and the UGC issued a circular stating an extension on submission dates. UGC in the circular announced that AQAR 2019-20 can be submitted till 31st May 2021

AGENDA 5:

Given the task in the previous meeting the IQAC Coordinator presented the names of eligible faculties for career enhancement. Dr Vijaya, Dr Neha, Prof Diya, Dr Alpa and Prof Sangeetha for the Orientation Program. Dr Vijaya, Prof Sangeetha and Prof Diya to apply for PG teaching recognition. Dr Poonam, Dr Megha and Dr Neha to apply for PhD guideship in concerned subjects. The chair accepted the suggestion.

Further a detailed presentation on proposed tie ups with industries for upgrading education and fostering placement in the college was given by Prof Sangeetha. Industry collaborations with Kashiba institute, Monster.com and Rishesharp for fostering placements was accepted by all the members.

Further Dr Kakkad proposed to have collaboration with (NGO) Aayushman Welfare centre for joining hands in social contribution. Further to make teaching learning more interesting Dr Kakkad proposed a





Nirmala Memorial Foundation College of Commerce & Science
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lectures of 50 mins each on the subject Research Methodology for SYBMS students. The proposal was accepted by the chair.

Further with the permission of the chair the Dr Jignesh Dalal suggested to organise 7 Day FDP by department of Commerce and Accountancy, He also suggested to organise an international Research Conference and Dr Poonam suggested for Joy of Research Workshop . An estimated budget would be presented by Dr Dalal to the principal.

Further he also proposed to organise a parent teacher meeting to keep parents informed about all the activities that college is organising in the lockdown period. Dr Kakkad proposed that IQAC can organise webinar for non teaching and teaching staff on Stress Management and another webinar on Revised NAAC Accreditation Process for teaching and non teaching staff. Prof Sangeetha suggested to organise alumni meet in month of May 2021, members second on this idea.

The meeting concluded with a Vote of Thanks to the Chair.

Issued by DR: Prof Sumathi Rajkumar



2021-22



2020 – 2021 /D – IQAC/ 01

Minutes of the Twenty Ninth meeting of IQAC committee held on Saturday, 3rd July 2021 at 4.30 pm.

The meeting was virtually conducted on the Zoom platform.

Committee: IQAC

- ❖ **Type of Meeting: Formal**
- ❖ **Day: Wednesday Date: 3rd July 2021 Time: 4:30 pm**
- ❖ **Venue: Virtually conducted on Zoom platform**
- ❖ **Convenor of the Committee: Dr Poonam Kakkad**
- ❖ **Number of Members Present: 9**
- ❖ **Number of Members Absent: 06**

| Names | With Permission | Without Permission |
|-------------------------------|------------------------|---------------------------|
| ❖ Principal Dr Deepa Sharma | With Permission | |
| ❖ Mr. Ishwar Jha | With Permission | |
| ❖ Dr Denis Desai | With Permission | |
| ❖ Mr. Vikas Agrawal | With Permission | |
| ❖ Mr. Neelkanth Raval, Alumni | With Permission | |
| ❖ Mr. Dr Alpa Upadhayay | With Permission | |

❖ **Points Discussed:**

The meeting was attended by the following members:

| Sr No | Name |
|--------------|----------------------|
| 01 | Ms. Swiddle D'Cunha |
| 02 | Dr. Jignesh Dalal |
| 03 | Ms. Sumathi Rajkumar |



Nirmala Memorial Foundation College of Commerce & Science
DEPARTMENT MEETING MINUTES

DI/F-DMM/00

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|----|------------------------------------|
| 04 | Mr. Ayush , Student Representative |
| 05 | Dr Megha Juvekar |
| 06 | Ms. Vaishali Mishra |
| 07 | Ms. Swati Desai |
| 08 | Dr Neha Goel |
| 09 | Dr Poonam Kakkad |

AGENDA 1:

The Minutes of the previous meeting held on Wednesday, 26 / 5 / 2021 were read, confirmed and recorded.

AGENDA 2:

The chair announced that in the Pandemic call where a lockdown still continues in the Nation, the conduct of term I lectures was online mode only. The new academic year 2021-22 was expected to be online however colleges were waiting for an official circular from the university mentioning the academic calendar. Discussion on the mechanism for a smooth online admission process took place. The chairperson suggested the coordinators for discussing the lecture schedule and methodology of taking online lectures. The chair gave tentative dates for commencement of FY lectures in the month of September , 2021. Dr Jignesh Dalal, Prof Vaishali Mishra and Dr Poonam Kakkad as Coordinators were asked to craft a game plan on lecture schedule on an online platform. The chair suggested the coordinators organise career development seminars in the month of July for students of SY and TY.

AGENDA 3 and 4:

The academic calendar was a rough draft presented by the coordinator. University academic calendar was awaited to match with the college academic calendar. The chair suggested the IQAC coordinator conducting a library audit as early as possible, and requested the IQAC Coordinator to list the eligible teachers for orientation and refresher courses. Dr Kakkad listed Mr. Vinay dukale for orientation program and Dr Vijaya, Dr Neha, Dr Megha and Dr Poonam for their refresher course post the month of January 2022 . In order to discuss the data collection process and date of submission of AQAR 2020-21, Dr Poonam the IQAC Coordinator suggested that the criterion heads may start gathering the data as per



the format prescribed by NAAC. It was unanimously decided to keep the data ready so as to enable the AQAR uploading process to commence from December 2021.

The meeting concluded with a Vote of Thanks to the Chair.

Issued by DR: Prof Sumathi Rajkumar



2021 – 2022 /D – IQAC/ 01

Minutes of the Thirty First meeting of IQAC committee held on Monday, 3rd January 2022 at 2.30 pm.

The meeting was conducted offline in the IQAC room.

Committee: IQAC

- ❖ **Type of Meeting: Formal**
- ❖ **Day: Wednesday Date: Monday, 3rd January, 2022 Time: 2:30 pm**
- ❖ **Venue: Virtually conducted :- Offline in IQAC room**
- ❖ **Convenor of the Committee: Dr Poonam Kakkad**
- ❖ **Number of Members Present: 10**
- ❖ **Number of Members Absent: 03**

| Names | With Permission | Without Permission |
|-------------------------------|------------------------|---------------------------|
| ❖ Principal Dr Deepa Sharma | With Permission | |
| ❖ Mr. Ishwar Jha | With Permission | |
| ❖ Mr. Neelkanth Raval, Alumni | With Permission | |

❖ **Points Discussed:**

The meeting was attended by the following members:

| Sr No | Name |
|--------------|------------------------------------|
| 01 | Ms. Swiddle D'Cunha |
| 02 | Dr Denis Desai |
| 03 | Dr. Jignesh Dalal |
| 04 | Ms. Sumathi Rajkumar |
| 05 | Mr. Ayush , Student Representative |
| 06 | Dr Megha Juvekar |



| | |
|----|---------------------|
| 07 | Ms. Vaishali Mishra |
| 08 | Ms. Swati Desai |
| 09 | Dr Neha Goel |
| 10 | Dr Poonam Kakkad |

AGENDA 1:

The Minutes of the previous meeting held on Monday, 4 / 10 / 2021 were read, confirmed and recorded. The Coordinator also announced the successful submission of AQAR 2020-21 in the month of December 2021.

AGENDA 2:

The chair discussed the duty chart for regular examination of first year classes . Vice Principal Dr Jignesh Dalal was asked by the chair to keep a check on timely completion of the assigned examination work. The Student representative Mr Ayush proposed to organise the cultural fest in the month of February. The chair requested to present the budget and the theme in the span of one week. She also suggested keeping it National Level online, understanding the covid situations.

Dr Megha Suggested to conduct the Joy of Research workshop in the month of March and suggested a few speakers as resource persons for the same. Members second on the suggestion. She further proposed to keep the interview for PhD aspiring candidates in the month April 2022. Perhaps she proposed to keep a National Level research paper presentation competition in the month of March for teachers, research scholars and students . The chair appreciated the approach.

The iqac coordinator Dr Kakkad suggested organising in the month of March a webinar on "**Awareness and Training on Sudden Cardiac Arrest Resuscitation**". The seminar would be in association with iCARE Holy Family Hospital. Eminent speaker Sumaiya Raghavan, a qualified trainer on first aid heart saving. The program would give insights on recognising cardiac arrest, learning on how to perform CPR and use of AED (shock machine) The chair appreciated the approach. Further the coordinator also proposed to organise a National Level webinar for non teaching staff on " 5 Secrets of Quality Service Encounter in Educational Institutions' ' to be scheduled on Saturday, 12th February, 2022 . Speaker



would be one of the stakeholders (Parents of a Student from TYBMS Class) being a certified grooming trainer.

To foster entrepreneurship ecosystem the coordinator suggested to organise in association with Mu Ideas Start- up Incubator University of Mumbai , an event “Shark Tank to the Campus” The Business ideas would be judge by - Mr Aadesh Suryarao, Chief Executive Officer at University of Mumbai's Start-up Incubation Centre. The event would be scheduled in the month of February 2022. Members showed their consent.

Dr Jignesh proposed to organise FDP in the month of March. FDP would be on the topic Implication of IFRS on Indian Business. He also suggested that commerce department to organise in month of February a National Level Webinar on “Digital and E-Learning Tools”

Furter Dr Neha suggested that in the month of February 2022 to organise a national Level seminar on the topic “Health Infrastructure Development an Important Social Infrastructure for Inclusive Growth” the chair requested Dr Dala and Dr Neha to submit in soan of one week the game plan and the budget for organising the same. The chair announced that the presented budgets for conduct of various activities would be discussed and finalised in the CDC

The chair directed Dr Neha, Goel Placement Officer to increase the count on MoU with several companies for recruiting and placing students for internship and jobs and also for upskilling their skills required for employability.

Ms. Vaishali stating the growing demand of skilled and talented students, showed her concern to offer various value added courses to students. Dr Kakkad listed courses like digital marketing , Ethical Hacking, Tally , Effective Presentation and Communication skill certified programs in association with ICAI are to commence shortly.

The IQAC Coordinator suggested issuing preference cards for advanced learner students who have secured top ten position in the class in semester II an dIV regular examination. The Card will be an additional preference to these students in the issue of the number of books and relaxation in the library return policy. The suggestion was well accepted by all the members and the chair announced to take the matter in CDC



AGENDA 3 and 4:

The chair suggested that the IQAC coordinator make a few changes in the academic term II calendar and finalise it after the CDC and then announce it to the students and other stakeholders.

Having no other matter to be discussed the meeting concluded with a Vote of Thanks to the Chair.

Issued by DR: Prof Sumathi Rajkumar



2021 – 2022 /D – IQAC/ 01

Minutes of the Thirtieth meeting of IQAC committee held on Monday, 4th October 2021 at 12.30 pm.

The meeting was conducted offline in the IQAC room.

Committee: IQAC

- ❖ **Type of Meeting: Formal**
- ❖ **Day: Wednesday Date: Monday, 4th October, 2021 Time: 12:30 pm**
- ❖ **Venue: Virtually conducted :- Offline in IQAC room**
- ❖ **Convenor of the Committee: Dr Poonam Kakkad**
- ❖ **Number of Members Present: 10**
- ❖ **Number of Members Absent: 03**

| Names | With Permission | Without Permission |
|-------------------------------|------------------------|---------------------------|
| ❖ Principal Dr Deepa Sharma | With Permission | |
| ❖ Mr. Ishwar Jha | With Permission | |
| ❖ Mr. Neelkanth Raval, Alumni | With Permission | |

❖ **Points Discussed:**

The meeting was attended by the following members:

| Sr No | Name |
|--------------|------------------------------------|
| 01 | Ms. Swiddle D'Cunha |
| 02 | Dr Denis Desai |
| 03 | Dr. Jignesh Dalal |
| 04 | Ms. Sumathi Rajkumar |
| 05 | Mr. Ayush , Student Representative |
| 06 | Dr Megha Juvekar |



| | |
|----|---------------------|
| 07 | Ms. Vaishali Mishra |
| 08 | Ms. Swati Desai |
| 09 | Dr Neha Goel |
| 10 | Dr Poonam Kakkad |

AGENDA 1:

The Minutes of the previous meeting held on Saturday, 3 / 7 / 2021 were read, confirmed and recorded.

AGENDA 2:

The chair discussed the duty chart for regular examination. Vice Principal Dr Jignesh Dalal was asked by the chair to keep a check on timely completion of the assigned examination work. To foster entrepreneur attitude amongst students, Dr Kakkad proposed to organise an online workshop on perfume making. Ms. Almas Sharif, women entrepreneur and perfumer would be invited to share her experience of making perfumes with students. She also proposed likewise to organise cake and chocolate making workshops to create entrepreneurship ecosystem in the college and in students. The chair appreciate the approach

Mr Ayush, student representative, suggested promoting the concept of peer learning. Perhaps a lot of students who fail to attend lectures for genuine reasons undertake peer learning equally effective in understanding the concepts of the syllabus. Members second the idea.

To give hands-on experience of stock marketing, Dr Poonam expressed to organise a Mock Stock Workshop for BAF and BMS Finance specialisation students. CA Mr Dharin Shah was suggested as guest speaker. Members second the idea.

The chair directed Dr Neha, Goel Placement Officer to increase the count on seminars on career counselling and resume building and training workshops on how to crack interviews.



AGENDA 3 and 4:

The chair suggested that the coordinators should sketch the subject allocation and make a special time table for SY classes semester IV lectures to commence post diwali vacation. The IQAC coordinator presented the status report of AQAR 2020-21 data collection. Few queries regarding the AQAR were discussed in the meeting by the coordinator.

Having no other matter to be discussed the meeting concluded with a Vote of Thanks to the Chair.

Issued by DR: Prof Sumathi Rajkumar

2022-23



Nirmala Memorial Foundation College of Commerce & Science

DEPARTMENT MEETING MINUTES

DI/F-DMM/00

2022 – 2023 /D – IQAC/ 00

Minutes of the Thirty Third meeting of IQAC committee held on Saturday, 4th June 2022 at 12.30 pm. The meeting was held in the IQAC room.

Committee: IQAC

- ❖ Type of Meeting: Formal
- ❖ Day: Saturday Date: 4th June 2022 Time: 12:30 pm
- ❖ Venue: IQAC Room
- ❖ Convenor of the Committee: Dr Poonam Kakkad
- ❖ Number of Members Present: 12
- ❖ Number of Members Absent: 02

| Names | With Permission | Without Permission |
|-------------------------------|-----------------|--------------------|
| ❖ Principal Dr Deepa Sharma | With Permission | |
| ❖ Mr. Neelkanth Raval, Alumni | With Permission | |

❖ Points Discussed:

The meeting was attended by the following members:

| Sr No | Name |
|-------|------------------------------------|
| 01 | Dr Denis Desai |
| 02 | Ms. Swiddle D'Cunha |
| 03 | Dr. Jignesh Dalal |
| 04 | Dr Vijaya Jacqueline |
| 05 | Mr. Ayush , Student Representative |
| 06 | Dr Megha Juvekar |





Nirmala Memorial Foundation College of Commerce & Science DEPARTMENT MEETING MINUTES

DI/F-DMM/00

| | | |
|----|--|--|
| 07 | Ms. Vaishali Mishra | |
| 08 | Ms. Swati Desai | |
| 09 | Dr Neha Goel | |
| 10 | Mr. Aditya Vijay (Student Representative) | |
| 11 | Mr. Ishwar Jha (Industry Expert) | |
| 12 | Dr Poonam Kakkad (IQAC Coordinator) | |

AGENDA 1:

The Minutes of the previous meeting held on Friday, 1st April 2022 were read, confirmed and recorded.

AGENDA 2:

The chair announced that the new academic year 2022-23 will be conducted offline. College is awaiting a university circular mentioning the academic calendar. Discussion on the mechanism for a smooth offline admission process took place. The chairperson suggested the coordinators for discussing the lecture schedule and lecture hall venue. The chair gave tentative dates for commencement of FY lectures in the month of September, 2022. Dr Poonam Kakkad as IQAC Coordinator suggested Dr Jignesh Dalal and Prof Vaishali Mishra to organise career development seminars in the month of July for students of SY and TY. All members second on the suggestion. The academic calendar was a rough draft presented by the IQAC coordinator. Discussions and changes took place in the calendar however the University academic calendar was awaited to match with the college academic calendar. The IQAC coordinator shared the green audit and energy report. The recommendations in the report were discussed for its execution. The chair also announced that the process for recognition of college under section 2 (f) 12 B of the UGC Act, 1956 is in progress. Teachers will soon be able to apply for Minor and Major Research Projects under Government Grants. The chair suggested the IQAC Coordinator announce the eligible teachers to start focusing on minor research proposals.

AGENDA 3 and 4:

Dr Jignesh Dala who is appointed as Swayam Incharge suggested the mechanism to register maximum of our students to the swayam course. Program wise, Class wise and Specialisation wise



Nirmala Memorial Foundation College of Commerce & Science

DEPARTMENT MEETING MINUTES

DI/F-DMM/00

subjects were shortlisted which mentors of each class will promote to students to get them registered. It was decided to complete the registration process for SY and TY by 14th August 2022. The chair suggested that the college has to offer and promote maximum skill development programs. Encourage all students to take up the courses which are freely offered by the college. Members second on the pathway for registration. In order to discuss the data collection process and date of submission of AQAR 2021-22, Dr Poonam the IQAC Coordinator suggested that the criterion heads may start gathering the data as per the format prescribed by NAAC. It was unanimously decided to keep the data ready so as to enable the AQAR uploading process to commence from November 2022.

Few other matters were discussed with the permission of the chair.

- i. The Placement coordinator suggested organising a few personality development and soft skill programs to make second and third year students industry ready. Members agreed on the suggestion and the IQAC coordinator was requested to take the matter ahead and organise such certified courses. The placement coordinator also suggested that Lets Learn English camps as a pilot study can be organised for interested students to enable them to improve their communication skills.
- ii. Staff Secretary Dr Vijaya Jacqueline suggested that as a good number of new appointments of staff have taken place, a college tour and a staff orientation program should be arranged. The chair appreciated the suggestion and requested the IQAC coordinator to give the newly appointed staff members a college tour and orientation program covering ISO documentations, Library services, college policies. The above activity was decided to be completed before the lectures commence for students. It was also suggested if N- List training and a seminar on how to identify students counseling needs could be given to the newly appointed staff members. Members second on the matter.
- iii. The staff secretary also requested that we continue with the best practice of giving rewards and recognition to the teaching and non teaching staff. Due to covid there had been a gap and break of two years. For the two years 2019- 20 and 2021- 22 Teachers and non teaching staff who contributed good to the organisation will be recognised this year. Members second on the matter and decided to felicitate the deserving staff in the second half of the academic year.





Nirmala Memorial Foundation College of Commerce & Science DEPARTMENT MEETING MINUTES

DI/F-DMM/00

- iv. The IQAC coordinator also suggested that the new staff may be oriented about getting themselves registered as life members with the state and national body of commerce association of teachers. The chair agreed to the suggestion and requested the chair.
- v. Dr Megha proposed to organise a workshop and seminar on How to write effective research papers. Members second on the proposal. The chair suggested holding the seminar in the month of August for staff members.
- vi. The chair directed the vice principal to take a follow up on department wise activity proposals to be submitted by June 2022 for approval on activities to be organised. She emphasised on focus should be given on Educational Tours through industrial visits.
- vii. The chair announced that the procedure for alumni association will be shortly completed and formal alumni association will be formed.
- viii. Ms. Vaishali proposed to continue with bridge courses for first, second and third year students on required practical knowledge for B.sc IT related subjects. Members second on the proposal and suggested other departments too to conduct the bridge course for required subjects.
- ix. The IQAC coordinator proposed to organise a NAAC sponsored seminar on good documentation for the NAAC accreditation process. The Chair accepted to start with the formalities for getting the sponsorship from NAAC for organising the seminar.
- X. The chair suggested the IQAC Coordinator to relook into the revised composition of the IQAC forum which should exactly be as per NAAC norms. All the members second the idea and appreciated it.

Having no other matter for discussion the meeting concluded with a Vote of Thanks to the Chair.

Issued by DR: Prof Sumathi Rajkumar





Nirmala Memorial Foundation College of Commerce & Science
DEPARTMENT MEETING MINUTES

DI/F-DMM/00

| Sr No | Name | Signature |
|-------|--|-----------|
| 01 | Dr Denis Desai | |
| 02 | Ms. Swiddle D'Cunha | |
| 03 | Dr. Jignesh Dalal | |
| 04 | Dr Vijaya Jacqueline | |
| 05 | Mr. Ayush , Student Representative | |
| 06 | Dr Megha Juvekar | |
| 07 | Ms. Vaishali Mishra | |
| 08 | Ms. Swati Desai | |
| 09 | Dr Neha Goel | |
| 10 | Mr. Aditya Vijay (Student Representative) | |
| 11 | Mr. Ishwar Jha (Industry Expert) | |
| 12 | Dr Poonam Kakkad (IQAC Coordinator) | |





Nirmala Memorial Foundation College of Commerce & Science

DEPARTMENT MEETING MINUTES

DI/F-DMM/00

2022 – 2023 /D – IQAC/ 01

Minutes of the Thirty Fourth meeting of IQAC committee held on Saturday, 10th September, 2022 at 2.30 pm. The meeting was conducted offline in the IQAC room.

Committee: IQAC

- ❖ Type of Meeting: Formal
- ❖ Day: Saturday Date: 10th September, 2022 Time: 2:30 pm
- ❖ Venue :- Offline in IQAC room
- ❖ Convenor of the Committee: Dr Poonam Kakkad
- ❖ Number of Members Present: 13
- ❖ Number of Members Absent: 02

| Names | With Permission | Without Permission |
|---|-----------------|--------------------|
| ❖ Dr Harish Pokale, Nominee from Society | With Permission | |
| ❖ Mr. Christopher Mathew, Nominee from Stakeholders | With Permission | |

❖ Points Discussed:

The meeting was attended by the following members:

| <u>Description</u> | <u>Name</u> |
|-----------------------------|------------------------|
| Special Invite | CMA Dr Kinnary Thakkar |
| Chairperson (I/C Principal) | Ms. Swiddle D'Cunha |
| Teacher Representative | |
| Teacher Representative (1) | Dr. Megha Juvekar |
| Teacher Representative(2) | Ms. Vaishali Mishra |
| Teacher Representative(3) | Dr. Jignesh Dalal |





Nirmala Memorial Foundation College of Commerce & Science

DEPARTMENT MEETING MINUTES

DI/F-DMM/00

| | |
|---|-------------------|
| One member from the Management | Dr. Denis Desai |
| Two Senior Administrative officer | |
| Senior Administrative officer(1) | Ms. Swati Desai |
| Senior Administrative officer(2) | Ms. Sachin Dharne |
| Nominee from Student | Mr. Aditya Vijay |
| Nominee from Alumni | Mr. Jay Raval |
| One Nominee each from Employers/Industrialist/Stakeholders | |
| Nominee from Employers | Dr Neha Goel |
| Nominee from Industrialists | Mr. Ishwar Jha |
| One of the Senior teachers as the Coordinator/Director of the IQAC | Dr Poonam Kakkad |

The meeting started with welcoming the new members of IQAC and sharing of good news by the principal.

1. College has received a grant from NAAC for organising One Day State Level Seminar
2. Formal alumni association is registered.
3. Institute recognition for 2(f) 12 B of the UGC ACT 1956

AGENDA 1:

The Minutes of the previous meeting held on Saturday, 4th June 2022 were read, confirmed and recorded.

AGENDA 2:

Discussion on proper canteen functioning and Canteen Waste management mechanism was made. A proposal by Dr Megha Juvekar on setting up a compost bin was given. Plastic material and waste would be collected every day by NSS students and given to Bisleri Ltd. Canteen committee was set up to look into its smooth functioning. Members appreciated the idea and second on it. the chair directed to take up the matter in the CDC.

AGENDA 3:





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DEPARTMENT MEETING MINUTES

DI/F-DMM/00

The chairperson requested Dr Megha, Convener of Research Cell to present the activities conducted by the research cell till date and showcase plan of action and budget for the upcoming research activities like participation in avishkar research project competition organised by University of Mumbai, conduct of IPR webinar, conference to be organised. Good deliberations took place in deciding the date, theme and matter in collaboration for the conference. The chair suggested entering into collaboration with institutes outside the state for various academic activities. The IQAC Coordinator briefed on the status of submitting the proposals for minor / major research projects as now being our college recognised with 2(f) 12 B of the UGC ACT 1956. Further suggestion was given by Dr Megha to collaborate with Andra Loyola Institute of Engineering and Technology for academic collaborations. In order to build research network and knowledge she also suggested encouraging new faculty members to become lifetime members for Maharashtra Commerce Association or Indian Association for Commerce Members. The chair appreciated and agreed to take the matter to the CDC.

AGENDA 4:

IQAC coordinator proposed that the Vocational Skill Development courses being offered to the students need to be accelerated. Certified courses like Teach Earn and Learn should be continued, IIT spoken tutorial should be continued and was unanimously decided by the members. The chair proposed to enter into MoU with Yuva Parivartan affiliated to National Skill Development Corporation for our college to become an authorised training and certification centre. Various skill development programs are offered under this MoU with nominal charges. Members second the matter and chair decided to take the matter in CDC

AGENDA 5, 6 and 7 :

As the college needs to gear up with the preparatory part for the second cycle the IQAC coordinator proposed to organize a seminar on NAAC and the Role of IQAC in the accreditation process, where Mr. Satish Bhatia, an Ace mentor for the NAAC accreditation process, would be the guest speaker. The IQAC coordinator Dr Kakkad briefed the members on the data collection status for AQAR 2021-22 submission. The IQAC coordinator also presented the procedure to be followed for NIRF. The chair and members agreed for NIRF registration for the academic year 2022-23.

AGENDA 8:





Nirmala Memorial Foundation College of Commerce & Science DEPARTMENT MEETING MINUTES

DI/F-DMM/00

Discussions took place on Examination preparatory work. The Vice Principal was given the responsibility to take follow-up on examination preparatory work. for all upcoming examinations. Dr Kakkad proposed the dates of 23rd and 24th September, 2022 for Academic and Administrative (AAA) Internal Audit. The chair gave her consent for the same. As per academic calendar the annual sports meet being in the month of January 2023, the chair requested the Vice Principal to complete the procedure of booking the Sports Authority Of India Ground (SAI) ground for the same.

Having no other matter to be discussed the meeting concluded with a Vote of Thanks to the Chair.





Nirmala Memorial Foundation College of Commerce & Science
DEPARTMENT MEETING MINUTES

DI/F-DMM/00

The meeting was attended by the following members:

| <u>Description</u> | <u>Name</u> | <u>Signature</u> |
|--|------------------------|------------------|
| Special Invite | CMA Dr Kinnary Thakkar | |
| Chairperson (I/C Principal) | Ms. Swiddle D'Cunha | |
| Teacher Representative | | |
| Teacher Representative (1) | Dr. Megha Juvekar | |
| Teacher Representative(2) | Ms. Vaishali Mishra | |
| Teacher Representative(3) | Dr. Jignesh Dalal | |
| One member from the Management | Dr. Denis Desai | |
| Two Senior Administrative officer | | |
| Senior Administrative officer(1) | Ms. Swati Desai | |
| Senior Administrative officer(2) | Ms. Sachin Dharne | |
| Nominee from Student | Mr. Aditya Vijay | |
| Nominee from Alumni | Mr. Jay Raval | |
| One Nominee each from Employers/Industrialist/Stakeholders | | |
| Nominee from Employers | Dr Neha Goel | |
| Nominee from Industrialists | Mr. Ishwar Jha | |
| One of the Senior teachers as the Coordinator/Director of the IQAC | Dr Poonam Kakkad | |





Nirmala Memorial Foundation College of Commerce & Science
DEPARTMENT MEETING MINUTES

DI/F-DMM/00

2022 – 2023 /D – IQAC/ 01

Minutes of the Thirty Fifth meeting of IQAC committee held on Saturday, 3rd December, 2022 at 12.30 pm. The meeting was conducted offline in the IQAC room.

Committee: IQAC

- ❖ **Type of Meeting: Formal**
- ❖ **Day: Saturday Date: 3rd December, 2022 Time: 12:30 pm**
- ❖ **Venue :- Offline in IQAC room**
- ❖ **Convenor of the Committee: Dr Poonam Kakkad**
- ❖ **Number of Members Present: 13**
- ❖ **Number of Members Absent: 02**

| Names | With Permission | Without Permission |
|---|------------------------|---------------------------|
| ❖ Dr Harish Pokale, Nominee from Society | With Permission | |
| ❖ Mr. Christopher Mathew, Nominee from Stakeholders | With Permission | |

❖ **Points Discussed:**

The meeting was attended by the following members:

| Description | Name |
|-----------------------------|------------------------|
| Special Invite | CMA Dr Kinnary Thakkar |
| Chairperson (I/C Principal) | Ms. Swiddle D'Cunha |
| Teacher Representative | |
| Teacher Representative (1) | Dr. Megha Juvekar |
| Teacher Representative(2) | Ms. Vaishali Mishra |
| Teacher Representative(3) | Dr. Jignesh Dalal |





Nirmala Memorial Foundation College of Commerce & Science

DEPARTMENT MEETING MINUTES

DI/F-DMM/00

| | |
|---|-------------------|
| One member from the Management | Dr. Denis Desai |
| Two Senior Administrative officer | |
| Senior Administrative officer(1) | Ms. Swati Desai |
| Senior Administrative officer(2) | Ms. Sachin Dharne |
| Nominee from Student | Mr. Aditya Vijay |
| Nominee from Alumni | Mr. Jay Raval |
| One Nominee each from Employers/Industrialist/Stakeholders | |
| Nominee from Employers | Dr Neha Goel |
| Nominee from Industrialists | Mr. Ishwar Jha |
| One of the Senior teachers as the Coordinator/Director of the IQAC | Dr Poonam Kakkad |

The meeting started with welcoming the new members of IQAC and sharing of good news by the principal.

1. College has received grants from NAAC for organising One Day State Level Seminar that we have received
2. Formal alumni association is registered.
3. Collaboration with Andhra Loyola College and Andhra Loyola Institute of Engineering and Technology for Faculty and Student Exchange Program.

AGENDA 1:

The Minutes of the previous meeting held on Saturday, 10th September, 2022 were read, confirmed and recorded.

AGENDA 2:

The IQAC Coordinator presented the term II calendar for deliberations and finalisation. She also proposed to focus on faculty and student exchange programs with collaborating institutions. Members appreciated the idea and second on it. The chair directed to take up the matter in the CDC.

AGENDA 3:





Nirmala Memorial Foundation College of Commerce & Science

DEPARTMENT MEETING MINUTES

DI/F-DMM/00

Discussion about the activities to be organised by the research cell and alumni association took place. Dr Megha proposed to conduct The Joy of Research in the month of March, conference in month of and in the month of May research course work as our college is a research centre. Ms. Vaishali proposed to conduct a get together for the alumni association and organise our first event.

AGENDA 4:

IQAC coordinator proposed that the Skill Development certified courses being offered to the students need to be accelerated. Certified courses like Teach Earn and Learn should be continued, IIT spoken tutorial should be continued and was unanimously decided by the members. The chair proposed to enter into MoU with Yuva Parivartan affiliated to National Skill Development Corporation for our college to become an authorised training and certification centre. Various skill development programs are offered under this MoU with nominal charges. As hardly any student appeared for SWAYAM examination, due to monetary involvement, members unanimously decided to offer a variety of courses free of charge to our students on soft skills, yoga, computer skills, accounting and finance and make it mandatory for students to avail the benefits. Members second the matter and the chair decided to take the matter in CDC.

AGENDA 5, 6 and 7:

Insights on AQAR submission updates were given by the IQAC Coordinator. Data collection on NIRF submission was in progress.

AGENDA 8:

Discussions took place on Examination preparatory work. The Vice Principal was given the responsibility to take follow-up on examination preparatory work for all upcoming examinations. Also Dr Dalal was asked to make remedial lectures for upcoming ATKT exams for the month of January 2023 preparatory

AGENDA 9:

Deliberations took place for the Inter collegiate festival Mr. Jay and Mr..Aditya gave their suggestions to make the fest much more prominent. Dr Kakkad, also being the cultural head, discussed the schedule and timeline for the event. Dr Dalal discussed the preparatory work for sports day. Number of entries of students for each event was presented by him. The cultural committee also presented the game plan for inter collegiate fest Splash 2.0. Discussions took place on the schedule and number of





Nirmala Memorial Foundation College of Commerce & Science

DEPARTMENT MEETING MINUTES

DI/F-DMM/00

events to be organised in splash. The chair requested to present the budget in celebrating the events. The budget will be finalized by the CDC.

AGENDA 9:

Dr Dalal and Dr Neha proposed a seven day Faculty Development Program to be organised by the Accountancy Association and Planning forum in association with IQAC. The chair requested to present the schedule and expected budget for the conduct of the program. Dr Neha suggested a different mechanism as an approach to be given to increase the awareness and students participation for the upcoming job fair, scheduled on 18th March 2023. Members appreciated the idea presented and the chair gave a go ahead signal.

With the permission of the chair

1. Further discussion took place on deciding the dates for the second internal Academic and Administrative Audit. 23rd and 24th February was decided for the same.
2. Ms. Kinnary suggested promoting NEP 2020 to all the stakeholders. Frequent Parents and students meetings should be conducted to create awareness about NEP. The chair decided to hold the Parent Teacher meeting in the month of February, 2023. Members second the suggestions.
3. Dr Harsh suggested as institutional social responsibility, the institution should organise **"Awareness and Training on Sudden Cardiac Arrest Resuscitation"** for students, teaching and nonteaching staff members. The seminar can be in association with Revive Heart Foundation Hospital. Eminent speaker Sumaiya Raghavan, a qualified trainer on first aid heart saving. The program would give insights on recognising cardiac arrest, learning on how to perform CPR and use of AED (shock machine)
4. The chair directed Dr Neha, Goel Placement Officer to increase the count on MoU with several companies for recruiting and placing students for internship and jobs and also for upskilling their skills required for employability.
5. Dr Kakkad suggested that eligible staff members should complete the orientation program and refresher course . Dr Dalal for the orientation program. Ms. Swiddle, Dr Megha and Dr Neha for Refresher Course.





Nirmala Memorial Foundation College of Commerce & Science

DEPARTMENT MEETING MINUTES

DI/F-DMM/00

Having no other matter to be discussed the meeting concluded with a Vote of Thanks to the Chair.

The meeting was attended by the following members:

| <u>Description</u> | <u>Name</u> | <u>Signature</u> |
|---|------------------------|------------------|
| Special Invite | CMA Dr Kinnary Thakkar | |
| Chairperson (I/C Principal) | Ms. Swiddle D'Cunha | |
| Teacher Representative | | |
| Teacher Representative (1) | Dr. Megha Juvekar | |
| Teacher Representative(2) | Ms. Vaishali Mishra | |
| Teacher Representative(3) | Dr. Jignesh Dalal | |
| One member from the Management | Dr. Denis Desai | |
| Two Senior Administrative officer | | |
| Senior Administrative officer(1) | Ms. Swati Desai | |
| Senior Administrative officer(2) | Ms. Sachin Dharne | |
| Nominee from Student | Mr. Aditya Vijay | |
| Nominee from Alumni | Mr. Jay Raval | |
| One Nominee each from Employers/Industrialist/Stakeholders | | |
| Nominee from Employers | Dr Neha Goel | |
| Nominee from Industrialists | Mr. Ishwar Jha | |
| One of the Senior teachers as the Coordinator/Director of the IQAC | Dr Poonam Kakkad | |





Nirmala Memorial Foundation College of Commerce & Science
DEPARTMENT MEETING MINUTES

DI/F-DMM/00

2022 – 2023 /D – IQAC/ 01

Minutes of the Thirty Sixth meeting of IQAC committee held on Friday, 31st March 2023, at 11.30 am.
The meeting was conducted online.

Committee: IQAC

- ❖ **Type of Meeting: Formal**
- ❖ **Day: Friday Date: 31st March 2023 Time: 11:30 am**
- ❖ **Venue :- Online**
- ❖ **Convenor of the Committee: Dr Poonam Kakkad**
- ❖ **Number of Members Present: 13**
- ❖ **Number of Members Absent: 02**

| Names | With Permission | Without Permission |
|---|------------------------|---------------------------|
| ❖ Dr Harish Pokale, Nominee from Society | With Permission | |
| ❖ Mr. Christopher Mathew, Nominee from Stakeholders | With Permission | |

❖ **Points Discussed:**

The meeting was attended by the following members:

| Description | Name |
|-----------------------------|------------------------|
| Special Invite | CMA Dr Kinnary Thakkar |
| Chairperson (I/C Principal) | Ms. Swiddle D'Cunha |
| Teacher Representative | |
| Teacher Representative (1) | Dr. Megha Juvekar |
| Teacher Representative(2) | Ms. Vaishali Mishra |
| Teacher Representative(3) | Dr. Jignesh Dalal |





Nirmala Memorial Foundation College of Commerce & Science

DEPARTMENT MEETING MINUTES

DI/F-DMM/00

| | |
|---|-------------------|
| One member from the Management | Dr. Denis Desai |
| Two Senior Administrative officer | |
| Senior Administrative officer(1) | Ms. Swati Desai |
| Senior Administrative officer(2) | Ms. Sachin Dharne |
| Nominee from Student | Mr. Aditya Vijay |
| Nominee from Alumni | Mr. Jay Raval |
| One Nominee each from Employers/Industrialist/Stakeholders | |
| Nominee from Employers | Dr Neha Goel |
| Nominee from Industrialists | Mr. Ishwar Jha |
| One of the Senior teachers as the Coordinator/Director of the IQAC | Dr Poonam Kakkad |

The meeting started with sharing of good news by the principal.

1. Our IQAC coordinator Dr Poonam Kakkad has been awarded with ICSSR Minor Research Project 2022-23. Official correspondence for the same was received on 10th March 2023.

AGENDA 1:

The Minutes of the previous meeting held on Saturday, 3rd December, 2022 were read, confirmed and recorded.

AGENDA 2:

The IQAC Coordinator proposed to conduct the library audit , gender audit and energy audit by 30th May 2023. The chair has appreciated and confirmed to put forth the proposal in the CDC.

AGENDA 3:

Discussion about the activities to be organised by the research cell and alumni association took place. Dr Megha proposed to conduct various webinars in the month of April as being the research center the newly admitted PhD students will be trained in research methodology. Ms. Vaishali proposed 6th May 2023 as the date to conduct a get together for the alumni association and organise our first event.





Nirmala Memorial Foundation College of Commerce & Science

DEPARTMENT MEETING MINUTES

DI/F-DMM/00

The event flow and budget was presented by her. Deliberations took place for it and final event flow was decided.

AGENDA 4:

IQAC coordinator proposed that the Skill Development certified courses being offered to the students were well accelerated. Graphical presentation was given by Dr Kakad on the increase in percentage of Certified courses being offered over a period of years and their number of beneficiaries. A rolling number was observed in the beneficiaries as the courses were made mandatory for the students.

AGENDA 5 and 6:

Insights on Degree Certificate Distribution was given by the chair that this academic year offline ceremony will take place awaiting for university circular for the same. The coordinator had a detailed discussion with the members about AQAR 2022-23 submission dates and preparation for SSR for the second cycle.

AGENDA 7:

The coordinator suggested having a separate Industry Advisory Board which may help the institute to identify the industry demand and groom our students making them industry ready. Mr. Ishwar Jha appreciated the idea and proposed a few names to introduce members on the panel. Alumnus Mr Jay Raval also suggested a couple of names coming from the industry of media. Mr. Jha emphasised on continuing promoting various entrepreneur development programs amongst students. Dr Kakkad highlighted that the college is in collaboration with Mu Ideas incubation center University of Mumbai is conducting various programs to encourage students.

AGENDA 9:

The coordinator spoke about the fantastic steps taken by the management this academic year to encourage and aid the students in their academic endeavours. Free Laptops were distributed to selective students at undergraduate level pursuing IT and CS programs. Air-conditioned classrooms were built as a result of the management's efforts to ensure that the teaching and learning processes are carried out in luxury and comfort. Discussion about proper examination preparation, lower examination result declaration, and the admissions procedure for second and third year for the next academic year. The chair confirmed with Dr Kakkad if all Departments and Administrative office is prepared for the external audit scheduled on 17th April, 2023.





Nirmala Memorial Foundation College of Commerce & Science

DEPARTMENT MEETING MINUTES

DI/F-DMM/00

With the permission of the chair

1. To promote The Sustainable Kitchen: A Guide to Starting Your Own Garden was suggested by Dr Harsh. Members appreciated the topic and concern to create awareness about.
2. Steps to enhance the physical and emotional well-being of its students was suggested by Dr Harsh. He further suggested to organise for hosting the meditation session conducted by Art of Living organization under the Har Ghar Dhyam Campaign by Ministry of Culture under aegis of Azadi Ka Amrit Mahotsav.
3. Dr Kinnary suggested completing a gender audit and library audit . She further suggested completing an energy audit. The chair second on the matter and confirmed to complete it by May 2023. She also suggested conducting a student exchange program in our conference with Loyola college students.
4. Dr Kakkad shared a proposal for institutional ISBN number and published books of advanced learners internship projects. All members unanimously agreed and appreciated the idea. The Chair will take the matter to CDC.
5. The Principal announced the schedule for the student exchange program taking place to attend the upcoming National Level Conference being organised.
6. Mr Aditya Vijaya brought in picture about certain initiative to beautify the college. Dr Kakkad proposed to come up with some saying and quotes of famous personalities. Members second the matter and the chair confirmed to take the matter in CDC.

Having no other matter to be discussed the meeting concluded with a Vote of Thanks to the Chair.





Nirmala Memorial Foundation College of Commerce & Science
DEPARTMENT MEETING MINUTES

DI/F-DMM/00

| <u>Description</u> | <u>Name</u> | <u>Signature</u> |
|---|------------------------|------------------|
| Special Invite | CMA Dr Kinnary Thakkar | |
| Chairperson (I/C Principal) | Ms. Swiddle D'Cunha | |
| Teacher Representative | | |
| Teacher Representative (1) | Dr. Megha Juvekar | |
| Teacher Representative(2) | Ms. Vaishali Mishra | |
| Teacher Representative(3) | Dr. Jignesh Dalal | |
| One member from the Management | Dr. Denis Desai | |
| Two Senior Administrative officer | | |
| Senior Administrative officer(1) | Ms. Swati Desai | |
| Senior Administrative officer(2) | Ms. Sachin Dharne | |
| Nominee from Student | Mr. Aditya Vijay | |
| Nominee from Alumni | Mr. Jay Raval | |
| One Nominee each from Employers/Industrialist/Stakeholders | | |
| Nominee from Employers | Dr Neha Goel | |
| Nominee from Industrialists | Mr. Ishwar Jha | |
| One of the Senior teachers as the Coordinator/Director of the IQAC | Dr Poonam Kakkad | |

