

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>Jacqueline</u> |
| Dr Faiyaz Gadiwala | | 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 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




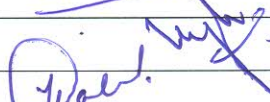

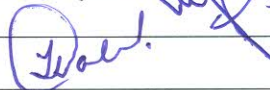

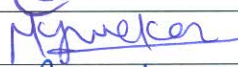

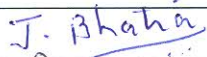

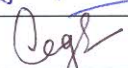

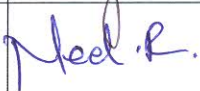
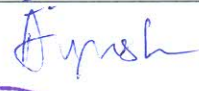
10/01/2019

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:

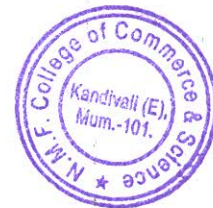
Dr. Alpa Upadhyay, Research cell convenor proposed to organize national conference in association with IQAC of the college. The theme of the same would be multidisciplinary in order to cover maximum areas of commerce and science. The sub-themes were discussed at length by all members of IQAC and Dr. 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 |
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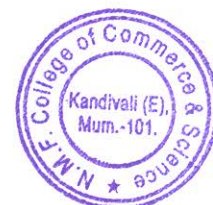
All the members were present in the meeting.

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.

