MEETINGS OF

INTERNAL QUALITY ASSURANCE CELL (IQAC)

For the Academic Year 2022-23

SYMBIOSIS COLLEGE OF ARTS & COMMERCE
An Autonomous College | Under Savitribai Phule Pune University
Reaccredited 'A+' with 3.51 CGPA For Third Cycle By NAAC | College with Potential for Excellence

INDEX

INTERNAL QUALITY ASSURANCE CELL (IQAC)

AGENDA

The first meeting of the IQAC for the year 2022-23 will be held on Friday 9th December 2022 at 11:00 am. at Conference Room No. 206.

The following agenda will be discussed in the meeting:

1. Confirmation of the minutes of the meeting held on 4th March 2022
2. ATR
3. Update regarding NAAC Software
4. Preparation of AQAR 2021-22
5. To update on scholarship to be offered by college
6. Restructuring of B.Com. Syllabus / UG programme
   a. Financial Services
   b. Logistics
   c. Luxury & Brand Management
   d. Retail
   e. Tourism
   f. Art & Performance
7. Guidelines for professor of practice
8. Feedback on curriculum
9. Academic and Administrative Audit – 2021-22
10. Any other matter with the permission of the chair

Dr. Anil Adagale
Member Secretary &
Coordinator - IQAC

MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL MEETING (IQAC)

The First Meeting of the IQAC for the Year 2022-2023 was held on 9th December 2022 at 11.00 a.m. at Conference Room No. 206.

Following members were present:

1. Dr. Hrishikesh Soman
2. Dr. Tessy Thadathil
3. Dr. Swati Chiney
4. Dr. Aarti Wani
5. Dr. Sheena Mathews
6. Dr. Neelofar Raina
7. Dr. Shubhada Tamhankar
8. Dr. Neha Agashe
9. Dr. Vinayak Shirgurkar
10. Dr. Chandrakant Rawal
11. Mrs. Gandhali Parulekar
12. Dr. Suchitra Date
13. Ms. Richa Bansal
14. Ms. Richa Phondge
15. Mr. Anil Adagale

Following members were absent:

1. Mr. Narendra Chavan
2. Ms. Pranjali Raje
3. Mr. Adwait Kurlekar
4. Dr. Yogini Chiplunkar

Dr. Anil Adagale welcomed Mrs. Richa Pondage as Parent representative and Richa Bansal as Student representative.

Dr. Hrishikesh Soman called the meeting to order and the following business was transacted:

1. Confirmation of the minutes of the meeting held on 4th March 2022

The minutes of IQAC Meeting held on 4th March 2022 were circulated amongst all members through email. Dr. Anil Adagale asked members if they have any suggestions.

There were no suggestions from members. Hence, the minutes were approved.

RESOLUTION [IQAC 2023/1/1]

IT WAS UNANIMOUSLY RESOLVED THAT the minutes of the meeting held on 4th March 2022 were approved without any suggestions.

2. Action Taken Report:

Dr. Anil Adagale, IQAC Coordinator presented the Action Taken Report:

a. Submission of AQAR 2020-2021.

Dr. Anil Adagale informed the committee members that the AQAR for the academic year 2020-2021 was submitted online and the same was got approved without any query.

b. Proposal for Academic and Sports Scholarships.

As discussed in the last meeting the comprehensive report of the committee for offering Academic and Sports Scholarships will be presented in this meeting.

c. Student Mentorship Programme

The policy regarding Student Mentorship Programme has been implemented in this academic year 2022-2023 as like previous year.

d. Establishment of NEP 2020

Dr. Anil Adagale informed the committee members that UGC has made mandatory to all the Colleges for implementation of NEP 2020 from the academic year 2023-2024. However, College has not yet received the final guidelines about the same. In the next 3-4 meetings College will give the presentation regarding the NEP 2020.

e. Feedback 2021-2022

Dr. Sheena Mathews will present the report on feedback for the academic year 2021-2022 in this meeting.

3. Update regarding NAAC software:

Dr. Anil Adagale, Coordinator, IQAC informed the committee members that College has purchased software for NAAC purpose under RUSA which will enable the College to collect, assemble the data from different sections, academic as well as administration. Dr. Adagale informed the flow chart. Each section has been assigned their questions. The head of that section will see the questions after logging with their particular login ID and password. Administrative staff /department will submit the data, answer the questions through software to criteria head. Criteria head will check the data and will send to IQAC. The faculty and staff will get the extensive training of the software in the next week.

4. Preparation of AQAR 2021-2022

The College has reconstituted committees. One more committee has been added for extended profile and NEP 2020. College will work on the AQAR for the academic year 2021-2022 very soon.

5. To update on scholarship to be offered by College.

Dr. Neha Agashe, Head, Department of Politics put the proposal to give approval for offering the Academic Scholarship to the students on the basis of Income, Marks, sports etc. The student can get the concession in fees of regular programmes as well as other certificate and diploma courses. The objective behind this is to attract meritorious students of UG and PG from economically weaker sections, reserved category and open category. The committee will be established for selection of students and for giving weightage. In total 51 academic scholarships will be offered to the students from the College funds.

Following are the types of academic scholarships that is to be offered:

> On the basis of merit to students from EWS and reservation category:

Dr. Neha Agashe also put the proposal to This type of scholarship will be offered to 28 students (18 UG + 10 PG) having EWS and/or Reservation Certificate with them. Eligibility for getting the scholarships has been decided. For UG First Year students, previous years' marks i.e. 12th standard Marks will be considered. For PG First Year students aggregate graduation marks will be considered. For Second Year & Third Year students, 'A' Grade or More than 70% marks must be obtained in last academic year i.e. in F.Y. or S.Y. respectively. For PG students, more than 65% marks to become eligible for scholarship. According to the eligibility criteria the scholarship will be offered to the students on the basis of recommendations given by the Scholarship Committee.

> On the basis of Merit to all students of open category only.

This type of scholarship will be offered to 11 UG students. Eligibility for getting the scholarships has been decided. For First Year students, previous years' marks i.e. 12th standard Marks will be considered. A' Grade or More than 80% marks must be obtained in last academic year. According to the eligibility criteria the scholarship will be offered to the students on the basis of recommendations given by the Scholarship Committee.

> Scholarship offered to Post Graduate Students of Open Category Only:

This type of scholarship will be offered to 10 PG students. Eligibility for getting the scholarships has been decided. For First Year (i.e. Part-I of Master's Degree) students, marks of graduation degree marks will be considered. For Second Year (i.e. Part-II of Master's Degree) Students 'A' Grade or More than 70% marks must be obtained in last academic year. There should not be any backlog. The scholarships will be awarded on the basis of the eligibility criteria and on the basis of recommendations given by the Scholarship Committee.

➤ Scholarship offered to Foreign / NRI students in the name of Dr. S. B. Muiumdar, Chancellor of SIU.

This scholarship will be offered to Foreign / NRI students from the Second Year on the basis of their academic performance and contribution in college activities. One student from Undergraduate courses and one student from Post-graduate courses will be selected. This scholarship is to be offered in the form of full waiver in the fees of Third Year in case of UG courses and Part-II in case of PG courses.

Eligibility for getting the scholarships has been decided. 'A' Grade or More than 70% marks must be obtained in last academic year. The scholarships will be awarded on the basis of the eligibility criteria and on the basis of recommendations given by the Scholarship Committee.

Sports Scholarships:

The Scholarship may be awarded according to their level of achievements of sports as follows:

Sr. No	Level	Maximum no of Beneficiaries	Amount
1	International Medal	3	30,000
2	International Participation	5	20,000
3	National/ All India Inter University Medal	5	20,000
4	National/ All India Inter University Participation	15	15,000
5	Inter University (West Zone)/ State Championship Medal	15	10,000
6	Inter University (West Zone)/ State Championship Participation	20	5,000

The total amount allotted in budget under Sports Scholarship can be Rs. 7,65,000/- for each academic year.

Eligibility

I. The scholarships will be only given for the sport /tournament recognized by the Indian Olympic Association/ Ministry of Youth Affairs and Sports/ AIU/ Sports Authority of India.
II. The scholarships will be awarded on the basis of sports performance in recognized competitions held during the academic year.
III. Only a bonafide student of Symbiosis College of Arts and Commerce can apply for sports scholarship.
IV. The applicant shall apply only in one discipline in which he/she has achieved the highest performance in the current academic year.

The scholarship amount will be awarded to the students as a fee concession in the next academic year. If the student is in last year then the scholarship amount will be given over at the end of the respective academic year.

This Scholarship would help to facilitate better results in sports for our college.

Suggestions:

- College should have emphasized that more students (approx. 300 students) should avail this facility. It can be done by decreasing the scholarship amount per student.
- Offer the scholarship to all the courses including Business Analytics, ACCA etc.
- Implement it from this academic year i.e. from 2022-2023.
- The College can also avail the fund by increasing the College fees of self-financed courses.

RESOLUTION [IQAC 2023/1/2]

IT WAS UNANIMOUSLY RESOLVED THAT the proposal for offering the Academic and Sports scholarship to the students was approved with the suggestions.

6. Restructuring of B.Com. Syllabus / UG Programme:

Principal Dr. Soman informed the need of the restructuring of syllabus. He informed that there will be no water tight compartment regarding B.A., B.Com. programme. Under this, the degree programme will be of 4 years. Degree will be offered to the students on the basis of specialization that the students opted. He further told that the recommendations from the economists, Students, industrialists, academics etc. have been taken into consideration while framing the syllabus. Syllabus has been framed from the point of view of employability of the students which will be effected from the academic year 2023-2024. The ACCA, CIMA, Business Analytics will not change. He suggested following major and minor sectors where there is possibility that student can take one major alongwith one minor paper.

- Financial Services
- Logistics and Transportation
- Retail
- Luxury Lifestyle
- Tourism and hospitality
- Art and culture – Management (media, museum mgmt..), ancient Indian knowledge and heritage knowledge.

Further Dr. Soman informed that College has established committee and the detailed presentation on it will be presented in the next IQAC meeting.

Committee congratulated Principal Dr. Soman for the great initiative he had taken and the efforts made for the restructuring of syllabus.

7. Guidelines for Professor of Practice

Dr. Tessy Thadathil, Vice Principal briefed about appointment of 'Professor of Practice'. As per the circular dated 14th November 2022 received from the UGC, it is necessary to appoint Professor of Practice keeping in light of NEP 2020. The candidate who have proven expertise in their specific profession with at least 15 years of experience will be eligible for Professor of Practice. The number of Professor of Practice at any point in time should not exceed 10% of the sanctioned posts (three in case of Symbiosis Arts and Commerce College). The engagement will be for a fixed term and will be exclusive of the sanctioned posts of a College. It is not open for those in teaching profession – serving or retired. This post can be engaged in one of the following categories:

- Professor of Practice funded by industries
- Professor of Practice funded by HEIs from their own resources
- Professor of Practice on honorary basis

She further narrated the duties and responsibilities of Professor of Practice like framing of curriculum etc. College has formed the committee to appoint Professor of Practice and invited the applications by putting the notice on college website, will appoint in this academic year. The committee gave the eligibility, duties and responsibilities etc. Consolidated amount will be given as remuneration and the tenure will be of one year or the assignment duration whichever is earlier.

RESOLUTION [IQAC 2023/1/3]

IT WAS UNANIMOUSLY RESOLVED THAT the proposal to appoint 'Professor of Practice' was approved.

8. Feedback on curriculum

Dr. Sheena Mathews, Head of the Feedback committee briefed about the feedback on curriculum from Students, Alumni, Employer and Faculty and student satisfaction survey 2021-2022. She briefed about the feedback on student satisfaction survey, feedback on curriculum from Alumni, employers, faculty etc. She presented the PPT showing the percentage of the responses received for each and every question for Student Satisfaction Survey and Curriculum.

There were some suggestions on curriculum:

From Students:

- It would be great if our performance in the assignments would be discussed post-submission so we can improve for the next assignment
- Promoting interaction between FYs, SYs and TYs through informal meets, gaming sessions etc.
- Adding interdisciplinary courses would help us gain knowledge

From Employers:

- 50% of employers agree that curriculum provides enough scope to develop innovativeness and creativity among the students

- More focus must be given to practical learning through internships. Students must be encouraged to choose workplaces that provide them maximum learning instead of asking for more stipend.

From Faculty:

- FDP, Training Workshops on pedagogy and curriculum design
- Software should be purchased for data management
- Each semester or year theme can be decided relevant to which research and extension activities are encouraged
- Specific seating Spaces to be allocated to every faculty
- Information Technology related courses that include programming can be introduced for both Arts and Commerce students

The College is working on the action that has to be taken according to feedback.

9. **Academic and Administrative Audit 2021-2022**

Dr. Shubhada Tamhankar, In-charge of Academic and Administrative Audit (AAA) informed the committee members that AAA has been completed for the academic years 2019-2020 and 2020-2021 on 27th and 28th October 2021. She further informed that the College is working on the recommendations given by the Committee members. College is planning to conduct AAA for the academic year 2021-2022 in the month of March 2023 through the software newly purchased by the College. As per the recommendations / suggestions given so far College has taken following actions:

- Devised Research, Scholarship and IT policy
- Devised perspective plan for the College
- Establishing Consultancy Cell

- Organized five days FDP on Research Methodology
- Taken feedback from various stakeholders.
- To strengthen the Research activities FDPs programmes have been conducted.

Suggestions:

- Amount collected from FDP programmes of other colleges can be shown as Consultancy Amount.
- Organize the consultancy activity under 'Consultancy Cell'.
- Publish scopus per faculty per year.

10. Any other matter with the permission of the Chair.

Principal Dr. Soman informed the committee members that college would like to apply for Unitary University as the College is fulfilling all the criterias as per the report of the Government for becoming Unitary University. The College has taken the approval from the Symbiosis Management and will give the presentation on the same. The College has formed the committee and working for on it. The College may get the status of Unitary University from the academic year 2023-2024.

Meeting ended with a vote of thanks.

Dr. Anil Adagale
Member Secretary and
Coordinator, IQAC

Dr. Hrishikesh Soman
Principal
Chairman, IQAC

ATTENDANCE

For Internal Quality Assurance Cell Meeting scheduled on Friday, 9th December 2022

Sr. No.	Designation	Name	Signature
1.	Chairperson: Head of the Institution	Dr. Hrishikesh Soman	
2.	Vice-Chairperson	Dr. Tessy Thadathil	9/12/22
3.	Teachers to represent all level (Three to Nine)	Dr. Yogini Chiplunkar	ABSENT.
4.		Dr. Swati Chiney	9/12/2022
5.		Dr. Aarti Wani	
6.		Dr. Sheena Mathews	9/12/2022
7.		Dr. Neelofar Raina	09/12/2022
8.		Dr. Shubhada Tamhankar	09.12.22
9.		Dr. Neha Agashe	9.12-22
10.	External Expert	Dr. Vinayak Shirgurkar	
11.	External Expert	Dr. Chandrakant Rawal	09.12.22
12.	Senior administrative officer	Mrs. Gandhali Parulekar	09/12/22
13.	One nominee each from local society	Dr. Suchitra Date	09/12/22
14.	One nominee each from Students	Miss Richa Bansal	
15.	One nominee each from Alumni	Mr. Narendra Chavan	ABSENT
16.	One nominee each from Stakeholders	Mrs. Richa Phondge	9-12.22
17.	One nominee each from Employers	Ms. Pranjali Raje	Absent
18.	One nominee each from Industry	Mr. Adwait Kurlekar	ABSENT
19.	One of the senior teachers as the coordinator IQAC	Dr. Anil Adagale	

ACTION TAKEN REPORT

1. **Submission of AQAR 2020-2021.**

   Dr. Anil Adagale informed the committee members that the AQAR for the academic year 2020-2021 was submitted online and the same was got approved without any query.

2. **Proposal for Academic and Sports Scholarships.**

   As discussed in the last meeting the comprehensive report of the committee for offering Academic and Sports Scholarships will be presented in this meeting.

3. **Student Mentorship Programmed**

   The policy regarding Student Mentorship Programme has been implemented in this academic year 2022-2023 as like previous year.

4. **Establishment of NEP 2020**

   Dr. Anil Adagale informed the committee members that UGC has made mandatory to all the Colleges for implementation of NEP 2020 from the academic year 2023-2024. However, College has not yet received the final guidelines about the same. In the next 3-4 meetings College will give the presentation regarding the NEP 2020.

5. **Feedback 2021-2022**

   Dr. Sheena Mathews will present the report on feedback for the academic year 2021-2022 in this meeting.

INTERNAL QUALITY ASSURANCE CELL (IQAC)

<u>AGENDA</u>

The second meeting of the IQAC for the year 2022-23 will be held on Tuesday 21ˢᵗ February 2023 at 11:30 am. at Conference Room No. 206.

The following agenda will be discussed in the meeting:

1. Confirmation of the minutes of the meeting held on 9ᵗʰ December 2022

2. ATR – *Dr. Anil Adagale*

3. To discuss and approve the Criterion-wise information and data for AQAR 2021-22:

   a. Part-A – *Dr. Sharayu Bhakare*

   b. Part-B

      i. Criteria-I - *Dr. Yogini Chiplunkar*

      ii. Criteria-II - *Dr. Swati Chiney*

      iii. Criteria-III - *Dr. Alpana Vaidya*

      iv. Criteria-IV - *Dr. Sheena Mathews*

      v. Criteria-V - *Dr. Neelofar Raina*

      vi. Criteria-VI - *Dr. Shubadha Tamhankar*

      vii. Criteria-VII - *Dr. Neha Agashe*

4. Any other matter with the permission of the chair

Dr. Anil Adagale
Member Secretary &
Coordinator - IQAC

MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL MEETING (IQAC)

The Second Meeting of the IQAC for the year 2022-23 was held on 21st February 2023 at 11.30 a.m. in the Conference Room No. 206.

Following members were present:

1. Dr. Hrishikesh Soman
2. Dr. Tessy Thadathil
3. Dr. Yogini Chiplunkar
4. Dr. Swati Chiney
5. Dr. Alpana Vaidya
6. Dr. Sheena Mathews
7. Dr. Neelofar Raina
8. Dr. Shubhada Tamhankar
9. Dr. Neha Agashe
10. Dr. Hardik Vachharajani
11. Dr. Vinayak Shirgurkar
12. Dr. Chandrakant Rawal
13. Mrs. Gandhali Parulekar
14. Dr. Suchitra Date
15. Miss Richa Bansal
16. Mr. Narendra Chavan
17. Mrs. Richa Phondge
18. CA Shekhar Sane
19. Dr. Anil Adagale

Following members were absent:

1. Mr. Narendra Chavan
2. Mrs. Suchitra Date
3. Mrs. Richa Phondge

Dr. Hrishikesh Soman welcomed the new members Dr. Hardik Vachharajani and CA Shekhar Sane as Management Nominee and Industry nominee respectively.

Dr. Hrishikesh Soman called the meeting to order and the following business was transacted:

Item No. 1: Confirmation of the minutes of the meeting held on 9th December 2022

The minutes of IQAC Meeting held on 9th December 2022 were circulated amongst all members through email. Dr. Anil Adagale welcomed all the members and asked them if they have any suggestions.

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RESOLUTION [IQAC 2022-23/2/1]

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IT WAS UNANIMOUSLY RESOLVED THAT the minutes of the meeting held on 9th December 2022 were approved without any suggestions.

Item No. 2: Action Taken Report

Dr. Anil Adagale, IQAC Coordinator presented following points in Action Taken Report:

1. NAAC Software
2. Preparation of AQAR 2021-22
3. Scholarship to be offered by college
4. Restructuring of UG and PG Programs as per NEP 2020
5. Appointment of Professor of Practice

Item No. 3:

Dr. Anil Adagale then requested all the Criterion Heads to present in brief about the information that they have collected for the AQAR 2021-22.

Item No. 3- Part-A: Profile

Extended Profile and the Head who presented was Dr. Sharayu Bhakare.
Dr. Sharayu Bhakare explained the part A which has parts such as - Institutional data, Institutional Preparedness.

She also emphasized upon incorporating the NEP 2020 into the institution.

Item No. 3-Part-B-i: CRITERION-1

Dr. Yogini Chiplunkar explained:

a. Curriculum Planning and Implementation
b. Academic Flexibility
c. Value added courses
d. Curriculum Enrichment
e. Feedback aspect and ATR

Item No. 3- Part-B-ii : CRITERION-2

Dr. Swati Chiney explained following points:

a. Student teacher ratio

b. Teaching Learning processes and Mentorship Program

c. Use of ICT enabled tools

d. Teacher Profile

e. Examination System

f. Student satisfaction Survey

Dr. Shirgurkar suggested to follow the benchmark for result declaration as it is mentioned in the benchmark that the result should be declared within 20 days. He also suggested that the institute should compare the current situation with that mentioned in the benchmark and accordingly formulate the policy.

Item No. 3- Part-B-iii : CRITERION-3 - Research, Innovation and Extension

Dr. Alpana Vaidya explained the Following points:

a. Major and Minor Research Projects that the faculties undertake

b. CSS Projects (Multidisciplinary and Community engaged projects)

c. Registered Research Guides

d. CIE and SSIP – Centres in College through which lot of community focused activities are carried out

e. Research Publications

f. Total citations

g. Collaborations with other institutes – MoUs

Item No. 3- Part-B-iv : CRITERION-4

Dr. Sheena Mathews presented the data in following points:

a. Infrastructure and Physical Facilities in Teaching and Learning – Total number of classrooms and Laboratories

b. Cultural activities of colleges – Wellness Centres and Recreation – sports facilities

c. ICT enabled Classrooms

d. Library facilities – Integrated Library Management System, E-journals, e-books, etc.

e. Usage of Library

f. Institution IT Policy – awaiting for approval

g. Other facilities – Media Centre, Computer Labs, E-library

h. Maintenance Policy – uploaded on the college website

Item No. 3- Part-B-v: CRITERION-5

Dr. Neelofar Raina explained the following points:

a. Scholarship Beneficiary data – NGO and Government Scholarship Data.

b. Student Progression – 23 capacity development activities

c. Guidance and coaching to the students - 1150 Student Beneficiaries

d. Training ranges from Corporate Readiness and NET and SET Preparations.

e. Number of Outgoing students who got placed increased from 130 last years to 160 this year and also mentioned the employers who regularly approach the college for placement drive.

f. Outgoing students progressing to Higher Education – 325

g. In the sports category 7 Individual and 4 team awards were received

Item No. 3- Part-B-vi: CRITERION-6

Dr. Shubhada Tamhankar presented the following points:

a. Institutional vision and Leadership – through strategic plan and prospective plan

b. Composition of Statutory and academic committees in college having student representation

c. Implementation of Strategic plan

d. E – governance – Divided in three areas viz. Administration, Finance and Accounting, Student Admission

e. Various welfare measures taken for teaching and non-teaching staff.

f. Make workshops took place during this period, but no one claimed as due to covid the workshops were mostly online. Total 5 programmes were conducted 4 for teaching and 1 for non-teaching

g. About various career advancement schemes for Grant-in-Aid as well as non-grant teaching and non-teaching staff

Item No. 3- Part-B-vii: CRITERION-7

1. Dr. Neha Agashe narrated the following points:

a. The various safety and security facilities provided by the college like cctv cameras, ladies common rooms, the counsellor etc.

b. Talked about 150 sessions conducted by the counsellor especially during the pandemic.

c. The efforts taken by the Institute on Gender equity.

d. SOUL i.e Symbiosis Organization for Uplifting Life that conducted many youth driven activities and social extension activities. The theme for this year was menstrual hygiene.

The students reached to the community distributing menstrual pads at a very discounted rate and the other facilities available.

e. Project VEERA in 2019 to strive gender sensitization.

f. On women's day seminar was conducted on women in civil services and entrepreneurship.

g. Best practices like making students globally employable, ACCA, CIMA, Centre for skill development and placement cell. 570 students have taken Honours Programme. MOU with International Skill Development.

h. Participative management technique – 5 statutory committees, 33 non-statutory committees, 8 statutory cells for operations and overall students' development.

Dr. Shirgurkar suggested to mention the Institutional distinctiveness in documentation. Dr. Hardik added that the case studies must be created as a proof.

Discussion also took place in case of Grievance. It was unanimously approved that the revaluation results are to be considered as a grievance.

Dr. Anil Adagale proposed that by the end of this month the data will be compiled and Academic Audit date should be discussed as per everyone's convenience.

Dr. Shirgurkar suggested one exercise to all the criteria heads that by comparing the work done with benchmarks, each of the criterion can give marks and then the Academic Audit people will just verify it.

RESOLUTION [IQAC 2022-23/2/3]

IT WAS UNANIMOUSLY RESOLVED THAT the Part-A & Part-B i.e. all Criteria from One to Seven were approved with suggestions and the In-Charge of respective Criteria will implement the suggestions told by the members.
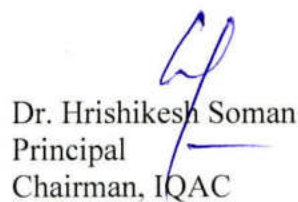
Item No. 4: Any other matter with the permission of the chair

There was no other point discussed in the meeting.

Meeting ended with a vote of thanks.

Dr. Anil Adagale
Member Secretary and
Coordinator, IQAC

Dr. Hrishikesh Soman
Principal
Chairman, IQAC

ATTENDANCE

For Internal Quality Assurance Cell Meeting scheduled on Tuesday, 21st February 2023

Sr. No.	Designation	Name	Signature
1.	**Chairperson: Head of the Institution**	Dr. Hrishikesh Soman	
2.	**Vice-Chairperson**	Dr. Tessy Thadathil	
3.	**Teachers to represent all level (Three to Nine)**	Dr. Yogini Chiplunkar	
4.		Dr. Swati Chiney	
5.		Dr. Alpana Vaidya	
6.		Dr. Sheena Mathews	
7.		Dr. Neelofar Raina	
8.		Dr. Shubhada Tamhankar	
9.		Dr. Neha Agashe	
10.	**Management Nominee**	Dr. Hardik Vachharajani	
11.	**External Expert**	Dr. Vinayak Shirgurkar	
12.	**External Expert**	Dr. Chandrakant Rawal	
13.	**Senior administrative officer**	Mrs. Gandhali Parulekar	
14.	**One nominee each from local society**	Dr. Suchitra Date	ABSENT
15.	**One nominee each from Students**	Miss Richa Bansal	
16.	**One nominee each from Alumni**	Mr. Narendra Chavan	ABSENT
17.	**One nominee each from Stakeholders**	Mrs. Richa Phondge	ABSENT
18.	**One nominee each from Industry**	CA Shekhar Sane	
19.	**Special Invitee**	Dr. Sharayu Bhakare	
19.	**One of the senior teachers as the coordinator IQAC**	Dr. Anil Adagale	

ACTION TAKEN REPORT (ATR)

1. NAAC Software

2. Preparation of AQAR 2021-22

3. Scholarship to be offered by college

4. Restructuring of UG and PG Programs as per NEP 2020

5. Appointment of Professor of Practice