

SREE NARAYANA GURU COLLEGE OF COMMERCE

Minutes

IQAC (Internal Quality Assurance Cell) meeting held on 7th March, 2024

The Internal Quality Assurance Cell Meeting was held on 7th March, 2024 in room no. 101 of College Building at 11:00 a.m. and following members were present for the same.

1. Prin. Dr. Ravindran Karathadi	Chairman
2. Dr. Hinduja Srichand P.	Coordinator
3. Mrs. Naveena Suresh	Co-Coordinator
4. Shri. N. Sasidharan	Management Representative
5. Shri. O.K. Prasad	Management Representative
6. Smt. Vandana Gupta	Teaching Faculty
7. Dr. Karishma Kasare	Teaching Faculty
8. Smt. Tulsi Adal	Teaching Faculty
9. Ms. Rishita Shukla	Teaching Faculty
10. Smt. Sneha Jagdale	Teaching Faculty
11. Mrs. Mehjabeen Khan	Special Invitee
12. Shri. Rajesh Khaire	Aided Office In charge
13. Smt. Nalini Shelke	Self-finance Office In charge
14. Prin. Shri K. Venkataramani	Local Society Member

Dr. Hinduja Srichand requested Dr. Ravindran Karathadi to preside the meeting. Dr. Ravindran Karathadi welcomed all the members.

Following Agenda were discussed and decided upon.

1. Reading and approving the minutes and action taken report of the previous meeting:

Prin. Shri K Venkataramani suggested that since the soft copy of minutes of previous meeting has been received by all the members, there is no need to read the same, however, the action taken report can be discussed. Dr. Ravindran Karathadi requested Smt. Naveena Suresh to read out the Action Taken Report and the following discussion took place.

- Shri N. Sasidharan suggested to call Mr. Swapnil Pradeep from next IQAC Meeting as he has been identified to assist in drafting the minutes of the meeting and action taken report for IQAC and CDC meetings.
- It was discussed to collect the feedback from the students who have successfully completed PAR Programme in the year 2023-24 with more details such as demographic, contact, future



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P. L. Lokhande Marg,
Chembur, Mumbai 400 089

plan, use of the skills acquired from the programme, etc. It was decided to inform to Dr. Jayasree V. for the same and to complete the process before next IQAC meeting.

- Shri N. Sasidharan opined that coaches for various sports tournaments can be appointed for the next year, however, the ground work should be done on priority of identifying the areas where coaches can be appointed. He also suggested to call Mrs. Punam Mujawar, Sports Instructor from next IQAC meeting as special invitee if any matter related to sports comes in agenda. It was decided to call Sports and Cultural Committee in-charges in IQAC meetings for the specific agenda.
- It was discussed and decided upon that the College should apply for Research Centre at the earliest.
- Regarding certificate course designed for SWAYAM platform, Smt. Tulsi Adal informed that Mr. Swapnil Pradeep has designed course on Python and also informed that SWAYAM has their own committee and guides for further guidance and improvement. She expressed that in her opinion the designed course is good and will be sent to SWAYAM through University of Mumbai. Since, College has been appointed as local chapter in the current year, only in the next academic year we can send the proposal for the said programme.
- Smt. Sneha Jagdale explained that even after sensitization for certificate course on German Language, the response is very poor as the fees for the same is Rs.26,000. Shri N. Sasidharan suggested to make more efforts through mentor leaders and class representatives which may be more effective. He also suggested to call experts from specialized streams for competitive examination certificate courses. Shri O.K. Prasad also opined the same.
- Shri N. Sasidharan expressed the dissatisfaction for the performance of Alumni committee as there is no considerable improvement in it. Prin. K. Venkataramani said that it is very difficult these days to get the contacts of alumni as they keep on changing their contact numbers. Shri N. Sasidharan said that he wants to take a meeting with alumni executive committee in the next week and it was decided to call the meeting to get the updates and the future plans of alumni association.
- Shri N. Sasidharan opined that the reason for poor results may be the language as many students face this issue in writing the examinations. He said merely taking remedial may not help the students, however, some measures should be taken by the faculties to improve the language which will lead for further improvement in the results.
- Dr. Jayasree V. informed that the training session on NEP 2020 organized by University of Mumbai on 4th and 5th March, 2024 has given the instructions to guide the 12th students




Principal
Sree Narayana Guru
College of Commerce
P. L. Lohande Marg,
Mumbai-400056

about the NEP 2020 and importance of ABC (Academic Bank of Credit) ID. It was decided that Dr. Jayasree V. and Dr. Hinduja Srichand will be calling the meeting of all 12th appeared students from Junior College of Sree Narayana Guru College and will make them understand the implementation of NEP from 2024-25.

2. Reviewing the progress of NAAC and SSR preparation:

Dr. Hinduja Srichand informed that our College will be going for 4th Cycle of NAAC Re-Accreditation and the preparation for the same are ongoing. He added that NAAC has announced through one notice issued on 17.01.2024 that after 4 months, NAAC Accreditation grading will be Binary Accreditation i.e. the Higher Education Institutions will be graded with NAAC Accredited or Non-Accredited, however, he said that there are chances that we may get the chance to go in old method of grading as we will be sending our IIQA (Institutional Information for Quality Assurance) which is the form of intend letter in the month of June 2024 as our 5th year of assessment is getting over on 31.05.2024. He added that all the identified Criterion Heads are working on preparation of SSR. Prin. K. Venkataramani also expressed that NAAC will continue the old method and new method for some period of time. Shri N. Sasidharan asked about that what if we don't get the chance to go ahead with old method of grading, Prin. K. Venkataramani said that we are helpless. However, it was decided to send IIQA in the month of June, 2024. Dr. Hinduja also presented the status bench marks issued by NAAC and scored by our College for respective Criteria.


3. Reviewing of result improvement initiatives:

All the Programme Coordinators expressed that the remedial lectures are taking place as per schedule and the students are given home assignments which they submit to the respective subject teacher. Shri N. Sasidharan stated that hopefully this may improve the results and also suggested to strengthen the mentoring system. It was decided to continue with the system and see that the results are further improving.

4. Reviewing of method of performance appraisal of the staff:

Dr. Hinduja Srichand presented the Self Appraisal Format which was designed and modified with the help of Dr. Ravindran Karathadi. The format contains specific criteria of teaching, learning, research, training, etc. and the in detailed information for the same. Shri N. Sasidharan opined that the format is very lengthy and qualitative in nature and also expressed that the evaluation will be little difficult. Dr. Hinduja Srichand explained that the respective coordinators will be marking Excellent, Very good, Good or Poor for each and




Principal
Sree Narayana Guru
College of Commerce
P. L. Lokhande Marg,
Chembur, Mumbai 400 040.

every answer given by the faculty and finally the comment can be given. Shri N. Sasidharan suggested to show that report of coordinators' remark to the faculties and give one chance to improve or clarify for any criteria. It was decided and finalized that the format will be presented in CDC for final approval and the procedure of collecting appraisal form can be completed by 31.03.2024.


5. Discussing about improvement in CCTV surveillance facilities:

Shri N. Sasidharan advised that Mr. Priyadarashan Shede can do a full study on number of CCTV cameras required and the areas where it can be installed for the safety purpose along with financial implications on it by collecting the quotations. He further added similarly the study can be made for Internet, A.C. requirement in Computer labs, smart boards requirements etc and written request letter should be sent to the management for seeking the appointment to discuss all these matters. He said that this will help to resolve these issues at the faster rate. It was decided to make the study and fixing the meeting with office bearers at the earliest.

6. Any other matter with the permission of the chair.

- It was observed that Shri Saurabh Shinde, Alumni member remained absent in three consecutive meetings, hence, was decided to discontinue him as a member in IQAC and to add name of Shri Jafar Shaikh, who is current President of SNG Alumni Association.

The meeting was concluded at 1:15 p.m. with the vote of thanks by Smt. Sneha Jagdale



Principal
Smt. Sneha Jagdale
Guru
Mang.
400

Chamber of Commerce & Industry
Mumbai