

SREE NARAYANA GURU COLLEGE OF COMMERCE


NOTICE

Internal Quality Assurance Cell (QAC) Meeting

It is hereby informed to all the members that Internal Quality Assurance Cell (IQAC) meeting will be held on 30th July, 2020 at 12:00 noon in IQAC room to discuss the following Agenda.

1. To read and approve the minutes of the previous meeting.
2. To discuss about the Academic Calendar for A.Y. 2020-21.
3. To discuss about online lectures to be conducted in second and third year.
4. To discuss about certificate courses.
5. Any other matter with the permission of the Chair.

All the members are requested to make it convenient to attend the same in time.



IQAC Coordinator
Dr. Hinduja Srichand P.

Principal
Dr. Ravindran Karathadi

Members:

- | | | |
|----|-------------------------------|---------------------------|
| 1 | Prin. Dr. Ravindran Karathadi | Chairman |
| 2 | Prof. Mr. S. P. Hinduja | Co-Ordinator |
| 3 | Shri. N. Sasidharan | Management Representative |
| 4 | Shri. M. I. Damodaran | Management Representative |
| 5 | Mrs. Jayasree Venkatachalam | Teaching Faculty |
| 6 | Mrs. Vandana Gupta | Teaching Faculty |
| 7 | Dr. Karishma Kasare | Teaching Faculty |
| 8 | Mrs. Saraswati Nadi | Teaching Faculty |
| 9 | Mrs. Naveena Suresh | Teaching Faculty |
| 10 | Mr. Janardanan V. | Aided Office In charge |
| 11 | Mrs. Nalini S. Admin Manager | (Self Financing Service) |
| 12 | Shri. K. Venkatramani | Local Society Member |
| 13 | Mr. Sudish Sukamaram | Industrialist |
| 14 | Ms. Shanti Sharmanathan | Student Member |
| 15 | Mr. Rahul Gupta | Alumni Member |

18th July, 2020

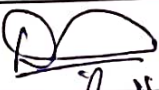
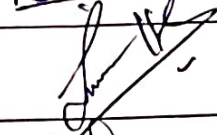

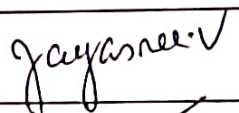
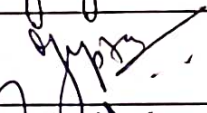
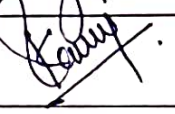
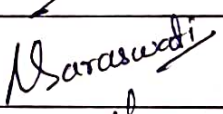
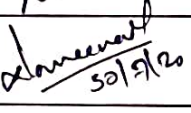
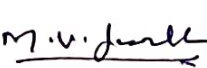
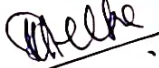



Principal

Sree Narayana Guru
College of Commerce
P. L. Lokhande Marg,
Chembur, Mumbai 400 089.

SREE NARAYANA GURU COLLEGE OF COMMERCE

Attendance of IQAC Members who have attended IQAC Meeting held on
30th July, 2020 at 12:00 noon in IQAC Room.

Sr. No.	Name of the member	Designation	Signature
✓01	Prin. Dr. Ravindran Karathadi	Chairman	
✓02	Dr. S.P. Hinduja	Co-Ordinator	
✓03	Shri N. Sasidharan	Management Representative	
04	Shri M. I. Damodaran	Management Representative	
✓05	Mrs. Jayasree Venkatachalam	Teaching Faculty	
✓06	Mrs. Vandana Gupta	Teaching Faculty	
07	Dr. Karishma Kasare	Teaching Faculty	
✓08	Mrs. Saraswati Nadi	Teaching Faculty	
✓09	Mrs. Naveena Suresh	Teaching Faculty	
✓10	Mr. Janaradhanan V.	Aided Office Incharge	
✓11	Mrs. Nalini S.	Admin Manager Self Finance Section	
✓12	Shri K Venkataramani	Local Society Member	
13	Mr. Sudish Sukamaraman	Industrialist	
14	Ms. Shanti Sharmanathan	Student Member	
15	Mr. Rahul Gupta	Alumni Member	

SREE NARAYANA GURU COLLEGE OF COMMERCE

Internal Quality Assurance Cell (QAC) Meeting

Minutes of meeting held on 30th July, 2020

Internal Quality Assurance Cell (IQAC) meeting was held on 30th July, 2020 at 12 Noon in IQAC Room, where in which the following members were present.

- | | |
|---------------------------------|-------------------------------|
| • Prin. Dr. Ravindran Karathadi | Chairman |
| • Prof. Dr. Hinduja Srichand | Co-Ordinator |
| • Shri. N. Sasidharan | Management Representative |
| • Mrs. Jayasree Venkatachalam | Teaching Faculty |
| • Mrs. Vandana Gupta | Teaching Faculty |
| • Mrs. Saraswati Nadi | Teaching Faculty |
| • Mrs. Naveena Suresh | Teaching Faculty |
| • Mr. Janardanan V. | Aided Office In charge |
| • Mrs. Nalini S. | Self-Finance Office In charge |
| • Shri. K. Venkatramani | Local Society Member |

Principal Dr. Ravindran Karathadi welcomed every member who was present and expressed the gratitude for the present members in Covid time. The following agenda was discussed and the following decisions were taken.

- **To read and approve the minutes of the previous meeting.**

The minutes of the previous meeting were read out and the same were approved by the members.

- **To discuss about the Academic Calendar for the year 2020-21.**

Dr. Hinduja Srichand, IQAC, Coordinator expressed that due to Covid19 situations, the University has not given the clear dates of the end of the odd semester, hence, the Academic calendar can be prepared after getting that. He also expressed that the teaching plans can be prepared considering the October 2020 as the deadline to finish the syllabus.

“It was resolved to prepare the Academic Calendar for the year 2020-21 after getting the clear guidelines from University of Mumbai and to prepare the teaching plan to complete the syllabus by end of October, 2020”

- **To discuss about online lectures to be conducted for Second Year and Third Year students.**

Principal Ravindran Karathadi informed that University of Mumbai has instructed to conduct the online lectures for Second Year and Third Year students through any mode. Mrs. Jayasree V. opined that Zoom is the comfortable platform to deliver the online lectures as in the last year also it was used and students are comfortable with it. Mrs. Sarswati Nadi suggested to purchase the licenced version of Zoom which can be shared among the teachers for delivering the online lectures.

“Resolved that Online lectures will be conducted through Zoom Platform from 9.30 a.m. onwards by preparing weekly time table and to purchase 5 Zoom Licenced version for the same.”

- **To discuss about Certificate Courses**

President N. Sasidharan asked about the development of certificate courses which were supposed to start in the Academic Year 2020-21, upon this Principal Ravindran Karathadi informed that all the lectures will be conducted Online and some of the students have complained even in last year that they are facing the problem of data recharge as everyday four lectures are exhausting the full mobile data. He suggested that it is better to take opinion of the students through class teachers before finalising the schedule of the certificate courses.

- **Any other matter with the permission of the Chair.**

Mr. Janaradhan and Mrs. Nalini Shelke informed that many of the students who are seeking admission in Second year and Third year of various programs are asking instalments facility for paying fees as due to lockdown many of the parents of the students have lost the jobs.

“It was resolved to give the facility of instalments in paying the fees at the request of the students and at the approval of the respective program coordinators”

The meeting was conducted at 1:15 p.m. with the vote of thanks by Mrs. Naveena Suresh.



Dr. Hinduja Srichand P.
IQAC Coordinator



Dr. Ravindran Karathadi
Principal

SREE NARAYANA GURU COLLEGE OF COMMERCE

NOTICE

Internal Quality Assurance Cell (IQAC) Meeting

12.09.2020

It is hereby informed to all the members that Internal Quality Assurance Cell (IQAC) meeting will be held on 25th September, 2020 at 11:00 a.m. in IQAC room to discuss the following Agenda.

1. To read and approve the minutes of the previous meeting.
2. To discuss about online lectures and purchase of webcams for computer labs.
3. To evaluate the National Webinar conducted on Mendeley software.
4. Any other matter with the permission of the Chair.

All the members are requested to make it convenient to attend the same in time.



IQAC Coordinator
Dr. Hinduja Srichand P.



Principal
Dr. Ravindran Karathadi

Sree Narayana Guru
College of Commerce

Members:

- 1 Prin. Dr. Ravindran Karathadi
- 2 Prof. Mr. S. P. Hinduja
- 3 Shri. N. Sasidharan
- 4 Shri. M. I. Damodaran
- 5 Mrs. Jayasree Venkatachalam
- 6 Mrs. Vandana Gupta
- 7 Dr. Karishma Kasare
- 8 Mrs. Saraswati Nadi
- 9 Mrs. Naveena Suresh
- 10 Mr. Janardanan V.
- 11 Mrs. Nalini S. Admin Manager
- 12 Shri. K. Venkatramani
- 13 Mr. Sudish Sukamaram
- 14 Ms. Shanti Sharmanathan
- 15 Mr. Rahul Gupta

- Chairman
Co-Ordinator
Management Representative
Management Representative
Teaching Faculty
Teaching Faculty
Teaching Faculty
Teaching Faculty
Teaching Faculty
Aided Office In charge
(Self Financing Service)
Local Society Member
Industrialist
Student Member
Alumni Member




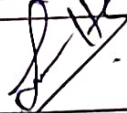
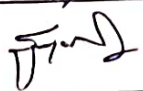
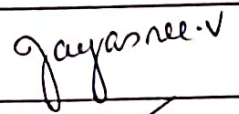
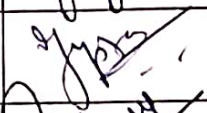
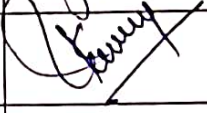
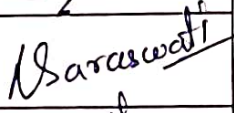
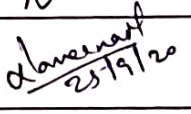
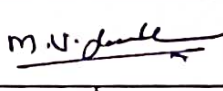


Principal

Sree Narayana Guru
College of Commerce
P. L. Lokhande Marg,
Chembur, Mumbai 400 089



SREE NARAYANA GURU COLLEGE OF COMMERCE

Attendance of IQAC Members who have attended IQAC Meeting held on
25th September, 2020 at 11:00 a.m. in IQAC Room.

Sr. No.	Name of the member	Designation	Signature
01 ✓	Prin. Dr. Ravindran Karathadi	Chairman	
02 ✓	Dr. S.P. Hinduja	Co-Ordinator	
03 ✓	Shri N. Sasidharan	Management Representative	
04	Shri M. I. Damodaran	Management Representative	
05 ✓	Mrs. Jayasree Venkatachalam	Teaching Faculty	
06 ✓	Mrs. Vandana Gupta	Teaching Faculty	
07	Dr. Karishma Kasare	Teaching Faculty	
08 ✓	Mrs. Saraswati Nadi	Teaching Faculty	
09 ✓	Mrs. Naveena Suresh	Teaching Faculty	
10 ✓	Mr. Janaradhanan V.	Aided Office Incharge	
11 ✓	Mrs. Nalini S.	Admin Manager Self Finance Section	
12 ✓	Shri K Venkataramani	Local Society Member	
13	Mr. Sudish Sukamaran	Industrialist	
14	Ms. Shanti Sharmanathan	Student Member	
15	Mr. Rahul Gupta	Alumni Member	

SREE NARAYANA GURU COLLEGE OF COMMERCE

Internal Quality Assurance Cell (QAC) Meeting

Minutes of meeting held on 25th September, 2020

Internal Quality Assurance Cell (IQAC) meeting was held on 25th September, 2020 at 11 a.m. in IQAC Room, where in which the following members were present.

- | | |
|---------------------------------|-------------------------------|
| • Prin. Dr. Ravindran Karathadi | Chairman |
| • Prof. Dr. Hinduja Srichand | Co-Ordinator |
| • Shri. N. Sasidharan | Management Representative |
| • Mrs. Jayasree Venkatachalam | Teaching Faculty |
| • Mrs. Vandana Gupta | Teaching Faculty |
| • Mrs. Saraswati Nadi | Teaching Faculty |
| • Mrs. Naveena Suresh | Teaching Faculty |
| • Mr. Janardanan V. | Aided Office In charge |
| • Mrs. Nalini S. | Self-Finance Office In charge |
| • Shri. K. Venkatramani | Local Society Member |

Principal Dr. Ravindran Karathadi welcomed all the members present for the meeting and informed that Chairman Sir got some urgent assignment and he gave his consent to continue the meeting. The following matters were discussed and decisions were taken.

- To read and approve the minutes of the IQAC meeting held on 30.07.2020
The minutes of the IQAC Meeting held on 30th July, 2020 were read out and the same were approved by the members of meeting.
- To discuss on Online lectures and to purchase web cams for College computer lab.
Dr. Hinduja Srichand informed that all the lectures for all the programs have been started and is going on smoothly. He also informed that now as per order of University, 50% attendance of the teachers is required, however, the students can attend lectures online. He suggested to purchase web cams and to install in College computer lab, so that the teachers can deliver the online lectures from college as and when they report to college.
“Resolved that to put the proposal in next CDC for the same and to get the approval from CDC for the purchase of web cams for College Computer Lab”.
- To discuss the status of about 2018-19

Dr. Hinduja Srichand informed that AQAR 2018-19 was ready for submission in March, 2020, however, due to Covid19 situation, NAAC has extended the dates of submission of AQAR 2018-19 up to 31st December, 2020.

“Decided that all the members will go through the AQAR 2018-19 and give their suggestions for the same and also decided to submit it before 31st December, 2020”.

- To evaluate the National Webinar on Mendeley software conducted on 3rd September, 2020.

Mrs. Jayasree V. informed that the National webinar on Mendeley software was a great success, the maximum 100 participants were on Zoom platform and many have attended the same through YouTube live streaming. She also expressed that such types of research-oriented workshops, webinars etc. should be conducted frequently.

- Any other matter with the permission of the Chair.

Dr. Hinduja Srichand informed that still University has not decided the dates of examinations of Odd Semester, hence, by assuming the same will be conducted in the month of November, 2020 (like every year), the Academic Calendar for the year 2020-21 can be finalised and it can be uploaded on College website.

“Resolved to finalise Academic Calendar for the year 2020-21 by 30th September, 2020 and to upload the same on the College Website”.

Dr. Hinduja Srichand informed that from past two years Bhojraj Hassomal Charitable Trust is providing Scholarships to Self Finance students worth Rs.3,00,000 to deserving students. He also informed that he is in constantly touch with them to get the scholarships for the needy students and he is trying to get more funds this year as the current year is crucial for many students.

“Resolved that College Students Welfare committee will be supporting the IQAC to do the needful for getting the Scholarship from Bhojraj Hassomal Charitable Trust”.

The meeting was concluded at 1 p.m. with the Vote of thanks by Mrs. Vandana Gupta.



Dr. Hinduja Srichand P.
IQAC Coordinator



Dr. Ravindran Karathadi
Principal

SREE NARAYANA GURU COLLEGE OF COMMERCE

NOTICE

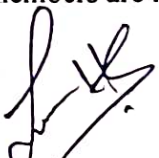
Internal Quality Assurance Cell (IQAC) Meeting

3rd January, 2021


It is hereby informed to all the members that Internal Quality Assurance Cell (IQAC) meeting will be held on 16th January, 2021 at 12:00 noon in IQAC room to discuss the following Agenda.

1. Reading and approving of minutes of the previous meeting.
2. Planning for organising National Webinar on IPR.
3. Discussing about International Conference.
4. Evaluation of Mentoring system of current year.
5. Evaluation of results of Online examination conducted for Odd semesters.
6. Any other matter with the permission of the chair.

All the members are requested to make it convenient to attend the same in time.


IQAC Coordinator
Dr. Hinduja Srichand P.




Principal
Dr. Ravindran Karathadi
Sree Narayana Guru
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Chembur, Mumbai - 400 089.




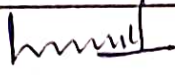
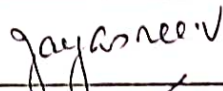
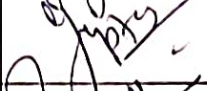
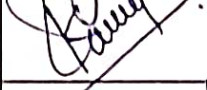
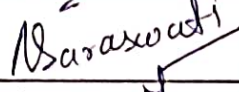
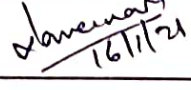
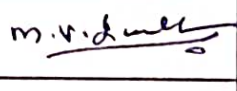
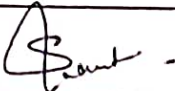
Members:

- 1 Prin. Dr. Ravindran Karathadi
- 2 Prof. Mr. S. P. Hinduja
- 3 Shri. N. Sasidharan
- 4 Shri. M. I. Damodaran
- 5 Mrs. Jayasree Venkatachalam
- 6 Mrs. Vandana Gupta
- 7 Dr. Karishma Kasare
- 8 Mrs. Saraswati Nadi
- 9 Mrs. Naveena Suresh
- 10 Mr. Janardanan V.
- 11 Mrs. Nalini S. Admin Manager
- 12 Shri. K. Venkatramani
- 13 Mr. Sudish Sukamaram
- 14 Ms. Shanti Sharmanathan
- 15 Mr. Rahul Gupta

Chairman
Co-Ordinator
Management Representative
Management Representative
Teaching Faculty
Teaching Faculty
Teaching Faculty
Teaching Faculty
Teaching Faculty
Aided Office In charge
(Self Financing Service)
Local Society Member
Industrialist
Student Member
Alumni Member

SREE NARAYANA GURU COLLEGE OF COMMERCE

Attendance of IQAC Members who have attended IQAC Meeting held on
16th January, 2021 at 12:00 noon in IQAC Room.

Sr. No.	Name of the member	Designation	Signature
01 ✓	Prin. Dr. Ravindran Karathadi	Chairman	
02 ✓	Dr. S.P. Hinduja	Co-Ordinator	
03 ✓	Shri N. Sasidharan	Management Representative	
04 ✓	Shri M. I. Damodaran	Management Representative	
05 ✓	Mrs. Jayasree Venkatachalam	Teaching Faculty	
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SREE NARAYANA GURU COLLEGE OF COMMERCE

Internal Quality Assurance Cell (QAC) Meeting

Minutes of meeting held on 16th January, 2021

Internal Quality Assurance Cell (IQAC) meeting was held on 16th January, 2021 at 12 Noon in IQAC Room, where the following members were present.

• Prin. Dr. Ravindran Karathadi	Chairman
• Prof. Dr. Hinduja Srichand	Co-Ordinator
• Shri. N. Sasidharan	Management Representative
• Shri M.I. Damodaran	Management Representative
• Mrs. Jayasree Venkatachalam	Teaching Faculty
• Mrs. Vandana Gupta	Teaching Faculty
• Mrs. Saraswati Nadi	Teaching Faculty
• Mrs. Naveena Suresh	Teaching Faculty
• Mr. Janardanan V.	Aided Office In charge
• Ms. Shanti Sharmanathan	Student

Principal Dr. Ravindran Karathadi welcomed all the members and informed that as per University of Mumbai Circular, the even semester has been started from 1st January, 2021 and will ends on 31st May, 2021. Hence, this semester will be a challenge for the faculties to complete all the planned activities. He conveyed his good wishes and started the meeting to discuss the following agenda.

- To read and approve the minutes of the previous meeting held on 25.09.2020
The minutes of the previous meeting which was held on 25.09.2020 was read out and the same was approved. Shri N. Sasidharan appreciated the activities done by the faculties for the benefits of the students.
- To discuss about the National Webinar on IPR
Dr. Hinduja Srichand informed that NAAC is focusing on creating awareness of IPR among the students and faculties and it is necessary for the College to conduct workshop on the same. As the situations are not permitting to conduct such seminar offline, hence, he suggested to conduct one National Workshop on IPR. Mrs. Saraswati Nadi, Coordinator for B.Sc. (Information Technology) signifies the interest to host such workshop by their department.

“Resolved that to conduct Online National Workshop on IRP by B.Sc. (Information Technology) department along with IQAC by making necessary arrangements”.

- To discuss about International Conference

Mrs. Jayasree V. informed that the Research Committee is going to organise International E-Conference on the subject of digitisation, which is the hot topic for today. All have agreed and the following topic was decided.

“Resolved to conduct one-day International E-Conference on “Digital Transformation – issues and challenges” by calling the research papers from faculties and students, it was also resolved to contact the international journal publishers to get the quality research papers published in journals”.

- To evaluate the mentoring system for current year.

Principal Dr. Ravindran Karathadi informed that each and every teacher have been allotted the students (class wise) as mentees and the mentors are conducting the weekly meetings with mentees and are submitting the reports to him. He also informed that Mrs. Sneha Jagdale will be on maternity leave from March, 2021 and her mentees should be allotted to Dr. Rajesh Nair, who is taking lectures in Aided section.

“Resolved that the mentees of Mrs. Sneha Jagdale will be allotted to Dr. Rajesh Nair for mentoring purpose and for the benefit of the students”.

- To evaluate the examination of odd semesters conducted online.

Mrs. Jayasree V. informed that as per instructions by University of Mumbai and as per guidance by our Cluster Lead College, the Odd semester examinations were conducted Online by Masters Software. She also informed that it was a good experience and examination were held without any technical issues. The results of the same will be declared in 15 days time.

- Any other matter with the permission of the Chair.

There was no other matter.

The meeting was concluded at 1 p.m. with the vote of thanks by Dr. Hinduja Srichand.



Dr. Hinduja Srichand P.
IQAC Coordinator



Dr. Ravindran Karathadi
Principal

SREE NARAYANA GURU COLLEGE OF COMMERCE

NOTICE

Internal Quality Assurance Cell (IQAC) Meeting

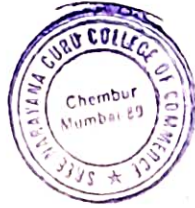
It is hereby informed to all the members that Internal Quality Assurance Cell (IQAC) meeting will be held on 20th April, 2021 at 4 p.m. on Zoom platform to discuss the following Agenda.

1. To read and approve the minutes of the previous meeting.
2. To review on initiatives taken in the year 2020-21.
3. To fix the dates of IQAC meetings for the year 2021-22.
4. To evaluate the progress of AQAR 2019-20.
5. To discuss about the future plan for the year 2021-22
6. Any other matter with the permission of the Chair.

The Zoom link for the same will be shared well in advance and all the members are requested to make it convenient to attend the same.



IQAC Coordinator
Dr. Hinduja Srichand P.



Principal
Sree Narayana Guru
College of Commerce

P. L. Lokhande
Chembur, Mumbai - 400 039

Members:

- 1 Prin. Dr. Ravindran Karathadi
- 2 Prof. Dr. Hinduja Srichand
- 3 Shri. N. Sasidharan
- 4 Shri. M. I. Damodaran
- 5 Mrs. Jayasree Venkatachalam
- 6 Mrs. Vandana Gupta
- 7 Dr. Karishma Kasare
- 8 Mrs. Saraswati Nadi
- 9 Mrs. Naveena Suresh
- 10 Mr. Janardanan V.
- 11 Mrs. Nalini S.
- 12 Shri. K. Venkatramani
- 13 Mr. Sudish Sukamaran
- 14 Ms. Shanti Sharmanathan
- 15 Mr. Rahul Gupta

- Chairman
Co-Ordinator
Management Representative
Management Representative
Teaching Faculty
Teaching Faculty
Teaching Faculty
Teaching Faculty
Teaching Faculty
Aided Office In charge
Self-Finance Office In charge
Local Society Member
Industrialist
Student Member
Alumni Member

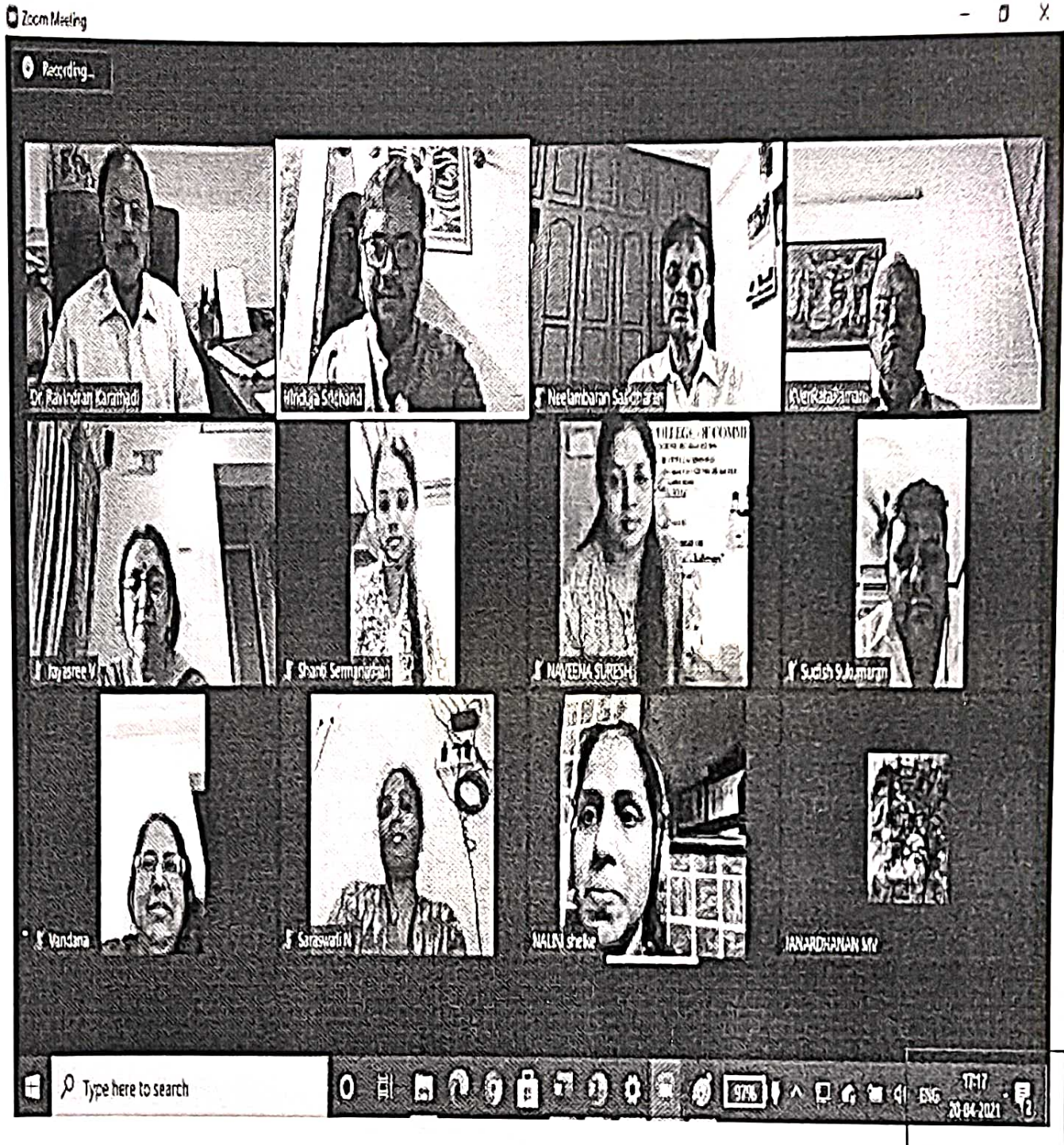
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SREE NARAYANA GURU COLLEGE OF COMMERCE

ATTENDANCE (Online Meeting)

Internal Quality Assurance Cell (QAC) Meeting

20th April, 2021




Principal

Sree Narayana Guru
College of Commerce
P. L. Lokhaode Marg,
Chembur, Mumbai 400 089.

SREE NARAYANA GURU COLLEGE OF COMMERCE

NOTICE

Internal Quality Assurance Cell (QAC) Meeting

It is hereby informed to all the members that Internal Quality Assurance Cell (IQAC) meeting will be held on 20th April, 2021 at 4 p.m. on Zoom platform to discuss the following Agenda.

1. To read and approve the minutes of the previous meeting.
2. To review on initiatives taken in the year 2020-21.
3. To fix the dates of IQAC meetings for the year 2021-22.
4. To evaluate the progress of AQAR 2019-20.
5. To discuss about the future plan for the year 2021-22
6. Any other matter with the permission of the Chair.

The Zoom link for the same will be shared well in advance and all the members are requested to make it convenient to attend the same.



IQAC Coordinator
Dr. Hinduja Srichand P.



Principal
Dr. Ravindran Karathadi

Members:

1	Prin. Dr. Ravindran Karathadi	Chairman
2	Prof. Dr. Hinduja Srichand	Co-Ordinator
3	Shri. N. Sasidharan	Management Representative
4	Shri. M. I. Damodaran	Management Representative
5	Mrs. Jayasree Venkatachalam	Teaching Faculty
6	Mrs. Vandana Gupta	Teaching Faculty
7	Dr. Karishma Kasare	Teaching Faculty
8	Mrs. Saraswati Nadi	Teaching Faculty
9	Mrs. Naveena Suresh	Teaching Faculty
10	Mr. Janardanan V.	Aided Office In charge
11	Mrs. Nalini S.	Self-Finance Office In charge
12	Shri. K. Venkatramani	Local Society Member
13	Mr. Sudish Sukamaran	Industrialist
14	Ms. Shanti Sharmanathan	Student Member
15	Mr. Rahul Gupta	Alumni Member

Sent via E-mail

SREE NARAYANA GURU COLLEGE OF COMMERCE

ATTENDANCE (Online Meeting)

Internal Quality Assurance Cell (QAC) Meeting

20th April, 2021

Zoom Meeting

Recording...

Dr. Ravindran Karathadi

Hinduja Sri Chand

Neelambaran Sasidharan

KVenkataRaman

Jayasree V

Shanti Sermanathan

NAVEENA SURESH

Sudish Sukumaran

Vandana

Saraswati N

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JANARDHANAN MV

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SREE NARAYANA GURU COLLEGE OF COMMERCE

Internal Quality Assurance Cell (QAC) Meeting

Minutes of the Online meeting conducted on 20th April, 2021

Online meeting of IQAC was conducted on 20th April, 2021 at 4 p.m. and the following members were present for the same.

1. Prin. Dr. Ravindran Karathadi	Chairman
2. Prof. Dr. Hinduja Srichand	Co-Ordinator
3. Shri. N. Sasidharan	Management Representative
4. Mrs. Jayasree Venkatachalam	Teaching Faculty
5. Mrs. Vandana Gupta	Teaching Faculty
6. Mrs. Saraswati Nadi	Teaching Faculty
7. Mrs. Naveena Suresh	Teaching Faculty
8. Mr. Janardanan V.	Aided Office In charge
9. Mrs. Nalini S.	Self-Finance Office In charge
10. Shri. K. Venkatramani	Local Society Member
11. Mr. Sudish Sukamaran	Industrialist
12. Ms. Shanti Sharmanathan	Student Member

Principal Dr. Ravindran Karathadi informed the members that one of our faculty Dr. Karishma Kasare lost her husband due to Covid and expressed his sorrows on it. The meeting started with one minute silence to offer the tribute to the departed soul.

The following agenda was discussed and decisions were made respectively.

- To read and approve the minutes of the previous meeting
Dr. Hinduja Srichand read out the minutes of the IQAC meeting held on 16.01.2021. Mrs. Jayasree V was asked to brief about the International E-Conference on “Digital Transformation – issues and challenges” which was held on 17th April 2021, she informed that we have received research papers and participants from Greece, Malaysia, Nigeria, United Kingdom, United States of America and many other states from India. There were 69 participants who attended the conference and it served the purpose. Principal Dr. Ravindran Karathadi also expressed his satisfaction on the same. The minutes of the previous meeting were approved by the members.
- To review on initiatives taken in the year 2020-21.
Dr. Hinduja Srichand informed that 3 Certificate courses were introduced by Language Club of the College and one certificate course on “How to appear for competitive examination” which was organised by the department of B.B.I, where 43 students have enrolled and lectures also took place online. He informed that evaluation process is going to be completed by next month for all the Certificate courses.

The Academic dairies are replaced with Google Sheets where all the teachers are updating their weekly report, syllabus completion, lectures taken and e-content development on regular basis and the same is shared with Management.

It was also discussed that the certificate course on fashion designing requires the physical presence of the students and hence, it was decided to start such courses once the College starts on regular basis. Dr. Hinduja Srichand also informed that this year many teachers got the research papers presented and published in the proceedings of the National and International conferences with UGC listed journal, ISSN and ISBN with impact factor. Mrs. Jayasree V informed that the minor research project sponsored by University of Mumbai has been completed and submitted in the last month. It was also informed that Bhojraj Hassomal Charitable Trust has extended the scholarship amount by Rs.1,00,000 this year by making total scholarship amount to Rs.4,00,000 to 33 students of self-finance section. Apart from the said scholarship, the College offers other scholarships from Government and No-Government agencies/trusts and also provide scholarship to deserving students from Students' Aid fund. Shri N. Sasidharan informed that Sree Narayana Mandira Samiti also provides scholarships of Rs.1,00,000 every year to 4 most deserving students of final year under *SNMS Founders Memorial Merit Scholarship*.

It was decided to continue with the current practices in the next academic year along with new initiatives.

- To fix the dates of IQAC meetings for the year 2021-22.

The following dates for conducting the meetings of IQAC were recommended for the year 2021-22

First Meeting	10 th July, 2021
Second Meeting	09 th October, 2021
Third Meeting	08 th January, 2022
Fourth Meeting	09 th April, 2022

The above dates were agreed upon by all the present members, however, Principal Dr. Ravindran Karathadi suggested that if there is any change in the dates of meeting, a notice for the change can be given to the members.

- To evaluate the progress of AQAR 2019-20.

It was discussed that the last date for submission of AQAR 2019-20 is 31st May, 2021. Dr. Hinduja Srichand informed that work is going on for AQAR 2019-20 and since all the faculties are busy with the examination related work and due to Covid situations now

faculties are not visiting college regularly, hence, once they get free from examination work, the AQAR work will be allotted to them to complete it and on 15th May, 2021 the first draft can be shared. All have agreed upon it.

- To discuss about the future plan for the year 2021-22
 - ***Certificate Course and Minor Research Project on “Teachings of Sree Narayan Guru”***

It was decided to start a certificate course on teachings of Sree Narayan Guru by formulating the modules by taking help of Mrs. Maya Sahajan. Prof. Venkataramani suggested to get signature of authorities on certificate from Headquarters of Sree Narayan Guru Samiti, which was accepted by Shri N. Sasidharan. The following committee was appointed to take up the charge.

Mrs. Naveena Suresh (Chairperson)

Mrs. Jayasree V (Member)

Ms. Rishita Shukla (Member)

Ms. Vaidehi Thakor (Member)

Mrs. Jayasree V willingly expressed that she will do Minor Research Project on Teachings of Sree Narayana Guru next year.

- ***Internship for the students:***

Shri N. Sasidharan expressed that samiti people can be approached for providing internship for our College students and also suggested that this agenda can be discussed in the CDC meeting. Principal Dr. Ravindran Karathadi also informed that our Chairman Shri M.I. Damodaran once opined that those who are in Bachelor of Transport Management (BTM), will be taken into Logistics firms as trainees and if found suitable then may be absorbed for the job in the same firm.

Shri Sudish Sukumaran also appreciated the plan and suggested to involve the Placement Committee into this. He also expressed that College can forward the Bio-data of students and he will also look into provide internship to these students. The following committee was formed for the internship of the students.

Dr. Hinduja Srichand (Chairperson)

Ms. Mamta Meghnani (Member)

Ms. Rosline Swamidasan (Member)

Mr. Shubham Pdamkar (Member)

▪ ***Conduct of AAA, Green Audit and Gender Audit***

It was discussed and decided to conduct Academic and Administrative Audit (AAA), Green & Environmental Audit and Gender Audit in the year 2021-22. It was decided that IQAC and Principal will be following it up. Prof. Venkataramani promised that he will provide his expertise in this regard.

▪ ***Proposal on Solar Panel and Rain water harvesting system:***

It was decided to put the proposal for establishment of Solar Panel and system for Rain water harvesting into CDC. Shri N. Sasidharan suggested to make a study and prepare feasibility report on it and that can be presented to management. It was decided that following members will be preparing the feasibility study report.

Mr. Priyadarshan Shede

Mr. Md. Jabir.

- Any other matter with the permission of the Chair.

Principal Dr. Ravindran Karathadi gave a brief about the teaching and learning process which took place in the pandemic situation. He expressed his positive degree of satisfaction on conduct of the online lectures by saying that all the faculties took the required number of lectures as per teaching plan and could complete the syllabus in time. He also pointed out the teachers also recorded their lectures which were shared with the students those who were absent for the regular lectures due to their part time or full-time jobs.

Shri N. Sasidharan also appreciated the dedicated work done by the faculties, he also expressed that initially the salary was not paid full due to non-collection of fees from students, though it is re-stored now, teachers have done a great job without complaining which was highlighted through the results of the students which is almost 95% for all the programs.

The meeting was concluded at 5.30 p.m. with the vote of thanks by Mrs. Jayasree V.



Dr. Hinduja Srichand P
IQAC Coordinator



Dr. Ravindran Karathadi
PRINCIPAL

SREE NARAYANA GURU COLLEGE OF COMMERCE

ACTION TAKEN REPORT OF IQAC

2020-21

Date of IQAC Meeting	Decision taken	Action taken			
30.07.2020	Academic Calendar	Due to Covid Situation, the University Calendar was not issued, however, the tentative academic calendar was prepared and after getting the confirmation from University's calendar, the academic calendar for the year 2020-21 was put up on the College website.			
30.07.2020	Online Lectures	Online lectures have been started even before the official circular of University for the sake of students. 5 Licensed versions of Zoom has been purchased for delivering hassle free online lectures.			
30.07.2020	Certificate Courses.		Name of Add on /Certificate programs offered	Number of Students Registered	
		1	"Enhancement of Spoken English and Life Skills" course for SY & TY students	19	
		2	"Enhancement of Spoken English and Life Skills" course for FY students	32	
		3	Basic Mathematics	22	
		4	Certificate course in Banking Exam	39	
		5	Soft Skill Training for Placement and Career Guidance	75	
		.Certificate Courses in association with TISS			
		6	Certificate Management and Soft Skills (CMS)	17	
		7	Banking and Financial Services	10	
		8	Digital Marketing	7	
9	Export and Import	2			
10	Entrepreneurship	1			

30.07.2020	Scholarship	Name of the scheme	No. of Students	Total amount
		Government Scholarship	97	4,28,680
		Sree Narayana Guru College (Students' Aid Fund)	32	1,60,000
		Seth Bhojraj Hassomal Charitable Trust	42	4,00,087
		Religious Trusts (Self Finance Section)	58	5,86,305
		Religious Trusts (Aided Section)	15	68,569
25.09.2020	Faculty Development Programs	Date	Name of the Webinar /Seminar	Number of Participants
		02/05/2020	"PowToon" the tool of online teaching	100
		08.05.2020	Introduction to Stock Market	67
		14.05.2020	Use of Plagiarism in Research	100
		22.05.2020 to 25.05.2020	Quiz for Health awareness under Covid19 Phase	635 Responses from participants from all over India
		27.05.2020	Role of Digital Library	100
		11.06.2020 to 19.06.2020	Quiz on Sports and Health	610 Responses from participants from all over India
		21.07.2020	Career in Digital Era	56
02.08.2020	Webinar on Cyber Security	100		

		04.08.2020	Career guidance for Final Year students	100
		03.09.2020	Webinar on Mendeley	100
		24.03.2021	Role of IPR	348
		17.04.2021	International E-Conference on “Digital Transformation - Issues & Challenges”	27 Research papers were presented with more than 75 participants
16.01.2021	International Level Seminar	International Seminar was conducted on 17.04.2021 by inviting the resources persons from Greece, Malaysia and Africa on the topic “Digital Transformation – Issues and Challenges”. There were 75 participants from India and other countries. 27 Research papers were presented. The selected research papers were published in Peer Reviewed Journal. https://www.ijirmf.com/isdtic-apr-2021/		
30.07.2020	International Seminar on Cyber Security	International webinar on Cyber Security was conducted on 2 nd August 2020, where in which 100 participants from India and other countries participated.		
16.01.2021	Webinar on IPR	Webinar on “Role of IPR” was conducted on 24 th March, 2021 where 348 students from across the country participated.		