



# Focusing on Quality Enhancement: The Internal Quality Assurance Cell 2020-21

“Quality is never an accident; it is always the result of high intention, sincere effort, intelligent direction and skillful execution; it represents the wise choice of many alternatives.” - William A. Foster

Armed with the objective of – “promoting the academic and administrative performance of our College, through conscious, consistent and catalytic action” the IQAC apart from the regular quality enhancement processes initiated and encouraged the following activities:

**Orientation Programme:** All First Year students were welcomed and oriented to the culture of the Institution. The various rules and regulations, activities and programmes that the college provides them with were explained online through a PowerPoint presentation. Dr. Kiran Mane I/C Principal addressed the students and teachers present and urged them all to brace themselves for the online system of education that was to be followed because of the Covid 19 crisis.

- On 7th September, 2020 an Orientation Programme for First Year B.Com students and parents was organised and it was attended by 361 participants.
- On 7th October, 2020 an Orientation Programme for First Year B.F.M. was organised and it was attended by 51 participants.
- On 8th October, 2020 Orientation Programme for First Year B.M.S. was organised and it was attended by 128 participants.
- On 8th October, 2020 Orientation Programme for First Year B.A.F. was organised and it was attended by 127 participants.
- On 8th October, 2020 Orientation Programme for First Year B.M.S. was organised and it was attended by 128 participants.
- On 8th October, 2020 Orientation Programme for First Year B.A.M.M.C. was organised and it was attended by 72 participants.
- On 8th October, 2020 Orientation Programme for First Year B.I.M. was organised and it was attended by 26 participants.
- On 8th October, 2020 Orientation Programme for First Year B.Sc.I.T. was organised and it was attended by 38 participants.
- On 20th December, 2020 Orientation Programme for M.Com Part I students was organised and it was attended by 70 participants.

**The PDCA Cycle:** All activities followed the PDCA Cycle – Plan . . . Do. . Check.... Act. Facilitation of planning of all Departmental activities was initiated and its implementation was kept under regular check and control. All documents were formatted in accordance with the requirements of ISO 9001:2015.

**Audits:** On 1st March, 2021 under ISO 9000: 2015 Internal Audits of Degree, Junior and Self-Financed Courses were conducted online.

**Quality Circle:** The Quality Circle of students provided logistic support for the data collection (Feedback), analysis of raw data, compiling files, etc. they also were active in the Student Research Cell. The 15 members of the Quality Circle: Deepak Jha, Anamika Singh, Bhakti Joshi, Deepika Jain, Divyansh Dugar, Gayatri Gupta, Isha Patel, Jhanavi Panchal, Lalitkumar Luniya, Rihsab Baser, Rudra Oza, Sachin Shukla, Saumya Tiwari, Sheetal Kanojiya, Sujit Yadav worked relentlessly towards the success of the conference organized by IQAC, Student Research Cell and Department of Business Communication.

**Student Research Cell:** On 25th March, 2021 a Virtual National level Conference for student researchers on “Reaching out in COVID 19: Social, Economic and Psychological Dimensions of Human Life during The Pandemic” was organized by the Department of Business Communication and Student Research Cell under the aegis of IQAC. The keynote speaker Dr. Swati Jayant Pawar, M.B.B.S., D.P.M., D.H.A.; M.H.A, MDP completed (IIM-A) who was currently working as a Deputy Medical Superintendent with a 1400 bedded, Teaching hospital in Pondicherry, India set the tone of the conference by her experiences handling the pandemic of Covid 19. The Chairperson for the technical session one was: Dr. Iramani Bhuyan, Assistant Professor at Nowrosjee Wadia College, Pune, Maharashtra, Technical session two was chaired by Mr. Deepak Poojary, Assistant Professor in Zoology at Ramniranjan Jhunjhunwala College, Ghatkopar, Mumbai, Maharashtra and the third technical session was chaired by Dr. Vaishali Takode, Assistant Professor at Shri Shivaji Arts and Commerce College, Amravati, Maharashtra. 69 students participated in the conference. 35 Research papers were presented at the three parallel technical sessions held for the paper presentations.

**Theme of the year: “Reaching out in COVID 19”** A number of activities were conducted keeping this theme in mind, such as intercollegiate conference on “Reaching out in COVID 19: Social, Economic and Psychological Dimensions of Human Life during The Pandemic”.

**ICT Training programme for Administrative staff:** The administrative staff was trained with regards to the online admission process in lieu with Eduqfix 15 staff were trained in this.

**Faculty development programmes:** From 18th to 22nd January 2021 the Faculty Development Cell in association with IQAC organized a Five-Day Online Workshop on “Data Analysis Using Excel” for teachers of degree and self-financing courses. Dr. Swati Desai, Research Guide, JJT University was the resource person for this workshop. 24 teachers participated in this workshop.

**Promotion under CAS:** The IQAC saw the successful completion, scrutiny and submission of files of 5 teachers for promotion form Stage 2 to Stage 3. The committees visited the college on 17th February and 5th March, 2021.

**360 Degree Feedback System** – is Best practice of the institution this year. This year Feedback was taken from all stakeholders at every level- students, parents, alumni and analysis of the feedback was forwarded to the Principal for further action.

**Seminars and Conferences:** All academic seminars and workshops in the institution were facilitated by IQAC.

**Fare Forward - The IQAC Newsletter:** With the support of the Student Quality Circle, the IQAC disseminates news of its activities to its stakeholders after every six months. The Newsletter is available on the college website.

**Submission of AQAR 2019-20:** The AQAR 2019-20 was submitted online on the NAAC portal on 5th June, 2021.



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