

Minutes of the Internal Quality Assurance Cell (IQAC) held on 5th December 2024 in the Mini Seminar Room / Management Conference Room at 10.00 a.m.

The following members were present:

Prof. Dr. D. N. Ganjewar Principal – Chairman of IQAC
Dr. Lion Sharad Ruia – Chairman, Governing Council
Lion Kanahaiyalal G. Saraf, Trustee & Hon. Secretary – Governing Council
Lion Vikas K. Saraf – Joint Secretary Governing Council
Lion Atit Ruia, Joint Secretary Governing Council
Dr. Emelia Noronha – Coordinator of IQAC
Dr. Madhavi Nighoskar – Vice Principal, Degree
Ms. Subhashini Naikar, Vice Principal, SFC – Incharge Criterion 7
Dr. Kiran Mane – Incharge Criterion 6
Dr. Shami Ningulkar Kamble – Incharge Criterion 3
Dr. Sunita Tidke – Incharge Criterion 1
Dr. Jayprakash Yadav – Incharge Criterion 5
Dr. Mahendra Pachadkar – Incharge Criterion 2
Ms. Shital Shah – Incharge Criterion 4
Ms. Rasika Patkar, Head Clerk
Mr. Divyansh Dugar, Student Representative
Ms. Lakshita Dalmia, Student Representative

The following member took leave of absence:

Mr. Rajendra Sharma, Add. Gen. Manager, Bombay Stock Exchange Ltd. – Alumni

Also in attendance:

Prof. Dr. Shiva Padme.
C.A. Durgesh Kenkre

The following business was transacted:

1. To read and confirm the minutes of the previous IQAC meeting.

The minutes of the previous meeting held on 29 August 2023 were read and approved.

Dr. Lion Sharad Ruia – Chairman, Governing Council gave orders that the minutes of the meeting henceforth should immediately be mailed within seven days' time to all members concerned.

Dr. Lion Sharad Ruia – Chairman, Governing Council asserted the need for conducting IQAC meetings more frequently and it was unanimously decided that the Internal Quality Assurance Cell should meet at least four times in an academic year. The following months for the meeting were decided upon : June/July , October, February and April.



2. To review the Academic Calendar of the year 2024-25

The Academic Calendar of the year 2024-25 formulated by the IQAC, with inputs from all departments and the Arrangement of Terms circular sent by the University of Mumbai, was reviewed. The IQAC Coordinator reiterated that the Academic Calendar was being followed strictly in keeping with the directives sent by the University of Mumbai from time to time.

3. To review the IQAC Action Plan of the year 2024-25

Dr. Emelia Noronha – Coordinator of IQAC read out the IQAC Action Plan of the year 2024-25 and pointed out the events that were conducted and were not conducted.

Dr. Lion Sharad Ruia – Chairman, Governing Council questioned the reasons regarding inability to conduct certain activities scheduled for the month of October and November. Dr. Emelia Noronha stated that these activities would now be conducted in the Second term of the academic year. She also stated that the proposals for certain activities like conferences will be again submitted to the Principal for management approval.

Prof. Dr. D. N. Ganjewar Principal – Chairman of IQAC also confirmed that every month end a review meeting for the IQAC Action Plan would be undertaken so that the Action Plan put forth by IQAC can be put into practice in its letter and spirit.

It was also decided that an email to be sent by the IQAC Coordinator to the concerned department responsible for the conduct of the activity asking reasons why the activity is not conducted.

4. To discuss challenges and problems faced in NEP 2020 implementation for undergraduate courses 2024-25

Dr. Madhavi Nighoskar, vice principal and the NEP 2020 Coordinator threw light on the problems faced in NEP 2020 implementation for undergraduate courses 2024-25, since the college needs to follow the directives issued by the University of Mumbai since it is not autonomous, she highlighted the relaxed attitude of the University in declaration of course syllabus and course choices. She also told the members that since Modern Indian languages were now part of the NEP 2020 curriculum the institution would require to hire teaching faculty to teach Hindi and Marathi.

Lion Kanahaiyalal G. Saraf, Trustee & Hon. Secretary – Governing Council asked for a list to be prepared and sent to him with regards to the subjects introduced and the requirements that need to be met as per NEP 2020.

5. To train Teaching Faculty as Internal Auditors under ISO 21001:2018

Dr. Madhavi Nighoskar, vice principal and Designated representative for ISO informed all that the institution was now **ISO 21001:2018** certified. She proposed that many of the



faculty members would now require to be trained as internal auditors under the new certification meant exclusively for educational organizations. Lion Kanahaiyalal G. Saraf, Trustee & Hon. Secretary – Governing Council asked for a proposal to be sent regarding the same and asserted that this “Train the trainer” activity be undertaken.

6. To discuss the workshops to be conducted on IPR, Research and Ethics and Gender Sensitization

It was decided that the workshop on IPR be conducted by department of Business Law, on Research and Ethics by the Research Centre and on Gender Sensitization by the Women Development Cell in the second term of the academic year.

7. Any other matter with the permission of the Chair

Lion Atit Ruia, Joint Secretary Governing Council asserted that discussion on academics should be the focus of IQAC as academics is the crux upon which the institutions edifice is based. He proposed that in the next IQAC meeting a through discussion on the following agenda be undertaken:

- Results Analysis and an academic review
- Admission Process

He also wanted to know the Appraisal system of the institution in detail and directed the IQAC coordinator to email him the Appraisal process that was followed.

Dr. Madhavi Nighoskar, vice principal put forth the proposal that the attendance of the students should be taken into consideration while analyzing the academics. It was unanimously decided that an analysis be done regarding the Attendance of students and put forth in the next meeting for discussion.

Dr. Mahendra Pachadkar said that the attendance was not being taken for FYBCom due to certain glitches in the ERP. Lion Atit Ruia, Joint Secretary Governing Council gave orders to look into the technical glitches so as to ensure that the ERP runs smooth.

The meeting ended with a Vote of thanks to the Chair

Annexures :

- (i) Academic Calendar 2024-25
- (ii) IQAC Action Plan of the year 2024-25



Dr. Emelia Noronha
IQAC Co ordinator

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Prof. Dr. D.N. Ganjewar
Principal

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