



**Mahatma Education Society's
Pillai College of Arts, Commerce & Science
(Autonomous)**

Affiliated to University of Mumbai
NAAC Accredited 'A' grade (3 cycles)
Best College Award by University of Mumbai
ISO 9001:2015 Certified



INTERNAL QUALITY ASSURANCE CELL

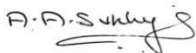
PCACS/IQAC/MTG/2020-21/T2

7th December, 2020

NOTICE

A meeting of the members of the I.Q.A.C. will be held on 14th December, 2020 on Google meet at 4 p.m. to discuss the following agenda:

1. To discuss the plan of action of the following new Idea Centres.
2. To plan for I.Q.A.C. events under various Criteria's.
3. To finalise formats prepared by Criteria Coordinators towards data consolidation and streamlining for the purpose of NAAC.
4. Discussion on Compliance to RUSA IMS
5. Planning for Online External Peer Team Review of the performance of the college under autonomous status.
6. Plan of Action for the next 3 years towards achieving grades of excellence from NAAC.
7. Suggestions from our stakeholders.
8. Any other matter with the permission of the chair.


A. A. Sukheja

Dr. Aarti Sukheja

I.Q.A.C. Coordinator

Minutes of the Meeting held on 14th December, 2020

Agenda I

To discuss the plan of action of the following new Idea Centres.

Dr. Perna Sharma, In charge of **Teaching Learning Centre**, shared that the TLC has conducted the following events in the said academic year:

- Virtual National Seminar on “Impact of Online Teaching-Learning on Quality Of Higher Education In India” on 21st October, 2020 in collaboration with Guru Angad Dev Teaching Learning Centre, SGTB Khalsa College, University of Delhi under the Pandit Madan Mohan Malaviya National Mission on Teachers and Teaching (PMMMNTT) of MHRD.
- National Virtual Webinar on Personal Branding on LinkedIn on 23rd November, 2020.

She further shared that TLC is coordinating with other TLCs, Academic and Research Centres towards enriching teaching and learning in the college.

Dr. C. K. Prashant, In charge of **Centre for Biosciences** shared that the Centre is working towards providing students and researchers opportunities to work on projects in collaboration with academic institutions, research labs, start-ups and industries. The Centres focus will be on applied research and industry-relevant education. The Centre signed an MOU with Biophemy Private Limited, Delhi on 11th Nov 2020. He further shared that a Webinar themed: “How To Turn Your Science Into A Start-Up” will be organised in the said academic year. He further added that an International Webinar themed “Ideas To Reality: Dare To Dream” will be organised to provide biotech students hands-on information regarding building up a research career and then converting their scientific outputs to tangible and marketable products.

Mrs. Archana Deepak, In charge of **Centre for Skill Fostering**, shared that a Webinar on Resume Writing and Cracking Job Interviews is being planned for.

Dr. Kiran Deshmukh, In charge of **Commerce Club**, shared that a Webinar in association with The Western India Regional Council of ICAI on the theme ‘ Virtual Career Counselling for CA as a Career is being planned for.

Mrs. Varsha C, In charge of The **Centre for Virtue, Wellness and Recreation** shared that the programmes towards holistic healing and recreation would be organised in the said year.

A session on **Stress Relief** and a **Yoga and Meditation Training Program** in association with The Art of Living is under planning.

Mr. Abhijeet Salvi, In charge of **Centre for Smart Systems**, shared that a Webinar on How to start IT Startup is being planned for.

Ms. Ruchika Bassi, In charge of **Centre of Social Sciences** shared that a Webinar on Celebrating the Role of NGOs in combating Covid-19 is being planned.

Ms. Prajakta Bapat, In charge of **Centre of Accounting and Taxation**, shared that the Centre would be working on designing courses for 30 hrs for the students on topics like ITR and Filing of ITR.

Agenda II

To plan for IQAC events under various Criteria's.

Dr. Aarti Sukheja shared that the following events would be conducted in the said term:

- National Webinar on 'Criteria 6: Governance and Leadership in an Educational Institution'
- National Webinar on 'Institutional Values and Best Practices'
- National Webinar on 'Criteria 1: Curriculum Aspects and Skill Development' (In Collaboration with NSDC)
- Workshop on 'Building Blocks of Outcome Based Education'
- National Workshop on 'E-Content Development' in association with Active Learning Workshops

The said events would strengthen the quality parameters prescribed by NAAC.

Agenda III

To finalise Formats prepared by Criteria Coordinators towards data consolidation and streamlining for the purpose of NAAC.

Mrs. Bhavana Parab shared that Criteria wise folders with formats have been prepared on the IQAC Drive by the Criteria In charges which would be finally compiled for AQAR. Due care has been taken by IQAC to include all the parameters under which NAAC expects institutions to perform. The Heads approved the formats and appreciated IQACs efforts in streamlining data under different criterias.

Agenda IV

Discussion on Compliance to RUSA IMS

Dr. Aarti Sukheja shared that the institution has registered itself on RUSA's Web Based Accreditation Information Management System. Mr. Arun R. has been directed to begin data entry with the aid of IQAC and staff. The criteria coordinators were directed to provide assistance to staff with regards to data entry on RUSA portal.

Agenda V

Planning for Online External Peer Team Review of the performance of the college under autonomous status.

Dr. Aarti Sukheja shared that permission for conducting an Online Review was obtained and the composition of the Committee is in place to ensure that the event is executed smoothly. The committee members include:

1. Dr. Shubhada Nayak (Chairperson)

Principal and IQAC Coordinator,
Associate Professor and HOD, Microbiology,
Karmaveer Bhaurao Patil College (Autonomous), Vashi

2. Dr. Jessy Pius

I.Q.A.C. Coordinator, H.O.D. & Associate Professor, Botany,
Ramnarain Ruia Autonomous College,
Mumbai, Maharashtra, India

2. Dr. Elizabeth Mathews (Member)

Faculty In charge,
H.O.D. Commerce and Research Guide
Changu Kana Thakur College of Arts, Commerce & Science (Autonomous), Panvel

She further added that already started towards preparing the Report and the folder for the documentation has been shared with the staff.

Agenda VI

Plan of Action for achieving grades of excellence from NAAC.

Each Criteria Head shared their plan of action for achieving high quality grades.

Criteria	2021-2024
Criteria 1	<ul style="list-style-type: none">● Framing & Mapping of PO, PSO & CO's● Introduce 1 new subject/significant change in other subjects● Introduction of new degree/ diploma program● Introduce Industry relevant courses● Industry tie-ups department wise for internships● Collaboration with foreign universities● Allowing multiple entry/exit points
Criteria 2	<ul style="list-style-type: none">● Increase Bridge course● MOU with other universities for interdisciplinary course● Reduce mentor mentee ratio● Workshop on Student centric programme
Criteria 3	<ul style="list-style-type: none">● Increase the no of research projects● Increase the no of paper publication/ articles in books with high impact factor● Increase paid consultancy projects● No. of functional MOU's with other universities● Linkages with industries for training● Conduct Internal/External/Maintenance audit of Research Lab● Motivate teachers for filing of copyrights
Criteria 4	<ul style="list-style-type: none">● Increase in areas of infrastructure facilities<ul style="list-style-type: none">● ICT /Smart classroom● Laboratories● Computer Laboratory● Increase in Infrastructure budget
Criteria 5	<ul style="list-style-type: none">● Scholarship & freeship provided by government● Create tie-ups with NGO's for scholarship● Increase capability development & skill enhancement activities, career counseling● Arrange more national & inter-university cultural & sports activities● Maintain consistency in placement ratio by arranging different professional grooming programmes● Arrange allied Competitive Examination in the areas of Accountancy, etc..
Criteria 6	<ul style="list-style-type: none">● Increase use of MES E-learning Channel● Promote Collaborative Faculty Exchange Program in national/ international universities● Increase participation of conference/ workshop/seminar (online & offline mode)● Increase no of professional development/administrative training program● Undertake online face-to-face FDP/OP/IP/RC/STC
Criteria 7	<ul style="list-style-type: none">● Environmental Consciousness● Green Campus Initiative - Expansion of wall garden , Cultivation & propagation of medical plants● Quality audits on environment & energy● Apply for clean & green campus awards● Beyond campus activities● Initiate work on audits (green /energy/ISO audit)

Agenda VII

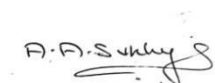
Suggestions from our stakeholders.

Our alumni, Mr. Jeffin Johns shared that skill-based courses is the need of the hour and the college can play a very important role in it. He shared that the college may seek tie ups with industry and foreign universities for rolling out novel courses for students at subsidised rates so that maximum students can benefit from it. The chair appreciated the suggestions received and assured that follow up action would be taken in its regard.

Agenda VIII

Any other matter with the permission of the chair

As there was no other matter to be discussed the meeting ended with thanks to the chair.



Dr. Aarti Sukheja

I.Q.A.C. Coordinator

MEMBERS PRESENT FOR THE MEETING on 14th December 2020

Sr. No.	Name of the members
1	Dr. Gajanan Wader
2	Dr. Aarti Sukheja
3	Ms. Bhavana Parab
4	Dr. Kavita Kathare
5	Dr. Prerna Sharma
6	Dr. Kiran Deshmukh
7	Mrs. Varsha C.
8	Ms. Ruchika Bassi
9	Mrs. Prajakta Bapat
10	Mr. Abhijit Salvi
11	Mrs. Suparna Deepak

12	Mrs. Archana Deepak
13	Mr. C.K. Prashant
14	Mr. Sunil Nair
15	Mrs. Deepika Sharma
16	Dr. Prerna Sharma
17	Dr. Farhat Shaikh
18	Mrs. Sunita Saini
19	Ms. Bhakti Hirani
20	Ms. Navmi Dayal