



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/MNT/2021-22/T1/2

Minutes of the Meeting held on 8th September, 2021

Agenda I

Discussion with Criteria In charges for strengthening key indicators.

Dr. Aarti Sukheja and Dr. Bhavana Parab shared that the final plan of action had been shared with the Criteria Coordinators and they were expected to strictly adhere to the said plan. Dates of completion of each item must be clearly mentioned. Also the road map for achieving the plan and resources needed must be clearly mentioned in the plan.

Agenda II

To plan for new courses in the Department of Skill Development and Entrepreneurship.

Dr. Kavita Kathare shared that towards upskilling more than 30 courses will be rolled out in the said academic year. She further added that even the Idea Clubs are geared towards initiating career relevant courses. She shared that Collaboration with IIT Bombay (Spoken Tutorial) is in pipeline. Collaboration with TISS for Diploma Programs and Certificate Courses is immensely benefitting the student's employability quotient.

Agenda III

Planning for IQAC Events

Dr. Aarti Sukheja and Ms. Bhavana Parab shared that the following events were planned for the first term:

1. National Symposium on Initializing Best Practices in HEI's: 28 /10/2021
2. One Day Workshop on "How to register a Copyright" 25 /10/2021
3. National Webinar on ' Basics of Scopus for Researchers 22/10/2021

Agenda IV

Progress of work done under A.R.I.I.A. & N.I.R.F.

Dr. Bhavana Parab shared that IQAC has been working on all the parameters prescribed by ARIAA and NIRF. This year a new Committee has been created. Dr. Nithya Varghese will be leading ARIAA and Mrs. Sabitha will be In charge of NIRF. Registration will be done for both the events as and when notification is sent on the portal.

Agenda V

Progress of work done under Research Development.

The Chair directed Mrs. Suparna Deepak to adhere to the following:

- **To encourage teachers to write small research projects for funding.**

It was informed that apart from the science departments, the commerce departments should also focus on writing small projects. They can approach the small companies and banks and understand their requirements. Then prepare a proposal with minimum budget and apply for grants.

- **To discuss the progress of research papers from PhD centres.**

As discussed in the previous meetings, major focus will be on research scholars for publications. So, Dr. Shardul Buva was informed to take a follow up of the research papers published by the research scholars registered under the PhD centers.

- **To follow up for the number of research papers published by the teachers.**

All the co-ordinators were informed to take a follow up from their faculty members for publications. Even after making it compulsory for the faculty members to publish 2 research papers in an academic year, there are total 21 papers till date which is far less than the expected numbers.

Agenda VI

Progress of work done under IPR.

It was shared by Mrs. Suparna Deepak that a Workshop on Research and Innovation is being organized on 31.10.2021 by Resource Person B. K. Sarkar, Founder of GEH Research, LLP; ADBIGA Innovation, LLP to increase the IPR of the institution. the number of patents. The session will throw light upon effective academic publishing and also, conceptualized on utility and design patents. Overall, the session is intended to have a positive impact on IPR.

Agenda VII

Discussion on Plan of Action of Idea Clubs.

Dr. Aarti Sukheja shared that the Idea Clubs were to roll out certificate courses, liaison with society, industry, training institutes through MOUS, offer consultancy, aim at start ups and also encourage students for research. The Idea Clubs In charges were directed to share with IQAC their plan of action.

Agenda VIII

Activity under Skill Credit Policy

Dr. Kavita Baddi shared the activities under the purview of skill credit:

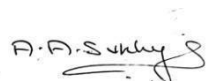
Sr.No	Parameters	Activities	Duration	Non Academic Credits
1	Skill Enhancement	Certificate Courses	30 hours	02
2	Social Activity	Social activity apart from N.S.S	30hrs	02
5.	College Magazine/	<ul style="list-style-type: none"> ● Member of College Magazine ● Member of Alegria Committee ● Member & Participation in Activities by student's council 	30 hours	02
6.	Sports	<ul style="list-style-type: none"> ● Participation in various sport Events 	30 hours	02
4	Engagement in Various Associations & Committees <ul style="list-style-type: none"> ● Economic association ● Biotech association ● Computer association ● Management association ● Finanza ● Maths association ● Environment protection cell ● Arts & Media ● Marathi Vangmay ● Literary Association ● Financial Markets Association 	Engaging in the co- & extra-curricular activities of the College Associations / Departments (These activities have to be certified by the Association's Faculty-in-Charge or HoD).	30 hours	02
5.	Idea Centres <ul style="list-style-type: none"> ● Centre for Biosciences ● Centre for Social Sciences ● Centre for Smart Systems ● Centre for Virtue and Wellness 			

	<ul style="list-style-type: none"> • Centre for Accounting and Taxation • Commerce Lab • Centre for Non-Teaching Staff • Centre for Skill Fostering 			
8.	Internship	Before commencement of fifth Sem	60 hours	04
9.	Start ups	-	-	06
10.	Diploma program		1 year	04
11.	Graphic Designers Club			2
12.	Bloggers Club			2
13.	Placement Team			2
14.	IIC			2
15.	News Bulletin			2
16.	Focus-Student's Publication			2
17.	Competitive Exam Cell			2
18.	College Events Participation	Participation in 10 different events organised by College		2

Agenda IX

Any other matter with the permission of the chair.

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



Dr. Aarti Sukheja

I.Q.A.C. Coordinator

MEMBERS PRESENT FOR THE MEETING on 8th September 2021

Sr. No.	Name of the members
1	Mr. A.N. Kutty
2	Dr. Gajanan Wader
3	Mrs. Deepika Sharma
4	Dr. Aarti Sukheja
5	Ms. Bhavana Parab
6	Dr. Kavita Kathare
7	Dr. Prerna Sharma
8	Mrs. Suparna Deepak
9	Dr. Farhat Shaikh
10	Mrs. Sunita Saini
11	Ms. Bhakti Hirani
12	Dr. Navami Dayal
13.	Mrs. Sabitha Praveen
14.	Mrs. Nithya Varghese
15.	Dr. C.K. Prashant
16.	Mrs. Prajakta Bapat
17.	Mr. Omkar
18.	Ms. Ruchika Bassi
19.	Mrs. Varsha C.
20.	Mrs. Kiran Deshmukh
21.	Mrs. Prajakta Kane
22.	Dr. Sanjay Munavalli