



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/AGD/2023-24/T2/2

6th January, 2024

Notice

A meeting of the members of the I.Q.A.C. will be held on 11th January, 2024 in the Conclave, Third Floor at 12 noon to discuss the following agenda:

1. To decide the date for AQAR Boot Camp for the A.Y. 2023-24.
2. To decide the date for AQAR Submission for the A.Y. 2023-24.
3. Planning for 4th Cycle of Re-accreditation.
4. Updating Website for the year 2023-24.
5. 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 11th January,2024

Agenda I

To decide the date for AQAR Boot Camp for the A.Y. 2023-24.

Dr. Aarti Sukheja shared that after submitting AQAR 2022-23 in the month of February 2024 the Boot Camp for Data Collection for AQAR will be organised the last week of Feb, 2024. Submission of AQAR to NAAC will be in May-June 2024.

Agenda II

To decide the date for AQAR Submission for the A.Y. 2023-24.

Dr. Aarti Sukheja shared that the Annual Quality Assurance Report (AQAR) for the academic year 2023-24 would be ready for submission in May-June 2024. This timeline allows for the necessary approvals from the Heads and Management before the final submission.

Agenda III

Planning for 4th Cycle of Re-accreditation.

Mrs. Deepika Sharma presented the comprehensive Plan of Action for submitting the Self-Study Report (SSR) for the 4th Cycle of Re-accreditation. She outlined the timelines, including Report Preparation Dates, Data Collection Sheets, and scheduled Presentations. Mrs. Sharma emphasized the importance of adherence to these timelines to ensure a thorough and well-prepared SSR submission.

Dr. Aarti Sukheja provided an update on the Institutional Information for Quality Assessment (IIQA) for NAAC. She confirmed that the IIQA would be completed and submitted before the 30th of June 2024. For this cycle of re-accreditation, the college will continue to follow the old NAAC system, maintaining consistency and familiarity in the accreditation process.

Agenda IV

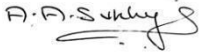
Updating Website for the year 2023-24.

The chair instructed the IQAC to ensure the timely updating of the college website with all relevant IQAC documents for the academic year 2023-24. To facilitate this, all Criteria In-Charges were directed to compile and share the necessary information with the IQAC for seamless and accurate website updates. IQAC was directed to coordinate the collection of relevant documents and data from Criteria In-Charges and oversee the website updating process.

Agenda V

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