

NAGINDAS KHANDWALA COLLEGE OF COMMERCE, ARTS & MANAGEMENT
STUDIES AND SHANTABEN NAGINDAS KHANDWALA COLLEGE OF SCIENCE

28th July, 2025

INTERNAL QUALITY ASSURANCE CELL

NOTICE

A meeting of the IQAC Committee will be held on Friday, 8th August, 2025 at 11:00 am in Hybrid Mode at 7th floor, C-Wing Board Room and Google Meet to discuss the following agenda.

Google Meet Link: meet.google.com/ouj-dnbk-cfy

AGENDA

1. To read and confirm the minutes of the previous meeting.
2. To discuss the status of AQAR for A.Y. 2024-25.
3. To discuss the plan of implementation of ISO 21001:2018 for AY 2025-26.
4. To discuss the plan of conduct of Academic Audit, Administrative Audit, Gender Audit, IT Audit, Green, Energy, Environment Audit, Library Audit for the Academic Year 2024-25.
5. To discuss the plan of Examination to be conducted in September/October 2025.
6. To discuss the plan of conduct by Research Cell.
7. To discuss the plan of conduct of Library and Information Centre.
8. To discuss the activities planned and conducted for current academic year.
9. To discuss about the activities planned by Incubation Centre.
10. To discuss about organizing of National Conferences in AY 2025-26.
11. Any other business with the permission of the Chair.

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PROF. DR. MONA MEHTA
COORDINATOR

Datta

PROF. DR. MOUSHUMI DATTA
CHAIRPERSON

MINUTES

A Meeting of the I.Q.A.C. Committee was held on Friday, 8th August, 2025 at 11:00 am in Hybrid Mode.

Principal Prof. Dr. Moushumi Datta presided over the meeting. Mr. Digant H. Upadhyaya, Mr. Dilip Gala, Dr. Mrs. Ancy Jose, Dr. Varsha Ainapure, Capt. Chintan Bhatia were granted leave of absence.

The following members were present:

SR NO	ROLE	NAME	DESIGNATION
1	Chairperson	Prof. Dr. Moushumi Datta	Principal
2	Coordinator	Prof. Dr. Mona Mehta	Vice Principal, HOD – Management Studies
3	Members		
a)	Nominee of Local Society	Prin. Dr. Himanshu Davda	Principal, Ramniranjan Jhunjhunwala College Of Arts, Science & Commerce (Autonomous)
b)	Nominee from Employers	Mr. Vishal Parekh	Vice President for Advertising Monetization - Reliance Retail
c)	Nominee from Stakeholders	Dr. Suhasini Arya	Director, K.G. Mittal College
d) Teachers	Dr. Kavita Kalkoti	Professor and Head, Dept. of Commerce	
	CA. Dr. Reena Desai	Professor and Head, Dept. of Accountancy	
	Dr. Preeti Tripathi	Assistant Professor, Dept. of Commerce	
	CA Dr. Sindhu Menon	Assistant Professor, Dept. of Accountancy	
	Dr. Poonam Popat	Coordinator, Dept. of Finance and Banking	
	Mrs. Poonam Shah	Coordinator, Dept. of Finance and Banking	
	Dr. Sweety Garg	Assistant Professor - Dept. of Computer and Information Science	
	Mr. Ashish Modi	Assistant Professor, Dept. of Computer and Information Science	
	Mrs. Sonali Singh	Asst. Professor, Dept. of Management Studies	
	Dr. Amrita Aggarwal	Asst. Professor, Dept. of Geography	



e)	Controller of Examination	Mr. Furqan Shaikh	Assistant Professor, Dept. of Banking and Finance
f)	Librarian	Mrs. Sonali Karekar	Librarian
g)	Senior Administrative Officer	Mr. Chandrashekhar M. Penta	Administration
h)	Student	Mr. Virag Sanghvi	Third Year – BMS

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

Minutes of earlier meeting were read and confirmed.

2. To discuss the status of AQAR for A.Y. 2024-25.

Prof. Dr. Moushumi Datta informed everyone that the team has started with the work of data collection for AQAR Report, however, NAAC has not yet provided with the revised formats. The team is still working on data collection and compilation will get over by December 2025.

3. To discuss the plan of implementation of ISO 21001:2018 for AY 2025-26

Dr. Sindhu Menon informed the gathering that the 4th Internal Audit of ISO 21001:2018 is scheduled on 24th and 25th September 2025 for Degree College and 26th September 2025 for Junior College. The Management Review Meeting (MRM) will be conducted within 15 days and will be minuted.

4. To discuss the plan of conduct of Academic Audit, Administrative Audit, Gender Audit, IT Audit, Green, Energy, Environment Audit, Library Audit for the Academic Year 2024-25

Prof. Dr. Mona Mehta stated that Academic, Administrative and Gender Audit for AY 2024-25 is planned in second half of the AY 2025-26. To this, Dr. Sonali Karekar added that Library Audit for AY 2024-25 was successfully conducted on 17th January 2025.

Mr. Ashish Modi stated that Green, Energy, Environment Audit for AY 2024-25 was conducted in April 2025. He further stated that College have received 5-Star rating in Energy Efficient Campus and 4-Star rating in Green Campus by Campus Mark. All the members of the committee appreciated the effort.



5. To discuss the plan of Examination to be conducted in September / October 2025.

Mr. Furqan Shaikh, Controller of Examination briefed about the Examinations schedule for the academic year 2025-26. He gave a report of the completed ATKT examination for the June 2025. He shared a tentative schedule for the upcoming examinations to be conducted during October/November 2025 for all UG/PG programs across College. Examination related activities like collection, verification and uploading of documents like APAAR ID, result data on university portals has been executed successfully.

Schedule	Dates	Remarks
Practical Exams (DCIS)	Sept 15 th to Sept 20 th	SY / TY
	Sept 29 th to Oct 4 th	FY
ATKT Exams	Sept 19 th to Sept 27 th	BMS Sem II (AICTE)
SY / TY – UG	Sep 29 th to 16 th Oct (SYs)	8.00am to 10.00am
	Sept 30 th to 15 th Oct (TYs)	Sem 3 / 5 on alternate days
PG	Oct 6 th to Oct 16 th	8.00am to 10.00am
		Sem 1 / 3 on alternate days
FY	Oct 9 th to Oct 16 th	10.30am to 12.30pm

6. To discuss the plan of conduct by Research Cell.

Prof. Dr. Kavita Kalkoti, Convener of Research Cell informed that the training of students for Aavishkar Workshop to be organized by University of Mumbai is going on. The Elimination Round for Aavishkar will be conducted on 12th and 13th August 2024 within the college. She further stated that the amount of Seed money granted has been dispersed by Management and individual researcher have been working on their projects. The following faculty members were sanctioned with Seed Money:

Sr. No.	Name of Faculty	Amount Sanctioned
1	Ms. Vaishnavi Vadia	Rs. 25,000/-
2	Mr. Rohit Vange	Rs. 30,000/-



3	Ms. Mallika Rane	Rs. 25,000/-
4	Dr. Amrita Aggarwal	Rs. 35,000/-
5	Mr. Ashley Fernandes	Rs. 41,000/-
6	Mr. Omkar Kabadi	Rs. 25,000/-
7	Ms. Elizabeth L. George	Rs. 45,000/-
8	Dr. Nandkishor Sonar	Rs. 20,000/-
9	Ms. Anisha Asirvatham	Rs. 45,000/-
TOTAL		Rs. 2,91,000/-

Dr. Kalkoti further stated, Ms. Elizabeth George returned the sanctioned amount to the College as she resigned from College due to personal commitments

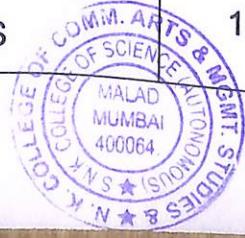
7. To discuss the plan of conduct of Library and Information Centre.

Dr. Sonali Karekar, Librarian informed everyone that library will be conducting various user centric innovative activities in this academic year. The library has started the process of shifting to Koha software. Once the Koha library management software will be installed, all the 3 libraries online Catalog will be accessible on one page.

8. To discuss the activities planned and conducted for current academic year.

Coordinator, Prof. Dr. Mona Mehta informed everyone that the following activities are conducted by IQAC successfully:

Sr. No.	Name of the Event	Date
1	World Environment Day by organizing Document Screening and Poster Making in association with BMS and Green Club	5 th June 2025
2	Student Induction Programme	2 nd and 4 th July 2025
3	Guest Lecture on "Beyond the Blackboard" on occasion of CA Day in association with KASC, Dept. of Accountancy	3 rd July 2025
4	TEDxNKC 2025	12 th July 2025
5	Leadership Impact Series on the topic "Journey across Borders" in association with BMS	14th July 2025



6	Open Minds – Discussion Forum for Young Leaders	16th July 2025
7	Master Class on “Power Skills that Build Global Careers” in association with Dept. of Computer and Information Science	17th July 2025
8	FDP on TeachUs App	17 th July 2025
9	Orientation Programme	24 th and 25 th July 2025
10	Master Class on IPR Awareness under NIPAM in association with BMS	25 th July 2025
11	Poster Presentation on “Impact of Drug on Young People” in association with Dept. of Computer and Information Science	30 th July 2025
12	Saarthi 2025: Inclusion and Diversity in association with Urja, a School for differently abled children and BAMMC	1 st August 2025

She further stated that this year under the guidance of Principal Prof. Dr. Moushumi Datta, IQAC organized its first ever Public Lecture on Evolving Future of Humanity: From Genome to Om and commemoration of Nagindas Khandwala College on 21st July 2025. All the members appreciated the same.

She stated that following activities are planned:

Name of the Event	Date
Training Programme on Advanced MS Excel for Non-Teaching Staff of MKES Parivaar	August 2025
FDP on Power BI	July – August – September 2025
Endeavour	January 2026



9. To discuss about the activities planned by Incubation Centre.

Dr. Sweety Garg, Member of Incubation Cell, informed all the members about the activities organized. The details of which are as follows:

Sr. No.	Name of the Event	Date
1	Master Class on IPR Awareness under NIPAM in association with BMS	25 th July 2025
2	Youthpreneur Expo	31 st July 2025
3	Poster Competition	6 th August 2025

10. To discuss about organizing of National Conferences in AY 2025-26.

Prof. Dr. Mona Mehta stated that College have successfully organized National Seminar on "The Legacy of Sardar Vallabhbhai Patel in Negotiating the Vision and Challenges of Twenty-First Century Bharat" in collaboration with the Indian Council of Social Science Research (ICSSR) under the special call titled 'Rashtriya Ekta (National Unity) Seminars' on 11th July 2025.

She further stated that following conferences are planned in upcoming months:

Sr. No.	Name of the Event	Date	Organizing Unit
1	National Conference	December 2025	IQAC and Dept. of Economics
2	International Conference	December 2025	Nagindas Khandwala College
3	International Conference	February 2026	IQAC

11. Any other business with the permission of the Chair.

Dr. Suhasini Arya appreciated the work done by IQAC. She further suggested to conduct Cyber Security Audit.

Prof. Dr. Moushumi Datta informed all the members that the College has been awarded with "Outstanding Leadership Award in Education" by Global Star Awards in



June 2025. All the members congratulated for same. She further stated that the College has been selected by Government of Gujrat to provide training to their colleges for NAAC. A college from Dahej will be visiting our campus on 19th and 20th August 2025 for same.

There have been no other business and meeting ended with vote of thanks to Chair.



PROF. DR. MONA MEHTA
IQAC COORDINATOR

READ CONFIRMED AND SIGNED.



PROF. DR. MOUSHUMI DATTA
CHAIRPERSON



Action Taken Report of IQAC Meeting held on Friday, 8th August, 2025 at 11:00 am:

Sr. No.	Agenda	Action Taken
1	To discuss the status of AQAR for A.Y. 2024-25.	Data compilation in progress
2	To discuss the plan of implementation of ISO 21001:2018 for AY 2025-26.	Internal Audit conducted on 24 th and 25 th August 2025.
3	To discuss the plan of conduct of Academic Audit, Administrative Audit, Gender Audit, IT Audit, Green, Energy, Environment Audit, Library Audit for the Academic Year 2024-25.	Library Audit for AY 2024-25 was successfully conducted on 17 th January 2025. Green, Energy, Environment Audit for AY 2024-25 was also conducted on 24 th April 2025
4	To discuss the plan of Examination to be conducted in September/October 2025.	Examinations conducted as planned
5	To discuss the activities planned and conducted for current academic year.	FDP on Power BI successfully completed. Endeavour planned on 2 nd January 2026.
6	To discuss about organizing of National Conferences in AY 2025-26	<ul style="list-style-type: none"> • National Seminar on "The Legacy of Sardar Vallabhbhai Patel in Negotiating the Vision and Challenges of Twenty-First Century Bharat" in collaboration with the Indian Council of Social Science Research (ICSSR) under the special call titled 'Rashtriya Ekta (National Unity) Seminars' on 11th July 2025. • Multidisciplinary National Seminar on "Shifting from Numbers to Narratives: Rethinking Economic Development" planned on 5th December 2025. • International Conference on Shaping Aspirations through Innovation, Leadership & Entrepreneurship in the Global Landscape planned on 6th February 2026.

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Prof. Dr. Mona Mehta
IQAC COORDINATOR



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Prof. Dr. Moushumi Datta
CHAIRPERSON