

Nagindas Khandwala College of Arts and Management Studies and Shantaben  
Nagindas Khandwala College of Science

15<sup>th</sup> June 2020

INTERNAL QUALITY ASSURANCE CELL

NOTICE

A meeting of the IQAC committee will be held on Thursday, 25<sup>th</sup> June 2020 at 11.30 a.m. on online mode in Zoom platform to discuss the following agenda

AGENDA:

1. To read and confirm the minutes of the last meeting.
2. To discuss the preparation of Academic Calendar
3. To discuss about the new programmes of the academic year 2020-21
4. To discuss about the commencement of lectures during the lockdown
5. To discuss about workshops and seminars conducted till 25<sup>th</sup> June 2020
6. To discuss about the formation of various committees
7. To discuss about the teaching plan and workload distribution
8. To discuss about the up gradation of the syllabus
9. To discuss about NAAC accreditation
10. To discuss about the Quality Objectives
11. To discuss about competency based skilled matrix
12. To discuss about the webinar conducted by various departments
13. Any other business with the permission of chair.

*M. Satta*

PROF.DR MOUSHUMI DATTA  
CO-ORDINATOR

Nagindas Khandwala College of Arts and Management Studies and Shantaben  
Nagindas Khandwala College of Science

INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE MEETING

A meeting of the IQAC Committee was held Thursday, 25<sup>th</sup> June 2020 at 11.30 a.m. on online mode in Zoom platform.

Dr (Mrs.) Ancy Jose presided over the meeting. The following members were present:

1. Dr (Mrs.) Ancy Jose (Chairperson)
2. Prof. Dr Moushumi Datta (Co-ordinator)
3. Mr. Digant H. Upadhyaya
4. Mr. Dilip Gala
5. Adv. Hemant Mehta
6. Prin. K. Venkatramani
7. Mr. Vishal Parekh
8. Mr. Mahesh Gharegrat
9. Mr. V.G. Suchak
10. Dr. Mona Mehta
11. Dr. Sindhu PM
12. CA. Reena Desai
13. Mr. Thomson Thomas
14. Ms. Sonali Vhatkar
15. Mr. Santosh J. Akhade
16. Mr. Girish R. Rathod
17. Mr. Chandrashekhar Penta
18. Ms. Riti Anand Kushwana
19. Capt. Chintan Bhatia

The Co-Ordinator of IQAC Prof. Dr Moushumi Datta welcomed the members of the committee. The following business was transacted in the meeting:

Prof. Dr Moushumi Datta, Co-ordinator of IQAC read out the minutes of the previous meeting and sought for confirmation of the minutes. The members confirmed the minutes.

Vice Principal Mr. V.G. Suchak was asked to prepare the Academic Calendar for the academic year 2020-21. The coordinator informed the members to intimate about the activities that will take place for the academic year.

The coordinator informed the committee about the starting of New Programmes in 2020-21

1. M.Sc. Geoinformatics
2. Bachelor of Interior Designing
3. Bachelor of Tourism and Travel Management
4. B.Sc. (Hons) – Integrative Nutrition & Dietetics
5. Bachelor of Management Studies in E-Commerce Operations

Prof. Dr Moushumi Datta brought to light that the College closed from March 15, 2020 as per instructions of the Government. March 14, 2020, Saturday was the last lecturing day. However, PG classes started on 15 June 2020, Monday in online mode.

The Co-ordinator shared the details of the workshops/seminars and conferences conducted till 25<sup>th</sup> June 2020.

On 11<sup>th</sup> June, 2020 a National Level Webinar on “Stress Management among Teachers: Through Wisdom of Srimad Bhagavad Geeta” was organised. The speaker was Shri Baldev Das, the Director of the Youth Link of ISKCON. Participants from all across India participated in large numbers and drew the benefit of the timeless wisdom of India spirituality.

The Principal informed that various committees are formed and the faculty members are intimated. All the faculty members are preparing teaching plans and accordingly the monthly monitoring sheet will be submitted.

The Head of the Departments were advised to have meetings for up gradation of syllabus.

The guidelines of NAAC were explained by Prof. Dr. Moushumi Datta to the members. She informed the members that NAAC work is being carried out in a systematic and planned manner.

In this academic year 2020-21, the Quality Objectives of Degree College are

1. *To provide six man-days of training programs for the faculty in the academic year 2020-21*
2. *To introduce Credit Based Short Term Course for PG Students on 'Online Information Sources, Tools and Techniques' in Online Mode. (Duration: 30 hours + 10 hours practical)*

The above Quality Objectives will be monitored at regular interval.

The coordinator informed that the format of competency based skilled matrix is done and will be distributed among faculty members so that the training needs can be identified.

The coordinator informed that a webinar on *Financial Markets, Personal Investing and Career Options* was organised by Department of Accountancy from 23<sup>rd</sup> May to 27<sup>th</sup> May 2020 and 241 participants were present. A Webinar on "Impact of Covid-19 on the Indian Economy and the Way Forward" was organized on June 16, 2020 by Department of Economics. The Resource Person was Dr. Barendra Bhoi – Career Central Banker and Economist. There were 285 participants.

B Section organized the following Guest Lectures in the month of June 2020

4th June, Thursday	Mr. Jaishank Gupta - CFP and CFA from USA	Investment for youngsters	220 (BAF,BBI,BFM)
8th June, Monday	Mr. Vrushabh Yekhande Product Manager at HDFC and Mr. Bhavesh Shah Wealth Manager at ICICI Bank	1) Must have skills for youth 2) Creation of wealth through early investment	200

The BMS department organised the following activities in the month of June 2020.

Sr. No.	Title	Participants	Date
1.	Online survey on 'Covid 19: An Inside Journey'	110	20 <sup>th</sup> May to 25 <sup>th</sup> May 2020
2.	Online Poster Making on 'Rediscovering Happiness'	75	22 <sup>nd</sup> May to 24 <sup>th</sup> May 2020
3.	Debate on "Is Online education as effective as traditional On- schooling Campus	33	23 <sup>rd</sup> May 2020
4.	Bollywood Treasure Hunt	20	24 <sup>th</sup> May,2020
5.	Virtual Talent	54	24 <sup>th</sup> May,2020
6.	Poster making and Debate on 'During and Post Covid 19, Online Education, Work from Home gaining Prominence'.	43	25 <sup>th</sup> May,2020

Women Development Centre organised the following webinars in the month of June 2020.

SR. NO.	TITLE	RESOURCE PERSON	DATE	Number of participants	Remark
1	Dealing with Family Dynamics	Dr. Tanya Jain	30 th May 2020	90	
2	Cyber Security during Covid-19	Mr. Sachin Dedhia	12 <sup>th</sup> June 2020	120	

Career Development Cell organized the following webinar.

Date	Name	Event Description	Resource Persons and Topics	Attendance/No. of Students
18 <sup>th</sup> May, 2020 19 <sup>th</sup> May, 2020	Nurturance	A webinar in collaboration with <b>The Department of Multimedia and Mass Communication</b> of the college.	<p>1) <b>Mr. Deep Shah</b> (Co-Founder at The Wise Idiot)  <b>Topic - LinkedIn – A Portal to Professional Growth (Day 1), How to Write SOPs that Convert into Acceptance Letters. (Day 2)</b></p> <p>2) <b>Mr. Aditya Shastri</b> (Associate Team Lead: Learning &amp; Development at IIDE and A Visiting Faculty at Nagindas Khandwala College)  <b>Topic - Post Covid 19 Employment Opportunities and Challenges</b></p> <p>3) <b>Ms. Namita Agarwal</b> (Founder of Careersanta.com)  <b>Topic - Bridging the Gap Between Academia and Industry in Relation to Students.</b></p>	62 participants on Day 1 And 48 participants on Day 2 (in house)

There being no other business the meeting ended with the vote of thanks to the chair.

*M. Datta*

PROF. DR MOUSHUMI DATTA  
CO-ORDINATOR

READ CONFIRMED AND SIGNED

*Dr. Ancy Jose*

DR. ANCY JOSE  
CHAIRPERSON