

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

14th September, 2024

INTERNAL QUALITY ASSURANCE CELL

NOTICE

A meeting of the IQAC Committee will be held on Monday, 23rd September, 2024 at 11:00 am in Hybrid Mode at 7th floor, C-Wing and Google Meet to discuss the following agenda.

Google Meet Link:

IQAC External Meeting 1

Google Meet Link: <https://meet.google.com/bez-hrue-tue>

AGENDA

1. To read and confirm the minutes of the previous meeting.
2. To discuss the preparation of AQAR for A.Y. 2023-24.
3. To discuss the implementation of Internal Audit of ISO 21001:2018.
4. To discuss the plan of Examination to be conducted in October / November 2024.
5. To discuss the activities conducted by Research Cell.
6. To discuss the activities conducted by Library and Information Centre.
7. To discuss the activities planned and conducted for current academic year.
8. To discuss about the activities conducted by Incubation Centre.
9. To discuss the activities done by International Initiative.
10. Any other business with the permission of the Chair.

**PROF. DR. MONA MEHTA
COORDINATOR**

**PROF. DR. MOUSHUMI DATTA
CHAIRPERSON**

MINUTES

A Meeting of the I.Q.A.C. Committee was held on Monday 23rd September 2024 at 11:00am in Hybrid Mode.

Principal Prof. Dr. Moushumi Datta presided over the meeting. Prin. Himanshu Dawda, Dr. Mrs. Ancy Jose, Mrs. Sonali Singh and Ms. Aayushi Premjayani 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)	Managing Committee	Mr. Digant H. Upadhyaya	Hon. Secretary, MKES
b)	Nominee from Employers	Mr. Vishal Parekh	Vice President for Advertising Monetization - Reliance Retail
c)	Nominee from Industrialist	Mr. Dilip Gala	Hon. Secretary, MKES
d)	Nominee from Stakeholders	Dr. Suhasini Arya	Director, K.G. Mittal College
e)	Teachers	Prof. Dr. Kavita Kalkoti	Head, Dept. of Commerce
		Prof. CA. Dr. Reena Desai	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
f)	Controller of Examination	Mrs. Elizabeth Leah George	Assistant Professor, Dept. of Computer and Information Science



g)	Librarian	Ms. Sonali Karekar	Librarian
h)	Senior Administrative Officer	Mr. Chandrashekhar M. Penta	Administration
i)	Alumni	Capt. Chintan Bhatia	Alumni

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

Minutes of earlier meeting were read and confirmed.

2. To discuss the preparation of AQAR for A.Y. 2023-24.

Prof. Dr. Moushumi Datta informed everyone that work for AQAR Report has started.

Deadline to submit the same is 31st December 2024.

3. To discuss the implementation of Internal Audit of ISO 21001:2018.

CA Dr. Sindhu Menon informed everyone that 2nd Internal Audit is planned on 26th and 27th September 2024 and schedule for same has been shared. Prof. Dr. Moushumi Datta added that after 15 days, Management Review Meeting (MRM) will be conducted and minuted.

4. To discuss the plan of Examination to be conducted in October / November 2024.

Ms. Elizabeth Leah George, Controller of Examination informed the schedule of the upcoming exams as discussed in the board of examinations which was held on 29th August 2024:

Undergraduate Programmes	
Semester III/ V	September 28,2024 to October 19,2024
Semester I	October 16 to November 24, 2024
Tentative Result Date	On or before October 24, 2024
Postgraduate Programmes	
Semester I/ III	September 28, 2024 to October 19, 2024
Tentative Result Date	On or before November 20, 2024



Medical Examinations	
Semester I / III/IV (UG and PG)	November 16, 2024 to November 25, 2024

On Screen Evaluations (OSM) will be continued to be used for evaluations across all programmes. Practical Examinations and Online examinations for subjects under NEP are being conducted.

5. To discuss the activities conducted by Research Cell.

Prof. Dr. Kavita Kalkoti, Convenor of Research Cell informed that University of Mumbai and Department of Students' Development organized a workshop on participation at Aavishkar on 31st July 2024 for Zone III at KES College. Dr. Vidyadayni Shetty, the teacher coordinator for Aavishkar from the College attended the same. A research study presentation selection round was conducted on 2nd August 2024. Students from all across sections and classes participated and presented their research topics and the best presenters were shortlisted for representing College at Aavishkar. The Research cell will be conducting a workshop on research methodology in the second term. The research cell will be conducting six - monthly presentations of research scholars registered under the research centre of the College in the first term before the Diwali break.

6. To discuss the activities conducted by Library and Information Centre.

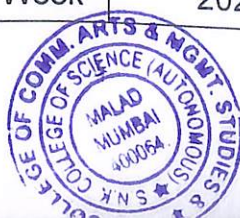
Ms. Sonali Karekar, Librarian, informed everyone that the library has conducted Fish Bowl Activity on the theme of Artificial Intelligence on the occasion of National Librarian's Day. The library also conducted Online Learning Resources (COIST) program for UG and PG students. The library in association with Department of Commerce has organised book review activity.



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

Prof. Dr. Mona Mehta, Coordinator, informed everyone that IQAC has conducted twelve (12) activities till date. Following is the list of activities:

Sr. No.	Name of the Event	Date(s)	Name of Resource Person
1	TedEx – NKC, 2 nd Edition	25 th June 2024	Mr. Rahul Bhargava Mr. Jugal Popat Mr. Krishi Fagwani Mr. Deepak Pareek
2	FDP on Teach Us App Training	2 nd July 2024	Mr. Jaimin Shah Founder, The Talker
3	International Conference on Accountancy, Business, Economics and Finance in association with Dept. of Accountancy, Banking and Finance and MKES Institute of Management Studies and Research.	5 th July 2024	Chief Guest Mr. Joydeep Sen Keynote Speakers Dr. Arpita Joardar CA Hrudyesh Pankhania CA Dr. Sangeeta Pandit
4	Open Minds – Discussion Forum for Young Leaders	10 th July 2024	Representatives from various departments
5	Talk on Money Matters in association with KASC and Dept. of Accountancy	16 th July 2024	CA Hardik Thakkar Asst. Professor, Department of Banking and Finance
6	Student Induction Programme	23 rd July 2024 & 24 th July 2024	Prof. Dr. Moushumi Datta Prof. Dr. Mona Mehta Ms. Elizabeth Leah George
7	Guest Lecture on “Refresh Your Mind” for Teaching Staff	24 th July 2024	Muni Phal Vrudhhi Vijay Maharaj
8	Orientation Programme for FYs	2 nd and 3 rd August 2024	
9	3 Days Teachers Training Programme on Inclusive Education for Students with Disabilities	5 th , 6 th and 7 th August 2024	Ms. Neha Trivedi Inclusion and Accessibility Consultant Founder, Spandan
10	Guest Lecture on Cardiopulmonary Resuscitation (CPR) Training in association with NSS	9 th August 2024	
11	Guest Lecture on “Refresh Your Mind” for Student	12 th , 13 th , 14 th , 16 th August 2024	Muni Phal Vrudhhi Vijay Maharaj
12	Poster Making Competition on account of Anti-Ragging Week	20 th August 2024	Students of various departments



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

Name of the Event	Month
Garbotsav: The Rhythm of Hope in collaboration of Lions International: LEO Club of Management Mahavir Nagar	September 2024
Online FDP for Teaching Staff	November 2024
Endeavour'24	December 2024
Master Classes	Dec 2024– Feb 2025
Conference / Workshop sponsored by NAAC	February 2025

8. To discuss about the activities conducted by Incubation Centre.

Prof. Dr. Mona Mehta, Convener of Incubation Cell, stated that Incubation Cell has organized 6 activities in Term I of AY 24-25. Details of activities is as follows:

Sr. No.	Name of Activity	Date
1	Startup Spark Challenge	16 August 2024
2	Startup Pitch Competitions	21 August 2024
3	Innovation Challenges	26 August 2024
4	Tech Trend Tracker	2 September 2024
5	Inventors' Arena Exhibition Cum Sale	3 September 2024
6	Brand Name Development	4 September 2024

9. To discuss the activities done by International Initiative.

Prof Dr. Mona Mehta informed all that guidance session on 2+2 opportunity i.e. 2 years learner will study in Khandwala College and 2 years in Foreign University and will get degree of Foreign University has been organized for all second year students. Swayam Sukhadia, a student of SYBMS has registered for Rider University, USA but due to his



Visa being rejected, the student will be re-applying for the same for January 2025 intake.

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

Prof. Dr. Moushumi Datta informed everyone that along with AQAR, College is also undergoing with NAD Portal registration. The deadline to submit the data to NAD is 31st December 2024. She also informed that NEP and autonomy functioning is happening smoothly in College. Dr. Suhashini Arya suggested to Prof. Dr. Moushumi Datta that teachers can register for Training for Entrepreneurial Development Plan provided by Ministry of Micro, Small and Medium Enterprises (MSME) Office.

Mr. Chandrashekhar Penta informed everyone that non-teaching staff of College is organizing TEAM – the Intercollegiate Festival from 26th December to 28th December 2024.

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 Monday, 23rd September, 2024 at 11:00 am:

Sr. No.	Agenda	Action Taken
1	To discuss the preparation of AQAR for A.Y. 2023-24	AQAR preparation work has been started
2	To discuss the implementation of Internal Audit of ISO 21001:2018	Internal Audit was successfully conducted on 26 th and 27 th September 2024.
3	To discuss the plan of Examination to be conducted in October / November 2024	Examination for all programmes were conducted as per planned.
4	To discuss the activities conducted by Research Cell	Six - monthly presentations of research scholars was conducted as per planned
5	To discuss the activities conducted by Library and Information Centre	Activities were conducted by Library and Information Centre as planned.
6	To discuss the activities planned and conducted for current academic year	Garbhotsav was successfully conducted on 28 th September 2024 and FDP on Teaching with Harvard Simulations in association with MKES – IMSR was conducted on 5 th December 2024
7	To discuss about the activities conducted by Incubation Centre	Activities were conducted as planned.
8	To discuss the activities done by International Initiative	Swayam Sukhadia, a student of SYBMS received offer letter for Rider University, USA

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Prof. Dr. Mona Mehta

Vice Principal & IQAC Coordinator

M. Datta

Prof. Dr. Moushumi Datta

Principal

