

**Mahatma Education Society's  
PILLAI HOC COLLEGE OF ARTS, SCIENCE AND COMMERCE  
RASAYANI**

**IQAC - Minutes of Meeting and Action Taken Report**

Minutes of the meeting held on 11/06/19 in the IQAC Cell at 3 p.m.

**Agenda: -**

**Discussion on: -**

- 1) Positive Psychology module preparations and outcome evaluation**
- 2) Departmental activities**
- 3) Staff Welfare activities**
- 4) Student welfare activities**
- 5) Research related activities**
- 6) Infrastructure and Learning Resources**

**Chaired by: -** Dr. Lata Menon , Principal

**Attended by: -**

Swati Mishra, IQAC Convener

Sujith Babu, IQAC Co-convener

Mr. Deepesh Jagdale, Co-convener

Prof. Binit Kumar, Vice Principal

Dr. Jayanta Behera

Ms. Remya Madangopal

Ms. Sindhuja Joshi

Ms.Babitha Kurup

Mr. Swapnil Patil

Ms. Harshita Singh

Mr. Sumeet Mhatre

Ms. Sweta R C

Mr. Ashish Yadav

I. The Chairperson read the agenda of the first meeting of AY 2019-20.

II. Announcements:

- FY students' orientation programme to be organised on 29 June, 2019
- Environmental Day Celebrations as Green Initiative by IQAC to be organized on 5 July, 2029.
- Expert Talk on Green Business on “There is Gold in the Business of Green: Helping Entrepreneurs in Green Environmental Space” on Monday, 15 July, 2019.

**III. Report**

The following points were discussed:

**1) Agenda – 1 (Positive Psychology module preparations and outcome evaluation)**

Positive Psychology sessions for the students were introduced by IQAC and followed as one of our best practices. The Emotional Quotient of the students was assessed before and after the semester through a structured online questionnaire. Content development for the Positive Psychology modules was allocated to specific teams within the IQAC. They researched and classified their allotted module into three distinct titles and also designed the content in such a manner that activity based learning is facilitated. The third lecture every Monday has been fixed as Positive Psychology slots across all the courses and classes. The new faculty members are also oriented with the modus operandi. In this course we aim to learn and impart what positive psychology is and what positive psychologists have learned about the good life and how it can be

encouraged in your own lives. The course will focus on the psychological aspects of a fulfilling and flourishing life. The modules on Positive psychology concentrates on three Specific aspects: (1) Empathy (2) Sense of Purpose 3) Diversity and Acceptance

### **Agenda – 2 (Departmental activities)**

It was decided that bridge courses will be planned and scheduled for students from science background in order to facilitate them to adapt to the subjects in Commerce stream for Accounts and Maths. Bridge courses were also provided to acquaint with subjects such as Economics and Communication. Departmental Conferences categorized into Arts, Science and Commerce was planned to be organized. All departments shall individually and independently plan and execute outreach programs every academic year. Every department shall take complete responsibility for ensuring that attendance percentage of students is maintained as per the University of Mumbai guidelines. The department heads shall chalk out detailed plans and discuss the same with the IQAC.

### **Agenda – 3 (Staff welfare activities)**

The IQAC members felt the need to organize welfare activities for the non-teaching staff and housekeeping staff with respect to their personality development and literacy. Keeping this in mind the Yoga day celebration was conducted for the Teaching, Housekeeping staff on 21st June, 2019. A Faculty Development Programme on ‘Data Science’ will be planned for the Teaching staff in order to enhance their concepts regarding the new trends in developing technology. The faculty members were encouraged to take up online short term, refresher or orientation courses.

### **Agenda – 4 (Student welfare activities)**

Yoga day celebration was conducted for Housekeeping staff on 21st June, 2018. Maximum participation was observed from the students in the form of volunteers and organizers. Planning of orienting the students for job fair and Career Counselling by Placement Cell was also discussed. IQAC also discussed on Anti Ragging Policies and procedure introduced by Mumbai University to safeguard the rights of students and to follow the norms regarding the same. The schedule of University Youth Fest 2019-20 Workshop on 16 July, 2019 at KMC College,

Khopoli, was also discussed. The date of Youth Fest was also brought into attention, 7 August, 2019 at Saraswati College of Engineering, Kharghar. The students of various departments would be supported for participating effectively in inter-collegiate Business Plan competitions. The objective of this is to promote the culture of entrepreneurship among them and showcase their dream ideas.

#### **Agenda – 5 (Research related activities)**

Committee members of One-day National Conference on “**Recent Trends in Interdisciplinary Research in Basic Sciences**” shall provide continuous updates to the IQAC and the Research cell for on upcoming event. The IQAC shall ensure that potential students for “Aavishkar” be identified by the Department heads and encourage their participation to inculcate research culture among students. The staff members shall work on sending proposals for Minor Research Projects for funding to Mumbai University.

## **Action Taken Report**

- Feed backs on Positive Psychology sessions and recommendations or suggestions for improvement from students, student Council members and faculty members documented and analysed by IQAC
- Collaborated departmental outreach activities with ISR
- Organised celebration of various international 'days' to inculcate values, cultural diversity and nationality for students.
- Four national conferences were organized with under departments of Science, CS/IT, Commerce and Arts with selected papers published in UGC-CARE journals.
- Anti ragging undertakings were signed and collected from the students as an initiative to create peaceful and cordial environment for education.
- Students participated in multiple job fairs organized by Placement Cell
- Alumni participation for college events and other curricular activities were encouraged. Department Coordinators were recommended to organize alumni-involved activities in the academic plan
- A poster presentation on Recent Innovations and Discoveries in Science was organized on 13 August, 2019, to develop research culture and initial step towards 'Avishkar'
- Entrepreneurship Cell organized seminar on Guidelines for Business Plan Presentation by Ayushi Badala, TY BMS, the winner of Intercollegiate Business Competition previous year, to encourage and guide the participants on 22 August, 2019.