

**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 11/10/19 in the IQAC Cell at 3 p.m.

Agenda: -

Discussion on: -

- 1. Planning of FDP and Staff welfare Activities**
- 2. Student Centric and awareness activities by WDC**
- 3. Research activities for faculty members and students**
- 4. One day field visits**
- 5. AQAR documentation and uploading in NAAC website**
- 6. Module finalization for Positive Psychology sessions**
- 7. Any other matter which finds relevance in the discussion**

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

I. The Chairperson read the Minutes of the previous meetings.

II. Announcements:

- Faculty Development Program on 'Data Science' by our college in association with MHRD - Pandit Madan Mohan Malaviya National Mission on Teachers and Teaching (**PMMMNTT**) will be organized from 16-21 October, 2019
- National Conference on "Recent Trends in Interdisciplinary Research in Basic Sciences " to be held on 23 November, 2019
- 10-Day Industrial visit to Shimla, Manali and Delhi from 3-12 January, 2020

III. Report

The following points were discussed:

Agenda – 1 (Planning of FDP and Staff welfare Activities)

Discussions were held to organize FDPs and staff welfare activities to enhance the skills and knowledge base of faculty members. Announcement of FDP on data science was a strong initiative in that direction. Realizing the potential of faculty members, IQAC decided to organize more events and activities in line with the same.

Agenda – 2 (Increase Student Centric awareness activities)

To enhance the earning potential and emotional quotient of the students, IQAC decided to organize events in collaboration with WDC to sensitize students on various social issues. Keeping this as a

central theme, an awareness program for youth with regards to crimes was organized on 19th November, 2019 in association with Raigad District Police. More such events were recommended to be organized in the meeting.

Agenda – 3 (Research activities for faculty members and students)

One day National Conference on "Recent Trends in Interdisciplinary Research in Basic Sciences" to be held on 23 November, 2019. Faculty members were encouraged to present papers for the same. Planning of organizing a student seminar to inculcate research culture was also discussed and finalized by IQAC. The event was to be organized in December, 2020.

Agenda – 4 (One day field visits)

Department-wise one day field visits planning was discussed. The visits were scheduled before Christmas holidays as per convenience of respective companies or industries.

Agenda – 5 (AQAR documentation and uploading in NAAC website)

With regard to data compilation for AQAR, criterion in-charges and respective team members were asked to meet regularly with IQAC to discuss and finalize the same. The inputs are to be collected and verified by IQAC as soon as it receives the documents from various criterion in charges in accordance with the timelines given.

Agenda - 6 (Module finalization for Positive Psychology sessions)

The concepts of Positive Psychology Sessions were finalized and allotted to IQAC members for designing the modules of 3 concepts – Stress Management, Talent Management and Personality Management.

Action Taken Report

- As a collaborative and team building and bonding activity, Staff Welfare Committee organized 'POTLUCK' for staff members involving games, interactions and feast on 23 October, 2019.
- Our college organized an FDP in collaboration with NISM on the topic, "Decision making while Dealing with Financial Products" on 24th December, 2019. WDC and other committees organized various student centric awareness activities such as celebration of 16-days of gender activism by UN. WDC also organized Basic English learning session (English for Specific Purpose) from 9th to 20th December, 2019. Both events were organized under SIBC.
- 55th A D Shoroff Memorial Elocution Competition was organized on 14th November, 2019 to encourage students to "THINK and SPEAK" on socially and politically relevant subjects.
- Many faculty members presented their research papers in one day national conference on "Recent Trends in Interdisciplinary Research in Basic Sciences" held on 23 November, 2019.
- IQAC organized Dr. APJ Abdul Kalam Students' Seminar to encourage research culture and provide a platform for innovative and scientific thinking. The inter-collegiate event was organized on 14 December, 2019.
- IQAC organized department-wise one day field visits from 16 - 20 December, 2019 for Department of BA, BMM, B. Sc, B. Com, B. Com(A&F) and BMS, with an aim to impart practical knowledge on various curricular theoretical concepts. One day IV for department of IT/CS was finalized to be on February 2020
- Meetings of each Criterion were scheduled with IQAC to finalise the data and time lines were given for online entry and documentation. AQAR was successfully uploaded as per revised format and guidelines of NAAC.