

**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 06/01/2020 in the IQAC Cell at 3 p.m.

Agenda: -

Discussion on: -

- 1. Planning of personality development activities for students.**
- 2. Submission of AQAR.**
- 3. Revised NAAC guidelines for accreditation.**
- 4. Career guidance sessions.**
- 5. ISR activities.**
- 6. Progress on Vertical mentoring**
- 7. Organise Alumni activities**
- 8. 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

Ms. Tanushree Ghosh

Mr. Aditya Baokar

Ms. Kamla Choudhary

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

II. Announcements:

- One day National Conference of Department of CS/IT on the topic “Emerging Trends in Computer Science & Information Technology” on 22nd February, 2020.
- Intercollegiate co-curricular event ‘Insolito’ to be held on 17th February, 2020.

III. Report

The following points were discussed:

Agenda – 1 (Planning of personality development activities for students)

IQAC discussed on organizing events for overall personality development of the students and suggested the same to college clubs and associations. These activities were to be organized in collaboration with reputed institutions. Various days were also to be celebrated to inculcate a sense of social and cultural responsibilities among students.

Agenda – 2 (Submission of AQAR)

AQAR of academic year 2018-19 was successfully submitted in line with revised NAAC guidelines.

Agenda – 3 (Revised NAAC guidelines for accreditation)

IQAC decided to organize group discussions or expert talks on Revised Accreditation Framework, December, 2019, to orient the faculty members regarding the same. The plan was to discuss in detail on quantitative and qualitative matrices and respective weightages across all criteria.

Agenda – 4 (Career guidance sessions)

IQAC also discussed on planning career guidance sessions for final year students across all streams in the coming months.

Agenda – 5 (ISR activities)

IQAC discussed and decided on strengthening institutional social responsibility by planning activities and campaigns to create sense of awareness and social responsibility among students.

Agenda – 6 (Progress on Vertical mentoring)

As a part of best practice, vertical mentoring was introduced in the college along with MMM and MPG. The best practice implemented called triple mentoring was analyzed. More focus was given to vertical mentoring during the discussion and its successful implementation across all streams. The sessions headed by final year students in their respective second and first year classes was welcomed by the students. More activities were to be organized in line with this concept to make it a successful best practice.

Agenda – 7 (Organise Alumni Activities)

Alumni members were requested to be active part of college events. Discussion on many alumni members expressing their willingness to be a part of college activities was held. The alumni members' contribution in cash or kind was suggested to be recorded in department-wise or activity-wise.

Action Taken Report

- Yoga Committee organized “Yog Vigyan Shivr”, a three day guidance session for interested students across all streams on yoga in collaboration with Patanjali Yogpeeth Trust from 07 - 09 January, 2020 to improve concentration and develop stability and inner peace
- Commerce Club organized a two-day Quiz Programme in ‘Securities Markets’ in collaboration with NiSM, for students with an elaborate 3- round elimination strategy on 16 and 17 January, 2020
- Community Service Day was celebrated on 25 January, 2020 to develop awareness and sense of responsibility towards underprivileged society
- Students of Arts visited one of the largest Mumbai Arts and Cultural Street Fest, ‘Khala Ghoda Arts Festival’ accompanied by faculty members of Arts on 7 February, 2020
- Annual Sports Day was organized on 20 February, 2020 to encourage the extra-curricular and athletic skills of our students and their aspirations
- A session on ‘Concentration improvement and Memory Management through Meditation’ was organized by IQAC in collaboration with Brahma Kumaris foundation on 24 February, 2020
- Various events were organized to mark ‘Marathi Rajbhasha Din’ on 27 February and ‘National Science Day’ on 28 February, 2020 to inculcate the importance of social, cultural and scientific awareness
- Department of CS/IT organized a curricular event, ‘TARANG’, on 21 March, 2020, in line with the concept of vertical mentoring. The event showcased third year students presenting their projects and concept-based ideas through presentations and interactive sessions for second and first year students.
- A three-day Panel Discussion on Revised NAAC Guidelines was organized by IQAC where an elaborate discussion on all seven criteria, changes in metrics and weightage was held from 30 January to 1 March, 2020. This was to provide a clear picture on how to proceed towards upcoming compilation of AQAR.

- A guidance session on Analysis of Revised Accreditation Framework by NAAC was organized by IQAC on 18 February, 2020 by Dr. Priam Pillai, COO, MES
- Career guidance cell organized an Expert Session on MMS/MBA/CET Examinations for providing guidance for final year students on 10 February, 2020
- Career Guidance Cell also organized an interactive session for final year students across all streams in collaboration with 3HD Media
- ISR cell organized 'Health Checkup Camp' for all the students and faculty members on 20 February, 2020 to create awareness on importance of personal health and hygiene. They also planned to organize event to mark 'Zero Discrimination Day'
- Our alumni Shreeyesh Jadhav sponsored our co-curricular event 'Insolito'
- Many departmental alumni activities were also planned to be organized and documented for students