

**SEVA MANDAL EDUCATION SOCIETY'S**  
**SMT. MANIBEN M. P. SHAH WOMEN'S COLLEGE OF ARTS AND COMMERCE**  
**(AUTONOMOUS)**

**NAAC Re-accredited Cycle 3 'B++' Grade CGPA 2.88/4**

**Recipient of UGC - CPE Grant (2016-2021)**

**Adjudged Best College 2017-18 by S.N.D.T. Women's University**

**338, R.A. Kidwai Road, Matunga, Mumbai – 400019**

A meeting of the IQAC was held on Thursday, April 28, 2022 at 3.00 pm in the hybrid mode.

**The following members were present for the meeting**

Dr. Leena Raje, Principal Chairperson

Dr. Dilip Trivedi, President-SMES

Dr. Bharat Pathak, Honorary Secretary, SMES

Dr. Gouri Mohan, Coordinator

Vice – Principal Mrs. Archana Patki

**QAC Experts:**

Shri Sunil Mantri

Dr. Beena Inamdar

Dr. Navin Punjabi

Dr. Avinash Deolekar

**Members:**

Dr. Usha Mishra

Dr. Shobha Dedhia

Dr. Avaneesh Bhatt

Ms. Ashwini Prabhu

Ms. Darshana Buch

Ms. Vaishnavi Kamat

Dr. Jyotsana Lal

Dr. Shubhangi Kulkarni

Ms. Soumya Nichani

Ms. Hemlata Kumar

Mr. Ravindra Warik, Junior Clerk

Mr. Ravi More, Junior Clerk

**Leave of Absence was granted to:**

Ms. Madhavi Sathe, Member

**Student Members:**

Ms. Sonali Gupta SY BCom

Ms. Tejal Gurav SYBA Marathi Medium

Ms. Jyoti Singh, MCom I, Student Member

**Special Invitees:**

Dr. Mala Pandurang, Principal, Dr. BMN College of Home Science

Ms. Rakhi Gadhave, I/C Principal, Smt. K.G. Shah Law School

Dr. Leena Raje, Principal welcomed all the members for 3rd IQAC meeting for A Y 2021-2022

**Agenda No. 1**

Minutes of the meeting held on 3-2-2022 were confirmed unanimously by the members.

There were no matters arising out of the minutes.

## **Agenda No. 2**

### **Progress of the Criteria-Wise Plan of the Institution for this Semester was presented by Dr. Raje.**

Some of the important highlights of the progress report that were shared were as follows:

- CBCS structure to be ready by 15th June and presented in the next Academic Council. Along with some other pre-approved courses, Women and Law, Essentials of Life Management and Universal Human Values will become part of the CBCS courses.
- Examination conduction and Evaluation is being strengthened as per the needs of autonomy. Departments are motivated to use innovative methods for continuous internal evaluations.
- To improve academic performance of the students their learning levels will be tested using a psychological test and implemented through AAC.
- The Research Centre will be activated from the coming academic year. 11 minor research projects will be completed by May end.
- To increase Library usage and encourage reading habits among students, the library has taken initiative to conduct activities such as online quiz competition and book review competition. Sessions on IPR, Speed reading, memory techniques will be conducted.
- The Academic Advancement Center will gear up for enhancement of students' academic performance by arranging short duration/bridge/remedial courses. Mentoring process will be formalised and given a proper structure.
- Institution has signed MOU's with LearNet Skills, NIIT Foundation, TechnoServe India, Trade School-BSE, CFX etc to make our students job ready in fields such as data entry back office, Banking and Financial Services, Accounting, Auditing and Banking.
- To inculcate skills in students and make them job ready, add-On programmes in Tally GST, Advance Excel, Digital Marketing, Spoken English and Personality Development are being offered on a continuous basis.
- To foster entrepreneurship, Innovation and Incubation Centre is offering practical training to students in various areas such as party starters, sandwiches, chocolates, jewellery making etc. Further training for packing, labelling and pricing will be arranged.
- Process of Alumni Registration will be completed in the next 2 months.
- The Staff and Students Module in ACADMiN Software integrated in the system will be adopted effectively by the teachers from the next academic year.
- Revised Vision-Mission statement will be set by the beginning of the new academic year.
- Institution has signed an MOU with Threco- E- waste recycling company on 26<sup>th</sup> April 2022 and will initiate e-waste collection through them.
- Workshop Series on Human Values has been an ongoing activity and it will be planned next to cover maximum no. of students
- Green Audit was conducted on 30th April by Dr. Rajshekar Patil, an educationalist and environmentalist for Audit work, the compliance report has been shared by the college.

### **Agenda No. 3**

#### **Highlights of the Significant College Activities**

- The principal reported about the conduction of International Women's Day Celebrations, Activities by Gender Equality club, recent MOU with National Institute of Personnel Management, Demonstration session on Economic & Political Weekly Research Foundation (EPWRF) India Time Series.
- Proposed budget of Rs. 16,60,000/- for the year 2022-2023 was approved in the 2nd virtual finance committee meeting of this academic year and will be sent to the UGC Office, Pune
- First Degree Award Ceremony under Autonomy was organised on 17th March for PG Students of the institution. Honorable Vice Chancellor of SNDTWU Prof Ujwala Chakradeo presided over the programme and presented degrees to 86 PG students.
- College received a mini library from Rathna Nidhi Trust on 26th March, 2022 consisting of a small cupboard and 130 books on various subjects like management, accountancy, finance and insurance. This library will be maintained by the Department of B.Com-AFI but can be accessed by all the students of the college.
- Our student Ms. Rajshree Mahipal Bansode has been felicitated with NSS State Level Award by NSS Department, SLO Office, Government of Maharashtra for the year 2016 - 2017

### **Agenda No. 4**

#### **Any other matter with the permission of the chair**

All the members appreciated the good work done by the college in academics, co-curricular and extra-curricular fields. Dr. Deolekar talked about the concept of a great corporate work place in the industry and suggested seeing the feasibility of the implementation.

Shri. Sunil Mantri expressed his happiness for the work done by the college and suggested to keep checking progress of NAAC work. The IQAC internal members thanked all the external members for their valuable suggestions and assured them of the implementation in the right way.

The meeting ended with a vote of thanks to the chair.

Dr. Gouri Mohan  
Coordinator

Dr. Leena Raje  
Principal