



IQAC MEETING
AGENDA

Meeting of IQAC Members will be held on 2nd July, 2022 Saturday at 11:00 am in
Conference Room

Agenda for the Meeting

1. To read and confirm the minutes of the previous IQAC meeting held in the Academic Year 2021-22.
2. To introduce new members of IQAC.
3. Finalising on dates for receiving Departmental Academic Plans, individual timetable and teaching plans for all faculties.
4. Discuss the broad areas of activities to be conducted by IQAC with
 - Alumni association
 - Teaching staff
 - Non-teaching staff
 - Students
5. To discuss about FY admission procedure (Teach Us App).
6. To discuss the status of Academic Audit.
7. To plan for linkages and collaborations with other colleges and organisations.
8. To discuss on NAAC readiness.
9. Any other matter with permission of the chair.

IQAC Members are requested to make it convenient to attend the meeting.

B. Bhandekar

IQAC Coordinator

IQAC MEETING
MINUTES

Minutes of the IQAC Meeting held on Saturday 2nd July, 2022 at 11:00 am in the
Conference Room. The following members were present at the meeting;

Chairperson of IQAC, Principal:	Dr. (Mrs.) Shobha A. Menon	<i>Shobha Menon</i>
Teachers Representative -	Mr. Arvind A Panchal	<i>A.A. Panchal</i>
Teachers Representative -	Ms. Rajlaxmi Nayak	<i>Rajlaxmi</i>
Teachers Representative -	Mr. Shubham Katurde	<i>Shubham</i>
Teachers Representative -	Ms. Apeksha Chitari	<i>A.C. Chitari</i>
Teachers Representative -	Ms. Poonam Parmar	<i>Parmar</i>
Teachers Representative -	Ms. Ifa Khan	<i>Ifa</i>
Teachers Representative -	Ms. Shweta Ghule	<i>Shweta</i>
Member from Management -	Mr. Bharat Valia	
Member from Management -	Mr. Ajit Balan	
Senior Administrative Officer -	Ms. Sanyukta Vaidya	<i>Sanyukta</i>
Senior Administrative Officer -	Mr. Sadanand Sawant	<i>Sadanand</i>
Local Society Representative -	Fr. Noel Pinto	
Students Representative -	Ms. Mrunal Thorat	<i>Mrunal</i>
Students Representative -	Mr. Ajit Yadav	<i>Ajit</i>
Alumni Representative -	Ms. Riddhi Shah	
Employers Nominee -	Mr. Jaimin Shah	
Industrialists Nominee -	Ms. Garima Jindal	
Stakeholders Nominee -	Ms. Krupa Kambli	<i>Krupa</i>
IQAC Coordinator -	Dr. Bageshree P. Bangera Bandekar	

Chairperson of IQAC, Principal Dr. (Mrs.) Shobha Menon, presided over the meeting. The meeting began with the Principal welcoming the members to the first IQAC meeting of academic year 2022-23.

1. Minutes of the previous meeting held in the year 2021-22 were read and confirmed.
2. IQAC Coordinator welcomed the new members to IQAC and explained to them the role and importance of IQAC in overall functioning of the college and also their individual role in the cell.
3. It was decided, individual timetable and teaching plan of all faculty members and departmental academic plan by the head of the department of all programs to be submitted to IQAC latest by 30th July 2022.
4. Heads of each department and coordinators to consider for planning of expert lectures, workshops and linkages with industries wherever possible.
5. College currently in talks for collaborations with Technoserve for training and placement, Durgadevi Saraf College for faculty exchange and student exchange program and United Way for social activities.
6. Alumni Association to get in touch with alumni for sessions to motivate our students and share their experience.
7. It was decided that meditational and well-being sessions to be conducted for our teaching and non-teaching staff and students.
8. Yoga to be continued for students by WDC in the current academic year.
9. FY admissions to be conducted through Teach Us App.
10. Academic Audit was conducted and Experts comprised of Dr. Gopal Kalkoti (Principal, MVM College of Commerce and Science, Andheri), Dr. Madhukar Gitte (Principal, Clara's College of Commerce, Yari Road Versova) and Prof. Kavita Jajoo (Vice Principal, R. A. Podar College, Matunga).
11. Criteria wise SSR work is in progress.



IQAC – MEETING
ACTION TAKEN REPORT

30th July, 2022

- The Teaching Plans, Workload, Personal Timetable and Departmental Academic Plans were collected.
- Alumni Association in talks with our Alumni (Balram) for a session for students.
- FY admissions were being conducted in smooth process.
- MOU are finalised for signing with United Way of Mumbai, Durgadevi Saraf Global Business School and Durgadevi Institute of Management Studies.

B. Bandekar.

Convener – IQAC Coordinator

IQAC MEETING
AGENDA

Meeting of IQAC Members will be held on 20th August, 2022 Saturday at 11:00 am in Conference Room

Agenda for the Meeting

1. To read and confirm the minutes of the previous IQAC meeting held on 2nd July, 2022.
2. To discuss about the qualitative initiatives through suitable Audits.
3. To conduct orientation for FY - all courses
4. To discuss NAAC Status.
5. To discuss appointment of Counsellor.
6. Discussion on teaching learning feedback from students.
7. To finalise proposed activities in collaboration with Alumni Association, Accountancy Department, Session for Non Teaching Staff and Teaching Staff, Work Ethics & Diversity Training.
8. Sessions on Research paper writing for students and staff to be conducted.
9. AQAR work to begin.
10. Any other matter with permission of the Chair

IQAC Members are requested to make it convenient to attend the meeting.

B. Bandekar

IQAC Coordinator

IQAC MEETING
MINUTES

Minutes of the IQAC Meeting held on Saturday 20 August, 2022 at 11:00 am in the Conference Room. The following members were present at the meeting;

Chairperson of IQAC, Principal:	Dr. (Mrs.) Shobha A. Menon	<i>Shobha Menon.</i>
Teachers Representative -	Mr. Arvind A Panchal	<i>A.A. Panchal</i>
Teachers Representative -	Ms. Rajlaxmi Nayak	<i>Rajlaxmi</i>
Teachers Representative -	Mr. Shubham Katurde	<i>Shubham Katurde</i>
Teachers Representative -	Ms. Apeksha Chitari	<i>A.C. Chitari</i>
Teachers Representative -	Ms. Poonam Parmar	<i>Poonam Parmar</i>
Teachers Representative -	Ms. Ifa Khan	<i>Ifa Khan</i>
Teachers Representative -	Ms. Shweta Ghule	<i>Shweta Ghule</i>
Member from Management -	Mr. Bharat Valia	
Member from Management -	Mr. Ajit Balan	
Senior Administrative Officer -	Ms. Sanyukta Vaidya	<i>Sanyukta Vaidya</i>
Senior Administrative Officer -	Mr. Sadanand Sawant	<i>Sadanand Sawant</i>
Local Society Representative -	Fr. Noel Pinto	
Students Representative -	Ms. Mrunal Thorat	<i>Mrunal Thorat</i>
Students Representative -	Mr. Ajit Yadav	<i>Ajit Yadav</i>
Alumni Representative -	Ms. Riddhi Shah	
Employers Nominee -	Mr. Jaimin Shah	
Industrialists Nominee -	Ms. Garima Jindal	
Stakeholders Nominee -	Ms. Krupa Kambli	<i>Krupa Kambli</i>
IQAC Coordinator -	Dr. Bageshree P. Bangera Bandekar	<i>Bageshree P. Bangera Bandekar</i>

Chairperson of IQAC, Principal Dr. (Mrs.) Shobha Menon, presided over the meeting. The meeting began with the Principal welcoming the members to the IQAC meeting of academic year 2022-23.

1. Minutes of the previous meeting held on 2nd July, 2022 were read and confirmed.
2. Gender & Library Audit to be initiated with WDC and Library Committee.
3. FY orientation date was finalised as 14th September, 2022.
4. It was decided that Counsellor should be appointed considering the post lockdown impact on students and staff.
5. It was decided that feedback to be conducted for Self Finance (Term End) and Aided (Academic Year End)
6. Following Add on Courses were decided upon:
 - Block Based App Development
 - Accounting Executive
 - Social Media Advertising & Analysis
 - Content Marketing
 - Python 101
 - Simplifying Investments and Stock Market
 - Microsoft 365
7. Research Cell to conduct sessions with students for research paper writing.
8. Criteria wise SSR work is in progress.



IQAC – MEETING
ACTION TAKEN REPORT

24th September, 2022

- FY orientation was conducted smoothly in School Auditorium.
- Counsellor Ms. Sanskruti Joshi was appointed from August, 2022
- Session on Pranic Healing and Meditation on Twin Heart was conducted for Students and Teachers by Mrs. Shubhalaxmi Arvind Bhilare
- Ms. Akita (our Alumni) will be conducting Diversity Training for teachers.
- Dr. Vilasini Patkar to conduct session on ethics for Teachers.
- Research Cell conducted one session with students on Research Paper Writing.

Bhandekar

IQAC Coordinator



IQAC MEETING AGENDA

Meeting of IQAC members will be on **Tuesday, 21st February 2023** in the
Conference Room at 10:30 am

1. To read and confirm the minutes of the previous IQAC meeting held in the academic year 2022-2023.
2. To update the status of SSR, SSS and D'V'V.
3. To update the status of AQAR 2021-2022
4. *To update about the activities conducted for the year 2022-23*
5. To update about the activities proposed for the year 2022-23
6. Any other matter with permission of the Chair

B. Bandekar

IQAC Coordinator

IQAC MEETING MINUTES

Minutes of the IQAC Meeting held on Tuesday 21st February, 2023 at 10:30 am in the Conference Room. The following members were present at the meeting;

Chairperson of IQAC, Principal:	Dr. (Mrs.) Shobha A. Menon	<i>Shobha Menon</i>
Teachers Representative -	Mr. Arvind A Panchal	<i>Arvind Panchal</i>
Teachers Representative -	Ms. Rajlaxmi Nayak	<i>Rajlaxmi</i>
Teachers Representative -	Mr. Shubham Katurde	<i>Shubham Katurde</i>
Teachers Representative -	Ms. Apeksha Chitari	<i>A.C. Chitari</i>
Teachers Representative -	Ms. Poonam Parmar	<i>Poonam</i>
Teachers Representative -	Ms. Ifa Khan	<i>Ifa</i>
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Local Society Representative -	Fr. Noel Pinto	
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Students Representative -	Mr. Ajit Yadav	<i>Ajit Yadav</i>
Alumni Representative -	Ms. Riddhi Shah	
Employers Nominee -	Mr. Jaimin Shah	
Industrialists Nominee -	Ms. Garima Jindal	
Stakeholders Nominee -	Ms. Krupa Kambli	
IQAC Coordinator -	Dr. Bageshree P. B. Bandekar	<i>Bageshree P. B. Bandekar</i>



Cosmopolitan's
**Valia Chhaganlal Laljibhai College of Commerce &
Valia Lilavantiben Chhaganlal College of Arts**

Chairperson of IQAC, Principal Dr. (Mrs.) Shobha Menon presided over the meeting. The meeting began with the Principal welcoming the members to the IQAC meeting.

1. Minutes of the previous meeting held on 20th August 2022 were read and confirmed.
2. IQAC Coordinator then updated the members of the NAAC Accreditation status, with regards to Self-Study Report (SSR), Students Satisfaction Survey (SSS) & Data Validation and Verification (DVV). The last date for SSR submission was 02nd February 2023 and it was submitted on 31st January 2023. Efforts of all staff members – teaching and non-teaching and students was appreciated in the timely submission of SSR. With regards to SSS – 18.67% of students had filled up the online survey initiated by NAAC. IQAC coordinator and Principal personally supervised the SSS work and completed it within two days. The DVV was awaited from the NAAC team.
3. The Coordinator informed that the date for submission of AQAR for the academic year 2021-2022 was extended upto 31st May 2023 and AQAR work had started and was expected to completed in due course.
4. With regards to activities conducted :
A session on “The Role of IPR and Ethics in Academic Research” was conducted on 17th February 2023 by Mr. Prahlad Jadhav, Associate Director – Library, Khaitan & Co.
Ms.Sanskruiti Joshi, conducted an interactive session on Work-Life balance for the administrative staff.
5. With regards to activities planned :
It was decided that the college will organize an online session on IPR for students as well.
It was decided to conduct Sahajyoga sessions on 22nd and 23rd of February 2023 for staff and students respectively.
6. Considering the loss of data and perils of using personal email ids and drives for conducting college work, Principal Dr. Shobha Menon proposed creation of Google Work Space.

P. Bhandekar

IQAC Coordinator



Cosmopolitan's

**Valia Chhaganlal Laljibhai College of Commerce &
Valia Lilavantiben Chhaganlal College of Arts**

**IQAC-Meeting
Action Taken Report**

25th April, 2023

- ❖ SSR- submitted, SSS- Conducted, DVV Completed and cleared Pre-qualification round, waiting for Peer Team Visit
- ❖ AQAR in process
- ❖ Management has approved GWS
- ❖ Principal & Coordinator in discussion with vendors for its implementation.

B. Bandekar

IQAC Coordinator