**MALINI KISHOR SANGHVI COLLEGE OF COMMERCE & ECONOMICS**

**MINUTES OF INTERNAL QUALITY ASSURANCE CELL**

The meeting of Internal Quality Assurance Cell of Malini Kishor Sanghvi College of Commerce & Economics

was held on Friday, 27th July, 2018 at 2.00 p.m. at Ritambhara Vishva Vidyapeeth’s Conference Room, Trust

Office. Following Internal Quality Assurance Cell members were present.

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|  | 1.Principal Dr. (Mrs.) Krushna Gandhi  | Chairperson  |
|  | 2. Prof. Rajesh Dharawat | Co-ordinator |
|  | 3. Prof. Amita Johnson | Member |
|  |  4. Prof. Dhimant Kapadia | Member |
|  | 5. Dr. Sujata Dhopte | Member  |
|  |  6. Prof. Archana Singh | Member |
|  |  7. Dr. Manisha Dandgawhal | Member |
|  |  8. Prof. Neha Mehta | Member |
|  |  9. Shri Ashwinbhai Mehta (President)  Ritambhara Vishva Vidyapeeth  | Management Member  |
|  |  10. Shri Kishorbhai Sanghvi (Managing Trustee)  Ritambhara Vishva Vidyapeeth | Management Member  |
|  |  11. Dr. Madhav Welling (External Expert) | External Member [Advisor -President -SVKMChancellor NMIMS] |
|  |  12. Dr. Sushma Poudwal (External Expert)   | External Member [Librarian, (Retd) SNDTWomen’s University] |
|  |  13. Shri Umeshbhai Sanghvi (Executive Trustee)  Ritambhara Vishva Vidyapeeth | Management MemberInvitee |
|  |  14. Shri Apurvabhai Patel (Executive Trustee) Ritambhara Vishva Vidyapeeth | Management MemberInvitee |
|  | 15. Bharatiben Sarvaiya (Dy. Secretary)  Ritambhara Vishva Vidyapeeth | Invitee |
|  |  16. Mrs. Mandakini Jani (Chief Financial Officer) Ritambhara Vishva Vidyapeeth | Invitee |
|  | **Following IQAC members were granted leave of absence : -** |  |
|  | 1. Prin Dr. Ancy Jose (External Expert)
 | External Member Prin.Nagindas Khandwala College  |
|  | 1. Prof. Venkatramni, (External Expert)
 | External Member Former Registrar University of Mumbai |
|  |  3. Prof. Reshmi Achyuthan | Member |

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Principal Dr. Krushna Gandhi, Chairperson of Internal Quality Assurance Cell presided over the meeting.

 **ITEM NO.1**:- **To approve the minutes of previous meeting held on 11thJanuary, 2018.**

 Dr. Krushna Gandhi, welcomed the members and circulated the Minutes of the previous

 meeting held on 11th January, 2018 and the same were confirmed unanimously.

 **ITEM NO.2**:-Report of the activities of Malini Kishor Sanghvi Degree College from

 6th January, 2018 to 25th July, 2018.

 **Dr. Gandhi highlighted the college activities from 6th January, 2018 to 25th**

 **July, 2018.**

Principal informed the members about the regular college activities like Seminar/Guest

 Lectures/Association activities, NCC/NSS/WDC/Extension activities, Hobby Exhibition,

 Career & Placement drive, Sports & Cultural activities etc and congratulated the staff

 and students for participation and winning prizes.

* 7th Annual ‘Late Shri. B.K.Sanghvi Memorial Lecture’ instituted by Managing Trustee, Ritambhara Vishva Vidyapeeth, Shri Kishorbhai Sanghvi in the memory of his father was conducted on 9th January, 2018 in the College Seminar hall. Shri Bhagyeshbhai Jha, IAS Officer, Prominent Government Administrator & Former Chairman of Gujarat Sahitya Academy was the key note speaker and the topic of lecture was ‘Bhagavad Gita & Modern Management’.
* NSS Dept. organized seven days special Residential Camp at Bordi from 17th January to 23rd January, 2018.
* Annual Prize Distribution Function was held on15th February, 2018 at the college auditorium.
* A grand Degree Certificate Distribution Ceremonyat grand scalewas held on 13th March, 2018 at the college auditorium.
* Department of Bachelor of Management Studies and Department of Bachelor of Commerce (Financial Markets) jointly organised an intercollegiate seminarOn ‘Management – A Collaboration Convention’ on 27th February, 2018 at the College Auditorium.
* An Intercollegiate seminar jointly organized by B.Com (Accounting and Finance) and B.Com (Banking and Insurance) department on the theme ‘Revolution in Indian Financial Sector and Banking services ‘FINANZA and BANK-IT 2018’on 14th March 2018.
* B.Com (Investment Management) department organized, an intercollegiate seminar on 16th March, 2018, titled ‘Investure2018’. The theme of the seminar was ‘Investment: The Smart Move’. **..3..**

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* College Counseling Cell along with the library department organized a workshop on 19th May, 2018 on DNA (Discovering Natural Abilities) for the administrative staff members by Ms. Amruta Shaligram (Counseling Psychologist).

 **ITEM NO.3**:- **To approve Annual Quality Assurance Report for the academic year 2017-18.**

 Vice Principal & IQAC, Co-ordinatior Prof. Rajesh Dharawat informed the members that

 the AQAR was in the process of being finalized and would be ready in a few days.

 **ITEM NO.4**:- **To consider suggestions from members for the further**

 **improvement of the College.**

* Dr. Welling suggested that college could start certain value added job oriented courses. Dr. Sujata Dhopte suggested a plan to start an MKS College Management Institute consisting of Diploma programmes. Principal Dr. Gandhi entrusted her the responsibility for the same.
* Dr. Gandhi also updated the members about the upcoming Silver Jubilee celebration programmes i.e. Hindi Hasya Kavi Sammelan on 1st September, 2018 first programme of celebration , Business Meet on 29th September, 2018 by Career and Placement Cell, 6th My Mumbai Short Film Festival from 19th to 21st October, 2018, Gujarati Musical evening etc.
* Vice Principal Rajesh Dharawat informed the members that starting classes with ICAI. He said that Institute of Chartered Accountant of India allows colleges to start coaching centres under its auspices. However on enquiry by Prof. Rajesh Dharawat, he was informed that a permission cannot be granted to our college as they already have a coaching centre in the vicinity (at N M College, Vile Parle – West).
* Trustee Shri Umeshbhai asked Dr. Welling about how to raise the standard of college. Dr. Welling suggested that rigorous teaching learning process, strict evaluation criterion, transparent admission norms & strict monitoring of attendance was very important.

**ITEM NO.5:**- **Any other matter with permission of the Chair.**

Principal thanked the Management and all the members for their constant support in all the matters.

The meeting then ended with a vote of thanks to the Chair.

 **Dr (Mrs) Krushna Gandhi Shri Ashwinbhai Mehta**

 **Principal – Chairperson IQAC President – Management Member –IQAC**