**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 Saturday, 29th February, 2020 at 10.30 a.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 | IQAC Co-ordinator |
|  |  3. Prof. Reshmi Achyuthan | Member |
|  | 4. Prof. Amita Johnson | Member |
|  |  5. Prof. Dhimant Kapadia | Member |
|  | 6. Dr. Sujata Dhopte | Member  |
|  |  7. Prof. Archana Singh | Member |
|  |  8. Dr. Manisha Dandgawhal | Member |
|  |  9. Prof. Neha Mehta | Member |
|  | 10.Prof. K.Venkataramani, (External Expert)  | External Member Former Registrar, University of Mumbai&Adviser, SIES Groupof Educational Institutes  |
|  |  11. Shri Ashwinbhai Mehta (President)  Ritambhara Vishva Vidyapeeth  | Management Member  |
|  |  12. Shri Umeshbhai Sanghvi (Managing Trustee)  Ritambhara Vishva Vidyapeeth | Management MemberInvitee |
|  |  13. Shri Apurvabhai Patel (Executive Trustee) Ritambhara Vishva Vidyapeeth | Management MemberInvitee |
|  | 14. Shri Shamik Dave (Trustee) Ritambhara Vishva Vidyapeeth  | Invitee |
|  | 15. Bharatiben Sarvaiya (Dy. Secretary)  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  |
|  |  2. Dr. Madhav Welling (External Expert) | **External Member** **[Advisor to President, SVKM & Former Pro. Vice Chancellor**  **NMIMS Deemed University**  |
|  |  3. Dr. Sushma Poudwal (External Expert)    | External Member [Librarian, (Retd) SNDTWomen’s University] |
|  |  4. Dr. Rajan Welukar  | External MemberFormer Hon. Vice Chancellor University of Mumbai |

Principal Dr. Krushna Gandhi, Chairperson of Internal Quality Assurance Cell presided over the meeting. **...2…**

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 **ITEM NO.1**:- **To approve the minutes of previous meeting held on 19th October, 2019.**

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

 meeting held on 19th October, 2019 and the same were confirmed unanimously.

 Dr.Krushna Gandhi welcomed the new trustee of Ritambhara Vishava Vidyapeeth Shri

 Shamikbhai Dave for the meeting.

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

 **from 16th October, 2019 to 20th February, 2020.**

 **Dr. Gandhi highlighted the college activities from** 16th October, 2019 to 20th February, 2020.

Principal informed the members about the regular college activities like Seminars/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 conducting, participating and winning prizes.

* **‘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 12th October, 2019 in the College Auditorium. The topic of the lecture was **‘**PARGRAMIN VYAKTITVA KE DHANI MAHATMA GANDHI’delivered by Dr. Naresh Ved, Former Vice Chancellor, Gujarat University.
* NSS unit organised Thyroid & diabetes checkup camp for students and staff members on 6th December, 2019.

* College Library organised **13th Annual Book Exhibition cum Sale** on 10th & 11th December, 2019 in the college library. Teachers & students visited the exhibition in large number and selected large number of books.
* IQAC & Placement cell organised a talk on Cyber Safety on 12th December, 2019.Ms. Kirti Mane, Asst. Police inspector, BKC was invited as a resource person.

* On the occasion of Ritambhara Vishva Vidyapeeth’s completion of magnificent 51 years and MKS College Silver Jubilee year, a **‘Grand Finale Celebration’** organised on 14th December, 2019 at Ritambhara Ground. The event was graced by the august presence of Dr. Rupa Shah the former Vice Chancellor of SNDT Women’s University who was the chief guest of the function. A postage stamp prepared by Dr. Sujata Dhopte, issued through ‘My Stamp’ on Kishorbhai Sanghvi was also released and was handed over to Smt. Maliniben Sanghvi, Shri Umeshbhai Sanghvi and other Sanghvi family members. The journey of the institution was beautifully re-created through a short documentary film created by film director Prof. Chetan Mathur. Variety of cultural programs were presented like Heart-warming jugal bandi on Santoor by the illustrious father daughter duo- Shri.Snehal

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Mazoomdar and Dr. Maithili Mazoomdar, Performances by humourist Dr. Tushar Shah and upcoming humourist Mr. Aditya Shah, Cultural performances by the students of MKS College and Saputara school students, Dangi dance. Finally renowned Stage & Television artist Mrs. Sarita Joshi refreshed old Gujarati theater memories with her performance.

* **Annual Fest ‘Crescendo’** was organised from 19th, 20th & 21th December, 2020 in our college. 35 Events/competitions were organised during these 3 Days. 40 colleges and approx. more than 350 students from various colleges participated in this festival. Many celebrities and judges were invited. On 8th January, 2019 well known Folk Singer Chetan Gadhavi and his troupe performed live, folk songs. Everybody appreciated the enthusiasm of the students.
* **Sports Day** was organised in a college ground for students and teaching & nonteaching staff members on 7th and 8th January, 2020. Large no. of students participated in various event. Winners were given medals and certificates.
* NSS Unit conducted seven days Special Residential Camp from 8th to 14th January, 2020 at Bordi.
* A grand **Degree Certificate Distribution Ceremony** at grand scalewas held on 11th January, 2020 in the college auditorium. **Dr. J.J.Rawal, Former Director of Nehru Planetarium** was invited the Chief Guest. Toppers from all the Courses (M.Com/B.Com/BMS/BMM/BAF/BBI/BFM & B.Sc (IT) were felicitated with academic excellence prizes, by Chief Guest Dr. J.J.Rawal, President, Shri. Ashwinbhai Mehta,Ritambhra Vishva Vidyapreeth, Managing Trustee Shri Umeshbhai Sanghvi, Executive Trustee Shri Apurvabhai Patel Trustees, Shri Girishbhai Dresswala, Shri Shamik Dave and Smt. Darshnaben Mehta More than 500 students attended this function.
* Industrial Visits for Self Financing Courses was organized:

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|  Faculty | Place | Date |
| FY/SY/TY BMS,BMM,BFM | Darjeeling, Gangtok,& Sikki  | 22/12 to28/12/2020 |
| FY/SY/TY BMM | Nainitial, Haridwar  | 21/12 to27/12/2020 |
| FY/SY/TYBBI,BAF & BIM | Dehradun, Haridwar,Mussoorie | 22/12 to28/12/2020 |

* On 31st January, 2020 an Intercollegiate **‘Job Fair’** was organized, around. 47 Colleges and 550 students participated for 20 companies. Few of them are ICICI Prudential, Aditya Birla Capital, I-CAN financial services, IIFL, Motilal Oswal, Savage Palmer, Digital Republik, Andromeda and few more.
* **B. Com (Banking and Insurance) Dept. organised an intercollegiate seminar on Revolution in Banking Sector- BANK TECH - 20** 5th February, 2020in the college auditorium.The seminar was attended by around 150

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students of colleges Mumbai. The first session was presented by Shri Rizwan Khan Vice President at HDFC Bank, spoke on 'Pre-Nationalization Phase' , Sri Vimal Ahuja Head of Central Operations at Piramal Capital and Housing Ltd. drew attention on 'Post-Nationalization Phase' and Sri Jay Datta Founder and Chief Consultant at Vervitude emphasized on 'Liberalization and Entrepreneurship Skills'.

* **Bachelor of Commerce (Investment Management) organised an intercollegiate seminar on ‘investure’20 - Investing the way up’** on 6th February 2020. Guest speakers **C.A Bharat Desai Director, D.Barretts Consultants Pvt Ltd.** informed about ‘Art of Investing’ and **Dr. Ranu Jain Resource Person at SEBI**, guided the students on ‘The Power of Financial Literacy’.
* **The Annual Prize Distribution Function** was held on 10th February, 2020 Students who achieved success and prizes in Cultural & Sports and other fields were felicitated by President Shri. Ashwinbhai Mehta, Ritambhra Vishva Vidyapreeth, Managing Trustee Shri Umeshbhai Sanghvi, Executive Trustee Shri Apurvabhai Patel Trustee, Shri Anujabhai Pakvasa, Deputy Secretary, Bharatiben Sarvaiya, Smt. Sushma Sharma, Principal, R.N.Shah International School, Principal Dr.Krushna Gandhi & others. The Seventh issue of our College ‘International Journal of Interdisciplinary Knowledge’ was released by President Shri Ashwinbhai Mehta.
* IQAC with Department of Business Law organised seminar on intellectual Property Rights on 13th February, 2020. Advocate Ms. Vidhi Kotak informed about Procedural Aspects of IPR and Dr. Deepa Chitnis, HOD N.M College talked on Legal Aspects of IPR.
* Marathi Vangmay Mandal celebrated Chatrapati Shivaji Maharaj Jayanti and Jagtik Marathibhasha Gaurav Diwas on 17th February, 2020 on occasion of birth anniversary Marathi Kusumagraj V.VA Shirwadkar, Marathi Poet & Author. Teaching and non-teaching staff members participated in the program.

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

 **year 2017-18.**

 The IQAC Coordinator Prof Dharawat informed the members that the IQAC annual report

 for the academic year 2017- 2018 was being finalized and would be ready soon.

 **ITEM NO.4**:- **Discussion about starting new certificate courses.**

 Principal informed that the college is planning to start many new certificate courses in

 different areas for the benefit of the students. While we had planned to start the courses in

 the current academic year, we were unable to enroll the required 30 students for each

 course. Principal informed that the college had planned to start the following courses:

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1. Certificate course in GST +Tally
2. Certificate course in Laws related to women
3. Certificate course in Vedic Maths
4. Certificate course in Mental Health
5. Certificate course in Financial Management (In association with Motilal Ostwal)
6. Certificate course in Youth employability program with Techno serve
7. Certificate course in EVS & Certificate course in Disaster Management
8. Certificate course in Dramatics & Certificate course in Folk dance/Music/instru
9. Certificate course in Banking/Insurance
10. Certificate course in Photography, Short film making or any other
11. Certificate course in Gandhian Studies/Moral values
12. Certificate course in RTI
13. Certificate course in Personal grooming & corporate etiquettes
14. Certificate course in E- Commerce
15. Certificate course in Artificial Intelligence & Certificate course in R Programming
16. Certificate course in Soft Skill

The Management approved that a new certificate course could be started with even 15 -20 students. Principal also informed the members that The University has made it very difficult to get permissions for new programs like M.Com in Accountancy.

Moreover Principal informed that the college is exploring starting of online courses. Prof. Dharawat suggested having some value added courses for the alumni.

 **ITEM NO.5**:- **To consider suggestions from members for the further improvement of the College.**

The members suggested that the attendance procedures of the students should be strengthened and students must get their identity cards at the earliest. The members also pointed out the need of keeping the website updated. Executive Trustee Shri. Apurvabhai Patel said that activity report with photographs could be submitted to Mr Vivek who would be available every Saturday and the concerned teachers can submit the same to him.

A scanned copy of the notices could be mailed to Mr Vivek for uploading and a hard copy would have to be submitted to the Dy. Secretary in the Trust Office. Mr Pankil Parekh the student representative thanked the Management members and the college for sending him and other students to the Student Parliament at New Delhi and for bearing their expenses for the same. He said it was an ‘amazing learning’ experience. Alumni Mr. Viresh Sethi suggested that to improve alumni participation, it was decided to hold an annual meet and to device an effective program to honor high achievers.

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**ITEM NO. 6** :- **Requirements about NAAC e.g. Camera with Geo tag, updated website etc.**

Executive Trustee Shri Apurvabhai suggested that the college should purchase a new camera with internet so that the photographs clicked on it would be automatically geo tagged and could be then uploaded on the website.

**ITEM NO.7:**- **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**