



JNAN VIKAS MANDAL'S (Linguistic Minority)  
Mohanlal Raichand Mehta College of Commerce  
DiwaliMaa College of Science  
Amritlal Raichand Mehta College of Arts  
Dr. R.T. Doshi College of Computer Science  
Plot no.9, Sector -19, Airoli Navi Mumbai

Date: 26<sup>th</sup> April 2021

### Minutes of Meeting of IQAC

The meeting of Internal Quality Assurance Committee (IQAC) of the college was held on 26<sup>th</sup> April 2021 with Chairperson-Principal Dr. Leena Sarkar and all the committee members at 10.30 am on Google Meet Platform. Chairperson- Principal Dr. Leena Sarkar presided over the meeting. The following points were discussed and decisions were taken in the meeting.

- The minutes of the previous meeting were read and confirmed unanimously.
- Principal introduced and welcomed the new members of the IQAC team for the academic year 2021-22. In Criteria III, Dr. Sanjivani Nalkar and in Criteria VII, Mrs. Sindhu Ramani were introduced to the entire IQAC team.
- The following is the updated list of the IQAC members.

Sr. No.	Designation	Name
	Coordinator	Mrs. Harshada Niju
	Co-coordinator	Mr. Sagar Karkhanis
		Members
1	Criteria I	Mrs. Harshada Niju
2		Mrs. Archana Sanap
3	Criteria II	Mrs. Kavita Manoj
4		Mrs. Prema Bardhan
5	Criteria III	Mr. Sagar Karkhanis
6		Dr. Sanjivani Nalkar
7	Criteria IV	Mr. Sanjay Gupta
8		Mrs. Riyu Haldankar
9	Criteria V	Mrs. Yogita Sawant
10		Mrs. Janhavi Kshirsagar
11	Criteria VI	Mr. Mustufa Nullwala
12		Ms. Shakuntala Kulkarni
13	Criteria VII	Ms. Seema Chaudhary
14		Mrs. Sindhu Ramani








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- Department-wise academic calendar was collected from all the H.O.D.'s/In charges by the Academic Calendar In charge and then discussed and approved by the Chair.
- IQAC encouraged faculty members to conduct bridge courses and certificate courses for S.Y. and T.Y. students.
- It was decided that activities to be conducted by DLLE, NSS, WDC and other committees and departments in next academic year.
- To improve quality of education and the institution the IQAC Committee has planned to hold monthly IQAC meetings.

As there were no matters to discuss further, meeting ended with vote of thanks by the Chairperson.

  
Mr. Sagar Karkhanis  
Co-coordinator, IQAC

  
Mrs. Harshada Niju  
Co-ordinator, IQAC

  
Dr. Leena Sarkar  
Principal & Chairperson





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**Date: 14<sup>th</sup> June 2021**

### **Minutes of Meeting of IQAC**

The meeting of Internal Quality Assurance Committee (IQAC) of the college was held on 14<sup>th</sup> June, 2021 with Chairperson-Principal Dr. Leena Sarkar and all the committee members at 11.30 am on Google Meet Platform. Chairperson-Principal Dr. Leena Sarkar presided over the meeting. The following points were discussed and decisions were taken in the meeting.

- The minutes of the previous meeting were read and confirmed unanimously.
- It was decided to form the Uploading Committee for uploading data of all departmental and committee activities.
- It was decided to form the Monitoring Committee to monitor the progress of the activities mentioned in the Academic Calendar.
- Bridge courses, certificate courses and other activities to be conducted as per the academic calendar.
- It was decided to start with the preparation for International Conference by Chemistry Department and National Conference by Research Committee in the month of August.
- It was decided to conduct World Science Day Celebration on 10th November 2021 by Science Department and National Constitution Day on 26th November 2021 by Youth Building Committee.

As there were no matters to discuss further, meeting ended with vote of thanks by the Chairperson.

Mr. Sagar Karkhanis  
Co-coordinator, IQAC

Mrs. Harshada Niju  
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Date: 3<sup>rd</sup> July 2021

### Minutes of Meeting of IQAC

The meeting of Internal Quality Assurance Committee (IQAC) of the college was held on 3<sup>rd</sup> July, 2021 with Chairperson-Principal Dr. Leena Sarkar and all the committee members from 11.00 am on Google Meet Platform. Chairperson- Principal Dr. Leena Sarkar presided over the meeting. The following points were discussed and decisions were taken in the meeting.

- The minutes of the previous meeting were read and confirmed unanimously.
- The following best practices and distinctive practice were decided

Best practices for the year 2021-22:

- Imbibing Traffic Rules and Regulations for Road Safety
- Tips to crack competitive exams

Distinctive practice for the year 2021-22:

- Social responsibility as a way of life

As there were no matters to discuss further, meeting ended with vote of thanks by the Chairperson.

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Date: 2<sup>nd</sup> August 2021

### Minutes of Meeting of IQAC

The meeting of Internal Quality Assurance Committee (IQAC) of the college was held on 2<sup>nd</sup> August 2021 with Chairperson-Principal Dr. Leena Sarkar and all the committee members at 12.00 noon on Google Meet Platform. Chairperson - Principal Dr. Leena Sarkar presided over the meeting. The following points were discussed and decisions were taken in the meeting.

- 1) The minutes of the previous meeting were read and confirmed unanimously.
- 2) Webinars related to financial investments were decided to be conducted by BMS and Commerce Department.
- 3) It was decided to conduct 'Merustambh' online inter-collegiate singing competition on 15<sup>th</sup> August 2021.
- 4) It was decided to celebrate Teachers Day in online mode.
- 5) It was decided to organize Goonj-intercollegiate dance competition in the month of September.

As there were no matters to discuss further, meeting ended with vote of thanks by the Chairperson.

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Date: 4<sup>th</sup> September 2021


### Minutes of Meeting of IQAC


The meeting of Internal Quality Assurance Committee (IQAC) of the college was held on 4<sup>th</sup> September 2021 with Chairperson-Principal Dr. Leena Sarkar and all the committee members at 12.00 noon on Google Meet Platform. Chairperson - Principal Dr. Leena Sarkar presided over the meeting.


The following points were discussed, and decisions were taken in the meeting.

- 1) The minutes of the previous meeting were read and confirmed unanimously.
- 2) It was planned to conduct induction program for first year students after the admissions are over.
- 3) IQAC encouraged all departments to conduct bridge course for F.Y. (UG) and M.Sc. (PG) students.
- 4) International Peace Day celebration and webinar on Anti-Dowry Laws were to be conducted by DLLE in the month of September.
- 5) Students' Council was informed to conduct observance of non-violence week and webinar on relevance of Gandhian Philosophy.

As there were no matters to discuss further, meeting ended with vote of thanks by the Chairperson.

  
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Mrs. Harshada Niju  
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Date: 10<sup>th</sup> October 2021

### Minutes of Meeting of IQAC

IQAC members meeting was held with Chairperson-Principal Dr. Leena Sarkar on 10<sup>th</sup> October 2021 at 12.30 pm on Google Meet platform. The following points were discussed and decisions were taken in the meeting.

- 1) The minutes of the previous meeting were read and confirmed unanimously.
- 2) It was decided to reinstate the code of conduct in the college post pandemic.
- 3) It was decided to conduct Safe rider training session by NSS in the second week of October 2022.
- 4) DLLE to conduct poster making and poetry writing competition on *Ek Bharat Shrestha Bharat* in last week of October 2022.
- 5) It was discussed with examination department to conduct examinations for S.Y. classes as per university guidelines.

As there were no matters to discuss further, meeting ended with vote of thanks by the Chairperson.

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Date: 1<sup>st</sup> November 2021


### Minutes of Meeting of IQAC


IQAC members meeting was held with Chairperson-Principal Dr. Leena Sarkar on 1<sup>st</sup> November 2021 at 12.30 pm on Google Meet platform. The following points were discussed and decisions were taken in the meeting.


- 1) The minutes of the previous meeting were read and confirmed unanimously.
- 2) It was decided that the following events were to be conducted in the month of December in online mode.
  - Udaan-Annual Sports Event to be conducted on 17<sup>th</sup> December 2021.
  - Jashn (Intracollegiate Fest) to be conducted on 18<sup>th</sup> December 2021.
  - Sci-Tech Fest, Panorama and Aarsh-The Media Fest (Intercollegiate Fests) to be conducted on 20<sup>th</sup> & 21<sup>st</sup> December 2021.
  - Conveners and Co-conveners were decided as follows:

Event Name	Convener	Co-convener
Sci-Tech Fest	Dr. Kanika Pahwa	Mr. Ashish Chavan
Panorama	Mr. N.K. Patil	Mr. Onkar Mone
Aarsh- The Media Fest	Mrs. Sindhu Ramani	Mr. Sagar Karkhanis

As there were no matters to discuss further, meeting ended with vote of thanks by the Chairperson.

  
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Date: 2<sup>nd</sup> December 2021

### Minutes of Meeting of IQAC

IQAC members meeting was held with Chairperson-Principal Dr. Leena Sarkar on 2<sup>nd</sup> December 2021 at 12.30 pm in the conference room. The following points were discussed and decisions were taken in the meeting.

- 1) The minutes of the previous meeting were read and confirmed unanimously.
- 2) Webinars were decided to be conducted on National Youth Day by Youth Building Committee on 12th January and on Confidence Building by Counselling Cell on 29<sup>th</sup> January 2022.
- 3) Self-defense demonstration by WDC was finalized to be conducted on 8<sup>th</sup> January 2022.

As there were no matters to discuss further, meeting ended with vote of thanks by the Chairperson.

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Date: 3<sup>rd</sup> January 2022

### Minutes of Meeting of IQAC

The meeting of Internal Quality Assurance Committee (IQAC) of the college was held on 3<sup>rd</sup> January, 2022 with Chairperson-Principal Dr. Leena Sarkar and all the committee members at 11.30 am in the conference room. Chairperson- Principal Dr. Leena Sarkar presided over the meeting. The following points were discussed and decisions were taken in the meeting.

- 1) The minutes of the previous meeting were read and confirmed unanimously.
- 2) It was decided that World Radio Day to be celebrated by Mass Media Department on 12<sup>th</sup> February and National Science Day by Science Department on 28<sup>th</sup> February 2022.
- 3) National webinar on cybercrime investigations was to be conducted by Department of CS/IT.
- 4) It was decided to organize Webinar on Career Prospects in Chemistry.

As there were no matters to discuss further, meeting ended with vote of thanks by the Chairperson.

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Date: 2<sup>nd</sup> February 2022

### Minutes of Meeting of IQAC

IQAC members meeting was held with Chairperson-Principal Dr. Leena Sarkar on 2<sup>nd</sup> February 2022 at 12.30 pm in the conference room. The following points were discussed and decisions were taken in the meeting.

- 1) The minutes of the previous meeting were read and confirmed unanimously.
- 2) Safe rider training session was to be conducted for students by NSS in the last week of March.
- 3) It was decided to organize Photography Competition by Eco Club in the first week of March.
- 4) World Wildlife Day was decided to be celebrated by Science Department on 3rd March 2022.
- 5) It was also decided to celebrate National Security Day on 4th March 2022.

As there were no matters to discuss further, meeting ended with vote of thanks by the Chairperson.

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Date: 2<sup>nd</sup> March 2022

### Minutes of Meeting of IQAC

IQAC members meeting was held with Chairperson-Principal Dr. Leena Sarkar on 2<sup>nd</sup> March 2022 at 12.30 pm in the conference room. The following points were discussed and decisions were taken in the meeting.

- 1) The minutes of the previous meeting were read and confirmed unanimously.
- 2) It was planned to celebrate world IPR Day.
- 3) SEM I and III ATKT exams to be conducted in last week of March 2022.
- 4) It was discussed in the meeting that a webinar on advanced excel should be organized in offline mode for non-teaching staff at the end of April month.

As there were no matters to discuss further, meeting ended with vote of thanks by the Chairperson.

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Date: 5<sup>th</sup> April 2022


### Minutes of Meeting of IQAC


The meeting of Internal Quality Assurance Committee (IQAC) of the college was held on 5<sup>th</sup> April 2022, with Chairperson-Principal Dr. Leena Sarkar and all the committee members at 10.30 am in conference room. Chairperson- Principal Dr. Leena Sarkar presided over the meeting. The following points were discussed and decisions were taken in the meeting.

- The minutes of the previous meeting were read and confirmed unanimously.
- All the Head of the Departments/ Incharges/Coordinators were asked to submit the academic calendar of their respective departments for the next academic year.
- Finalization of committees for new academic year.
- Future plans to be decided for the next academic year.

As there were no matters to discuss further, meeting ended with vote of thanks by the Chairperson.

  
Mr. Sagar Karkhanis  
Co-coordinator, IQAC

  
Mrs. Harshada Niju  
Co-ordinator, IQAC

  
Dr. Leena Sarkar  
Principal & Chairperson

