

**The Minutes of the IQAC meeting held on June 15, 2015 at 11.00 a.m. in the Mini Conference Room. The Principal Dr. (Mrs.) Indu Shahani chaired the meeting.**

Following members were present for the meeting.

1. Principal Dr. (Mrs.) Indu Shahani
2. Dr. Jehangir Bharucha
3. Dr. Madhuri V. Tikam
4. Dr. Amit Nandu
5. Dr. Chandani Bhattacharjee
6. Ms. Geeta Sahu
7. Dr. Rani Tyagi
8. Ms. Simran Kalyani
9. Dr. Navin Punjabi.

The minutes of the previous meeting was read by Ms. Geeta Sahu.

The following matters were discussed:

- The meeting commenced with the announcement of preparation for CPE. The IQAC members were oriented about the CPE Proposal prepared by Dr. (Mrs.) Indu Shahani and Dr. Madhuri Tikam.
- Dr. Shahani also asked the members to give suggestions for utilization of funds to strengthen the infrastructure of the college.
- Dr. Tikam suggested that as the proposal advances a visit to UGC might be necessary as per the UGC instructions for presenting the proposal, so IQAC should prepare a presentation about its future plans for CPE.
- IQAC members were given the task to prepare the presentation before next IQAC meeting.
- Dr. Tikam informed that all teachers who were due for CAS should immediately start preparing their file and a special meeting will be commenced next week. Prof. Acharya, Sydenham College will be invited to orient the teachers on the basis of his availability.

The meeting concluded with an acknowledgement on above suggestions and vote of thanks to the Chair

**The Minutes of the IQAC meeting held on September 9, 2015 at 12.30 p.m. in the Mini Conference Room. The Principal Dr. (Mrs.) Indu Shahani chaired the meeting.**

Following members were present for the meeting.

Principal Dr. (Mrs.) Indu Shahani

Dr. Jehangir Bharucha

Dr. Madhuri V. Tikam

Dr. Pooja Ramchandani

Dr. Chandani Bhattacharjee

Ms. Rita Khatri

Ms. Geeta Sahu

Ms. Rani Tyagi

Ms. Simran Kalyani

Dr. Navin Punjabi

Mr. Yunus Gangat

Ms. Tasneem Razmi

The minutes of the previous meeting was read by Ms. Geeta Sahu.

The following matters were discussed:

- Ms. Rita Khatri and Dr. Navin Punjabi presented the PowerPoint Presentation prepared for CPE Proposal.
- Many suggestions regarding the CPE grant utilization were put forward.
- Dr. Shahani suggested that the college should apply for innovation award for Higher Education Forum (HEF). Dr. Madhuri Tikam was given the task to prepare the report.
- Dr. Shahani announced that she had been working very hard on a surprise for IQAC members, A 10 day FDP would be held on Sydney and Melbourne. She was liaising with Deakin and other university. If this programme doesn't work out another destination will be chosen.
- Dr. Bharucha suggested that exam committee should meet weekly instead of fortnightly at a defined day and time, and if that day is a holiday the next day they should meet at same time.

The meeting concluded with an acknowledgement on above suggestions and vote of thanks to the Chair.

**The Minutes of the IQAC meeting held on December 5, 2015 at 12.30 p.m. in the Mini Conference Room. The Principal Dr. (Mrs.) Indu Shahani chaired the meeting.**

Following members were present for the meeting.

1. Principal Dr. (Mrs.) Indu Shahani
2. Dr. Madhuri V. Tikam
3. Dr. Pooja Ramchandani
4. Dr. Priyamvada Sawant
5. Dr. Madhu Kelkar
6. Dr. Amit Nandu
7. Dr. Paromita Chakrabarti
8. Dr. Chandani Bhattacharjee
9. Ms. Rani Tyagi
10. Ms. Simran Kalyani
11. Dr. Navin Punjabi
12. Mr. Yunus Gangat
13. Dr. Rekha Bahadur (Special Invitee)
14. Dr. Pratibha Jain (Special Invitee)

The minutes of the previous meeting was read by Ms. Rani Tyagi

The following matters were discussed:

- Dr. Rekha Bahadur discussed the Event Planning of XXIII International Economics Convention hosted by H.R. College on December 10-12, 2015. IQAC members offered various suggestions and were assigned duties for the event.
- Dr. Chandani gave presentation on Faculty Enrichment Programme to S P Jain Institute of Global Management, Dubai and Dr. Navin shared the experiences of Faculty Enrichment Programme to Myanmar.
- Dr. Amit Nandu made a suggestion that the examination seating formed should be made more students friendly. The new format prepared by him was accepted by the committee.
- Dr. Shahani invited SIFE students to make a presentation on “Project Jalvrudhi.” Students elaborated their efforts and success of “Project Jalvrudhi” in the academic year 2015-16. All the members praised the students and gave their valuable recommendations to improvise the project.
- Dr. Pratibha Jain - Special Invitee reported that large number of students were attending her counseling sessions and if she can be given bigger cubicle. Dr. Shahani allocated 5 ½ floor room to her on Monday and Wednesday from 8.30 a.m. to 10.30 a.m.

The meeting concluded with an acknowledgement on above suggestions and vote of thanks to the Chair.

**The Minutes of the IQAC meeting held on March 31, 2016 at 12.30 p.m. in the Mini Conference Room. The Principal Dr. (Mrs.) Indu Shahani chaired the meeting.**

Following members were present for the meeting

2. Dr. Jehangir Bharucha
3. Dr. Madhuri V. Tikam
4. Dr. Pooja Ramchandani
5. Dr. Priyamvada Sawant
6. Dr. Madhu Kelkar
7. Dr. Amit Nandu
8. Dr. Rita Khatri
9. Dr. Chandani Bhattacharjee
10. Ms. Geeta Sahu
11. Ms. Rani Tyagi
12. Ms. Simran Kalyani
13. Dr. Navin Punjabi
14. Mr. Yunus Gangat
15. Ms. Tasneem Razmi
16. Ms. Nidhi Thanawala

The minutes of the previous meeting was read by Ms. Geeta Sahu.

The following matters were discussed:

- Preparation of AQAR to be done for which the seven criteria were divided in six teams. The following teams were formed for preparing the AQAR reports
  - Team I - Dr. Amit Nandu & Ms. Simran Kalyani (College at a glance)
  - Team II - Dr. Paromita Chakraborti & Dr. Rita Khatri (Teaching, learning, evaluation)
  - Team III - Ms. Geeta Sahu & Ms. Rani Tyagi (Research & Extension)
  - Team IV - Mr. Yunus & Ms. Tasneem (Infrastructure)
  - Team V - Dr. Navin Punjabi & Ms. Nidhi (Student's support)
  - Team VI - Dr. Priyamvada Sawant & Dr. Chandani Bhattacharjee (Organization & Management)
  - Team VII - Dr. Madhuri Tikam and Dr. Pooja Ramchandani (Best practices)
- Dr. Rita Khatri was congratulated for her Bazaar Festival which has got huge participation by other colleges.
- Ms. Rani suggested that more such festivals should be held by other Departments.

- Dr. Shahani shared her experience about visit to France & London where she visited EDHEC Business School, IESEG School of Management, CASS Business School, Imperial College and King's College London.

The meeting concluded with an acknowledgement on above suggestions and vote of thanks to the Chair.