

**SEVA MANDAL EDUCATION SOCIETY'S**  
**DR. BHANUBEN MAHENDRA NANAVATI COLLEGE OF HOME SCIENCE (Autonomous)**  
338, R.A. Kidwai Road, Matunga, Mumbai – 400019  
NAAC Re-accredited 'A+' Grade with CGPA 3.69 / 4 (3<sup>rd</sup> Cycle)  
UGC Status: College with Potential for Excellence  
BEST COLLEGE AWARD 2016-17: Adjudged by S.N.D.T. Women's University

**Minutes of 1<sup>st</sup> Internal Quality Assurance Cell (IQAC) Meeting held on  
Saturday, 9<sup>th</sup> July 2022 at 10.30 a.m. in hybrid mode**

The following members were present:

**Chairperson:** Head of the Institution Prof. (Dr.) Mala Pandurang (Principal)

**Members from the Management**

- Dr. Shilpa Charankar (Executive Secretary, Seva Mandal Education Society)

**One nominee each from Employers /Industrialists/Stakeholders**

- Dr. Mandar Talvekar (Head - Content Development, Tata Power Skills Development Institute )
- Dr. Nilesh Lele (Proprietor, Exelon Marketing )
- Mr. Sachin Mhatre (Assistant Teacher, Dosibai Jeejeebhoy High School) (Parent)

**Teachers to represent all levels**

- Dr. Kirti Pathak (HOD, Human Development)
- Dr. Vrushali Datar (HOD, Resource Management (Hospitality Management)
- Ms. Sugandha Lad (HOD, Textile Science and Apparel Design)
- Dr. Rupali Sengupta (Coordinator, M.Sc. Clinical Nutrition and Dietetics/PGDSSFN)
- Ms. Manjot Kaur (Assistant Professor, Computer Applications)
- Ms. Mary Saleth (Assistant Professor, Computer Applications)

**Senior Administrative Officers**

- Mr. Shahajahan Khan (Vice-Principal Administration/Controller of Examinations)
- Ms. Vidya Subramanian ( Librarian )
- Ms. Anita Bairisetty (Senior Clerk, Non-teaching Staff)

**IQAC Coordinator:** Ms. Kavita Karapurkar

**Student Representatives:**

- Ms. Sakshi Mhatre (MSc. CND I)
- Ms. Avantika Parab (TYBCA)
- Ms. Khushi Kadam (SYBSc)

**Local Society, Students and Alumni**

- Ms. Smita Shetty – (Business Head, Connell India Pvt. Ltd.) (Alumni)

The following members were given leave of absence:

- Dr. Vijayanti Ranade (Retired -Vice Principal, G.N.Khalsa College)
- Dr. Venkatramani (Joint Secretary, SIES College of Arts, Science & Commerce, Matunga)
- Dr. Jessy Pius - (Head Department Botany / IQAC Coordinator, Ramnarain Ruia College, Matunga, Mumbai)
- Shri Pravin Shah (Chairman, SMES)
- Dr. Bharat Pathak (Hon. Secretary SMES)

- Ms. Vinaya Vaishampayan (Vice-Principal Academics/ HOD, Food Science and Nutrition)
- Ms. Dolly Jain (TYND)
- Ms. Amatullah Ibrahim (SYBCA)

### **Agenda 1: Confirmation of Minutes of 4th IQAC meeting held on 7th May 2022 and Action Taken Report**

The minutes of the 4<sup>th</sup> IQAC meeting of academic year 2022-2023 and Action Taken Report were taken as confirmed.

### **Agenda 2: Matters arising out of the Minutes**

Dr. Mala asked Ms. Kavita to coordinate with the Environment committee for the action plan based on the recommendations of the Green Audit report.

### **Agenda 3: Areas to be focused for the academic year 2022-23**

Ms. Kavita Karapurkar presented two focus areas for the year 2022-23.

#### **a Initiating Peer Mentoring Process**

The following suggestions were given for peer mentoring

- the ratio of mentor to mentee should be 1:10 or 1:20
- Peer mentoring should be need based, so a survey to be conducted for the same.
- For the mentors non-monetary incentives should be given in the form of additional credits

#### **b Strengthening Placements**

Dr. Kirti presented an action plan for strengthening placements as placement data is very important for NIRF and NAAC. BCA and MSc CND department is already working for students placements. Other departments should try to increase the number by 20-25% and should update the student progression data on a regular basis.

Mr. Mandar suggested that we should consider taking the feedback from the companies coming to the institution for campus placements about the lacuna of the students who were not selected. He further suggested that other industries like sales and marketing should also be considered for placements. Mr. Khan replied that the feedback was already being taken and value added and short term courses like Ethical Hacking, Internet of Things have been introduced in the BCA department as a follow up to the feedback on skills required by the industry.

### **Agenda 4: Institutional Preparedness for NEP 2020**

#### **Multidisciplinary/ Interdisciplinary Approach**

Dr. Kirti presented the plan of the college for multidisciplinary/ interdisciplinary approach. She was requested to give the timeline for the same. Dr. Shilpa suggested that there can be collaboration with Law College and Nursing College from the same campus. Also as there are faculty of Psychology, Economics and Sociology in the same campus, it is possible to broaden the aspect of multidisciplinary approach.

### **Skill Development through Vocational Education:**

Ms. Sugandha informed the members about Paramparik Karigar, Folk Artist demonstration of traditional techniques for the students of the Textiles department. This helped students in product development. Ms. Sugandha also mentioned a summer internship program for natural dyes.

### **Value-Based Education:**

Ms. Manjot shared activities of the UGC recognized Gandhian Studies Center, which focuses on value based education of students. Two short term courses, 'Life Skills based on Gandhian Principles' and 'Universal Human Values based on Gandhian Philosophy' are offered by the center as a part of the curriculum. This year the college is planning for collaboration with Gandhi Research Foundation, Jalgaon or Mani Bhavan Gandhi Sanghralaya. Mr. Mandar suggested adding a session on corporate ethics. Ms. Manjot was asked to give the timeline for the activities of this academic year

### **Faculty Training to provide the classroom delivery in Bilingual mode:**

Mr. Khan informed that for vernacular students, viva/ presentations are allowed in other languages like Hindi or Marathi. In future, question papers can be set in bilingual mode as well as the notices will be put up in bilingual mode. Dr. Vrushali suggested the training to be given to the teachers in communicative Marathi.

### **Academic Bank of Credits:**

Ms. Kavita presented about the session organized by the college for awareness about the academic bank of credits. IQAC will explore how to register the college for the same.

### **Agenda 5: Any other matter with the permission of chair**

Ms. Sakshi suggested that the student's council can help the teachers to identify students for creating awareness about the Gandhian Studies Center and English Association.

The meeting closed with thanks to the chair.

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**Minutes of 2nd Internal Quality Assurance Cell (IQAC) Meeting held on  
Friday, 16<sup>th</sup> September 2022 at 2.30 p.m. in hybrid mode**

The following members were present:

**Chairperson:** Head of the Institution Prof. (Dr.) Mala Pandurang (Principal)

**Members from the Management**

- Shri Pravin Shah (Chairman, SMES)
- Dr. Bharat Pathak (Hon. Secretary SMES)

**One nominee each from Local Society, Students and Alumni**

- Dr. Venkatramani (Joint Secretary, SIES College of Arts, Science & Commerce, Matunga)
- Dr. Vijayanti Ranade (Retired -Vice Principal, G.N.Khalsa College)
- Dr. Jessy Pius - (Head Department Botany / IQAC Coordinator, Ramnarain Ruia College, Matunga, Mumbai)

**One nominee each from Employers /Industrialists/Stakeholders**

- Dr. Shilpa Charankar (Executive Secretary, Seva Mandal Education Society)
- Dr. Mandar Talvekar (Head - Content Development, Tata Power Skills Development Institute )
- Dr. Nilesh Lele (Proprietor, Exelon Marketing )
- Mr. Sachin Mhatre (Assistant Teacher, Dosibai Jeejeebhoy High School) (Parent)

**Teachers to represent all levels**

- Dr. Kirti Pathak (HOD, Human Development)
- Ms. Vinaya Vaishampayan (Vice-Principal Academics/ HOD, Food Science and Nutrition)
- Dr. Vrushali Datar (HOD, Resource Management (Hospitality Management)
- Ms. Sugandha Lad (HOD, Textile Science and Apparel Design)
- Dr. Rupali Sengupta (Coordinator, M.Sc. Clinical Nutrition and Dietetics/PGDSSFN)
- Ms. Manjot Kaur (Assistant Professor, Computer Applications)
- Ms. Mary Saleth (Assistant Professor, Computer Applications)

**Senior Administrative Officers**

- Mr. Shahajahan Khan (Vice-Principal Administration/Controller of Examinations)
- Ms. Vidya Subramanian ( Librarian )
- Ms. Anita Bairisetty (Senior Clerk, Non-teaching Staff)

**IQAC Coordinator:** Ms. Kavita Karapurkar

**Student Representatives:**

- Ms. Sakshi Mhatre (MSc. CND I)
- Ms. Avantika Parab (TYBCA)
- Ms. Khushi Kadam (SYBSc)
- Ms. Dolly Jain (TYND)
- Ms. Amatullah Ibrahim (SYBCA)

The following members was given leave of absence:

- Ms. Smita Shetty – (Business Head, Connell India Pvt. Ltd.) (Alumni)

### **Agenda 1: Confirmation of Minutes of 1<sup>st</sup> IQAC meeting held on 9<sup>th</sup> July 2022 and Action Taken Report**

The minutes of the 1<sup>st</sup> IQAC meeting of academic year 2022-2023 and Action Taken Report were taken as confirmed.

### **Agenda 2: Matters arising out of the Minutes**

NIL

### **Agenda 3: Action to be taken report on the recommendations of Academic Audit Report**

Ms. Kavita Karapurkar presented the action- to- be -taken on the recommendations of Academic Audit Report. Dr. Venkatramani recommended using the term ‘appropriate steps will be initiated in future’ instead of saying ‘activity deferred’ in the report. Dr. Mala informed that in the next meeting we will share the action taken report of the academic audit.

### **Agenda 4: Presentation of Best Practices of 2021-22**

1. Dr. Pradnya Ambre, In-charge, Research Capacity Building Center, presented the best practice on ‘Promotion and Enhancement of Research Ethos in staff & students’. Dr. Mala mentioned that the college has a long term plan to establish a Research Center. The college is looking forward to collaborations with other colleges to offer services for revenue generation. She further informed that the main focus of the activities is to build capacity for research as the students do not have the required skills. Dr. Ranade mentioned adding these points in the best practice and showing the progress in the capacity building year by year.
2. Ms. Sonu Mishra, Assistant Professor, department of Clinical Nutrition and Dietetics presented the best practice on ‘Nutrishiksha, empowering women through nutrition’. The team was congratulated for the prize in the category of ‘Best Social Initiative for Women Empowerment" at - Bhavishya Bharat-National Award Festival for Social Work for colleges conducted on 14th September, 2022. Dr. Venkatramani suggested making a small amendment by converting the project into a research based project.

### **Agenda 5: Identified areas for focus viz. AQAR of 2021-2022**

**Ms. Kavita presented the identified areas for focus**

1. Ms. Vinaya informed everyone that revising course outcomes and mapping of course outcomes with program outcomes will be done in the next semester. Prof. Mala shared her concern about the quantification of attainment of program and course outcomes to which Dr. Venkatramani replied that the question papers should have questions related to the program outcomes and the response of the students to those questions will help you to quantify the attainment.
2. Dr. Mala gave the following suggestions:
  - Session by Dr. Mandar on Consultancy and ISO audit to be conducted for staff in the next semester
  - Ms. Vidya to present the footfall for library in the next IQAC meeting

3. Dr. Venkatramani suggested that the college should go for an examination audit. Dr Mandar said that it is covered under ISO.

**Agenda 6: Any other matter with the permission of chair**

1. Mrs. Vinaya informed everyone about the steps taken by the college towards the registration of the students on academic bank of credits.
2. Ms. Sakshi shared that teachers are taking a lot of effort to register students on the Dig locker portal. Also she requested that students should be given orientation on the benefits they will get after the registration.
3. Dr. Rupali thanked Dr. Lele for all the support given for the national seminar organized by MSc Clinical Nutrition and Dietetics.
4. Dr. Venkatramani suggested organising a seminar on the SSR by inviting other IQAC coordinators.
5. Prof Mala thanked Ms. Sugandha for her contribution of 34 years and wished her a happy and healthy retired life on behalf of the college and management.

The meeting closed with thanks to the chair.

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**Minutes of 3rd Internal Quality Assurance Cell (IQAC) Meeting held on  
Wednesday 18<sup>th</sup> January, 2023 in the seminar room**

The following members were present:

**Chairperson:** Head of the Institution Prof. (Dr.) Mala Pandurang (Principal)

**Members from the Management**

- Shri Pravin Shah (Chairman, SMES)
- Dr. Bharat Pathak (Hon. Secretary SMES)

**One nominee each from Local Society, Students and Alumni**

- Dr. Venkatramani (Joint Secretary, SIES College of Arts, Science & Commerce, Matunga)
- Dr. Jessy Pius - (Head Department Botany / IQAC Coordinator, Ramnarain Ruia College, Matunga, Mumbai)

**One nominee each from Employers /Industrialists/Stakeholders**

- Dr. Shilpa Charankar (Executive Secretary, Seva Mandal Education Society)
- Dr. Mandar Talvekar (Head - Content Development, Tata Power Skills Development Institute )
- Dr. Nilesh Lele (Proprietor, Exelon Marketing )
- Mr. Sachin Mhatre (Assistant Teacher, Dosibai Jeejeebhoy High School) (Parent)

**Teachers to represent all levels**

- Ms. Vinaya Vaishampayan (Vice-Principal Academics/ HOD, Food Science and Nutrition)
- Dr. Vrushali Datar (HOD, Resource Management (Hospitality Management)
- Dr Pradnya Ambre (HOD, Textile Science and Apparel Design)
- Dr. Rupali Sengupta (Coordinator, M.Sc. Clinical Nutrition and Dietetics/PGDSSFN)
- Ms. Manjot Kaur (Assistant Professor, Computer Applications)
- Ms. Mary Saleth (Assistant Professor, Computer Applications)

**Senior Administrative Officers**

- Mr. Shahajahan Khan (Vice-Principal Administration/Controller of Examinations)
- Ms. Vidya Subramanian ( Librarian )
- Ms. Anita Bairisetty (Senior Clerk, Non-teaching Staff)

**IQAC Coordinator:** Ms. Kavita Karapurkar

**Student Representatives:**

- Ms. Sakshi Mhatre (MSc. CND I)
- Ms. Amatullah Ibrahim (TYBCA)
- Ms. Raina Panchawani (SYBSc)
- Ms. Khushi Kadam (TYHD)
- Ms. Kainat Siddiqui (SYBCA)

The following members was given leave of absence:

- Dr. Dilip Trivedi ( President Seva Mandal Education Society)
- Dr. Vaijayanti Ranade (Retired -Vice Principal, G.N.Khalsa College)
- Dr. Kirti Pathak (HOD, Human Development)
- Ms. Smita Shetty – (Business Head, Connell India Pvt. Ltd.) (Alumni)

Prof Mala Pandurang, welcomed all the members to the third IQAC meeting for the academic year 2022-2023.

She informed the members that the preparations for the next NAAC accreditation which is due in 2024 are being done in a systematic manner and that Ms Manjot Kaur( Faculty, BCA Dept) has been appointed as the NAAC Coordinator for looking into this process.

She also thanked Mrs. Smita Shetty who is an Alumna and Member of the IQAC for mobilizing funds towards donation of sanitary napkin vending machines to the college for a total amount of Rs. 25,000/-. She also shared that Ms. Smita Shetty has sent her inputs towards the plan or implementation of NEP from June 2023 via email.

**Agenda 1:** Confirmation of Minutes of 2nd IQAC meeting held on Friday, 16th September 2022 and Action Taken Report

The minutes of the 2nd IQAC meeting held on Friday, 16th September 2022 and Action Taken Report were taken as confirmed

**Agenda 2.** Matters arising out of the Minutes

There were not items.

**Agenda 3.** Action taken report on the recommendations of Academic Audit Report

The action taken report of the academic audit was circulated along with the minutes of the 2<sup>nd</sup> IQAC minutes.

The action taken on the academic audit is an ongoing process and the same is updated as per the recommendations ([Annexure one](#))

**Agenda 4.** Action plan of the implementation of structure of Semester I and II of BSc and BCA programs as per NEP 2020

- Mrs Vinaya Vaishampayan, the nodal officer of NEP Implementation Plan, presented the action taken plan. She shared that a monthly update on the compliance has to be sent to the university. She informed that the team has gone thoroughly through the existing syllabus under autonomy. Once it is passed in the Board of Studies and Academic Council the syllabus can be implemented for the 1<sup>st</sup> and 2<sup>nd</sup> semesters in the year 2023-24
- She also presented the NEP Curriculum and credit framework for Undergraduate programs. She informed that the existing courses under autonomy are adopted according to the NEP so the workload of the teachers are not affected
- Mr Shahajahan informed that 90% of the students have Digilockers and ABC [Academic Bank of Credits] Ids. Dr Venkatramani asked the committee to orient the students thoroughly about the ABC

**Agenda 5.** Analysis of proposed benchmarks for autonomous colleges as announced by NAAC on 22nd December 2022

Mrs Manjot presented the proposed benchmarks for autonomous colleges given by NAAC. Discussion in depth was done and it was informed that a letter was sent to the NAAC regarding the clarifications in the draft.

Prof. Mala informed that the AQAR format kept changing throughout 2021-22. She appreciated and complimented the efforts of Mrs Kavita, Mrs Manjot and Mrs Mary to incorporate the constant changes required to be made in the AQAR. She shared that the AQAR report has been uploaded as per the timeline given by NAAC on 28th February 2023.



It was also shared that the benchmarks are unreasonable viz. colleges and mainly for university activities. The college will strive to meet these benchmarks but it will be a very difficult task.

**Agenda 6: Any other matter with the permission of the Chair.**

Mr Sachin Mhatre (Parent and IQAC member) was felicitated by Shri Pravinbhai, Chairman, SMES Management for receiving the Best Teacher award from the Govt of Maharashtra. Mr. Mhatre gave a brief about contributing towards the guidance of the students through ABP Maza, Loksatta, Marathi newspaper and being recipient of several best teacher awards.

Dr Bharatbhai shared that the UNNATI Skill Enhancement initiative of SMES, in collaboration with Rotary Club of Queen’s Necklace, Mumbai, will be launched on 24<sup>th</sup> January 2023 and he invited all the members for the program. The Scheme which is funded by a grant of Rs 1.35 crores aims at skilling students parallel to their UG or PG programs in the four conducted colleges of SMES. It will provide focused training in order to create greater opportunities for students in the industry. Dr. BMN will be offering skill based training in IT and Beauty Culture related courses.

**Annexure 1:**

**Action Taken Report on the recommendations given by Academic Audit Team**

<b>Recommendations</b>	<b>Action To Be Taken</b>	<b>Action Taken Report</b>
The college can further encourage research participation of students (under mentorship of teachers) in the University and State level Avishkar Research Convention.	At UG level, Advanced learners from each department will be identified and mentored to take part in research / ideation competitions. AT UG level the support is in terms of mentoring by subject experts and will be also initiated by UGC Stride Research Capacity Building Centre.	2 advanced learners from TYTSAD are identified and mentored by department teachers to take part in Research Competition to be held at Indore. 2 students from TY Resource Management (Hospitality Management) were trained and guided to present their research work on “The Push and Pull Motivating Factors to Visit Kolhapur” at the two day National Seminar sponsored by ICSSR with a theme of Pilgrimage Tourism in Kaveri Delta Region in the Department of Tourism and Hospitality Management, Central University of Tamil Nadu, Thiruvarur and are working for publishing the paper.  Two teams from ND (2 students each) will participate in the URJITA research competition organised by Smt. P. N. Doshi College, Ghatkopar in February 2023.

<p>Staff and students can be supported and encouraged to publish in UGC Care journals. Staff can solicit research grants.</p>	<p>Faculty members who submitted their Minor Research Project (4 teams) will be mentored to publish their research papers in UGC Care journals in this academic year.</p> <p>In addition to the UGC care journal publications the department of Food Science and Nutrition is in process of developing patient information and knowledge booklets for various diseases. This year the department shall release 5 such booklets.</p> <p>TSAD Department plans to publish a Journal used by FYBSc students in Semester 2- Introduction to Textiles and Fashion</p> <p>UGC Stride Research capacity building Centre plans to publish students' projects done by them during level 1, 2 and 3 courses offered by the Centre. The projects are done under the mentoring of experts.</p>	<p>4 faculty teams have submitted their Minor research projects, faculty are being mentored for publication of papers.</p> <p>Research Capacity Building Centre is in the process of publishing its peer reviewed Interdisciplinary journal IDEAS with ISSN number (13th Issue). Centre has received more than 20 papers from students and faculty which have been put through a strict anti-plagiarism check.</p> <p>The department has begun the final editing of 4 patient counselling specific disease brochures and will be ready by the end of January 2023.</p> <p>Manuals on 'Mathematics1: Discrete Structures and Graph Theory' and 'Advanced C' have been prepared by the Department of Computer Applications</p> <p>TSAD department is working on the content of FYBSc manual on Introduction to Textiles and Fashion ready by April 2023</p> <p>Students' projects from Stride RCBC Level 3 course have been identified, checked for plagiarism and will be published by February 2023.</p>
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<p>The college can explore more Collaborations and linkages for market connected UG and PG programs of Tourism and Hospitality Management.</p>	<p>4 MSc RM (THM) students completed their 2 months internship at MTDC.</p>	<p>Students completed their internship successfully and are now placed in Thomas Cook, Intern in HR Department, Seven Sky Holidays, Jr. Tour Consultant.</p>
<p>Support of Alumni working in industry / having entrepreneurial ventures / social media influencers for enhancement of self-belief and career aspirations in the students can be used.</p>	<p>MscCND &amp; PGDSSFN Alumna from 2017-2022 will be organising an event during National Nutrition Month in September 2022</p> <p>TSAD Department has already identified Alumna who is a social media influencer (Ms Tejashree - from TSAD Batch 2018-19)</p> <p>The Nutrition department plans to conduct a career counselling session by inviting the alumni who are placed in different fields associated with Nutrition (dietitians, nutrition consultants and entrepreneurs, public health nutritionists and sports nutritionists) in January 2023.</p> <p>BCA department is planning to organise an online international seminar led by alumni in February 2023.</p>	<p>60 Alumnae from the batch of 2017-2022 participated in Alumni meet organised by MScCND &amp; PGDSSFN on 8th October 2022. Registration amount of Rs 25000/- was collected for the event. 7 distinguished alumnae were felicitated who had supported the freeship fund during the pandemic.</p> <p>Ms Tejashree Naik , Alumna TSDA Dept 2018-19 batch was invited to speak to SYBSc students for Orientation of MAJOR Selection Process on 19th Nov 2022</p> <p>Alumni are being contacted for the same. The date for the meet is 25<sup>th</sup> February 2023.</p> <p>Smt. K. G. Shah Department of Computer Applications has organised international alumna led seminar on 'Career Options in Salesforce CRM by Ms. Mitali Telang (2007-08), Senior Technical Architect, Salesforce, Australia and 'Digital Marketing :: Creating your Personal Brand/ Advertising your business' by Ms. Manjeet Kaur (2007-08), Digital Project Manager, Mediabrand, Canada on 7th December 2022. 211 students and alumnae attended the same.</p>

<p>The college on need-based analysis may think of extending a Post Graduate Diploma in Sports Science Fitness and Nutrition to a postgraduate degree programme as it may enhance placement opportunities for students.</p>	<p>Need base Analysis feedback form will be circulated amongst BSc FSN, ND, MScCND &amp; PGDSSFN students. It will also be circulated in other colleges with science background.</p>	<p>Form for Need based analysis drafted and will be circulated from 3rd week of January 2023</p>
<p>Product development activities of students can be encouraged further by tie-ups with the industry and/or alumni mentors for launching products.</p>	<p>AFSTI Team will be invited in October 2022 for promoting &amp; advising on packaging of Food Products developed by MSc CND final year students</p> <p>Students at Undergraduate level from Food Science and Nutrition (TYBSc) will be given required know-how on new product development and packaging for which the department will be inviting experts from Cloud kitchens and Indian Institute of Packaging (IIP).</p>	<p>Mr Irmia Katamgari, Assistant Director, FSSAI has been invited on 9th January 2023 to deliver a lecture on “Basics in Food Packaging”. The speaker was recommended by Ms. Subhaprada Nishtala, AFSTI Mumbai President</p> <p>One introductory session has been held in the last semester.( on 28.07.2022 - Industrial Insights in Food science and product development- Mr. Lucky Sharma, QA &amp; Production Manager, Hunger Pangs Pvt. Ltd. ,Burma Burma Kitchen was invited). We intend to conduct more sessions this semester. Sessions will be in January and February as at present students have gone for internships.</p>
<p>Committees such as the Cultural Committee can encourage students to take part in (more) inter-collegiate cultural activities.</p>	<p>College level competitions were conducted and then selected students were given professional training for theatre, dance and music events. These students are registered to participate in Yuva Mahotsav and other higher level events.</p>	<p>24 students participated at the SNTDWU Yuva Mahotsav Intercollegiate competition at SNTD Pune on 30<sup>th</sup> September and 1<sup>st</sup> October 2022.</p> <p>Prizes won:</p> <p>Ms. Akshata Kadam (TYTSAD) 2<sup>nd</sup> prize in Rangoli</p> <p>Ms. Jassica More (FYBCA) - prize in Essay Writing (Marathi) Group Song (Western) Consolation prize</p> <p>Skit- First Prize</p> <p>Mime - Second Prize</p> <p>Mimicry - Consolation Prize</p> <p>One Act Play - Consolation Prize</p> <p>Street Play - Consolation Prize</p>

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**Minutes of the 4th Internal Quality Assurance Cell (IQAC) meeting for the academic year 2022-23 held on Monday, 10th April 2023 at 2:00 p.m. in the Conference room**

The following members were present:

**Chairperson:** Head of the Institution Prof. (Dr.) Mala Pandurang (Principal)

**Members from the Management**

- Shri Pravin Shah (Chairman, SMES)

**One nominee each from Local Society, Students and Alumni**

- Dr. Venkatramani (Joint Secretary, SIES College of Arts, Science & Commerce, Matunga)
- Dr. Jessy Pius - (Head Department Botany / IQAC Coordinator, Ramnarain Ruia College, Matunga, Mumbai)
- Dr. Vaijayanti Ranade (Retired -Vice Principal, G.N.Khalsa College)

**One nominee each from Employers /Industrialists/Stakeholders**

- Dr. Shilpa Charankar (Executive Secretary, Seva Mandal Education Society)
- Dr. Mandar Talvekar (Head - Content Development, Tata Power Skills Development Institute )
- Dr. Nilesh Lele (Proprietor, Exelon Marketing )
- Mr. Sachin Mhatre (Assistant Teacher, Dosibai Jeejeebhoy High School) (Parent)

**Teachers to represent all levels**

- Ms. Vinaya Vaishampayan (Vice-Principal Academics/ HOD, Food Science and Nutrition)
- Dr. Vrushali Datar (HOD, Resource Management (Hospitality Management)
- Dr Pradnya Ambre (HOD, Textile Science and Apparel Design)
- Dr. Rupali Sengupta (Coordinator, M.Sc. Clinical Nutrition and Dietetics/PGDSSFN)
- Ms. Manjot Kaur (NAAC Coordinator/Assistant Professor, Computer Applications)
- Ms. Mary Saleth (Assistant Professor, Computer Applications)

**Senior Administrative Officers**

- Mr. Shahajahan Khan (Vice-Principal Administration/Controller of Examinations)
- Ms. Vidya Subramanian ( Librarian )
- Ms. Anita Bairisetty (Senior Clerk, Non-teaching Staff)

**IQAC Coordinator:** Ms. Kavita Karapurkar

**Student Representatives:**

- Ms. Sakshi Mhatre (MSc. CND II)
- Ms. Khushi Kadam (SYBSc)
- Ms. Dolly Jain (TYND)
- Ms. Kainat Siddiqui (SYBCA)

**Special Invitees:**

- Ms. Neetu Singhi (Assistant Professor, Computer Applications)
- Ms. Milina Pereira (Assistant Professor, Computer Applications)
- Ms. Sonu Mishra (Assistant Professor, M.Sc. Clinical Nutrition and Dietetics/PGDSSFN)

The following members regretted their inability to attend the meeting and the leave of absence was granted to them by the House:

- Dr. Dilip Trivedi (President - Seva Mandal Education Society)
- Dr. Bharat Pathak (Hon. Secretary SMES)
- Ms. Smita Shetty (Business Head, Connell India Pvt. Ltd.) (Alumni)
- Ms. Amatullah Ibrahim (TYBCA)

Prof Mala Pandurang, welcomed all the members to the fourth IQAC meeting for the academic year 2022- 2023.

**Agenda 1: Confirmation of Minutes of 3rd IQAC meeting held on Wednesday, 18th January 2023 and Action Taken Report**

The minutes of the 3<sup>rd</sup> IQAC meeting held on Wednesday, 18<sup>th</sup> January 2023 and the Action Taken Report were taken as confirmed by all members.

**Agenda 2. Matters arising out of the Minutes**

There were no items.

**Agenda 3. Strategies of Placement Committee to enhance placements in the academic year 2022-23**

1. Ms. Neetu Singhi (Placement In-Charge, Computer Applications) and Dr. Rupali Sengupta presented the different strategies adopted by the Placement committee to improve student placements both at the Undergraduate & Postgraduate levels highlighting the positive outcome.
2. Dr. Vaijayanti Ranade recommended having a clear quantification of student data for the MSc department in terms of students placed, students doing internships, and students pursuing higher education, such as a PhD.
3. Prof. Mala Pandurang invited the other Department Coordinators/HODs to present their Placement data and put forth their queries about the challenges involved in student placements.
4. Dr. Harsha Chopra said that most of the students from Department of Nutrition & Dietetics are interested in pursuing higher studies as they feel they lack the necessary knowledge & skills to get employment in the field after graduation. Dr. Vinaya Vaishampayan further pointed out that some hospitals don't provide students with stipends for their training and

- internships but rather demand payment from them.
5. Dr. Pradnya Ambre informed that under the 'Earn while you learn' scheme introduced for students, product development initiatives, product exhibitions and even product orders are carried out by the students.
  6. Shri. Pravin Shah proposed making internships mandatory from Second year instead of third year in order to make the courses more engaging for the students and to expose them to the working environment of the industry earlier.

#### **Agenda 4. Presentation of best practice of freeship committee on 'Enabling Women Empowerment through Financial Assistance'**

The freeship committee headed by Mr. Shahajahan Khan & team members Ms. Manjot Kaur, Ms. Milina Pereira & Ms. Sonu Mishra made a presentation of their project on "Enabling Women Empowerment through Financial Assistance" which bagged the second runner-up prize at the Best Educational Quality Enhancing Teams (BEQET) Awards organized by the National Centre for Quality Management (NCQM). The board members complimented the team for their efforts and expressed their appreciation for the project.

#### **Agenda 5. Update of plan of action for National Education Policy (NEP)**

Prof. Mala Pandurang informed that all departments have worked on the preliminary plan for implementing the National Education Policy 2020. The institution will begin running two concurrent programmes in the academic year 2023–2024, with the first year falling under the NEP and the next two years (SY and TY) under autonomy. She further expressed her concern about the classification of major and minor disciplines as well as the clarity of the number of students in each batch. Dr. Jessy Pius responded by stating that the decision about batch size was up to the individual departments. Mrs. Vinaya Vaishampayan said that additional guidelines regarding the title of the programs offered under NEP and also the Entry & Exit points are awaited.

#### **Agenda 6: Any other matter with the permission of the Chair**

1. Shri. Pravin Shah invited & encouraged the students to share their suggestions/feedback and participate in the meeting.
2. For PG students, Ms. Sakshi Mhatre (MSc. CND II) proposed conducting mock interviews to aid in student placements. Ms. Kainat Siddiqui (SYBCA) thanked the college and staff for their support of the 'Earn While You Learn programme' and shared her experience of conducting coding classes. Ms. Dolly Jain (TYND) also acknowledged the 'Earn while you learn scheme' started by the college. It helped them gain exposure to the market and consumer interaction. Ms. Khushi Kadam (TYHD) shared about creation & display of products for children and elderly people. She also mentioned how studying entrepreneurship has aided them in discovering new prospects.
3. Dr. Shilpa Charankar enquired whether all departments held the industry-related guest lectures covering 5% of the curriculum. Prof. Mala Pandurang replied that the same is being done and many prominent alumni from the industry are called to interact with the students.
4. Prof. Mala Pandurang thanked all the members for their presence and valuable suggestions in the meeting. The meeting then terminated with the vote of thanks to the chair.