

Sadhana Education Society's
L. S. Raheja College of Arts and Commerce (Autonomous)
Relief Road, Santacruz (West), Mumbai 400 054.

MINUTES OF THE IQAC MEETING HELD ON 11th APRIL 2025

The meeting of the IQAC for the academic year 2024-25 was held on Friday, 11th April 2025 at 10.30 a.m.

The following members were present in the meeting

Participants

Members Present

1. Dr. Debajit N. Sarkar
2. Dr. Moushumi Dutta
3. Dr. Parita Desai
4. Dr. Samya Shinde
5. CA Hrishikesh Wandrekar
6. Dr. Seema Ukidve
7. Dr. Preeti Vaswani
8. Dr. Laila Patel
9. Ms. Samiksha Jadhav
10. Ms. Pooja Yadav
11. Dr. Rahul Dandekar
12. Dr. Vaishali Pandey
13. Ms. Divya Kanchan
14. Ms. Prajakta Joshi
15. Ms. Shamali Colaco
16. Ms. Rupal Kore
17. Ms. Neha Dalal

Members with Leave of Absence

1. Dr. Rajendra Shinde
2. Dr. Smita Shukla
3. Mr. Vijay Parmar
4. Dr. M.Z. Farooqui
5. Mr. Prerak Shiddhpura
6. Mr. Narendra Chunavat
7. Ms. Roshni Tiwari

The IQAC Coordinator welcomed all the members of the IQAC.

ITEM 1: *To read, accept and adopt the minutes of the last IQAC Committee meeting held on 14th September 2024.*

The minutes of the previous IQAC meeting dated 14th September, 2024 were accepted and adopted by the members of the IQAC.

ITEM 2: *To review the action taken report of the previous meeting.*

Dr. Parita presented the Action taken report of the previous meeting dated 14th September, 2024 for review by and for information to the members of the IQAC. Following details were presented:

- i. The Item 3 of agenda of previous meeting was regarding conduct of remedial lectures wherein it was suggested to develop a mechanism for ascertaining the outcome of the remedial lectures. Therefore, Students' performance assessment before and after the remedial lectures was carried out for showing 31% improvement in the results of First year students and 49% improvement in the results of second year students. Dr. Debajit Sarkar inquired regarding the method for calculation of the said percentages. Dr. Parita explained the mechanism of Programme wise average of students who have attended the lectures and passed in ATKT exams after remedial lectures. Dr. Debajit Sarkar also questioned if remedial lectures are conducted for all subjects. It was clarified that remedial lectures are conducted for subjects for which students may have applied via google form and also for those students who approach the facilities individually.
- ii. The Item 6 of agenda of previous meeting was to discuss the implementation of NEP 2020 for 1st year of Autonomy. Dr. Samya Shinde informed the members that we have successfully implemented the first year programme in alignment with objectives of NEP, 2020. For the second year courses of all programme, approvals have been sought from concerned BOS and also approved by the Academic Council. In June, the course structures for 3rd year will be finalised so as to start working on syllabi drafts for 3rd year courses to be presented before BOS and Academic Council by September 2025.
- iii. The Item 7 of agenda of previous meeting was regarding Career Advancement Scheme (CAS) of following faculty members.

Name of the Faculty	Academic Level
Dr. Laila Patel	AL 12 TO AL 13A
Dr. Preeti Vaswani	AL 12 TO AL 13A
Ms. Samiksha Jadhav	AL 11 TO AL 12

The Files of the concerned faculties have been verified and office has sent letter to the university for experts. The screening and evaluation committee meeting will be conducted in due course.

- iv. Ms. Neha Dalal presented a review of the M.A. in Psychology with Clinical Specialisation, a new program launched in 2024-25, detailing its structure, including Coordinator Mr. Akshat Mehta, student enrollment, course nomenclature, teaching faculty, and assessment timelines for internal and semester-end examinations. An advisory

committee provided recommendations on hospital tie-ups, dissertation guides, workshop topics, innovative curriculum inputs, and psychological tests. The department conducted workshops on Art Therapy (Ms. Prarthna Agarwal), Clinical Registrations (Dr. Desousa and Dr. Pandey), and Suicide Prevention (with Sisters Living Works), alongside World Mental Health Day awareness drives. An Add-On Course on Listening Skills in Counselling, facilitated by Dr. Chitra Munshi, was offered, with Dr. Debajit Sarkar inquiring about student feedback, which is to be shared with IQAC. On-the-Job Training (OJT) in Semester II was arranged with institutions like Reflect Within, Raah Clinic, and others, with Mr. Akshat Mehta monitoring student performance. Planned guest lectures include Mental Status Exam & Intake (June) and Choosing Therapy Schools (July), led by experts like Dr. Alure, Dr. Desousa, and Dr. Lodha. The department aims to finalize hospital internship collaborations for M.A. Part II students, while M.A. Part I students plan to host a National Conference in August 2025.

Following list of hospitals for Internship Tie-ups was presented by Ms. Neha.

- Lokmanya Tilak Municipal Medical College
- Seth GS Medical College
- KEM Hospital Mumbai
- Grant Government Medical College
- RN Cooper Hospital
- GT Hospital

Dr. Parita suggested that the students of other colleges offering Psychology course must be invited for workshops and guest lectures for better outreach and marketing of our post graduate programme.

Dr. Parita suggested that there has to be some mechanism for plagiarism check for Dissertation. Dr. Debajit Sarkar suggested to constitute an Ethics Review committee for Research and Dissertation related aspects and students must be informed regarding the policies and mechanisms in advance.

7. As per Item 9 of agenda of the previous meeting, Dr. Parita informed that the AQAR 23-24 was successfully submitted on 31st December 2024 and accepted by NAAC on 6th January 2025. Similarly NIRF, 2024 was submitted on 8th January 2025.

7. Dr. Parita stated that Dr. Debajit Sarkar had provided strategic guidance to encourage the integration of Sustainable Development Goals (SDGs) across departmental activities. Following which, the college strategically mapped over 7 SDGs with 130+ targeted programs, predominantly focusing on the following:

- Quality Education (SDG 4)
- Health and well-being initiatives (SDG 3)
- Economic empowerment programs (SDG 8)
- Gender equality (SDG 5)
- Innovation and infrastructure development (SDG 9)
- Civic awareness and institutional strength (SDG 16)
- Collaborative partnerships (SDG 17)

ITEM 3: *To discuss the status of Program Grid and structure for the 2nd year of NEP 2020 implementation.*

Dr. Samya presented the NEP structures of UG and PG programmes. Dr. Samya informed the members that for the second year courses of all programmes, approvals have been sought from concerned BOS and also approved by the Academic Council. In July, the course structures for 3rd year will be finalized so as to start working on syllabus drafts for 3rd year courses to be presented before BOS and Academic Council by September 2025. Dr. Samya informed the coordinators if there are any subsequent changes in the nomenclature, they must send the changes via email to the NEP Nodal Officer to incorporate the changes.

ITEM 4: *To re-constitute the college committees for the next academic year.*

Dr. Parita proposed to re-constitute the NAAC steering committee as per new NAAC criteria so that the committees can work from June as per the assigned criteria and collect required data for AQAR as well. Dr. Debajit Sarkar suggested to write a new letter, as early as possible, to NAAC authorities, requesting the benefit of grace period and to allow next cycle of NAAC to begin from 2024-25 as the Autonomy status was granted from the year 2024-25.

ITEM 5: *To discuss about initiatives of Board of Examination and Evaluation under 1st year of NEP 2020.*

The following major initiatives by the Board of Examination and Evaluation were presented by Dr. Seema Ukidve for the information of other members of IQAC:

- i. The Board of Examination and Evaluation (BEE) has introduced double examiner system in evaluation process of PG Examination (MA and MCOM).
- ii. To the benefit of the students, the Board of Examination and Evaluation (BEE) has introduced additional higher-grade grace to convert the B+ grade to A.
- iii. Moderation rules
- iv. Passing norms changed to only 2 ATKT in a year to be promoted to next year.
- v. The result declaration target is set within 21 days after the end of examination.

ITEM 6: *To present the quality initiatives taken by IQAC and achievements in academics, sports and co-curricular activities.*

- Dr. Samya presented on Quality Initiatives undertaken by each department of the college. Dr. Samya highlighted that all departments have structured their initiatives around three core quality areas:
 - i. Academic Excellence-
 - ii. Holistic development –
 - iii. Career readiness
- Dr. Debajit Sarkar proposed that each department submit a list of Distinguished Speakers, Senior Teachers, or Industry Experts as Guest Speakers for the next academic year, including approximate remuneration, for IQAC review and approval. Departments can then invite approved speakers for guest lectures. To improve academic performance.

- Dr. Parita presented the Progressive Learning Ability Test (PLAT) results for First-Year students, discussed with IQAC, though no decision was made on publishing results.
- Dr. Vaishali noted that IQAC provided guidelines and examples for activities targeting performance enhancement for Advanced Learners and improvement for Slow Learners. Third-year students have undergone these activities, with reports submitted to IQAC.
- Dr. Debajit announced that, only First-Year students will take the PLAT.
- Dr. Parita presented the list of Add-on/ Skill based courses offered to students of First year students under NEP.
- Dr. Parita presented the enrolment statistics and list of mentors for SWAYAM and NPTEL courses during 2024-25.

She also mentioned achievements of the members of the staff:

- i. NPTEL Discipline Star – Shruti Samant
- ii. Silver Medal in Infrastructure Economics – Dipti Dhanda

- Under Research Quality Initiatives, Dr. Parita informed the college's subscription to Drillbit Pro Anti-Plagiarism software. The demonstration was conducted on 17th October, 2024. Login credentials are provided to all HODs and Program coordinators.
- Dr. Parita informed that Raja Rammohun Roy National Agency for ISBN has granted permission for 5 books to be published in upcoming year.
- Dr. Rahul Dandekar presented on School Connect Abhiyan 2.0. A workshop on 'Guide to NEP, 2020' was conducted by Dr. Sheetal Zalte. A total of 560 students and 292 parents attended the event.
- Malti Jayant Dalal Library hosted activities under the initiative of Vachan Sankalp Maharashtra from 1st January, 2025 to 15th January, 2025. Main activities conducted were:
 - Book exhibitions of various discipline.
 - Book Review and Narration Competition
 - workshop on 'Unlocking the Power of Reading
 - "Meet your Author"
 - An open air group reading activity

Dr. Vaishali Pandya presented on the activities conducted by Departments in Association with IQAC from October 2024 till date.

Dr. Preeti Vaswani presented major achievements from October 2024 till date.

ITEM 7: *To discuss the new academic programs to be introduced from the academic year 2025-26.*

Dr. Parita Desai mentioned that the college has proposed to start 5 new programmes.

- Bachelor of Management studies AICTE
- Bachelor of Business Administration AICTE
- B.COM Cost and Management Accounting
- B.Com Digital Business
- Bsc. Data Science

The programmes will be proposed to Governing Body and started subject to the approval from Governing body.

ITEM 8: Any other business with the permission of the Chair

- Dr. Parita Desai mentioned that we need to work on improvement of academic quality and students' academic performance. We need to chalk out a systematic plan of action for performance improvement and enhancement for students to score better and pass.
- Dr. Debajit Sarkar mentioned that we must develop a strategy for increasing students' attendance.
- Students must be oriented and mentored on responsible use of college amenities.

As there was no other matter to discuss, the meeting was terminated with vote of thanks to the chair.

PmDesai

Dr.Parita Desai
IQAC Convener

S Sarkar

Dr.Debajit Sarkar
Principal