

Mumbai Pradesh Arya Vidya Sabha's GURUKUL COLLEGE OF COMMERCE

(NAAC Accredited B Grade)
Affiliated to the University of Mumbai
Tilak Road, Ghatkopar East, Mumbai-400077

Ref No: GCC/IQAC/48/2020-21

15th December 2020

NOTICE AND AGENDA OF IQAC MEETING

A meeting of the IQAC is scheduled to be held on Wednesday, 23rd December 2020 at 10.30 a.m. in the IQAC of our college (2nd Floor). We request you to kindly make it convenient to attend the same. The agenda is as under:

1. To read and confirm the minutes of the previous meeting
2. To review ATR of the previous meeting
3. To present Annual Report of 2019-20
4. To inform about extension of date of AQAR 2019-20
5. To discuss about further initiatives and invite suggestions for the forthcoming semester considering the covid situation.
6. To prepare standard operating Procedure and policies regarding various aspects related to NAAC.
7. Any other matter


IQAC Co-ordinator


Chairperson (Principal)



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MINUTES OF MEETING HELD ON 23rd December 2020

A meeting of the IQAC was held on 23rd December 2020 at 10.30 a.m. in the IQAC room of our college. The following members were present:

1. Shri Aditya Pratapsinhji
2. Prof. K Venkataramani
3. Rajprakash Kamdar
4. Mr. Bipin Patel
5. Mr. Rupesh Nagda – Employer
6. Ms. Janhavi Rao
7. Dr. Hemal Vora
8. Dr. Priti Ghag- Co-ordinator (Acc and Fin., Bank. and Ins.)
9. Mr. Sagar Salgaonkar-Librarian
10. Mrs. Minal Vanjare-Senior Clerk
11. Ms. Bhoomi Patel
12. Rohit Shukla (Alumni Member)
13. Mr. Shashank Jain (PTA member)
14. Dr. Asif Baig – Head, Department of Accountancy
15. Dr. Nandita Roy-Principal

Leave of absence was granted to the members who were unable to attend the meeting.

Agenda 1: The minutes of the previous meeting was read and confirmed by all the members present.

Agenda 2: The ATR of the previous meeting was reviewed and the progress of the same was informed to all the members present.

Agenda 3: Principal Dr Nandita Roy and Dr Asif Baig presented the Annual Report for the academic year 2019-20. It included all the aspects related to academic, Administration as well as other activities conducted by the college. The detailed report has been duly signed and attached for future records.

Agenda 4: Vice-Principal Ms. Janhavi Rao briefed about the activities conducted online during covid as well as in the first half of the academic year 2020-21. Details have been attached and filed for record.



Agenda 5: Dr Asif Baig informed that the date for submission of AQAR for Academic Year 2019-20 has been extended and the last date is 31st May 2021. The preparation of AQAR is under progress and will be presented for suggestions in the next meeting

Agenda 6: The following suggestions were discussed and to be presented in the CDC for approval

- a. Budgetary provisions for Extra Curricular activities as well as Departmental activities
- b. Each department and statutory committees to conduct minimum one expert session for students and nominal remuneration be paid to the experts conducting after discussion and approval from CDC
- c. IQAC to conduct two programmes one each for the Teaching and Non-Teaching staff. Prof Venkataramani suggested that, a session on Programme Outcomes be conducted for the IQAC co-ordinators of various colleges.
- d. International Seminar/Conference/Workshop to be held on any relevant topic
- e. Career Advancement Scheme for eligible faculty members was suggested by Prof. Venkataramani.
- f. IQAC head, Dr. Asig Baig suggested that our annual student Research Journal shodh Sagar be published with ISBN number No. to enhance research culture amongst the students and the Research Cell to take the initiative for the same.
- g. Prof. K Venkataramani suggested that documents to be processed for PG Recognition of eligible faculty members.

Agenda 7: Prof. K Venkataramani informed the IQAC team to prepare standard operating Procedures related to admission, attendance, Maintenance of Infrastructure, Staff etc. He also informed the IQAC to look into other college websites and study the NAAC manual for the requirements and preparation of the same.

Agenda 8: Principal Dr Nandita Roy informed that extension of tenure for the post of Principal has been processed and the response is awaited for the same. Ms. Swarna Hundekar to be incorporated as student representative in the IQAC. It was also informed that an advertisement has to be placed in the newspaper for the vacant posts and the same to be approved by the CDC.

As there were no other matters, the meeting ended successfully.


IQAC Co-ordinator




Chairperson (Principal)

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Action Taken Report – December 2020

Sr No	Suggestion	Action Taken Report
1.	Budgetary provisions for Extra Curricular activities as well as Departmental activities to be made.	Implemented
2.	Each department and statutory committees to conduct minimum one expert session	Implemented
3.	Two programmes to be conducted by IQAC one each for the Teaching and Non-Teaching staff	Implemented
4.	International Seminar/Conference/Workshop to be held on any relevant topic	Implemented
5.	Career Advancement Scheme for eligible faculty members	Implemented
6.	Student Journal with ISBN number be published to enhance research culture	Implemented
7.	Documents to be processed for PG Recognition of eligible faculty members.	Implemented
8.	Standard Operating Procedures	Under process


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Ref No: GCC/IQAC/116/2020-21

5th February 2021

NOTICE AND AGENDA OF IQAC MEETING

A meeting of the IQAC is scheduled to be held on, 11th February 2021 at 10.30 a.m. in the IQAC of our college (2nd Floor). We request you to kindly make it convenient to attend the same. The agenda is as under:

1. To read and confirm the minutes of the previous meeting
2. To review ATR of the previous meeting
3. To discuss about AQAR 2019-20
4. Any other matter


IQAC Co-ordinator




Chairperson (Principal)

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MINUTES OF MEETING HELD ON 11th February 2021

A meeting of the IQAC was held on 11th February 2021 at 10.30 a.m. in the IQAC room of our college. The following members were present:

1. Shri Aditya Pratapsinhji
2. Prof. K Venkataramani
3. Mr. Rajprakash Kamdar
4. Mr. Bipin Patel
5. Ms. Janhavi Rao
6. Dr. Hemal Vora
7. Dr. Priti Ghag
8. Mr. Sagar Salgaonkar
9. Mrs. Minal Vanjare
10. Dr. Asif Baig
11. Dr. Nandita Roy
12. Ms Swarna Hundekar

Agenda 1: The minutes of the previous meeting held on 23rd December 2020 was read and confirmed by all the members present.

Agenda 2: The ATR of the previous meeting was reviewed and the progress of the same was informed to all the members present.

Agenda 3: IQAC Co-ordinator Dr. Asif Baig presented the AQAR report. Suggestions given by Prof. K Venkataramni were accepted and the IQAC was informed to incorporate the necessary changes and submit the AQAR.

As there were no other matters, the meeting ended with a vote of thanks


IQAC Co-ordinator




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Action Taken Report – February 2021

Sr. No.	Suggestion	Action Taken Report
1.	Submission of AQAR	AQAR Report submitted on 7 th June 2021 and approved by NAAC on 14 th June 2021.



IQAC Co-ordinator



Chairperson (Principal)