



University of Mumbai  
**NIRMALA COLLEGE OF COMMERCE**

Municipal School Bldg., Rani Sati Marg, Malad (East), Mumbai - 400 097. • Tel.: 2844 1083

**6.5.3 A Quality Assurance Initiatives of the Institution by IQAC (Annual Report of Institution)**

**NIRMALA COLLEGE OF COMMERCE**

**MALAD-EAST**

**MINUTES OF IQAC MEETING:**

Meeting held on 24<sup>th</sup> November 2023, Friday

Timing: 11.00 am onwards

Venue: Seminar Hall.

<u>Sr.No</u>	<u>Description</u>	<u>Name</u>	<u>Signature with date.</u>
1	Chairperson(I/C Principal)	Mr Umeshchandra Yadav	
2	Teacher Representative		
2.1	Teacher Representative (1)	Mrs Neeta Singh	
2.2	Teacher Representative(2)	Mrs Glena Dsilva	
2.3	Teacher Representative(3)	Mr Suresh Lorik Yadav	
3	One member from the Management	Ms. Dhara Desai	
4	Two Senior Administrative officer		
4.1	Senior Administrative officer(1)	Mr. Dilip Fatkare	
4.2	Senior Administrative officer(2)	Ms. Ashwini	
5	One Nominee each from local society		
5.1	Nominee from Society	Ms. Arunaben Desai	
5.2	Nominee from Student	Mr Shrey Gala	
5.3	Nominee from Alumni	Ms Abhilasha Sushil Jha	
6	One Nominee each from Employers/Industrialist/Stakeholders		
6.1	Nominee from Employers	Ms. Swiddle D'cunha	
6.2	Nominee from Industrialists	Shri Pradeep Desai	
6.3	Nominee from Stakeholders	Mr. Khalil Ahmed	
7	One of the Senior teachers as the Coordinator/Director of the IQAC	Mr Pankaj Maurya	



I/c Principal  
Dr. Umeshchandra Yadav



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**Minutes of IQAC Meeting:**

**1. Salutation and Reception of Member Dignitaries.**

The meeting set on 11.00 an. Almost every member was present before time. The welcome salutation and warm reception of members were done by IQAC coordinator being secretary of IQAC.

**2. To congratulate to Management, Staff and stakeholders for successful assessment and accreditation by NAAC.**

College gone through process of assessment and accreditation by NAAC. The major outcome is 'B' Grade awarded by NAAC in assessment and accreditation.

The Chairperson congratulate to each dignified member of IQAC management for support and courage-physical, mental and financial, staff of the college-teaching and non-teaching for devotion and dedication and hard work contribution for entire process of assessment and accreditation.

**0. Discuss Assessment and Accreditation of the College:**

Members of IQAC concern about quality education in college. The means for quality education is the assessment and accreditation by Apex Body that is NAAC. The process started and successfully completed with 'B' grade. The members keen on continuation of process. It is decided to improve in quality education in college through second cycle of NAAC.

Members of IQAC discussed about Annual Quality Assessment and its report to prepare regularly.

Meeting concluded that there is benefit of accreditation which include: improved staff morale, recognition of achievements and innovations, promotion of interaction between institutions. Transnational reorganisation of degrees and mobility of graduates and professionals.

IQAC discussed and conclude that to ensure that the IQAC is functional : to submit IQA during the last six months of the validity period of accreditation of first cycle and to continuously derive an understanding of the Quality status of the Institution.

**0. Discuss on suggestions given by NAAC peer team.**

The IQAC co-coordinator read the suggestions given by Expert NAAC peer team for quality assurance of college Academics –Administration.

- Qualified faculty appointment.
- PG and related courses to start.
- MOUs with research Institutes & Industries.
- NCC unit to start.



  
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- Library should have ore books on research, Journals and more Automation with increased seating capacity .
- Mobilisation of financial resources.
- ICT based teaching.
- Add on courses to introduce along with MOUs.
- Active placement cell and Entrepreneurship.
- Establishment of active Alumni Association.

In the meeting every member shown concern about same and admit to compliance every year and in the next five years.

IQAC meeting decided to take follow up of NAAC peer team suggestion. Some of the members suggested to prepare plan of action to fulfil and overcome the suggestive majors in peer team visit.

IQAC meeting also conclude that there is limitation in compliance of suggestive measures /Major because college is self-finance ,there is limitation of income resources which has to consider while submissiveness the assent.

**5.Discussion on compliances of NAAC suggestions:**

IQAC members noted that there are about 10 suggestive majors given by NAAC peer team while first cycle.

Criterion wise suggestions were read and discussed for compliances:

**Criterion I -: Suggestions:**

Value added courses are provided only through Swayam. There is need to provide option to the students for communication improvement, career counselling, sports and extra-curricular facilities.

**Criterion II: Suggestions:**

The institute is having minority status but the admission to B.Com program offered to able as not able to fill the filled the seats. The college should enhance effort to attract good students. Since many of the students come from socially as well as economically backward community, the college provides scholarship to few students. The college should provide platform to ensure various scholarship provided by the state and central Government. Institute should make a provision for offering supplementary teaching-learning activities beyond the scheduled hours of teaching, whenever necessary with an aim to improve the academic performance of the weak students in University examination. Moreover the mechanism of identification of slow and advanced learners could still be more transparent and robust.

Only one faculty member is permanent and approved by University. Four faculty members are adhoc and rest teaching is run through part time faculty members. The college should appoint permanent Principal and minimum number of qualified



  
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teachers. The institute is still to setup proper ICT enabled class rooms. Few class rooms though have recently been fitted with overhead LCD projectors.

Although the OBE is being followed, but the college is yet to define proper rubrics for evaluation of Program Outcomes (POs), Program Specific Outcomes (PSOs) and each Course Outcomes (COs). Proper record on Course attainment followed by assessment of teaching performance with proper corrective measures is lacking. Better planning is needed for utilization of available infrastructural resources.

**Criterion III- Suggestions:**

The institute has only one full time recognized faculty member and four full time adhoc faculty members. Out of this four are hold Ph.D. degree. The faculty members have published 6 books and 70 research papers in the last five years. In the absence of full time principal and full time teachers the research culture doesn't prevail. The college should plan to create a research cell and frame a research policy to establish research culture. To create conducive academic culture, separate building is required.

The physical infrastructure, required for undertaking research and innovation is very inadequate and needs to be enhanced. College needs to mobilize resources to establish the infrastructure for research and incubation centre to promote the research and innovation culture. However, some teachers have published few papers in journals and in conference on a small scale. Over the last five years the number of functional MOUs with Academic or industrial establishment has been very negligible. Academic audit and performance based incentives to faculties for research work will certainly motivate them and lead to an increase in their contributions in the form of publications in reputed research journals.

Structured mechanism of association with other organizations needs to be developed. The college can establish a formal incubation cell which will guide the students with innovative ideas and entrepreneurship skill.

**Criterion IV-Suggestions:**

The college does not have outdoor sports facilities or ground but as wen require using outside facility.


The Institute is providing scholarship to around 3% of the students but not taking benefits of central and state Government scholarships.

A Health (First Aid) Centre for the students/staff need to be provided within the campus and doctor on call/a qualified nurse should be available.

There are no other initiative making campus green and ecofriendly.

**Criterion V-Suggestions:**



  
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The college needs to take initiative for providing more skill and career orientated value based courses. Dedicated career counseling cell need to establish which can provide motivation and guidelines for competitive examination to the students. Career counseling and placement scenario of the college need improvement. The college need to establish mentor mentee system for overall development of the students.

The college needs to establish a registered Alumni Association and need to involve them for institution for development and progress. The college should promote alumni association for academic activities and also involved in more activities.

Formal placement and counselling cell need to be established which can organized capacity building programs, trainings, visits, interaction with industry experts and achievers for overall personality development of students. Regular meetings with industry and corporate representatives be organized to provide platform to the students for planning their future programs. Skill and entrepreneurship activities be encouraged through establishing an equipped incubation centre.

**Criterion VI-Suggestion:**

More academic and add-on programs need to be initiated to attract the quality students.

The college needs to improve research culture and promote faculty development; and industry interaction. The perspective plan needs to prepare by keeping NEP 2020 in consideration in terms of objectives and outcomes.

The IQAC should be as per NAAC guidelines and need to work and conducts different programmes for promoting quality culture in the institution. It also suggests and helps the departments and other bodies to arrange various activities. IQAC needs to take further initiatives to strengthen Academic and administrative audit process to improve quality of teaching, placements and research.

**Criterion VII-Suggestion:**

The college has to carry out external quality Audit such as –Green Audit; Environmental Audit ,E-waste management audit, Energy Audit;ISO audit; Green campus initiatives ,Water Conservation majors; Bio-degradable waste management.

These specific suggestions given by the NAAC report. The members of IQAC in meeting had detailed discussion on same and come down positively with compliance in every suggestions in dur course of time

**6. Discussion on prospective plan for AQAR (Annual Quality Assurance Report) of 2023-24:**



  
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IQAC members discussed about perspective plan of college for year 2023-24. It should be as blueprint of education and achieve the vision, mission and goals and objectives.

The discussion leads to overcome the suggestions in general and in specific (criterion wise) by the NAAC peer team visit during 1<sup>st</sup> cycle of assessment and accreditation.

The members of IQAC decided to ensure the quality education through the '7' criterion of the NAAC for annual Academic year as 2023-24. It has been decided to prepare the Academic Calendar as per the means to work out for ensuring the quality of educational duties.

**7. Discussion on new procedures of NAAC.**

IQAC members were about confusion in 2<sup>nd</sup> cycle and AQAR –because NAAC is implementing new process for assessment and accreditation. To avoid the confusion, the IQAC co-ordinator made aware about Primary System in NAAC accreditation. It means that college will be either accredited or not accredited, instead of getting the grades. This is to encourage all the institution, to join the NAAC accreditation process and to create a culture of quality and excellence in higher education. Within two years, the college which accredited by NAAC has to go for MBGA. It is- Maturity Based Graded Accreditation. This framework will classify higher education institutions (College) into levels from 1 to 4. The goal of MBGA is to encourage colleges to improve their quality and become the best in the country.

The discussion also reaps the information that this Binary Accreditation and MBGA is for enhancing the quality and credibility of college and to contribute to the country's socioeconomic leadership.

**8. Discussion on implementation of National Education Policy 20, implementation from 2024-25.**

IQAC being core team for ensuring quality education, it took lead to understand the NEP-20, its vision, mission, details of content and means to implement in college from 2024-25.

IQAC member discussed about NEP 2020 has certain fundamental principles such as :

- i. fostering the unique capacity of each student
- ii. priority to achieving Foundation literacy and numerously
- iii. flexibility
- iv. multi-disciplinary
- v. conceptual understanding
- vi. creativity
- vii. critical thinking
- viii. constitutional values
- ix. multilingualism
- x. life skills
- xi. extensive use of Technology
- xii. respect local contacts
- xiii. full equity and inclusion
- xiv. Light but tight regulatory framework
- xv. outstanding research and continuous review



  
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IQAC discussion made aware about the NEP 20 ,so as to get direction to execute the same as per guidance of University of Mumbai

**9. Any relevant matter for College Development ,with prior permission of Chair of the IQAC .**

There was no any relevant matter raised in the meeting.

Meeting was concluded by vote of thanks and proud moment to present the National Anthem.



IQAC-Coordinator & Member Secretary of IQAC,  
Nirma College of Commerce  
Rani Sati Marg, Municipal School Bldg.,

(IQAC Co-ordinator, and Member Secretary of IQAC)



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Dr. Umeshchandra Yadav