**MINUTES OF THE IQAC MEETING HELD ON 21ST JANUARY 2020**

**Members Present:-**

**Principal and IQAC Chairperson - : Dr. CA. Kishore Peshori**

**NAAC Coordinator and VP - Dr. Megha Somani**

**Vice Principal - Mr. Mani Iyer**

**IQAC Coordinator - Ms. Chippy Susan Bobby**

**Asst. Coordinator - Dr. Shreekumar Menon**

**Member - Dr. Meenakumari,**

**Member- Dr. Vishal Tomar**

**Member - Ms. Ligimol Benny**

**Member- Mr.Ashish Jani**

**Member- Mrs.Asha Bhat**

**Member- Mr. Sandeep Sahu**

**Member – Mr. Shrinivas Aiyar**

**Member – Mr. Sushant Damodare**

The meeting of the IQAC was held on Tuesday, 21st January 2020 at 11.30 am in the Principal’s office Conference room. It was attended by all the members of IQAC, Criteria heads, Principal and the Vice Principals. The purpose of the meeting was to discuss AQAR report for the year 2019-20 and to start preparations for NAAC fourth cycle in 2022. Principal Kishore Peshori Sir reiterated that we should aim for improvement in NAAC score in the fourth cycle and asked the members present to identify the Best practices that we should stress upon.

The following points were discussed:

1. Vice principals Somani madam and Mani Sir identified the best practices adopted in the past as Sports capabilities, Social initiatives and Research. Practical considerations and existing capabilities should be taken into account in finalizing best practices.
2. Mr. Mani Iyer stressed that institutional capabilities should be identified and improved upon.
3. Mrs.Somani explained the current focus of NAAC committee, how it is differing from the past so that efforts can be redirected to the present needs.
4. IQAC coordinator Mrs. Chippy S. Bobby listed some of the best practices as E-Waste management and also Bandra East Community centre project by NSS which have been carried out by our college. Principal Sir added activities like Heart Marshalls, Pan and Aadhar being made compulsory during admission of students to under graduate courses, participation of faculty in sports, sports activities for handicapped students. He asked the members to discuss and deliberate on these activities.
5. Criteria wise meetings are fixed every Saturday starting from 1st February. Two criteria will be taken in each meeting starting with criteria 6 and 7.
6. Criteria wise questions are mailed to each criterion head for discussion with the respective committee members along with the previous year’s AQAR.
7. It was decided to call an outside expert to discuss the preparations for NAAC criteria .
8. Activities are to be conducted criteria wise from the next academic year.
9. Principal Sir fixed the date for Diamond Jubilee celebrations as 8th January 2021 as the college will be entering its sixtieth year.

The meeting concluded on a positive note with all members planning criteria wise meetings with the respective members to discuss the above matters.

IQAC COORDINATOR

Ms.Chippy S. Bobby