
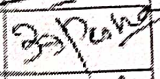

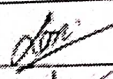


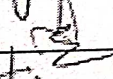
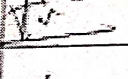
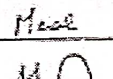
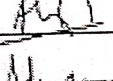
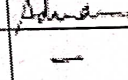
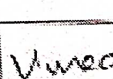

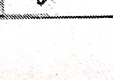


SMT. M.M.K. COLLEGE OF COMMERCE AND
ECONOMICS, BANDRA-W, MUMBAI-50

IQAC Meeting held on 28th August 2019 at 11.30 am
Members present at the meeting

Sr.No	Name	Members	Sign
1	Mrs. Padma Shah	Management Member	
2	Dr. CA. Kishore S. Peshori	Chairman	
3	Dr. Megha Somani	NAAC Coordinator	
4	Mr. Mani Iyer	Vice Principal	
5	Mrs. Chippy S. Bobby	IQAC Coordinator	
6	Dr. Shreekumar Menon	Asst. Coordinator	
7	Mrs. Devika Nakra	I/C Registrar	
8	Dr. Vishal Tomar	Sr. Faculty	
9	Dr. Meena Kumari	Sr. Faculty	
10	Ms. Ligimol Benny	Librarian	
11	Mr. Shashikant Mangani	Alumni	
12	Mr. Sameer Kadam	Industrialist	
13	Mr. Vinod Pawar	Admin. Department	
14	Mr. Vijay Kuvale	Admin. Department	

IQAC – MINUTES OF THE MEETING HELD ON 28TH AUGUST 2019

Members Present:-

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

Management Member - Ms. Padma Shah

NAAC Coordinator and VP - Dr. Megha Somani

Vice Principal - Mr. Mani Iyer

IQAC Coordinator - Ms. Chippy Susan Bobby

Asst. Coordinator - Dr. Shreekumar Menon

Registrar I/C - Ms. Devika Nakra

Admin Dept. - Mr. Vinod Pawar

Admin Dept. - Mr. Vijay Kuwale

Senior Faculty - Dr. Meenakumari

Senior Faculty- Dr. Vishal Tomar

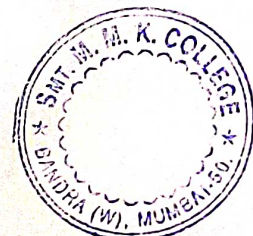
Librarian - Ms. Ligimol Benny

Alumni - Mr. Shashikant Manghani

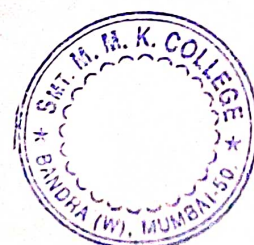
The IQAC meeting was held on 28th August 2019 at 12 noon in Principal's office meeting room. It was attended by 13 members of the committee.

The meeting started with the Principal Dr.CA. Kishore Peshori, welcoming the new committee and greeting the Management representative Mrs. Padma Shah and Alumni member C.A.Manghani with a shawl. He then emphasized on efforts to augment the activities for the NAAC Fourth cycle. This was followed by the NAAC Coordinator Dr. Megha Somani presenting the AQAR report 2018-19 where the activities of the previous year were highlighted and explained. New activities such as GST and Microsoft Excel were launched for the students in 2018-19, along with numerous other initiatives to raise the standards of higher education.

The following points and suggestions came under discussion for the current year 2019-20:



- i. Ms. Padma Shah recommended that the outcome of courses such as GST should be recorded to know how many students have actually joined as GST practitioners.
- ii. Madam Shah also suggested that a media room should be set up with big screens. Experts should be invited to speak on various topics.
- iii. Records of placement and salary packages of the students placed after completion of skill development courses should be maintained.
- iv. Dr. Somani said that this year further improvements have been initiated for upgradation of the college website.
- v. The Principal stated that a face book page has been started by him for giving further updates to the students.
- vi. Madam Shah suggested that more resource people from the industry should be invited and Summer placements for students should be conducted.
- vii. The Principal suggested that MOUs with CII, IMC, BMA and BCA should be entered in to in order to provide Internships to students of Foreign Trade and other certification courses.
- viii. The Principal suggested that a Trophy for research in commerce, taxation and accountancy in the name of D.M.Harish Memorial may be instituted.
- ix. Madam Shah suggested that new modules should be prepared for improving English speaking, interview skills, personality development of students, etc.
- x. The Principal suggested that we should encourage scholarships from the Government to minority students from vernacular medium.
- xi. Madam Shah suggested that special care for Braille and specially challenged students should be given.
- xii. The Principal suggested that as part of 150th year of Gandhiji's anniversary celebrations, books from M.G.Foundation should be given to the guests who visit the college.
- xiii. He also said that a six days vigilance week would be observed from 9th to 15th September 2019 where 100% attendance would be promoted.
- xiv. As part of the future plans, Dr.Somani said that efforts are on to enhance the brand equity of the college through upgradation of technology and having a common education software among the Board Colleges.
- xv. The Principal started a Moodle for enhancing the knowledge of students in the subject of taxation.
- xvi. Multi disciplinary research center to be proposed with specializations in accountancy, business management and law.
- xvii. C.A. Manghani suggested a course on presentation skills and film making in the proposed studio /media room.
- xviii. For Economic convention, Madam Shah suggested that students from engineering, law and pharmacy under the board should be involved. It was also proposed to extend the convention to three days. The outcome of the research made by students at the convention to be forwarded to the Government.
- xix. Suggestions for Direct Taxation Code to be collected and forwarded to the Finance Ministry. For this purpose, a half day workshop is proposed.



- xx. A new thrust to be given for organizing Sindhi programmes and Sindhi language learning. A Sindhi food festival is proposed to be held jointly with National College in the second week of November.
- xxi. Appeal to be put in Alumni so that donations can be collected for various activities. A separate Bank account to be opened for this purpose. They should also be invited to share their experiences with the students which can be compiled as a book later on.
- xxii. A workshop should be organized for obtaining feedback of students and parents.
- xxiii. More industrial visits should be arranged for students of B.Com in small batches.
- xxiv. The Principal suggested that a theme should be finalized for every year around which all the activities of the college for that academic year would revolve.

The meeting ended with Vote of thanks by the Principal which was followed by lunch.

Ms.Chippy Susan Bobby

IQAC Coordinator



MINUTES OF THE IQAC MEETING HELD ON FRIDAY, 4TH OCTOBER 2019.

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 Friday, 4th October 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. As a follow up of the IQAC meeting held in August, various matters relating to the existing policies and future steps to be initiated were discussed.

Principal Peshori Sir started the discussion by requesting the members to identify the strengths and weaknesses of our institution. This would help us to understand the areas where there are lacunae which can be filled and also help us to identify the strong points and build further on them. Also, it was the need of the hour to introduce new Vision and Mission Statements as they had not been changed for several decades.

Principal Dr. Peshori announced that a Short Term Course for Teachers on E-Filing and governance was organised by the college under UGC HRDC from Dec 18-24, 2019.



He also put forward the plan to have an Accountancy Museum in the College, which would be inaugurated on 24th Dec 2019 in the college premises.

This was followed by discussion on the measures to be adopted to improve our college website.

It was decided to launch an online Research magazine called ACE, where our faculty and students would contribute Research articles periodically. The first volume would be launched during the Economics Convention to be held in December 2019.

Principal Dr. Peshori also instructed the members to encourage the faculty to contribute their best towards the Economics Convention and to work as a great team, so that the highest standards would be maintained and the international Economics convention would be a huge success.

More guest faculty from various areas of expertise would be invited to give better exposure to our students .

Principal Sir also suggested that faculty exchange programmes and student exchange programmes could be planned in the years to come.

Cultural excursions and more industrial visits can be organized to make learning an interesting and enjoyable experience for students.

Principal Sir also discussed the possibility of having a Tally lab and an Incubation centre in our college.

Differently abled students should be provided with more facilities including audio books for Braille students , so that they would be motivated to learn better.

The meeting was thus a fruitful one, with some good suggestions and practical ideas emerging from the discussions.

IQAC COORDINATOR

Ms. Chippy S. Bobby



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

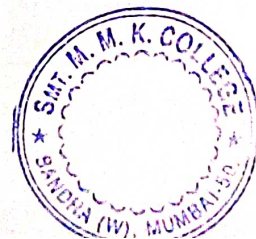
Member – Mr. Shrinivas Aiyar

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



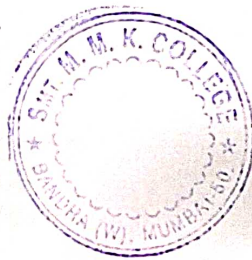
carried out by our college. Principal Sir added activities like Heart Marshalls, Pan and Aadhar being made compulsory during admission of students to under graduate courses, participation of faculty in sports, sports activities for handicapped students. He asked the members to discuss and deliberate 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



**MMK COLLEGE OF COMMERCE AND ECONOMICS BANDRA
WEST, MUMBAI - 400050**

MINUTES OF THE IQAC MEETING HELD ON 25TH March 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. Srinivas Aiyar

Member – Mr. Sushant Damodare

The meeting of the IQAC was held on Saturday, 25th April 2020 at 11.30 am in a virtual mode. It was attended by all the members of IQAC, Criteria heads, Principal and the Vice Principals.

This meeting was convened in the event of the unprecedented lockdown that was announced by the government in the wake of the covid pandemic. Principal Peshori started the meeting by addressing the need to go online as colleges were suddenly closed. Since the examinations had to be completed, various methods of conducting examinations in an online mode were put forward for discussion. Deliberations were made as to what would be the best platform and software to choose to conduct online exams. The principal motivated the members to conduct the exams and declare results

within the stipulated time.

The need to revamp the college website was also discussed during the course of the meeting.

This was especially important to communicate messages to the students during the pandemic Mrs. Asha Bhat was asked to look into the matter and do the needful to make the college website more dynamic.

The admission committee was asked to frame an e-prospectus which would enable the smooth conduct of admissions and solve the queries of students and parents .It was also suggested that we can take the help of senior students to solve the queries of those students applying for admission . The issue of of going for new admission software was also discussed as it was the need of the present times.

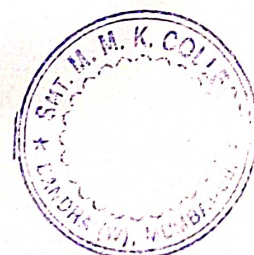
It was also discussed that the Library should bring out a Bulletin for the benefit of our staff and students.



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Action Taken Report for 2019-20

1. Reconstitution of IQAC - List enclosed above.
2. Planning for the fourth cycle of NAAC- Several meetings and presentations were held throughout the year where each criterion presented its activities and also chalked out the road map for the fourth cycle of NAAC.
3. Renovation and construction of conference rooms with State of the art facilities- Renovation of the conference room was completed and a new conference room was constructed on the ground floor with all modern amenities by Dec 14th 2019.
4. To make use of Social media on a larger scale- The college launched the official Facebook , its own you tube channel and is very active on the social media now.
5. To invite more Resource persons from the industry- Efforts are on to strengthen Industry- Academia linkages and many experts were called to speak on various topics during the academic year.
6. MOUs to be signed with professional and Corporate bodies- MOU was signed with ICAI this year.
7. Emphasis should be given on personality development and soft skills- Soft skill courses were started during the year for the benefit of our students.
8. 150th year of Gandhiji's anniversary to be celebrated- One day conference on Gandhi and Ahimsa was organised . The celebrations ended with observing of Martyr's day where Ms. Rohini Hattangadi came as a special invitee and interacted with our students. Books by Gandhiji were distributed to guest speakers throughout the year.
9. New thrust to be given for organizing Sindhi programmes and Sindhi language learning- Several programmes in arts, theatre and award functions were held during the year , including tie up with NCPSL .
10. Further improvements on upgradation of the college website – The college



website has been made active and dynamic by the newly constituted committee and is being updated on a regular basis.

11. Plans to launch an online research journal- Online research journal Volume I , ACE , launched in Dec 2019.

12. Planning and arrangements to be made for hosting the International Economics Convention were discussed- This mega event was held in our college from Dec 12-14 th 2019

13. Care for Braille and specially challenged students- Audio study material was provided to our Visually impaired student. An inclusive cell has been started to benefit and encourage our differently abled students.

14. Identifying the best practices of our institution- Some of the best practices such as excellence in Sports, NSS activities like Heart Marshalls, E waste Management have been identified and are being improved on.

15. Criteria wise meeting to be fixed every Saturday to work on the AQAR for 2019-20- The previous AQARs and the current format were mailed to criterion heads and meeting were held every Saturday with the Principal to start with the writing of the current year's report.

16. Diamond Jubilee celebrations was to be held in 2021 – Discussions are on with students and faculty for the planning of the Diamond Jubilee celebrations next year.

17. As per the plans to have an Accountancy Museum in the College, the Accountancy Museum was inaugurated on 24th Dec 2019 in the college premises.

18. The college conducted an Online FDP In Commerce from June 3-6th 2020.

19. To improve on infrastructure, the conference room was renovated and an additional new conference room was constructed by Dec 2019.

20. A Short Term Course for Teachers on E- Filing and governance was organised by the college under UGC HRDC from Dec 18-24, 2019.

21. The college organised a certificate course in International Trade and Business in May 2020, in which 90 students participated.



22. Swayam- Course in digital marketing was conducted during the academic year.

23. The college introduced new Vision and Mission statements in order to bring new quality initiatives with the changing trends in Education.

24. The college hosted the WIRC-ICAI Career Counselling programme, in which 800 students participated.

25. Separate Orientation Programme for each Under –graduate programme was organised in June 2019 for all students of B.Com BBI,BMS,BAF,BAMMC ,BFM and MCom.

26. Post lockdown from March 2020, the college witnessed the commencement of Online teaching with new platforms and new softwares .Several Webinars, FDPs and training sessions were organised in this regard.

27. The first issue of our Library Bulletin was launched in May 2020 for the benefit of our staff and students.

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