



**Esplanade Education Society's
NIRANJANA MAJITHIA COLLEGE OF COMMERCE**

Affiliated to University of Mumbai

**NAAC Accredited 'B' Grade
(ISO 9001: 2015 CERTIFIED)**

Add: M.G. Road, Bohra, Colony, Kandivali (west), Mumbai-400 067.

Email: nmdegreecollege@gmail.com Website: www.eesmajithia.edu.in

Minutes of the meeting of IQAC held on 25th November, 2022 at 11.00 a.m.

Date: 25 Nov 2022

Venue: Conference Room

Time: 12.30 to 2.00 p.m.

Agenda of the Meeting:

1. Discussion on quantitative matric documents about NAAC accreditation.
2. Discussion on presentation of principle and all criteria to be presented during PTV.
3. Discussion on Cultural programme to be held during PTV.
4. Discussion on logistics during the PTV.
5. Any other discussion with permission of chair.

Meeting of Internal Quality Assurance Cell (IQAC) with external members was conducted on the above-mentioned date, venue, time and agenda.

Points discussed in the meeting:

1. The Principal addressed the meeting and welcomed all the members for the meeting of IQAC. The minutes of the last meeting held on 29th August ,2022 were read and confirmed.
2. The IQAC Coordinator discussed about the Qualitative metrics documents of Criteria VI and VII.
3. The IQAC Coordinator discussed about the presentation of the Principal, IQAC Coordinator, all Criteria and department that will be presented during the Peer Team Visit and few changes were suggested by the members present in the meeting.

4. It was also discussed to organize more and more webinar, conferences and workshops for students and teachers.
5. To improve the quality education the IQAC proposed to sign Memorandum of Understanding with Satyam and Technoserve for certificate course for students.
6. In order to promote Research culture in the Institution, the Principal emphasized that teachers should present research papers and paper publication for which faculties will be given financial support.
7. During the meeting Principal discussed about the logistic plan during the Two-Day Peer Team Visit.
8. The meeting was concluded after IQAC Coordinator, Dr. Sweta Kumar proposed a formal Vote of Thanks.

Action Taken Report

1. All Qualitative metrics documents were verified and approved.
2. Presentations of the Principal, IQAC Coordinator, all Criteria and department were finalized.
3. MOU was signed with Satyam Institute and Technoserve.
4. The fund of Rs. 3000 was sanctioned for the research and publication purpose of the faculties.
5. It was approved that during the Two-Day Peer Team Visit, IQAC along with the Student Council Secretary and President will take care of all the logistic plan.

Sweta R. Kumar

Dr. Sweta R Kumar
(IQAC Coordinator)

R.A. Vaja

Dr. . Reshma Vaja
(I/C Principal)

