

R. D. & S. H. National College & S. W. A. Science College Bandra (W.), Mumbai 50

Internal Quality Assurance Cell (IQAC)

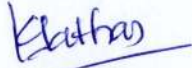
Minutes of the Meetings (A.Y. 2018-19)

Date: 30/09/18

Time: 3:00 p.m. onwards

Venue: IQAC Room

- The old and revised accreditation process was discussed.
- It is decided that the IQAC will start brainstorming sessions on:
 - The new Courses that can be initiated.
 - Feedback mechanisms and questionnaire preparation.
- There was a suggestion from all the members that a PTA consisting of at least 3 parents from each course can be constituted. They can be requested to give suggestions on every course syllabus.


Dr. Kiron Jathar
IQAC Coordinator





R. D. & S. H. National College & S. W. A. Science College Bandra (W.), Mumbai 50

Internal Quality Assurance Cell (IQAC)


Minutes of the Meetings (A.Y. 2018-19)

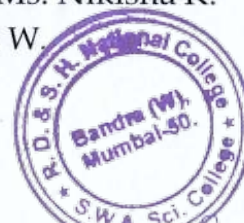
Date: 27/11/18

Time: 11:30 a.m. onwards

Venue: IQAC Room

- Questions circulated by HSNC Board was read out and discussed. It was planned that members of IQAC will work upon all these questions and discuss on 29th Nov., 2018 at 2:30 pm.
- The responsibility allocation was as follows:
 - Q.1 &2: Ms. Namrata A., Dr. Vibha M., & Mr. Kayzad D.
 - Q.3: (Technology) : Mr. Dinesh H., Vipul S.
 - Q.4: (Research): Dr. Suchandra D., Dr. Mona K., Dr. Milind K.
 - Q.5: (Internalization): Dr. Kiron J., Dr. Suchandra D.
 - Q.6: (Alumni): Ms. Namrata A., Mr. Vipul S., Ms. Nikisha K.
 - Q.7: (Placement): Mr. Dinesh H., Ms. Manpreet W.


Dr. Kiron Jathar
IQAC Coordinator





R. D. & S. H. National College & S. W. A. Science College Bandra (W.), Mumbai 50

Internal Quality Assurance Cell (IQAC)

Minutes of the Meetings (A.Y. 2018-19)

Date: 29/11/18

Time: 1:00 p.m. onwards

Venue: Conference Room

- Points brainstormed (as decided during previous meeting) by teachers have been deliberated in this meeting.
- Principal interacted with all the committee members present and gave his suggestions on:
 - Introduction of more short-term courses,
 - To search for Internship with industries by all departments
 - Conduct placement drive
 - Continuation of campus induced placement program to inculcate employability skills among students
 - More teachers should apply for PG & Ph.D. Recognition
 - Explore possibility of the international collaboration; Try to partner with other national/ International level institutions which can benefit the students
 - Enhancement of Alumni mentorship

K. Jathar
Dr. Kiron Jathar
IQAC Coordinator



Asghar

R. D. & S. H. National College & S. W. A. Science College Bandra (W.), Mumbai 50

Internal Quality Assurance Cell (IQAC)

Minutes of the Meetings (A.Y. 2018-19)

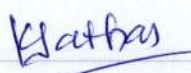
Date: 29/01/2019

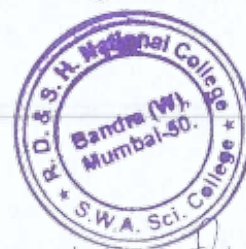
Time: 2:30 p.m. onwards

Venue: IQAC Room

Minutes of the Meeting:

- CAS internal verification Process for candidates who have submitted their files to be completed by Dr. Suchandra Dutta, Mr. Kayzad D., & Ms. Kranti D. by 5th February, 2019.
- It is suggested by the IQAC functioning hours must be extended and role of each member to be defined.
- It was decided that the IQAC will apply for the **Best College Award** of the University of Mumbai and accordingly information must be compiled by the members.
- Academic audit (Internal & External) will be carried out every year. Framing of parameters for the same will be done by Mr. Vipul Saluja & Dr. Ravi Shukla.
- One FDP will be organized in the month of March for faculty members.


Dr. Kiron Jathar
IQAC Coordinator





R. D. & S. H. National College & S. W. A. Science College Bandra (W.), Mumbai 50

Internal Quality Assurance Cell (IQAC)

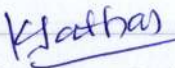
Minutes of the Meetings (A.Y. 2018-19)

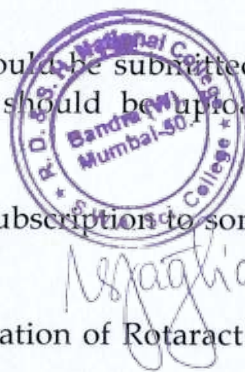
Date: 07/02/2019

Time: 2:00 p.m. onwards

Venue: IQAC Room

- CAS Internal verification process must be completed on priority basis. Teachers who have not submitted their file and documents for the same or submitted incomplete documents need to complete it immediately and resubmit.
- It was decided that some good journals which are subscribed by the College/ Department should be displayed in the library.
- Online E-Learning materials (including videos) should be submitted by the teachers, Mr. Himanshu will organize it and it should be uploaded on institutional website.
- Mr. Himanshu was requested to get cost of latest subscription to some good journals.
- Discussion on possibilities of participation/ re-initiation of Rotaract Club in college as extension activity.


Dr. Kiron Jathar
IQAC Coordinator



R. D. & S. H. National College & S. W. A. Science College Bandra (W.), Mumbai 50

Internal Quality Assurance Cell (IQAC)

Minutes of the Meetings (A.Y. 2018-19)

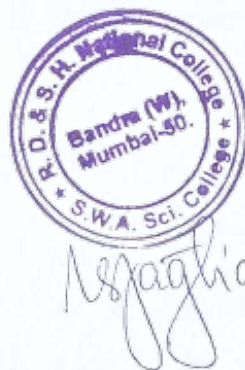
Date: 22/02/2019

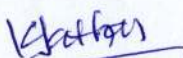
Time: 2:30 p.m. onwards

Venue: IQAC Room

Minutes of the Meeting:

- VCD Notification (No. Exam/ Thesis./Univ./VCD/947 of 2018) is discussed with the members.
- Institutional RAC Committee for Ph.D./ M A/ MSc/ MCom is proposed. The suggested members are:
 - Dr. Kiron Jathar
 - Dr. Neha Jagtiani
 - Dr. Ravi Shukla
 - Dr. Mona Kejariwal
 - Dr. Ruchira Joshi
 - Dr. Meghna Chotaliya
 - Dr. Indu Shastri
- The responsibilities of RAC is as follows:
 - To review research proposal & finalize the topic of research.
 - To guide the research scholar to develop the study design and research methodology and identify course work, i.e., credit requirement, duration, syllabus, etc.
 - Registration process of the candidate
 - Evaluation method of the candidates
 - Half yearly presentation of the research candidates for their work
- The summary of this meeting will be prepared by the research committee as Institutional guideline for research and circulate amongst all department
- Meeting scheduled with Innovation cell in coming week.




Dr. Kiron Jathar
IQAC Coordinator



R. D. & S. H. National College & S. W. A. Science College Bandra (W.), Mumbai 50

Internal Quality Assurance Cell (IQAC)

Minutes of the Meetings (A.Y. 2018-19)

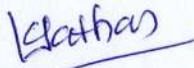
Date: 4th March 2019

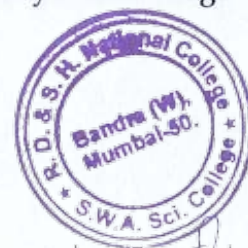
Time: 3:00 p.m. onwards

Venue: IQAC Room

Action Taken Report compiled by IQAC Members for 2018 -19.

- Collation and compilation of the data in the form of presentations as evidence for NAAC revisit.
- Regular interaction with various departments, committees & NAAC steering committee to review preparedness of NAAC.
- Interaction with the Departments of B.A.F. & B.M.S. in organizing the National Level conference "Envisage".
- Organization of one day workshop to deliberate revised accreditation framework of NAAC with Principals and IQAC coordinators. "
- 76 students across the various streams enrolled for Honors project under guidance of 21 teaching faculties and participated in Avishkar Research convention organised by the University of Mumbai.
- Applied and received DBT-STAR College scheme for 3 academic years for 6 departments. The sanctioned grant amount was Rs. 123 Lakhs.
- 05 MRP were sanctioned by the University of Mumbai to 06 faculty members belonging to 05 departments. Total amount sanctioned is 1,83,000/-by the University of Mumbai and Mangrove Foundation, Mumbai.
- Twenty-six papers were presented in various national and international level seminar and conferences by the faculty members.
- Monitoring of Teacher's Log Book by specially appointed committee and IQAC. Followed by inspection by external committee
- Trained students and organised Bird Race where 106 students visited 15 different locations around 10km radius of Bandra and reported 107 species of birds in 7 hrs. This activity was financially supported by M/S D M Harish Foundation, Mumbai
- Students under the guidance of Faculty member Carried out Tree Census of College campus. During this activity, the ideal carbon sequestration rate by each of the 102 trees in the campus were calculated. A guide to Plant diversity if the college was an outcome of the project.


Dr. Kiron Jathar
IQAC Coordinator



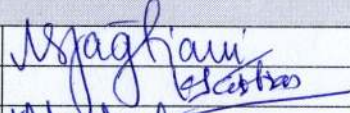
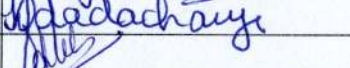
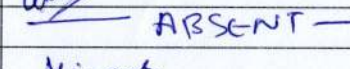
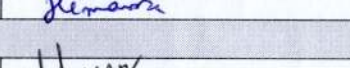
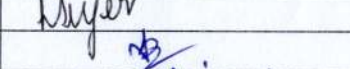
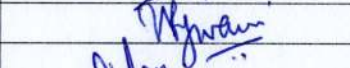
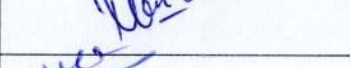
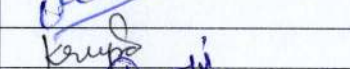
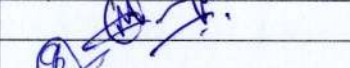
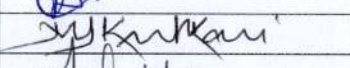
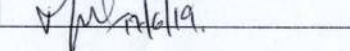
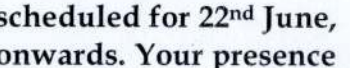

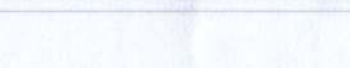
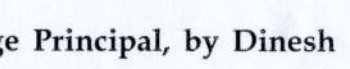


R. D. & S. H. National College & S. W.A. Science College Bandra (W.), Mumbai 50
Internal Quality Assurance Cell (IQAC)

NOTICE

Date: 17th June, 2019

Dear All,

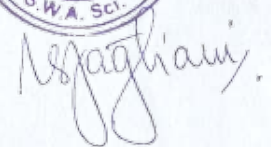
Name of the Staff Members	Signature
IQAC Member	
Dr. Neha Jagtiani (Principal)	
Dr. Kiron Jathar (Vice Principal)	
Mr. Kayzad D. (IQAC Member)	
Ms. Nikisha K. (IQAC Member)	
Dr. Ravi Shukla (IQAC Member)	ABSENT
Mr. Himanshu Aggarwal (IQAC Member)	
Special Invitee	
Mrs. Laksmil yer (Vice Principal)	
Mr. Vipul Saluja (Examination Incharge)	
Ms. Namrata A. (Internal Exam Incharge)	
Dr. Mona K. (Research Committee Convenor) (DBT AND DST Coordinator)	
Mr. Manoj Kadam (House Coordinator)	
Ms. Krupa Shah (Finance)	
Mr. Mukesh K. (BAF Coordinator)	
Dr. Suchandra D. (Honors Committee convenor)	
Dr. Milind K. (Sports Incharge)	
Ms. Manpreet W. (Placement Incharge)	

We would like to inform you of an upcoming IQAC meeting scheduled for 22nd June, 2019, which will be held at seminar room (room no 17), 11.30 onwards. Your presence and active participation in this meeting are highly encouraged.

Agenda for the Meeting:

1. Welcoming Dr. Neha Jagtiani, who has joined as Incharge Principal, by Dinesh Himatsinghani.
2. Reconstitution of IQAC as per the NAAC Guideline.
3. Planning for the third cycle of NAAC - Formation of criterion-wise committees.
4. Discussion upon the recommendations of the NAAC Peer Team members in the report.
5. Preparation of long-term and short-term goals for the next five years.
6. Promotion of Sindhi Tradition and Culture.
7. Initiating E-governance.
8. Empowering students to bring sponsorship to their departmental festivals to create funds for their events.
9. Review on industry-academia interface.
11. Placement initiatives.
12. Student support activities.





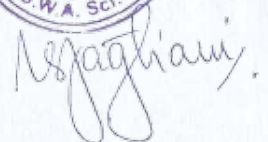
13. To initiate Environmental sustainability measures.
15. Discussion on DST-FIST & DBT Scheme Fund utilization.
16. College social media promotion initiatives
17. Computer maintenance and Website development.
18. Any other point with the permission of chair.

Your expertise and insights are invaluable in shaping the future direction of our institution. Your presence and contributions will greatly enhance the effectiveness of this meeting. Please come prepared to engage in constructive discussions and share your recommendations.

Sincerely,



Mr. Dinesh B. Himatsinghani,
IQAC Coordinator



R. D. & S. H. National College & S. W.A. Science College Bandra (W.), Mumbai 50

Internal Quality Assurance Cell (IQAC) - Minutes of the Meetings (A.Y. 2019-20)

Meeting 1 (22nd June 2019) (Seminar room @11.30 onwards)

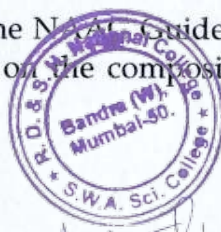
- **Chairperson:** Dinesh B. Himatsinghani (IQAC Coordinator)
- **IQAC Members:** Dr. Neha Jagtiani (Principal), Dr. Kiron Jathar (Vice Principal), , Mr. Kayzad D. (IQAC Member), Nikisha K. (BMS Coordinator), Mr. Himanshu Aggarwal (IQAC Member)
- **Special Invitee:** Mrs. Lakshmi Iyer (Vice Principal), Mr. Vipul Saluja (Examination Incharge), Ms. Namrata A. (Internal Exam Incharge), Dr. Mona K. (Research Committee convenor), Mr. Manoj Kadam (House Coordinator), Ms. Krupa Shah (Finance), Mr. Mukesh K. (BAF Coordinator), Dr. Suchandra D. (Honors Committee convenor), Dr. Milind K. (Sports Incharge), Ms. Manpreet W. (Placement Incharge).

Agenda:

1. Welcoming Dr. Neha Jagtiani, who has joined as Incharge Principal, by Dinesh Himatsinghani.
2. Reconstitution of IQAC as per the NAAC Guideline.
3. Planning for the third cycle of NAAC - Formation of criterion-wise committees.
4. Discussion upon the recommendations of the NAAC Peer Team members in the report.
5. Preparation of long-term and short-term goals for the next five years.
6. Promotion of Sindhi Tradition and Culture.
7. Initiating E-governance.
8. Empowering students to bring sponsorship to their departmental festivals to create funds for their events.
9. Review on industry-academia interface.
11. Placement initiatives.
12. Student support activities.
13. To initiate Environmental sustainability measures.
15. Discussion on DST-FIST & DBT Scheme Fund utilization.
16. College social media promotion initiatives
17. Computer maintenance and Website development.
18. Any other point with the permission of chair.

Minutes:

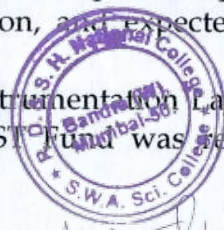
- The meeting began with a warm welcome to Dr. Neha Jagtiani, who has joined as Incharge-Principal in 2019-20, by Dinesh Himatsinghani, highlighting the significance of her role.
- The reconstitution of IQAC as per the NAAC Guideline was actively discussed, with inputs from various members on the composition and responsibilities by Mr. Dinesh H.



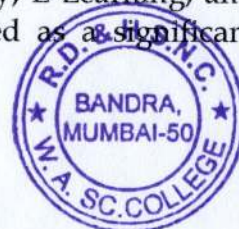
N. Jagtiani



- Planning for the third cycle of NAAC accreditation was a collaborative effort, with each member contributing ideas for specific criteria were highlighted by Dr. Kiron Jathar.
- The recommendations of the NAAC Peer Team members in the report were thoroughly discussed, and action plans were created with suggestions from the members was discussed in details by Principal and IQAC team.
- Long-term and short-term goals for the next five years were deliberated through interactive discussions and further brainstorming sessions were planned to prepare and finalise the same by Mrs Lakshmi Iyer, Vice Principal.
- The promotion of Sindhi Tradition and Culture sparked creative ideas from the members, who actively shared their thoughts on program implementation in the leadership of Mrs. Namrata Ajwani.
- Examination reforms on answer sheets as per University guidelines were discussed by Mr. Vipul Saluja with institutional Academic Calendar, which was appreciated by IQAC.
- Feedback forms of 2018-19 for analysis and required actions were discussed. It was decided that various department would communicate for the required changes in curriculum framework to respective BOS.
- Idea and implementation of digitization of circular notices was recognized as a collective effort, with members sharing strategies to make the office paper-less was fully supported and passed by Principal and IQAC.
- IQAC stressed upon on improving the industry academia interface and all departments offered insights into their department's approach. Principal agreed and encouraged all departments and to this IQAC suggested to formalize a SOP for guest lectures.
- The concept of department-wise convocations for alumni strengthening and student progression prompted suggestions on how to make them more engaging and fruitful.
- Principal has suggested initiation of placement activities starting from the first year which will create a buzz, with members contributing ideas on CV writing, resume building, and actual placement drives can take place in third year classes, which was fully agreed by IQAC. Career conclave dates were deliberated to chase the target companies.
- The introduction of English proficiency and computer literacy courses for non-teaching staff led to a lively discussion and it was decided that the English and IT department would initiate these courses.
- The establishment of the student support committee was met with enthusiasm, and members brainstormed ways to encourage student participation in various activities.
- Environmental sustainability measures were discussed in detail, with members proposing initiatives to align with the National Colloquium on Institutional Social Responsibility under DBT STAR College scheme supported by DBT Coordinator Dr. Mona Kejariwal.
- Various national and international workshops were planned with inputs from members on topics, resource allocation, and expected outcomes by all IQAC Members and supported by Principal.
- The establishment of DST-Central Instrumentation Laboratory, E-Learning, and Computer Laboratory under DST-FIST Fund was recognized as a significant



N. Jathar



achievement, with members suggesting ways to optimize these resources in the leadership of DST-FIST Coordinator.

- The promotion of college social media, computer maintenance
- , and website development was delegated to BMS, IT and Computer science departments respectively, with members highlighting the importance of coordination and collaboration.
- CS department suggested improvement of IT-infrastructure in online application for ATKT and revaluation and duly approved.
- Meeting was concluded with a thanks note by Dr. Kiron Jathar, Vice Principal.



Mr. Dinesh B. Himatsinghani,
IQAC Coordinator

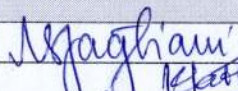
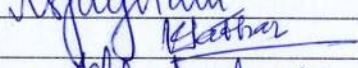
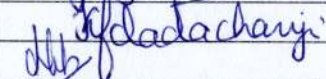
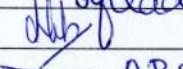
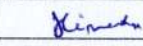
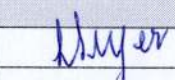
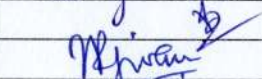
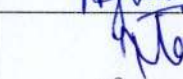
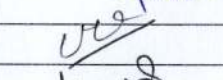
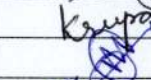
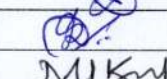
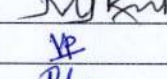
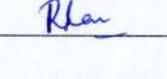
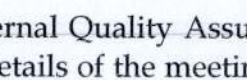

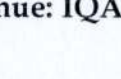


Internal Quality Assurance Cell (IQAC)

NOTICE

3rd August, 2019

Dear All,

Name of the Staff Members	Signature
IQAC Member	
Dr. Neha Jagtiani (Principal)	
Dr. Kiron Jathar (Vice Principal)	
Mr. Kayzad D. (IQAC Member)	
Ms. Nikisha K. (IQAC Member)	
Dr. Ravi Shukla (IQAC Member)	— ABSENT —
Mr. Himanshu Aggarwal (IQAC Member)	
Special Invitee	
Mrs. Laksmil yer (Vice Principal)	
Mr. Vipul Saluja (Examination Incharge)	
Ms. Namrata A. (Internal Exam Incharge)	
Dr. Mona K. (Research Committee Convenor) (DBT AND DST Coordinator)	
Mr. Manoj Kadam (House Coordinator)	
Ms. Krupa Shah (Finance)	
Mr. Mukesh K. (BAF Coordinator)	
Dr. Suchandra D. (Honors Committee convenor)	
Dr. Milind K. (Sports Incharge)	
Dr. Vijendra S. (NSS PO).	
Rumina Rai (BMM Department)	

We are pleased to inform you that the next meeting of the Internal Quality Assurance Cell (IQAC) is scheduled to be held on 10th August 2019. The details of the meeting are as follows:

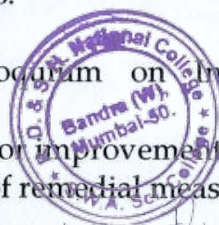
Date: 10th August 2019

Time: 2:00 PM

Venue: IQAC room

Agenda:

1. Discussion on revamping the Individual Log Book based on faculty suggestions.
2. Strengthening the use of e-learning resources, enhancing the creation of e-resources to supplement traditional teaching and learning methods.
3. Discussion to initiate the Virtual Lab.
4. Planning for collaborative workshops and Faculty Development Programs (FDP) involving prominent institutions and industries.
5. Preparing for NIRF Data Submission.
6. Final Deliberations of the National Colloquium on Institutional Social Responsibility on 31st August 2019.
7. Analysis of student admissions and strategies for improvement.
8. Analysis of examination results and planning of remedial measures.



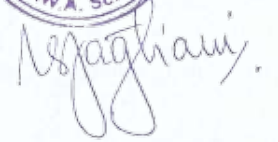


9. Introduction of certificate courses for skill development and capacity building.
10. Review of Program Outcomes (PO) and Course Outcomes (CO).
11. Planning and execution of Gratitude Week.
12. Preparations for Independence Day and Ganpati Celebrations.
13. Review of NSS activities.

Sincerely,



Mr. Dinesh B. Himatsinghani,
IQAC Coordinator



R. D. & S. H. National College & S. W.A. Science College Bandra (W.), Mumbai 50

Internal Quality Assurance Cell (IQAC) - Minutes of the Meetings (A.Y. 2019-20)

Date: 10th August 2019

Time: 2:00 PM

Venue: IQAC Room

Members Present:

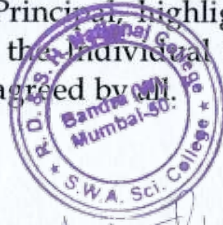
- **Chairperson:** Dinesh B. Himatsinghani (IQAC Coordinator)
- **IQAC Members:** Dr. Neha Jagtiani (Principal), Dr. Kiron Jathar (Vice Principal), , Mr. Kayzad D. (IQAC Member), Nikisha K. (BMS Coordinator), Mr. Himanshu Aggarwal (IQAC Member)
- **Special Invitee:** Mrs. Lakshmi Iyer (Vice Principal), Mr. Vipul Saluja (Examination Incharge), Ms. Namrata A. (Internal Exam Incharge), Dr. Mona K. (Research Committee convenor), Mr. Manoj Kadam (House Coordinator), Ms. Krupa Shah (Finance), Mr. Mukesh K. (BAF Coordinator), Dr. Suchandra D. (Honors Committee convenor), Dr. Milind K. (Sports Incharge), Rumina Rai (BMM Department); Dr. Vijendra S. (NSS Program Officer)

Agenda:

1. Discussion on revamping the Individual Log Book based on faculty suggestions.
2. Strengthening the use of e-learning resources, enhancing the creation of e-resources to supplement traditional teaching and learning methods.
3. Discussion to initiate the Virtual Lab.
4. Planning for collaborative workshops and Faculty Development Programs (FDP) involving prominent institutions and industries.
5. Preparing for NIRF Data Submission.
6. Final Deliberations of the National Colloquium on Institutional Social Responsibility on 31st August 2019.
7. Analysis of student admissions and strategies for improvement.
8. Analysis of examination results and planning of remedial measures.
9. Introduction of certificate courses for skill development and capacity building.
10. Review of Program Outcomes (PO) and Course Outcomes (CO).
11. Planning and execution of Gratitude Week.
12. Preparations for Independence Day and Ganpati Celebrations.
13. Review of NSS activities.
14. Alumni engagement

Meeting Minutes:

1. Chairperson Dinesh B. Himatsinghani opened the meeting, welcoming all members. Dr. Neha Jagtiani, the Principal, highlighted the significance of the discussion and the importance of the Individual Log Book's as there was no change since its inception and was agreed by all.



N. Jagtiani



2. Mr. Vipul Saluja, the Examination Incharge, stressed the benefits of the revamp, encouraging members to contribute ideas. he also talked about analyzing examination results and supporting slow learners.
3. IQAC discussed in framing the slow learners and advised department heads to look into the same.
4. Ms. Namrata A., the Internal Exam Incharge, emphasized the need to promote e-learning resources to enhance traditional teaching methods.
5. Dr. Mona K., the Research Committee Convenor and DBT/DST Coordinator, discussed various activites planned by all sixdepartments.
6. Dr. MilinKulkarni introduced the idea of a Virtual Lab and was appreciated by IQAC and was agreed by one and all.
7. Mr. Kayzad D., an IQAC Member, discussed the potential for collaborative workshops and Faculty Development Programs with other institutions and industries and Nikisha K.the BMS Coordinator also recognized the value of certificate courses for skill development.
8. Mr. Manoj Kadam, the House Coordinator, addressed the coordination needed for the Gratitude Week and upcoming celebrations, IQAC stressed upon the uniqueness of the activity and encourage full participation of institution.
9. Dr. Suchandra D., the Honors Committee Convenor, mentioned the need of topic selection from all departments for honors projects, IQAC agreed and expressed full support the practice as the institute has been very successful at university level research convention.
10. Dr. NEHA Jagtiani, Principal deliberated the IQAC to look into the Program Outcomes (PO) and Course Outcomes (CO) and their Attainment.
11. Dr. Milind K., the Sports In-charge, promoted sports and fitness activities.
12. Dr. VijendraShekhawat discussed various outreach activities under NSS like bold donation drives, adopted village activities etc. IQAC appreciated the efforts and Principal Congratulated and encouraged future NSS activities.

The members collectively addressed the agenda items and shared their perspectives, which were summarized above.



Mr. Dinesh B. Himatsinghani,
IQAC Coordinator



R. D. & S. H. National College & S. W.A. Science College Bandra (W.), Mumbai 50
Internal Quality Assurance Cell (IQAC)

NOTICE

3rd December, 2019

Dear Members,

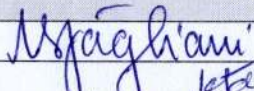
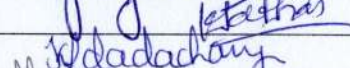
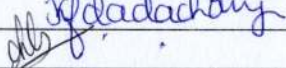
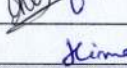
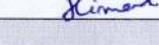
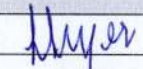
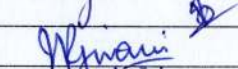
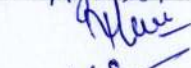
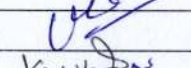

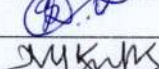
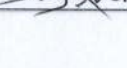
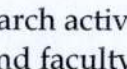
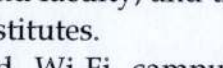
We are pleased to inform you that the next meeting of the Internal Quality Assurance Cell (IQAC) is scheduled to be held on the following date:

Date: 10th December 2019

Time: 2:00 p.m.

Venue: IQAC Room

Members in Attendance:

Name of the Staff Members	Signature
IQAC Member	
Dr. Neha Jagtiani (Principal)	
Dr. Kiron Jathar (Vice Principal)	
Mr. Kayzad D. (IQAC Member)	
Ms. Nikisha K. (IQAC Member)	
Mr. Himanshu Aggarwal (IQAC Member)	
Special Invitee	
Mrs. Laksmil yer (Vice Principal)	
Mr. Vipul Saluja (Examination Incharge)	
Ms. Namrata A. (Internal Exam Incharge)	
Dr. Mona K. (Research Committee Convenor) (DBT AND DST Coordinator)	
Mr. Manoj Kadam (House Coordinator)	
Ms. Krupa Shah (Finance)	
Mr. Mukesh K. (BAF Coordinator)	
Dr. Suchandra D. (Honors Committee convenor)	
Dr. Milind K. (Sports Incharge)	

Agenda:

1. Discussion on felicitating faculty membersexceling in research activities.
2. Tie-up for academic collaboration, exchange of students and faculty, and training for support staff with various educational and research institutes.
3. Development of projects, such as safe water, secured Wi-Fi campus, and conceptualization of CISSE for nation-building initiatives.
4. Reviewing cultural activities for students.
5. Discussion of the water recycling treatment plant.

We look forward to your participation and input in the upcoming IQAC meeting. Your attendance is highly appreciated, and your contributions are vital to our ongoing efforts to maintain and enhance the quality of education at our institution.

Sincerely,



Dinesh B. Himatsinghani
IQAC Coordinator



**R. D. & S. H. National College & S. W.A. Science College Bandra (W.), Mumbai 50
Internal Quality Assurance Cell (IQAC) - Minutes of the Meetings (A.Y. 2019-20)**

Date: 10th December 2019

Time: 2:00 p.m.

Venue: IQAC Room

Members in Attendance:

CHAIRPERSON: Dinesh B. Himatsinghani, IQAC Coordinator

- Dr. Neha Jagtiani (Principal)
- Dr. Kiron jathar (Vice PRINCIPAL)
- Mr. Vipul Saluja (Examination Incharge)
- Ms. Namrata A. (Internal Exam Incharge)
- Dr. Mona K. (Research Committee Convenor, DBT, and DST Coordinator)
- Mr. Kayzad D. (IQAC Member)
- Nikisha K. (BMS Coordinator)
- Dr. Suchandra D. (Honors Committee Convenor)
- Dr. Milind K. (Sports Incharge)
- Manoj Kadam (House System Incharge)

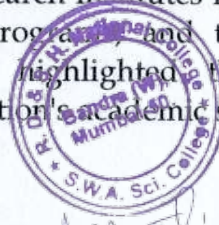
Agenda:

1. Discussion on felicitating faculty membersexceling in research activities.
2. Tie-up for academic collaboration, exchange of students and faculty, and training for support staff with various educational and research institutes.
3. Development of projects, such as safe water, secured Wi-Fi campus, and conceptualization of CISSE for nation-building initiatives.
4. Reviewing cultural activities for students.
5. Discussion of the water recycling treatment plant.

Meeting Minutes:

The meeting commenced at the scheduled time in the IQAC Room, with a warm welcome to all members present.

1. **Felicitation of Faculty Members:** The meeting was addressed by Principal on recognising the faculty members who have presented papers at national and international conferences. The discussion extended to the arrangements for an Annual Prize Distribution ceremony to honor their achievements. Mr. Vipul Saluja and Dr.Mona K. proposed ideas for the ceremony.Principal emphasized on the importance of drafting of research policy for research at the institutional level and code of conduct for students and faculty members, with suggestions from all faculty members.
2. **Tie-up for Academic Collaboration:** The members discussed the proposed tie-ups with various educational and research institutes for academic collaboration, student and faculty development programs, and training for support staff through DBT. Dr. Neha Jagtiani highlighted the significance of such collaborations in enhancing the institution's academic standing.



N. Jagtiani

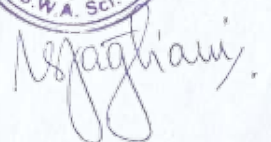


3. **Code of Ethics and Conduct:**Members reviewed the drafted code of ethics for research at the institutional level and discussed the importance of establishing clear codes of conduct for students and faculty members. Similarly statutory committees were advised to follow their established statutes by them.
4. **Dr. Kiron jathar discussed** the plan to approach alumni for development projects, including initiatives related to safe water, a secured Wi-Fi campus, and the conceptualization of CISSE for nation-building on the potential projects. Alumni Mr. Hemant Tbe's suggestion of a water recycling treatment plant was introduced, and the members agreed to deliberate on this further after input from Dr. Kiron Jathar.
5. **Manoj Kadam presented** the upcoming events along with Blowfest. Members shared ideas on planning, organization, and participation. Nikisha K., Milind K. and Manoj Kadam provided insights.

The meeting concluded with a note of appreciation for the members' active participation and constructive discussions, which are instrumental in enhancing the institution's overall quality and development.



Mr. Dinesh B. Himatsinghani
IQAC Coordinator



R. D. & S. H. National College & S. W.A. Science College Bandra (W.), Mumbai 50
Internal Quality Assurance Cell (IQAC) - Notice

NOTICE

Date: 2nd January 2020

Time: 2:00 p.m.

Venue: IQAC Room

Dear Members,

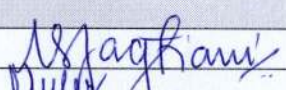
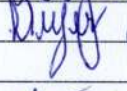
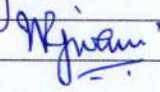
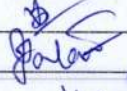
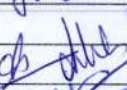
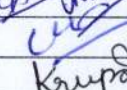
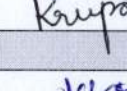


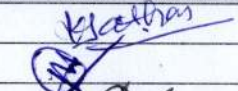

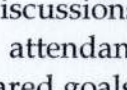
We are pleased to inform you of the upcoming Internal Quality Assurance Cell (IQAC) meeting, scheduled for 7th January 2020 at 2:00 p.m. The meeting will be held in the IQAC Room.

Agenda:

1. Strategy to enhance environmental sustainability initiatives.
2. Plan to scale up placement drive initiatives and invite more industry for student placements.
3. Planning for at least 2 Faculty Development Programs for teaching and support staff.
4. Intercollegiate festival allotment date to department and rules and regulation


Members in Attendance:

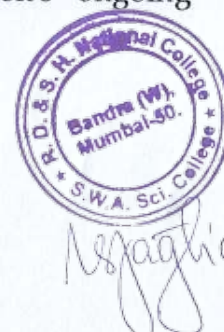
CHAIRPERSON: Dinesh B. Himatsinghani, IQAC Coordinator

Name of the Staff Members	Signature
IQAC Member	
Dr. Neha Jagtiani (Principal)	
Ms. Lakshmi Iyer (IQAC Member)	
Ms. Namrata A. (IQAC Member)	
Mr. Vipul Saluja (IQAC Member)	
Ms. Prerna Jathav (IQAC Member)	
Dr. Mona K. (IQAC Member)	
Ms. Nikisha K. (IQAC Member)	
Mr. Manoj Kadam (IQAC Member)	
Ms. Krupa Shah (IQAC Member)	
Special Invitee	
Dr. Kiron Jathar (Vice Principal)	
Mr. Mukesh K. (BAF Coordinator)	
Dr. Suchandra D. (Honors Committee convenor)	

We look forward to your active participation in these discussions, which are instrumental in shaping the institution's initiatives. Your attendance is highly appreciated, and your contributions are vital to achieving our shared goals.

Thank you for your dedication and commitment to our institution's ongoing development.


Mr. Dinesh B. Himatsinghani
IQAC Coordinator



R. D. & S. H. National College & S. W.A. Science College Bandra (W.), Mumbai 50
Internal Quality Assurance Cell (IQAC) - Notice

Internal Quality Assurance Cell (IQAC) - Minutes of the Meeting (A.Y. 2019-20)

Date: 7th January 2020

Time: 2:00 p.m.

Venue: IQAC Room

Agenda:

1. Strategy to enhance environmental sustainability initiatives.
2. Plan to scale up placement drive initiatives and invite more industry for student placements.
3. Planning for at least 2 Faculty Development Programs for teaching and support staff.
4. Intercollegiate festival allotment date to department and rules and regulation

Minutes:

The meeting was called to order at 2:00 p.m. in the IQAC Room, with the following members in attendance:

CHAIRPERSON: Dinesh B. Himatsinghani, IQAC Coordinator

IQAC Member:

Dr. Neha Jagtiani (Principal)
Ms. Lakshmi Iyer (IQAC Member)
Ms. Namrata A. (IQAC Member)
Mr. Vipul Saluja (IQAC Member)
Ms. Prerna Jathav (IQAC Member)
Dr. Mona K. (IQAC Member)
Ms. Nikisha K. (IQAC Member)
Mr. Manoj Kadam (IQAC Member)
Ms. Krupa Shah (IQAC Member)

Special Invitee:

Dr. Kiron Jathar (Vice Principal)
Mr. Mukesh K. (BAF Coordinator)
Dr. Suchandra D. (Honors Committee convenor)

The meeting commenced with Dinesh B. Himatsinghani welcoming all members and introducing the agenda for the day.

1. **Enhancing Environmental Sustainability:** Strategies to strengthen the institution's environmental sustainability initiatives were discussed. Ideas for minimizing carbon footprints, water conservation, and waste management were shared. Dr. Kiron Jathar emphasized the importance of aligning these efforts with the institution's vision.
2. **Scaling Up Placement Drive Initiatives:** The meeting turned to enhancing placement drives by inviting more industry representatives. The need to expand placement opportunities for students was highlighted, and members discussed various industries to target.
3. **Faculty Development Programs:** The plan to conduct at least two Faculty Development Programs for teaching and support staff was discussed. The topics

D. B. Himatsinghani

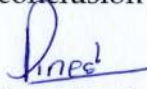


resource allocation, and expected outcomes were deliberated to ensure professional growth among the staff members.

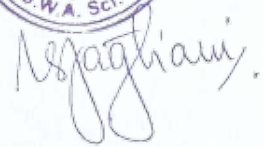
4. Departmental fest has been discussed with respective coordinators and rules and regulation were discussed for smooth conduction.

The meeting concluded with Dinesh B. Himatsinghani expressing his appreciation for the members' active participation in shaping the institution's initiatives. He encouraged continued dedication to achieving the shared goals.

This marks the conclusion of the minutes of the IQAC meeting held on 7th January 2020.



Mr. Dinesh B. Himatsinghani
IQAC Coordinator



R. D. & S. H. National College & S. W.A. Science College Bandra (W.), Mumbai 50
Internal Quality Assurance Cell (IQAC)

NOTICE

Date: 28th April, 2020
Time: 2:00 p.m. (online)

Date: 1st May 2020

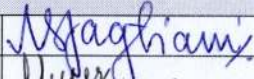
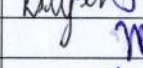
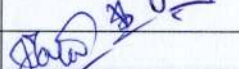
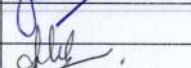
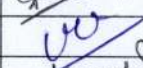
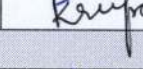
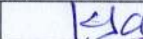


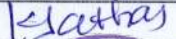
Time: 4:00 p.m.


Virtual Venue: google meet

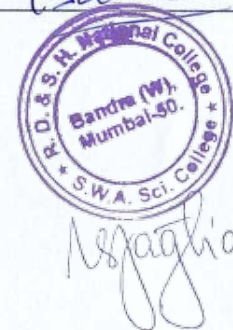
Agenda:

Agenda:

1. Covid Health Guidelines & Transition to E-Mode during COVID-19 pandemic.
2. Lockdown Plans: Planning for admissions and essential administrative activities during the lockdown.
3. Online Learning
4. G-Suite and Microsoft Teams
5. Campus Maintenance during COVID
6. Student Support during the lockdown.
7. Guidelines Issuance aligning with government directives.
8. DBT-STAR COLLEGE Report: Submission for the first-year grant.
9. IIC Activities: Discussion and facilitation of online Institution's Innovation Council (IIC) activities

Name of the Staff Members	Signature
IQAC Member	
Dr. Neha Jagtiani (Principal)	
Ms. Lakshmi Iyer (IQAC Member)	
Ms. Namrata A. (IQAC Member)	
Mr. Vipul Saluja (IQAC Member)	
Ms. Prerna Jathav (IQAC Member)	
Dr. Mona K. (IQAC Member)	
Ms. Nikisha K. (IQAC Member)	
Mr. Manoj Kadam (IQAC Member)	
Ms. Krupa Shah (IQAC Member)	
Special Invitee	
Dr. Kiron Jathar (Vice Principal)	


Mr. Dinesh B. Himatsinghani
IQAC Coordinator



**R. D. & S. H. National College & S. W.A. Science College Bandra (W.), Mumbai 50
Internal Quality Assurance Cell (IQAC) - Notice**

Internal Quality Assurance Cell (IQAC) Meeting Minutes - May 1, 2020

Time: 4:00 p.m.

Virtual mode: Google Meet

Agenda:

1. Covid Health Guidelines & Transition to E-Mode during COVID-19 pandemic.
2. Lockdown Plans: Planning for admissions and essential administrative activities during the lockdown.
3. Online Learning
4. G-Suite and Microsoft Teams
5. Campus Maintenance during COVID
6. Student Support during the lockdown.
7. Guidelines Issuance aligning with government directives.
8. DBT-STAR COLLEGE Report: Submission for the first-year grant.
9. IIC Activities: Discussion and facilitation of online Institution's Innovation Council (IIC) activities

Members in Attendance:

CHAIRPERSON: Dinesh B. Himatsinghani, IQAC Coordinator

IQAC Member:

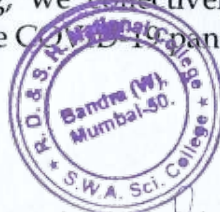
Dr. Neha Jagtiani (Principal)
Ms. Lakshmi Iyer (IQAC Member)
Ms. Namrata A. (IQAC Member)
Mr. Vipul Saluja (IQAC Member)
Ms. Purna Jathav (IQAC Member)
Dr. Mona K. (IQAC Member)
Ms. Nikisha K. (IQAC Member)
Mr. Manoj Kadam (IQAC Member)
Ms. Krupa Shah (IQAC Member)

Special Invitee:

Dr. Kiron Jathar (Vice Principal)
Mr. Mukesh K. (BAF Coordinator)
Dr. Suchandra D. (Honors Committee convenor)

Meeting Overview:

In our recent virtual IQAC meeting, we collectively addressed various aspects of adapting to the new normal during the COVID-19 pandemic.



N. Jagtiani



Key Discussion Points:

- Principal has suggested to keep a check on health during COVID period and follow Government Guidelines.
- The transition to e-mode was discussed to ensure continued communication and operations during the pandemic. Dr. Neha Jagtiani, Dr. Kiron Jathar, and Dr. Vibha M. shared valuable insights on effective online communication.
- Strategies were devised for conducting online lectures and examinations to maintain the quality of education. Ms. Namrata A. provided insights into conducting effective online examinations.
- The importance of G-Suite and Microsoft Teams in facilitating online learning was emphasized, and licenses were deliberated with inputs from Mr. Vipul Saluja.
- Online teaching methods were explored to provide support to faculty members in delivering effective online education, with suggestions from Dr. Mona K. and Dr. Suchandra D.
- Hygiene and maintenance of the campus were discussed to create a safe environment for future activities, with valuable input from Dr. Milind K.
- Strategies were proposed to support students during these challenging times, with insights from Ms. Manpreet W. and Mr. Kayzad D.
- Guidelines were issued in alignment with government directives, a collective effort led by Mukesh K. and Krupa Shah.
- Submissions for the DBT-STAR COLLEGE report and the facilitation of online IIC activities were addressed, with insights shared by Dr. Mona K.

Active Participation:

The meeting witnessed active participation from all members who shared valuable insights and ideas for adapting to the current situation.

Appreciation:

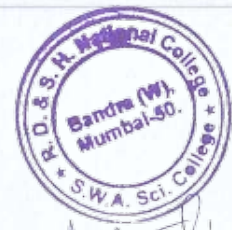
We sincerely appreciate the dedication and commitment of our IQAC members to ensure the continuous improvement of our institution, even in these trying times.

Let's continue to collaborate and navigate these challenges together for the betterment of our institution.

Warm regards,



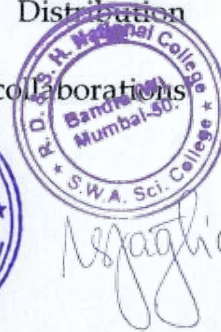
Mr. Dinesh B. Himatsinghani
IQAC Coordinator



**R. D. & S. H. National College & S. W.A. Science College Bandra (W.), Mumbai 50
Internal Quality Assurance Cell (IQAC)**

Action Taken Report for Internal Quality Assurance Cell (IQAC) Meetings (A.Y. 2019-20)

1. **Welcoming Dr. Neha Jagtiani:** Dr. Neha Jagtiani assumed her role as Incharge Principal, contributing to the institution's leadership.
2. **Reconstitution of IQAC:** IQAC was reconstituted as per NAAC guidelines, ensuring compliance.
3. **Planning for NAAC Third Cycle:** Committees were formed to plan for the third cycle of NAAC accreditation, with a focus on criterion-wise committees.
4. **Recommendations of NAAC Peer Team:** Action plans were implemented based on the recommendations of the NAAC Peer Team.
5. **Long-term and Short-term Goals:** Goals for the next five years were formulated and finalized through interactive discussions.
6. **Promotion of Sindhi Tradition and Culture:** Initiatives were planned to promote Sindhi Tradition and Culture.
7. **E-Governance:** E-governance initiatives were launched.
8. **Empowering Students for Sponsorship:** Efforts were made to involve students in bringing sponsorship to departmental festivals for event funding.
9. **Review of Industry-Academia Interface:** Steps were taken to enhance the industry-academia interface through formalizing a Standard Operating Procedure (SOP) for guest lectures.
10. **Placement Initiatives:** Placement activities were initiated from the first year, including CV writing, resume building, and actual placement drives in third-year classes.
11. **Student Support Activities:** A student support committee was established, and various activities to support students were initiated.
12. **Environmental Sustainability Measures:** Initiatives were launched to promote environmental sustainability, aligning with the National Colloquium on Institutional Social Responsibility under the DBT STAR College scheme.
13. **DST-FIST & DBT Scheme Fund Utilization:** Plans were made for the utilization of DST-FIST and DBT Scheme Funds for various projects. **DBT-STAR COLLEGE Report:** Submission of the report for the first-year grant was initiated.
14. **College Social Media Promotion:** Departments were assigned responsibilities for social media promotion.
15. **Computer Maintenance and Website Development:** Departments were actively involved in computer maintenance and website development.
16. **English Proficiency and Computer Literacy Courses:** English and IT departments initiated courses for non-teaching staff.
17. **Department-Wise Convocations for Alumni:** Efforts were made to organize department-wise convocations.
18. **Felicitation of Faculty Members:** Plans for an Annual Prize Distribution ceremony to honor faculty achievements were initiated.
19. **Tie-Up for Academic Collaboration:** Efforts to establish academic collaborations and exchange programs were explored.



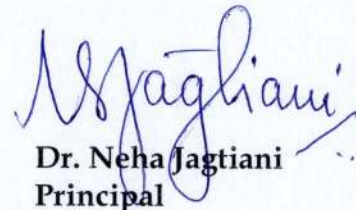
N. Jagtiani

20. **Development Projects:** Projects related to safe water, secured Wi-Fi campus, and CISSE for nation-building were further explored and considered for implementation.
21. **Cultural Activities:** Plans for cultural activities were discussed and implemented.
22. **Water Recycling Treatment Plant:** Discussions and considerations were carried out regarding the water recycling treatment plant.
23. **Transition to E-Mode during COVID-19 Pandemic:** Strategies for transitioning to online modes of operation during the COVID-19 pandemic were initiated.
24. **Online Learning:** Online teaching methods were explored, and examinations were conducted online.
25. **G-Suite and Microsoft Teams:** Licenses and platforms were utilized for effective online education.
26. **Campus Maintenance during COVID:** Strategies for campus maintenance were explored.
27. **Student Support during Lockdown:** Various student support initiatives were launched.
28. **Government Guidelines Alignment:** Guidelines were issued following government directives.
29. **IIC Activities:** Facilitation of online Institution's Innovation Council (IIC) activities was carried out.

The collective efforts of the IQAC members have led to the successful implementation of various initiatives and projects for the institution's quality and development.



Mr. Dinesh B. Himatsinghani
IQAC Coordinator



Dr. Neha Jagtiani
Principal

Internal Quality Assurance Cell (IQAC)

NOTICE

Date: 8th July 2020

It is proposed to convene an IQAC meeting on 15th July 2020 at 4:00 p.m through Google Meet. The link for the same would be sent on official E-Mail Id by 14th July 2020.

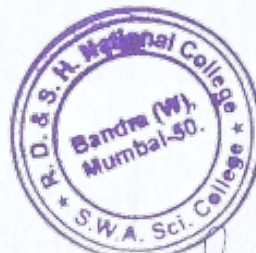
The following is the agenda for the meeting.

- Purchase of ERP for Academic and Administration use.
- Online Admissions through Mastersoft ERP module.
- Online classes during Covid 19 Pandemic
- Finalization of Academic Calendar
- Preparation for AQAR 2019-2020.

All the IQAC Committee members are requested to attend the meeting without fail.

Name of the Staff Members	Signature
IQAC Member	
Dr. Neha Jagtiani (Principal)	<i>N. Jagtiani</i>
Ms. Lakshmi Iyer (IQAC Member)	<i>Lakshmi Iyer</i>
Ms. Namrata A. (IQAC Member)	<i>Namrata A.</i>
Mr. Vipul Saluja (IQAC Member)	<i>Vipul Saluja</i>
Ms. Prerna Jathav (IQAC Member)	<i>Prerna Jathav</i>
Dr. Mona K. (IQAC Member)	<i>Mona K.</i>
Ms. Nikisha K. (IQAC Member)	<i>Nikisha K.</i>
Mr. Manoj Kadam (IQAC Member)	<i>Manoj Kadam</i>
Ms. Krupa Shah (IQAC Member)	<i>Krupa Shah</i>
Special Invitee	
Dr. Kiron Jathar (Vice Principal)	<i>Kiron Jathar</i>
Dr. Suchandra D. (Honors Committee convenor)	<i>Suchandra D.</i>

Dinesh
Dinesh B. Himatsinghani
IQAC Coordinator



N. Jagtiani



R. D. & S. H. National College & S. W.A. Science College Bandra (W.), Mumbai 50
Internal Quality Assurance Cell (IQAC)
Minutes of the IQAC Meeting - July 15, 2020

Date: July 15, 2020

Time: 4:00 p.m.

Venue: Virtual Meeting via Google Meet Meeting Type: Internal Quality Assurance Cell (IQAC)

Agenda:

1. Purchase of ERP for Academic and Administration use.
2. Online Admissions through Mastersoft ERP module.
3. Online classes during Covid 19 Pandemic.
4. Finalization of Academic Calendar.
5. Preparation for AQAR 2019-2020.

Members in Attendance:

CHAIRPERSON: Dinesh B. Himatsinghani, IQAC Coordinator

IQAC Member:

Dr. Neha Jagtiani (Principal)
Ms. Lakshmi Iyer (IQAC Member)
Ms. Namrata A. (IQAC Member)
Mr. Vipul Saluja (IQAC Member)
Ms. Prerna Jathav (IQAC Member)
Dr. Mona K. (IQAC Member)
Ms. Nikisha K. (IQAC Member)
Mr. Manoj Kadam (IQAC Member)
Ms. Krupa Shah (IQAC Member)

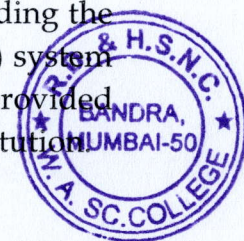
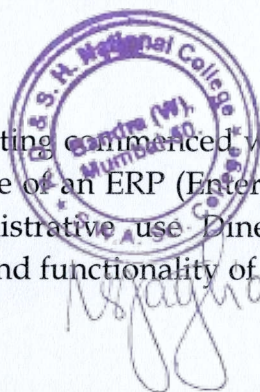
Special Invitee:

Dr. Kiron Jathar (Vice Principal)
Dr. Suchandra D. (Honors Committee convenor)

Meeting Minutes: On July 15, 2020, the IQAC Committee convened a virtual meeting via Google Meet to discuss the agenda items. Each member played a significant role in the discussion:

Key Discussion Points:

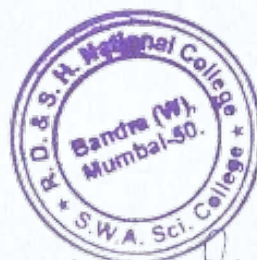
1. Purchase of ERP: The meeting commenced with Mr. Vipul Saluja, leading the discussion on the purchase of an ERP (Enterprise Resource Planning) system for academic and administrative use. Dinesh B. Himatsinghani provided insights into the benefits and functionality of ERP systems for the institution.



2. Online Admissions: Mrs. LaksmiIyer, the Vice Principal, facilitated the discussion on strategies for conducting online admissions through the Mastersoft ERP module. She shared her expertise in streamlining the admissions process.
3. Online Classes during Covid-19 Pandemic: Dr. Neha Jagtiani, the I/C Principal, took the lead in reviewing the experiences and challenges of conducting online classes during the Covid-19 pandemic. She actively discussed suggestions for improvement.
4. Finalization of Academic Calendar: Dinesh B. Himatsinghani, the IQAC Coordinator, coordinated the finalization of the academic calendar for the upcoming academic year, taking into account the ongoing pandemic and potential disruptions.
5. Preparation for AQAR: The preparation for the Annual Quality Assurance Report (AQAR) for the academic year 2019-2020 was discussed collectively, with all members contributing to data collection and documentation.
6. All IQAC members have agreed and consented to implement the suggestions to start the processes ASAP.



Mr. Dinesh B. Himatsinghani
IQAC Coordinator



R. D. & S. H. National College & S. W.A. Science College Bandra (W.), Mumbai 50

Smt. Jotukundnani Chowk , Off Linking Road , Bandra West , Mumbai 400050

Date: 1st September 2020

Internal Quality Assurance Cell (IQAC)-NOTICE

It is proposed to convene an IQAC meeting on 6th September 2020 at 2:00 p.m through Google Meet. The link for the same would be sent on official E-Mail Id by 5th September 2020.

The following is the agenda for the meeting.

- Initiation of Coursera Courses through Coursera Basic Campus Plan.
- Preparation and conduction for Online Examinations.
- Conduction of Webinars by departments.

All the IQAC Committee members are requested to attend the meeting without fail.

Name of the Staff Members	Signature
IQAC Member	
Dr. Neha Jagtiani (Principal)	<i>N Jagtiani</i>
Ms. Lakshmi Iyer (IQAC Member)	<i>L Iyer</i>
Ms. Namrata A. (IQAC Member)	<i>Namrata A. Online</i>
Mr. Vipul Saluja (IQAC Member)	<i>V Saluja</i>
Ms. Prerna Jathav (IQAC Member)	<i>P Jathav</i>
Dr. Mona K. (IQAC Member)	<i>Mona K.</i>
Ms. Nikisha K. (IQAC Member)	<i>Nikisha K.</i>
Mr. Manoj Kadam (IQAC Member)	<i>M Kadam</i>
Ms. Krupa Shah (IQAC Member)	<i>Krupa</i>
Special Invitee	
Dr. Kiron Jathar (Vice Principal)	<i>K Jathar</i>

Dinesh

Mr. Dinesh B. Himatsinghani
IQAC Coordinator



N Jagtiani

**R. D. & S. H. National College & S. W.A. Science College Bandra (W.), Mumbai 50
Internal Quality Assurance Cell (IQAC)**

Minutes of the IQAC Meeting - September 6, 2020

Date: September 6, 2020 Time: 2:00 p.m. Venue: Virtual Meeting via Google Meet
Meeting Type: Internal Quality Assurance Cell (IQAC)

Agenda:

1. Initiation of Coursera Courses through Coursera Basic Campus Plan.
2. Preparation and conduction for Online Examinations.
3. Conduction of Webinars by departments.
4. Men to men mapping and WAR room

Members in Attendance:

CHAIRPERSON: Dinesh B. Himatsinghani, IQAC Coordinator

IQAC Member:

Dr. Neha Jagtiani (Principal)
Ms. Lakshmi Iyer (IQAC Member)
Ms. Namrata A. (IQAC Member)
Mr. Vipul Saluja (IQAC Member)
Ms. Prerna Jathav (IQAC Member)
Dr. Mona K. (IQAC Member)
Ms. Nikisha K. (IQAC Member)
Mr. Manoj Kadam (IQAC Member)
Ms. Krupa Shah (IQAC Member)

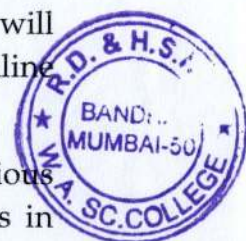
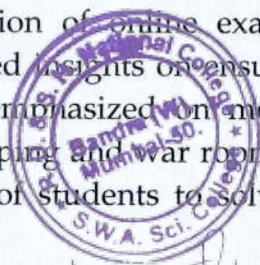
Special Invitee:

Dr. Kiron Jathar (Vice Principal)

Meeting Minutes: On September 6, 2020, the IQAC Committee convened a virtual meeting via Google Meet to discuss the agenda items.

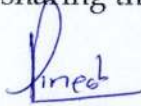
Key Discussion Points:

1. Coursera Courses: The meeting began with a discussion on the initiation of Coursera Courses through the Coursera Basic Campus Plan. Mr. Dinesh deliberated on the benefits and logistics of implementing Coursera courses for students.
2. Mr. Vipul Saluja, examination head, discussed the strategies for the preparation and conduction of online examinations were discussed. The committee members shared insights on ensuring the integrity and quality of online assessments. He emphasized on monitoring of online examination through man to man mapping and war room concept where one teacher will be assigned for a group of students to solve their difficulty during online examination.
3. Webinars by Departments: The conduction of webinars by various departments was deliberated. The importance of departmental webinars in



enhancing students' knowledge and engagement was emphasized. Dr. Mona K.: Research Committee Convenor, IIC, MHRD Coordinator, DBT AND DST Coordinator discussed many activities and virtual visits of NABI CIAB AND MERCK innovation lab under DBT scheme.

Active Participation: All IQAC Committee members actively participated in the meeting, sharing their views and ideas regarding the agenda items.



Mr. Dinesh B. Himatsinghani
IQAC Coordinator



R. D. & S. H. National College & S. W.A. Science College Bandra (W.), Mumbai 50
Smt. Jotukundnani Chowk , Off Linking Road , Bandra West , Mumbai 400050

Date: 9th March 2021

Internal Quality Assurance Cell (IQAC)-NOTICE

It is proposed to convene an IQAC meeting on **16th March 2021 at 11:00 a.m.** through Google Meet. The link for the same would be sent on official E-Mail id by 15th March 2021.


The following is the agenda for the meeting.

- Documentation Process for AQAR and NAAC.
- Review of Memorandum of Understanding signed by the institution.

All the IQAC Committee members are requested to attend the meeting without fail.

Members:

Name of the Staff Members	Signature
IQAC Member	
Dr. Neha Jagtiani (Principal)	
Ms. Lakshmi Iyer (IQAC Member)	
Ms. Namrata A. (IQAC Member)	
Mr. Vipul Saluja (IQAC Member)	
Ms. Purna Jathav (IQAC Member)	
Dr. Mona K. (IQAC Member)	
Ms. Nikisha K. (IQAC Member)	
Mr. Manoj Kadam (IQAC Member)	
Ms. Krupa Shah (IQAC Member)	
Special Invitee	
Dr. Kiron Jathar (Vice Principal)	
Dr. Suchandra D. (Honors Committee convenor)	


Mr. Dinesh B. Himatsinghani
IQAC Coordinator





**R. D. & S. H. National College & S. W.A. Science College Bandra (W.), Mumbai 50
Internal Quality Assurance Cell (IQAC)**

Minutes of the IQAC Meeting - March 16, 2021

Date: March 16, 2021 Time: 11:00 a.m. Venue: Virtual Meeting via Google Meet
Meeting Type: Internal Quality Assurance Cell (IQAC)

Agenda:

1. Documentation Process for AQAR and NAAC.
2. Review of Memorandum of Understanding signed by the institution.

Members in Attendance:

CHAIRPERSON: Dinesh B. Himatsinghani, IQAC Coordinator

IQAC Member:

Dr. Neha Jagtiani (Principal)
Ms. Lakshmi Iyer (IQAC Member)
Ms. Namrata A. (IQAC Member)
Mr. Vipul Saluja (IQAC Member)
Ms. Prerna Jathav (IQAC Member)
Dr. Mona K. (IQAC Member)
Ms. Nikisha K. (IQAC Member)
Mr. Manoj Kadam (IQAC Member)
Ms. Krupa Shah (IQAC Member)

Special Invitee:

Dr. Kiron Jathar (Vice Principal)
Dr. Suchandra D. (Honors Committee convenor)

Meeting Minutes: On March 16, 2021, the IQAC Committee convened a virtual meeting via Google Meet to discuss the agenda items.

Key Discussion Points:

1. Documentation Process for AQAR and NAAC: The meeting commenced with a discussion on the documentation process for AQAR (Annual Quality Assurance Report) and NAAC (National Assessment and Accreditation Council). The committee discussed the requirements and steps for compiling these reports.
2. Review of Memorandum of Understanding: The committee reviewed the Memorandum of Understanding (MoU) signed by the institution. The discussion focused on ensuring compliance and making necessary updates to the MoU, if required.



N. Jagtiani

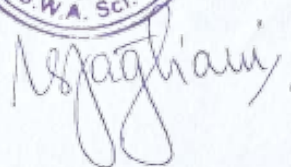
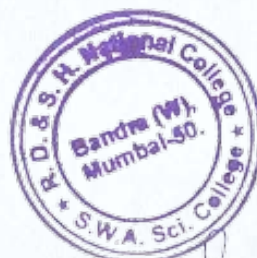


3. Dr. Suchandra Dutta has put up one MOU signing with Sushila Hospitals for preparation of Medicinal plant garden. She also emphasized upon the importance of medicinal plants during COVID period.
4. IQAC members agreed on all the points. A suggestion on preparation of strip garden has come up under MOU only which was further discussed and agreed.

Active Participation: All IQAC Committee members actively participated in the meeting, sharing their views and ideas regarding the agenda items.



Mr. Dinesh B. Himatsinghani
IQAC Coordinator



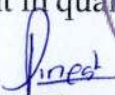
Internal Quality Assurance Cell (IQAC)

Action Taken Report compiled by IQAC Members for 2020-21.


Action Taken Report for IQAC Meetings 2020-21

1. **Purchase of ERP for Academic and Administration Use:** The procurement process for the ERP system was implemented without further delay for smooth conduction online admission, examination and student support activites.
2. **Online Classes during COVID-19 Pandemic:**Feedback from the meeting is being used to enhance the quality of online classes.
3. **Finalization of Academic Calendar:**The academic calendar has been finalized, considering potential disruptions.
4. **Preparation for AQAR 2019-2020:**The process of preparing the Annual Quality Assurance Report (AQAR) for 2019-2020 is underway, and data is being collected and documented.
5. **Initiation of Coursera Courses:**Coursera Courses have been initiated using the Coursera Basic Campus Plan.
6. **Preparation and Conduction for Online Examinations:**Measures have been implemented to ensure the integrity and quality of online examinations, including man-to-man mapping and a war room concept.
7. **Conduction of Webinars by Departments:**Various departments have started conducting webinars to enhance students' knowledge and engagement.
8. **Documentation Process for AQAR and NAAC:**The documentation process for the Annual Quality Assurance Report (AQAR) and National Assessment and Accreditation Council (NAAC) reports is in progress.
9. **Review of Memorandum of Understanding:**The MoU review is underway to ensure compliance and necessary updates, where required.
10. **MOU Signing with Sushila Hospitals for Medicinal Plant Garden:**The MOU signing with Sushila Hospitals for the preparation of a medicinal plant garden was completed, with a focus on the significance of medicinal plants during the COVID period. Preparations of Dhanwantri medicinal plant garden and strip garden have been initiated.
11. **Preparation of Strip Garden under MOU:**The suggestion for the preparation of a strip garden under the existing MoU is being actively pursued.

All action points from the IQAC meetings in the 2020-21 period have been duly considered, initiated, or implemented, contributing to the institution's continuous improvement in quality assurance and overall development.


Mr. Dinesh B. Himatsinghani
IQAC Coordinator




Dr. Neha Jagtiani
Principal

R.D. & S.H. National College & S.W.A. Science College
Smt. Jotu Kundnani Chowk, Off Linking Road, Bandra West, Mumbai 400050

Date: 9th July 2021

Internal Quality Assurance Cell (IQAC): NOTICE

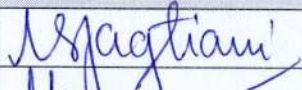
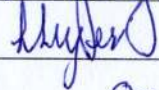
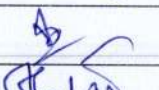

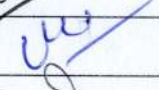
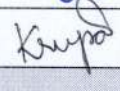
It is proposed to convene an IQAC meeting on 13th July 2021 at 11:30 a.m. in the IQAC Room. An online link for the meeting would also be sent.

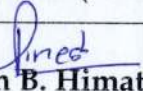
The following is the agenda for the meeting.

- Planning for Academic and Quality Audits
- ICT Augmentation of Digital resources
- Installation of Water Recycling Plant and Solar Panels
- Organization of National Level Workshops.
- Planning of Academic Calendar

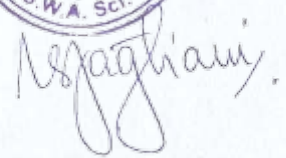
All the IQAC Committee members are requested to attend the meeting.

Members:

Name of the Staff Members	Signature
IQAC Member	
Dr. Neha Jagtiani (Principal)	
Ms. Lakshmi Iyer (IQAC Member)	
Ms. Namrata A. (IQAC Member)	Online
Mr. Vipul Saluja (IQAC Member)	
Ms. Purna Jathav (IQAC Member)	
Dr. Mona K. (IQAC Member)	Online
Ms. Nikisha K. (IQAC Member)	
Mr. Manoj Kadam (IQAC Member)	
Ms. Krupa Shah (IQAC Member)	
Special Invitee	
Dr. Kiron Jathar (Vice Principal)	


Mr. Dinesh B. Himatsinghani
IQAC Coordinator





R.D. & S.H. National College & S.W.A. Science College

Smt. Jotu Kundnani Chowk , Off Linking Road , Bandra West , Mumbai 400050

Minutes of the Meeting

Minutes of the IQAC Meeting - July 13, 2021

Date: July 13, 2021 Time: 11:30 a.m. Venue: IQAC Room and Online (Virtual Meeting)

Meeting Type: Internal Quality Assurance Cell (IQAC)

Agenda:

1. Planning for Academic and Quality Audits
2. ICT Augmentation of Digital resources
3. Installation of Water Recycling Plant and Solar Panels
4. Organization of National Level Workshops
5. Planning of Academic Calendar
6. Water Recycling plant

Members in Attendance:

CHAIRPERSON: Dinesh B. Himatsinghani, IQAC Coordinator

IQAC Member:

Dr. Neha Jagtiani (Principal)

Ms. Lakshmi Iyer (IQAC Member)

Ms. Namrata A. (IQAC Member)

Mr. Vipul Saluja (IQAC Member)

Ms. Prerna Jathav (IQAC Member)

Dr. Mona K. (IQAC Member)

Ms. Nikisha K. (IQAC Member)

Mr. Manoj Kadam (IQAC Member)

Ms. Krupa Shah (IQAC Member)

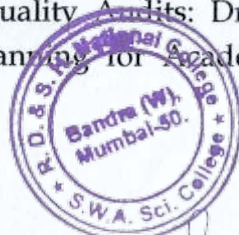
Special Invitee:

Dr. Kiron Jathar (Vice Principal)

Meeting Minutes: On July 13, 2021, the IQAC Committee convened a meeting in the IQAC Room and virtually via an online link to discuss the agenda items. Each member played a significant role in the discussion:

Key Discussion Points:

1. Planning for Academic and Quality Audits: Dr. Neha Jagtiani, the Principal, initiated the discussion on planning for Academic and Quality Audits. She



N. Jagtiani



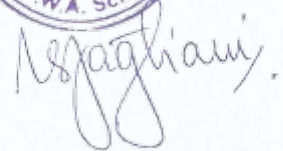
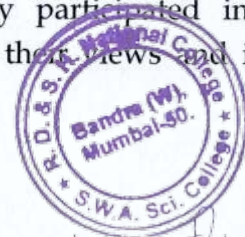
provided guidance and highlighted the importance of these audits in maintaining academic excellence.

2. ICT Augmentation of Digital Resources: Mr. Vipul Saluja, Examination Incharge, led the discussion on the augmentation of digital resources through ICT. He shared his expertise in enhancing the digital learning environment and resources for students and faculty. IQAC Coordinator, Mr. Dinesh H. agreed and emphasized to implement asap.
3. Installation of Water Recycling Plant and Solar Panels: Dr. Kiron Jathar, Vice Principal, presented the proposal for the installation of a water recycling plant and solar panels. Ms. Namrata A., explained the environmental benefits and potential cost savings associated with these initiatives.
4. Organization of National Level Workshops: Dr. Mona Kejariwal discussed the organization of national-level workshops. She highlighted the significance of these workshops in knowledge sharing and skill development.
5. Planning of Academic Calendar: Dr. Neha Jagtiani, Princiapl, facilitated the discussion on planning the academic calendar. She emphasized the need for a well-structured calendar, considering various academic activities and contingencies.

Active Participation: All IQAC Committee members actively participated in the meeting, with each member playing a distinct role in sharing their views and ideas regarding the agenda items.



Mr. Dinesh B. Himatsinghani
IQAC Coordinator



R.D. & S.H. National College & S.W.A. Science College
Smt. Jotu Kundnani Chowk, Off Linking Road, Bandra West, Mumbai 400050

Date: 11th March 2022

Internal Quality Assurance Cell (IQAC): NOTICE

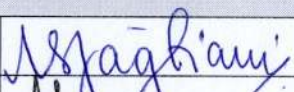
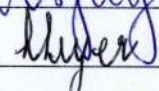

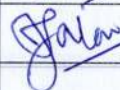

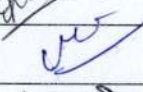
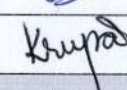
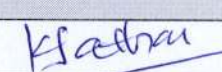
It is proposed to convene an IQAC meeting on 14th March 2022 at 12:30 p.m. in the IQAC Room.

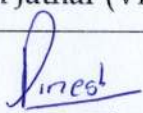
The following is the agenda for the meeting.

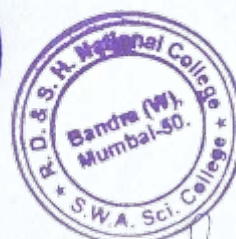
- Review and Confirmation of Previous Meeting Minutes
- Feedback on MIS
- Update on the Status of AQAR
- To Conduct Outcome-Based Activities
- Review of CAS of Faculties
- Preparation for SSR

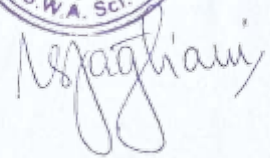
All the IQAC Committee members are requested to attend the meeting.

Members:

Name of the Staff Members	Signature
IQAC Member	
Dr. Neha Jagtiani (Principal)	
Ms. Lakshmi Iyer (IQAC Member)	
Ms. Namrata A. (IQAC Member)	Online
Mr. Vipul Saluja (IQAC Member)	
Ms. Prerna Jathav (IQAC Member)	
Dr. Mona K. (IQAC Member)	Online
Ms. Nikisha K. (IQAC Member)	
Mr. Manoj Kadam (IQAC Member)	
Ms. Krupa Shah (IQAC Member)	
Special Invitee	
Dr. Kiron Jathar (Vice Principal)	


Mr. Dinesh B. Himatsinghani
IQAC Coordinator





R.D. & S.H. National College & S.W.A. Science College
Smt. Jotun Kundnani Chowk , Off Linking Road , Bandra West , Mumbai 400050

Minutes of the Meeting

Minutes of the IQAC Meeting - March 14, 2022

Date: March 14, 2022 Time: 12:30 p.m. Venue: IQAC Room Meeting Type: Internal Quality Assurance Cell (IQAC)

Agenda:

1. Review and Confirmation of Previous Meeting Minutes
2. Feedback on MIS
3. Update on the Status of AQAR
4. To Conduct Outcome-Based Activities
5. Review of CAS of Faculties
6. Preparation for SSR
7. ISO certification

Members in Attendance:

CHAIRPERSON: Dinesh B. Himatsinghani, IQAC Coordinator

IQAC Member:

Dr. Neha Jagtiani (Principal)

Ms. Lakshmi Iyer (IQAC Member)

Ms. Namrata A. (IQAC Member)

Mr. Vipul Saluja (IQAC Member)

Ms. Perna Jathav (IQAC Member)

Dr. Mona K. (IQAC Member)

Ms. Nikisha K. (IQAC Member)

Mr. Manoj Kadam (IQAC Member)

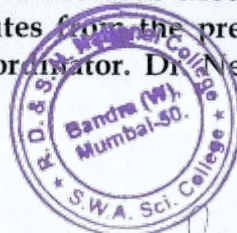
Ms. Krupa Shah (IQAC Member)

Special Invitee:

Dr. Kiron Jathar (Vice Principal)

Meeting Minutes: On March 14, 2022, the IQAC Committee convened a meeting in the IQAC Room to address the agenda items. Each member played a vital role in the discussion:

1. **Review and Confirmation of Previous Meeting Minutes:** The meeting began with a review of the minutes from the previous meeting by Mr. Dinesh B. Himatsinghani, IQAC Coordinator. Dr. Neha Jagtiani, the Principal, led the



N. Jagtiani



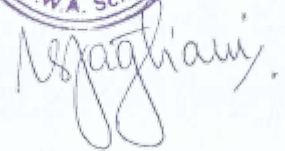
discussion, and the minutes were confirmed after members' feedback and discussion.

2. Feedback on MIS: Dinesh B. Himatsinghani, IQAC Coordinator, provided insights and feedback on the Management Information System (MIS). The committee discussed improvements and ways to enhance data management.
3. Update on the Status of AQAR: Dinesh B. Himatsinghani, IQAC Coordinator and Dr. Mona K. (IQAC Co-coordinator) presented an update on the Annual Quality Assurance Report (AQAR). She discussed the progress made and any outstanding tasks.
4. To Conduct Outcome-Based Activities: Nikisha K., BMS Coordinator, initiated the discussion on conducting outcome-based activities. She shared strategies and ideas for aligning activities with desired outcomes.
5. Review of CAS of Faculties: Dr. Mona K. (IQAC Co-coordinator), presented the review of the Career Advancement Scheme (CAS) for faculties. She discussed the progress and any areas of concern.
6. Preparation for SSR: Mr. Dinesh B. Himatsinghani, IQAC Coordinator and Dr. Kiron Jathar, Vice Principal, discussed the preparation for the Self-Study Report (SSR). They emphasized the importance of planning and documentation for accreditation.
7. Dr. Neha Jagtiani has suggested to start the process for ISO certification for overall quality management of Institution. IQAC has agreed for the same. Dr. Mona K. has been given responsibility.

Active Participation: All IQAC Committee members actively participated in the meeting, with each member playing a specific role in sharing their views and ideas regarding the agenda items.



Mr. Dinesh B. Himatsinghani
IQAC Coordinator



Internal Quality Assurance Cell (IQAC)

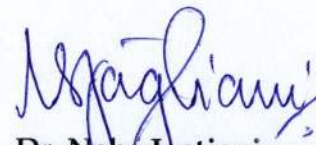
Minutes of the Meetings (A.Y. 2021-2022)

Action Taken Report compiled by IQAC Members for 2021-2022

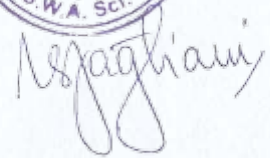
- An Academic Audit with external Auditors was conducted by IQAC.
- Also Environmental, Green, Energy Audits were conducted by Auditing Agencies.
- ICT Augmentation of Digital resources and purchase of high-end Desktop machines.
- Installation of Secured Wi FI enabled campus.
- Installation of Video Conferencing Communication Tools.
- A 2KLD Water recycling plant was installed on the campus. Recycled water from all Science Laboratories is recycled and used for watering plants in the Botanical Garden.
- Collaboration with Academic Staff College of the Affiliated University to plan and conduct an Orientation Program for faculty members.
- Organisation of webinars, Lecture series, Seminars in association with reputed institutions, industry by various departments.
- Initiation of ISO certification for overall quality management of Institution.



Mr. Dinesh B. Himatsinghani
IQAC Coordinator



Dr. Neha Jagtiani
Principal



R.D. & S.H. National College & S.W.A. Science College
Smt. Jotu Kundnani Chowk, Off Linking Road, Bandra West, Mumbai 400050

Date: 16th June 2022

Internal Quality Assurance Cell (IQAC): NOTICE

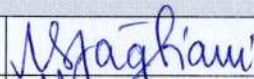
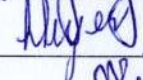
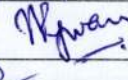

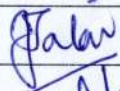



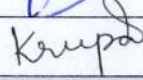
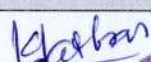
It is proposed to convene an IQAC meeting on 20th June 2022 at 11:00 a.m. in the IQAC Room.

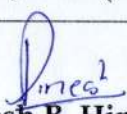
The following is the agenda for the meeting.

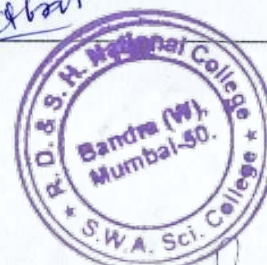
- Review and Confirmation of previous meeting minutes.
- Preparation of Academic Calendar for Academic year 2022-2023.
- Assessment and Review of Academic Activities and Administrative Activities
- Orientation Program for First year students.
- Promotion of ICT Activities.
- Introduction of Post Graduate Courses.


All the IQAC Committee members are requested to attend the meeting.

Members

Name of the Staff Members	Signature
IQAC Member	
Dr. Neha Jagtiani (Principal)	
Ms. Lakshmi Iyer (IQAC Member)	
Ms. Namrata A. (IQAC Member)	
Mr. Vipul Saluja (IQAC Member)	
Ms. Prerna Jathav (IQAC Member)	
Dr. Mona K. (IQAC Member)	
Ms. Nikisha K. (IQAC Member)	
Mr. Manoj Kadam (IQAC Member)	
Ms. Krupa Shah (IQAC Member)	
Special Invitee	
Dr. Kiron Jathar (Vice Principal)	


Mr. Dinesh B. Himatsinghani
IQAC Coordinator





R.D. & S.H. National College & S.W.A. Science College
Smt. Jotu Kundnani Chowk , Off Linking Road , Bandra West , Mumbai 400050

Minutes of the IQAC Meeting - June 20, 2022

Date: June 20, 2022 Time: 11:00 a.m. Venue: IQAC Room Meeting Type: Internal Quality Assurance Cell (IQAC)

Agenda:

1. Review and Confirmation of previous meeting minutes.
2. Preparation of Academic Calendar for Academic year 2022-2023.
3. Assessment and Review of Academic Activities and Administrative Activities.
4. Orientation Program for First-year students.
5. Promotion of ICT Activities.
6. Introduction of Post Graduate Courses.

Members in Attendance:

CHAIRPERSON: Dinesh B. Himatsinghani, IQAC Coordinator

IQAC Member:

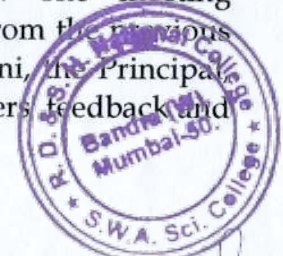
Dr. Neha Jagtiani (Principal)
Ms. Lakshmi Iyer (IQAC Member)
Ms. Namrata A. (IQAC Member)
Mr. Vipul Saluja (IQAC Member)
Ms. Prerna Jathav (IQAC Member)
Dr. Mona K. (IQAC Member)
Ms. Nikisha K. (IQAC Member)
Mr. Manoj Kadam (IQAC Member)
Ms. Krupa Shah (IQAC Member)

Special Invitee:

Dr. Kiron Jathar (Vice Principal)

Meeting Minutes: On June 20, 2022, the IQAC Committee convened a meeting in the IQAC Room to address the agenda items. Each member played a vital role in the discussion:

1. Review and Confirmation of previous meeting minutes: The meeting commenced with the review and confirmation of the minutes from the previous meeting by Mr. Dinesh H., IQAC Coordinator.. Dr. Neha Jagtiani, the Principal, led the discussion, and the minutes were confirmed after members' feedback and discussion.



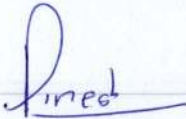
N. Jagtiani

2. Preparation of Academic Calendar for Academic year 2022-2023: Dr. Kiron Jathar, Vice Principal, presented the plan for preparing the academic calendar for the upcoming academic year. The committee discussed key dates and activities.
3. Assessment and Review of Academic Activities and Administrative Activities: Mr. Vipul Saluja, Examination Incharge, facilitated the assessment and review of academic and administrative activities. He highlighted areas for improvement and best practices.
4. Orientation Program for First-year students: Nikisha K., BMS Coordinator, discussed the orientation program for first-year students. She shared ideas and strategies to welcome and familiarize new students.
5. Promotion of ICT Activities: Mr. Dinesh H., presented initiatives to promote ICT activities within the institution. He emphasized the importance of leveraging technology for educational enhancement.
6. Introduction of Post Graduate Courses: **Dr. Neha Jagtiani, Principal** discussed the introduction of post-graduate courses. She highlighted the feasibility and potential benefits of these courses. She gave the responsibility to Dr. Mona Kejariwal to coordinate with all departments and office incharge Mr. Ganesh Ruke for the same.

Active Participation: All IQAC Committee members actively participated in the meeting, with each member playing a specific role in sharing their views and ideas regarding the agenda items.

Conclusion

The chairperson summarized the key points discussed during the meeting. Appreciation was expressed to all members for their valuable contributions. The meeting concluded with a vote of thanks to the chairperson.



Mr. Dinesh B. Himatsinghani
IQAC Coordinator



R.D. & S.H. National College & S.W.A. Science College

Smt. Jotu Kundnani Chowk, Off Linking Road, Bandra West, Mumbai 400050

Date: 5th August 2022

Internal Quality Assurance Cell (IQAC): NOTICE

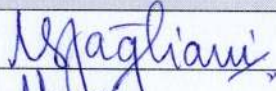
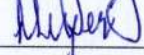
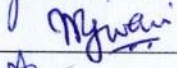

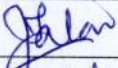

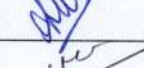
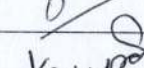
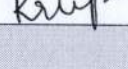
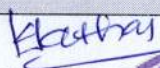
It is proposed to convene an IQAC meeting on 8th August 2022 at 11:30 a.m. in the IQAC Room.

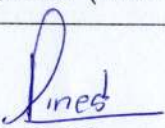
The following is the agenda for the meeting.

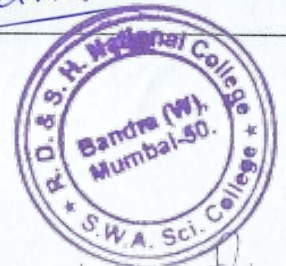
- Review and Confirmation of previous meeting minutes.
- Planning of Academic Audit
- Meetings with Criteria Members for preparation of SSR.
- Existing certificate and short-term courses to be reviewed and additional courses to be introduced.
- Avishkar workshop for undergraduate students.

All the IQAC Committee members are requested to attend the meeting.

Members:

Name of the Staff Members	Signature
IQAC Member	
Dr. Neha Jagtiani (Principal)	
Ms. Lakshmi Iyer (IQAC Member)	
Ms. Namrata A. (IQAC Member)	
Mr. Vipul Saluja (IQAC Member)	
Ms. Purna Jathav (IQAC Member)	
Dr. Mona K. (IQAC Member)	
Ms. Nikisha K. (IQAC Member)	
Mr. Manoj Kadam (IQAC Member)	
Ms. Krupa Shah (IQAC Member)	
Special Invitee	
Dr. Kiron Jathar (Vice Principal)	


Mr. Dinesh B. Himatsinghani
IQAC Coordinator





R.D. & S.H. National College & S.W.A. Science College
Smt. Jotu Kundnani Chowk , Off Linking Road , Bandra West , Mumbai 400050

Minutes of the IQAC Meeting - August 8, 2022

Date: August 8, 2022 Time: 11:30 a.m. Venue: IQAC Room Meeting Type: Internal
Quality Assurance Cell (IQAC)

Agenda:

1. Review and Confirmation of previous meeting minutes.
2. Planning of Academic Audit.
3. Meetings with Criteria Members for preparation of SSR.
4. Review of Existing Certificate and Short-Term Courses, and Introduction of Additional Courses.
5. Avishkar workshop for undergraduate students.

Members in Attendance:

CHAIRPERSON: Dinesh B. Himatsinghani, IQAC Coordinator

IQAC Member:

- Dr. Neha Jagtiani (Principal)
Ms. Lakshmi Iyer (IQAC Member)
Ms. Namrata A. (IQAC Member)
Mr. Vipul Saluja (IQAC Member)
Ms. Prerna Jathav (IQAC Member)
Dr. Mona K. (IQAC Member)
Ms. Nikisha K. (IQAC Member)
Mr. Manoj Kadam (IQAC Member)
Ms. Krupa Shah (IQAC Member)

Special Invitee:

Dr. Kiron Jathar (Vice Principal)

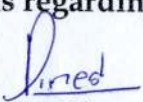


N. Jagtiani

Meeting Minutes: On August 8, 2022, the IQAC Committee convened a meeting in the IQAC Room to address the agenda items. Each member played a vital role in the discussion:

1. Review and Confirmation of previous meeting minutes: The meeting commenced with the review and confirmation of the minutes from the previous meeting by Mr. Dinesh H. IQAC Coordinator. Dr. Neha Jagtiani, the Principal, led the discussion, and the minutes were confirmed after members' feedback and discussion.
2. Planning of Academic Audit: Dr. Kiron Jathar, Vice Principal, presented the plan for the upcoming academic audit. The IQAC will discuss the audit process and timelines with Mrs Lata Sardesai, Dr. Lalana Khot and Dr. Mona Kejariwal separately.
3. Meetings with Criteria Members for preparation of SSR: Mr. Dinesh H. and Dr. Mona K., IQAC Co-coordinator, discussed the upcoming meetings with criteria members for the preparation of the Self-Study Report (SSR). The importance of data collection and documentation was emphasized.
4. Review of Existing Certificate and Short-Term Courses: Dr. Neha Jagtiani Principal, initiated the discussion on the review of existing certificate and short-term courses. She asked the recommendations for course improvements and the introduction of additional courses. Dr. Mona Kejariwal gave a suggestion to conduct Skill based and capacity certificate courses for all the students. Mrs Lakshmi Iyer has been given the responsibility to channelize the same.
5. Avishkar workshop for undergraduate students: IQAC presented plans for the Avishkar workshop for undergraduate students. The workshop's objectives and content were discussed.

Active Participation: All IQAC Committee members actively participated in the meeting, with each member playing a specific role in sharing their views and ideas regarding the agenda items.


Mr. Dinesh B. Himatsinghani
IQAC Coordinator





R.D. & S.H. National College & S.W.A. Science College
Smt. Jotu Kundnani Chowk, Off Linking Road, Bandra West, Mumbai 400050

Date: 6th January 2023

Internal Quality Assurance Cell (IQAC): NOTICE

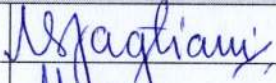
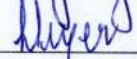
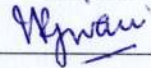

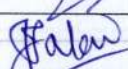


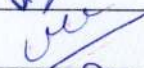
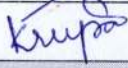
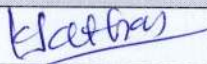
It is proposed to convene an IQAC meeting on 10th January 2023 at 11:00 a.m. in the IQAC Room.


The following is the agenda for the meeting.

- International Conference by science departments
- Best college award preparation for year 2022-23
- MOU for sports activities
- Discussion on examination planning
- CAS and PBAS Performa to all teachers
- Gender audit

All the IQAC Committee members are requested to attend the meeting.

Members:

Name of the Staff Members	Signature
IQAC Member	
Dr. Neha Jagtiani (Principal)	
Ms. Lakshmi Iyer (IQAC Member)	
Ms. Namrata A. (IQAC Member)	
Mr. Vipul Saluja (IQAC Member)	
Ms. Purna Jathav (IQAC Member)	
Dr. Mona K. (IQAC Member)	
Ms. Nikisha K. (IQAC Member)	
Mr. Manoj Kadam (IQAC Member)	
Ms. Krupa Shah (IQAC Member)	
Special Invitee	
Dr. Kiron Jathar (Vice Principal)	


Mr. Dinesh B. Himatsinghani
IQAC Coordinator





R.D. & S.H. National College & S.W.A. Science College

Smt. Jotu Kundnani Chowk , Off Linking Road , Bandra West , Mumbai 400050

Minutes of the IQAC Meeting - January 10, 2023

Date: January 10, 2023 Time: 11:00 a.m. Venue: IQAC Room Meeting Type: Internal Quality Assurance Cell (IQAC)

Agenda:

1. International Conference by science departments.
2. Best college award preparation for the year 2022-23.
3. MOU for sports activities.
4. Discussion on examination planning.
5. CAS and PBAS Performa to all teachers.
6. Gender audit.

Members in Attendance:

CHAIRPERSON: Dinesh B. Himatsinghani, IQAC Coordinator

IQAC Member:

Dr. Neha Jagtiani (Principal)

Ms. Lakshmi Iyer (IQAC Member)

Ms. Namrata A. (IQAC Member)

Mr. Vipul Saluja (IQAC Member)

Ms. Prerna Jathav (IQAC Member)

Dr. Mona K. (IQAC Member)

Ms. Nikisha K. (IQAC Member)

Mr. Manoj Kadam (IQAC Member)

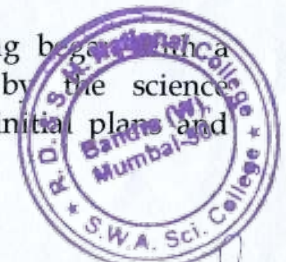
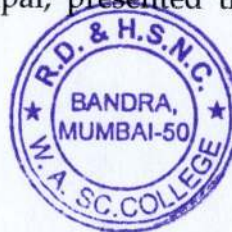
Ms. Krupa Shah (IQAC Member)

Special Invitee:

Dr. Kiron Jathar (Vice Principal)

Meeting Minutes: On January 10, 2023, the IQAC Committee convened a meeting in the IQAC Room to address the agenda items. Each member played a vital role in the discussion:

1. International Conference by science departments: The meeting began with a discussion about organizing an international conference by the science departments. Dr. Kiron Jathar, Vice Principal, presented the initial plan and sought input from the committee.



N. Jagtiani

2. Best college award preparation for the year 2022-23: Dr. Neha Jagtiani, the Principal, led a discussion on the preparation for the Best College Award for the year 2022-23. The committee explored the criteria and requirements for the award.
3. MOU for sports activities: Mr. Dinesh H, IQAC Coordinator presented the proposal for an MOU for sports activities. The committee discussed the potential partners and benefits of such an agreement.
4. Discussion on examination planning: Mr. Vipul Saluja, initiated the discussion on examination planning. She highlighted the importance of proper planning and coordination for upcoming examinations.
5. CAS and PBAS Performa to all teachers: Dr. Mona K., IQAC Co-coordinator, discussed the distribution of CAS and PBAS Performa to all teachers. She emphasized the need for compliance and documentation.
6. Gender audit: Mrs. Namrata A., IQAC Member, presented plans for conducting a gender audit. The objectives and methodologies were discussed.

Active Participation: All IQAC Committee members actively participated in the meeting, with each member playing a specific role in sharing their views and ideas regarding the agenda items.



Mr. Dinesh B. Himatsinghani
IQAC Coordinator

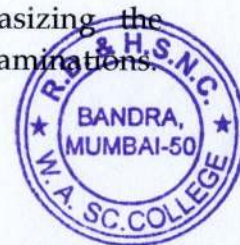
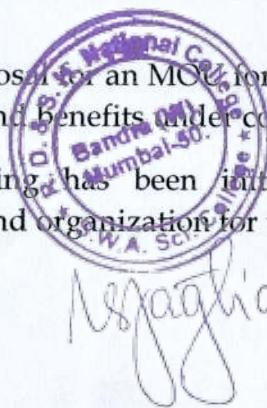


Internal Quality Assurance Cell (IQAC)

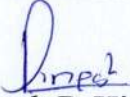
Minutes of the Meetings (A.Y. 2021-2022)

Action Taken Report compiled by IQAC Members for 2022-23

1. The minutes from the previous meeting were reviewed and confirmed. Preparation of Academic Calendar for Academic Year 2022-2023 has been prepared and finalized.
2. Assessment and Review of Academic and Administrative Activities have been assessed and reviewed, with improvements identified and best practices implemented.
3. Orientation Program for First-year Students has been planned and executed to help new students integrate into the college community.
4. Initiatives to promote ICT activities have been implemented, leveraging technology for educational enhancement.
5. Postgraduate courses have been introduced, enhancing the academic offerings of the institution. Coordination with all departments and the relevant authorities is ongoing.
6. Plans for the academic audit have been established, and meetings with criteria members for the preparation of the Self-Study Report (SSR) have been conducted.
7. Existing certificate and short-term courses have been reviewed, and new courses are being introduced, including skill-based and capacity certificate courses for students. Skill based and capacity building courser were continued as from online mode.
8. The Avishkar workshop for undergraduate students has been planned, with objectives and content defined.
9. International Conference by Science Departments: Plans for organizing an international conference by the science departments are underway, with initial plans discussed and further actions to be taken.
10. Best College Award Preparation for Year 2022-23: Preparation for the Best College Award for the year 2022-23 is in progress, with criteria and requirements being explored.
11. MOU for Sports Activities: The proposal for an MOU for sports activities is being developed, with potential partners and benefits under consideration.
12. Discussion on examination planning has been initiated, emphasizing the importance of proper coordination and organization for upcoming examinations.



13. The distribution of CAS and PBAS Performa to all teachers has been executed, ensuring compliance and documentation.
14. Plans for conducting a gender audit have been established, including objectives and methodologies.
15. All action points from the IQAC meetings in 2022 have been diligently considered, initiated, or implemented, contributing to the institution's continuous improvement in quality assurance and overall development.


Mr. Dinesh B. Himatsinghani
IQAC Coordinator




Dr. Neha Jagtiani
Principal