



S.I.W.S.

N.R. SWAMY COLLEGE OF COMMERCE & ECONOMICS AND

SMT. THIRUMALAI COLLEGE OF SCIENCE

PLOT NO. 337, SEWREE - WADALA ESTATE,

MAJOR R. PARAMESHWARAN MARG, WADALA, MUMBAI – 400 031

I.Q.A.C.

MINUTES OF THE MEETING

ACADEMIC YEAR

2021 - 2022

**Minutes of the Internal Quality Assurance Cell (I.Q.A.C.) held on 28th October, 2021
at 12.30 p.m. in Board Room**

Members present:

1. Prin. Dr. Usha S. Iyer	Chairperson
2. Mr. Vaibhav Banjan	Co-ordinator
3. Mr. R Radhakrishnan	Management Representative
4. Mr. M. Ananthasubramanian	Management Representative
5. Mrs. Neeta Khanolkar	Teaching Faculty
6. Dr. Kirti Nakhare	Teaching Faculty
7. Dr. Swapnesh Rangnekar	Teaching Faculty
8. Dr. Sunita Shirvalkar	Teaching Faculty
9. Mrs. Subhashini Iyengar	Teaching Faculty
10. Mr. Ayyappan Iyer	Teaching Faculty
11. Mr. Vijay Rayamane	Industry Representative
12. Mr. P. Manoharan	Registrar
13. Mrs. Jayashree Mhatre	Office Superintendent
14. Mr. Subham More	Student Member

The meeting commenced at 12.30 p.m. as there was adequate quorum

1. Approval of Minutes of the earlier Meeting on 27th August, 2021

The I.Q.A.C. Co-ordinator read out the Minutes of the earlier meeting and same was approved.

2. Draft IIQA for submission to NAAC

The I.Q.A.C. Coordinator informed the members that the draft Institutional Information for Quality Assessment (IIQA) for submission to NAAC has been prepared. The Principal informed the members that the IIQA requires submission of documents on the NAAC portal. After approval of IIQA by NAAC authorities, Self Study Report has to be uploaded within 45 days on NAAC website.



3. Conducting Certificate Courses

The members congratulated Principal and I.Q.A.C. Coordinator and the staff for successfully conducting a number of certificate courses for the benefit of students. Principal said that the courses were meticulously designed for capacity building and enhancing the academic and life skills of students in order to achieve an all-around development of their personality. The courses not only involved lectures by scholarly resource persons but also provided training to the students.

4. Any other Matter

Following suggestions were given by the members

- i) Improve digital infrastructure facilities in the campus
- ii) Make ICT facilities available for online teaching
- iii) Upgrading of the Canteen and Sports facilities

5. Action Taken Report

- i) Cultural Association organized online intercollegiate competitions namely Aaya Sawan Jhumke and Visions of India on 31st July 2021 and 16th August, 2021 for holistic development of students.
- ii) I.Q.A.C. organized a **Faculty Development Program on 'Innovative Practices and Quality Assurance'** for NAAC on 29th August, 2021. Dr. N.S. Dharmadhikari, Educationist – Pune shared his experience regarding activities to be done under each criteria.
- iii) I.Q.A.C. organized a **Faculty Development Program on 'Self-Study Report and Quality Enhancement Techniques'** for NAAC on 30th August, 2021. Dr. N.S. Dharmadhikari, Educationist – Pune addressed the staff and his interactions motivated the staff members.
- iv) A webinar was organized by the IQAC along with Career guidance and Placement cell and Counselling Cell on **'Mental Health Check-up and the Social Stigma attached'** on 2nd September 2021 in which Ms. Nikita Sharma, Team Manager, Corporate Infocom Pvt. Ltd. addressed the students, teachers and non-teaching staff.
- v) The Department of Mathematics organized an Intercollegiate Online Career Guidance Talk and Interactive Session for all Science Students on **"Preparing for Premiere Institutes in**



India after Graduation” on September 18, 2021. Mr. Nitin Tomar, Research Scholar, IIT Mumbai was the speaker for the same.

- vi) The Department of Business Communication of S.I.W.S. College, in collaboration with the Public Speaking and Debating Society of H.R. College, HSNS University conducted a **National Webinar on “Honing Life Skills”** from the 21-23 September, 2021.
- vii) I.Q.A.C. and Department of Master of Commerce jointly organized an exclusive Webinar on **“Preparation for Competitive Exam”** on 23rd September, 2021.
- viii) The Departments of Business Economics, Banking and Insurance and I.Q.A.C. in collaboration with Artiglee Solutions LLP, Ahmedabad 380015, successfully conducted the 15 day Certificate Course on **‘Entrepreneurial Development Program’**.
- ix) The Departments of Business Economics and Commerce (Aided & Self-Finance Courses) jointly with I.Q.A.C. in collaboration with International Institute for Population Sciences (I.I.P.S.) Deemed University, organized an **International workshop on “Research Methodology in Social Sciences”** from 5- 9 October, 2021 which received accolades from the academic circles.

6. Vote of Thanks

The meeting concluded with Vote of Thanks to the Chair.



IQAC Co-ordinator

Date : 01st November 2021



Principal & Chairperson

PRINCIPAL
S.I.W.S. N.R. Swamy College of
Commerce & Economics &
Smt. Thirumalai College of Science,
Wadala, Mumbai 400 031



**Minutes of the Internal Quality Assurance Cell (I.Q.A.C.) held on 27th August, 2021
at 12.30 p.m. in Board Room of the College**

Members present:

1. Prin. Dr. Usha S. Iyer	Chairperson
2. Mr. Vaibhav Banjan	Co-ordinator
3. Mr. R Radhakrishnan	Management Representative
4. Mr. M.Ananthasubramanian	Management Representative
5. Mrs. Neeta Khanolkar	Teaching Faculty
6. Dr. Kirti Nakhare	Teaching Faculty
7. Dr. Swapnesh Rangnekar	Teaching Faculty
8. Dr. Sunita Shirvalkar	Teaching Faculty
9. Mrs. Subhashini Iyengar	Teaching Faculty
10. Mr. Ayyappan Iyer	Teaching Faculty
11. Dr. Kiran Mangaonkar	Academician
12. Mr. Vijay Rayamane	Industry Representative
13. Mrs. Jayashree Mhatre	Office Superintendent
14. Mr. Subham More	Student Member

The meeting commenced at 12.30 p.m. as there was adequate quorum

1. Approval of Minutes of the earlier Meeting on 12th June, 2021

The I.Q.A.C. Co-ordinator read out the Minutes of the earlier meeting and same was approved.

2. Draft SSR for submission to NAAC

The Principal informed the members that the draft of the Self Study Report (SSR) for submission to NAAC has been prepared. The I.Q.A.C. Coordinator discussed with the members the preparation of SSR as per revised NAAC guidelines. He also informed that the supporting documents for the SSR submission are being collected from various stakeholders so that the SSR becomes ready for submission.



3. Documentation for submission to NAAC

Documentation of activities in the form of a report in the format prescribed by NAAC and uploading the same in the college website is an integral part of NAAC accreditation process. The Principal informed the members that the website has to be further restructured and upgraded with adequate information. College website committee is uploading the mandatory documents on the website.

4. Any other Matter

Following suggestions were given by the members

- i) Organize webinars on Research methodology, Intellectual Property Rights, Entrepreneurship Development, Competitive examinations, etc. for improving research aptitude among the students and develop their life skills for employability.
- ii) Improve the ICT infrastructure facilities

5. Action Taken Report

- i) National Webinar on **NAAC Related Quality Enhancement Techniques** was organized by I.Q.A.C. on 15th June, 2021 in online mode. Dr. N.S. Dharmadhikari, NAAC & UGC Member, Educationist – Pune addressed the gathering about the do's and don'ts of the seven NAAC criterias.
- ii) Two more new computer laboratories were inaugurated by the Chief Guest Shri Deepak Mukadam, Advisor to the Chancellor on 2nd July, 2021.
- iii) A talk cum interactive session on '**Emerging Trends in Education**' was delivered by Shri Deepak Mukadam, Advisor to the Chancellor on 2nd July, 2021.
- iv) I.Q.A.C. & the Department of Chemistry organized a **National Webinar on Laboratory Safety Practices – 'Accidents Never happen Accidentally'** for teaching, non teaching staff members and students to provide a hazard free and safe environment in the laboratory on 28th June, 2021 for which resource person was Dr. Prabodh Chobe, Ex- Senior General Manger at B.A.S.F.
- v) I.Q.A.C. & the Department of Business Economics organized webinar on '**Personal Financial Planning**' by Dr. Nitin Tejkumar Tanted, an Emplaned Trainer of G Institutions and Consultancy on 16th July, 2021 from 8 am to 9 am.



- vi) I.Q.A.C. & Department of Business Economics organized webinar on 'Investors Awareness Program' by Dr. Nitin Tejkumar Tanted an Emplaned Trainer of G Institutions and Consultancy on 16th July, 2021 from 9 am to 10 am.
- vii) The Library Department along with I.Q.A.C. of the college organized a **National Webinar on E-Library and E-Resources : Effective Teaching and E-Learning with NLIST E-Resources** on 17th July 2021 for which Mr. Bhavesh Patel, Asst. Librarian was the speaker.
- viii) National Webinar on '**Fun with Physics**' conducted by the Department of Physics on 7th August, 2021 giving insights on simple phenomena in phycsis by Dr. Jayant Joshi from B.A.R.C.
- ix) National Webinar on '**An Army Way to Success**' organized by N.C.C. and I.Q.A.C. on 13th August, 2021. Col. Jayant Kumar Ghosh, Indian Army personnel gave an excellent delivery on opportunities in the Army, Navy and Air force for students
- x) **Communication in the Contemporary Context** – Certificate Course in Business Communication was organized by the I.Q.A.C. & The Department of Business Communication from 27 July 2021 to 14 August, 2021.

6. Vote of Thanks

The meeting concluded with Vote of Thanks to the Chair.

S. Jayant

IQAC Co-ordinator

Date : 28th October, 2021

S. Zshar

Principal & Chairperson

PRINCIPAL
S.I.W.S. N.R. Swamy College of
Commerce & Economics &
Smt. Thirumalai College of Science,
Wadala, Mumbai 400 031





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I.Q.A.C.

**MINUTES OF THE MEETING
&
ACTION TAKEN REPORT**

ACADEMIC YEAR

2020 - 2021

**Minutes of the Internal Quality Assurance Cell (I.Q.A.C.) held on 12th June, 2021
at 12.30 p.m. in Online Mode**

Members present:

1. Prin. Dr. Usha S. Iyer	Chairperson
2. Mr. Vaibhav Banjan	Co-ordinator
3. Mr. R Radhakrishnan	Management Representative
4. Mr. M.N. Ramamurthy	Management Representative
5. Mrs. Neeta Khanolkar	Teaching Faculty
6. Dr. Kirti Nakhare	Teaching Faculty
7. Dr. Swapnesh Rangnekar	Teaching Faculty
8. Dr. Sunita Shirvalkar	Teaching Faculty
9. Mrs. Subhashini Iyengar	Teaching Faculty
10. Mr. Ayyappan Iyer	Teaching Faculty
11. Mr. Vijay Rayamane	Industry Representative
12. Mr. P. Manoharan	Registrar
13. Ms. Sonal Kanojia	Student Member
14. Mr. Shivkumar Singh	Alumni

The meeting commenced at 12.30 p.m. as there was adequate quorum

1. Approval of Minutes of the earlier Meeting on 28th February, 2021

The I.Q.A.C. Co-ordinator read out the Minutes of the earlier meeting and same was approved.

2. Preparation of Quantitative Matrix information for SSR preparation

The Principal and I.Q.A.C. Coordinator discussed with the members the revised NAAC guidelines for affiliated colleges for framing of Self Study Report (SSR) The I.Q.A.C. Coordinator put forth the Standard Operating Procedures laid down by NAAC and advised the Criteria in-charges to prepare for the quantitative matrix information and collect the relevant documents simultaneously.



3. Certificate Courses for Students

Academic Committee of the college suggested the certificate courses to be conducted to improve the employable skills of the students and the syllabus of the following courses to be conducted in First term of the academic year 2021-22 was approved.

1. Entrepreneurial Development Programme
2. Basics of E-filing under Corporate Laws
3. Basics of E-filing under Income Tax Laws
4. Communication in Contemporary Context
5. Introduction to Disaster Management
6. Data Science – Beginners Level 1
7. Campus to Corporate Careers Program
8. Opportunities after Graduation
9. Holistic Development Level 1
10. Computational Technique in Vedic Mathematics
11. Guidance for NET/SET Examination
12. Campus to Corporate Soft Skills

4. AQAR for the year 2019-20

The Draft AQAR for the year 2019-20 as per the revised format was presented to the IQAC for approval. Suggestions were given by the members for improving the presentation. The draft AQAR subject to correction was approved for submission to NAAC within the due date.

5. Any other Matter

Following suggestions were given by the members

- i) Organize webinars for enriching the knowledge of teaching and non-teaching staff
- ii) Improve the ICT infrastructure facilities and setting up of smart class-rooms.

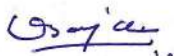


6. Action Taken Report

- i) Online Panel Discussion on 'NEP 2020 – Relevance to Teachers' was organized by I.Q.A.C. on 14th May, 2021 with the objective to enable teachers to understand the dimensions about NEP 2020 and what teachers need to do proactively.
- ii) All the examinations of summer session were conducted in online mode using proctoring tools provided by Biyani Technologies.
- iii) Website of the college is being redesigned with the help of Whitecode, an external service provider.
- iv) A webinar on 'Cloud Computing: Platforms, Development and Applications' was organized by the Department of Computer Science on 23rd March, 2021. The insights on Cloud Computing, making participants familiar with the upcoming area of Cloud Computing and its applications were shared with the students.
- v) Live webinar on the Topic 'Career Opportunities for graduating students post Covid - The web19 and Personality Transformation' was organized by I.Q.A.C. and Career Guidance & Placement Cell in collaboration with IEIBS Akademia on 8th April, 2021.
- vi) The second batch of Campus to Corporate Certificate Course was organized by the Department of Commerce in collaboration with Technoserve – a U.S. based N.G.O. from 5th April to 5th May, 2021.
- vii) Webinar on Investment Opportunities for Beginners' was organized by I.Q.A.C. and Department of Accountancy on 10th April, 2021 which focused on investments through mutual funds.

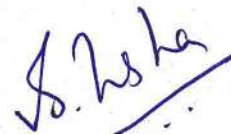
7. Vote of Thanks

The meeting concluded with Vote of Thanks to the Chair.



IQAC Co-ordinator

Date : 27th August, 2021



Principal & Chairperson

PRINCIPAL
S.I.W.S. N.R. Swamy College of
Commerce & Economics &
Smt. Thirumalai College of Science,
Wadala, Mumbai 400 031



**Minutes of the Internal Quality Assurance Cell (I.Q.A.C.) held on 28th February, 2021
at 2 p.m. in Board Room of the College**

Members present:

1. Prin. Dr. Usha S. Iyer	Chairperson
2. Mr. Vaibhav Banjan	Co-ordinator
3. Mr. M. Ananthasubramanian	Management Representative
4. Mrs. Neeta Khanolkar	Teaching Faculty
5. Dr. Kirti Nakhare	Teaching Faculty
6. Dr. Swapnesh Rangnekar	Teaching Faculty
7. Dr. Sunita Shirvalkar	Teaching Faculty
8. Mrs. Subhashini Iyengar	Teaching Faculty
9. Mr. Ayyappan Iyer	Teaching Faculty
10. Mr. Vijay Rayamane	Industry Representative
11. Mr. P. Manoharan	Office Superintendent
12. Ms. Jayashree Mhatre	Head Clerk
13. Ms. Sonal Kanojia	Student Member

The meeting commenced at 2.00 p.m. as there was adequate quorum

1. Approval of Minutes of the earlier Meeting on 18th January, 2021

The I.Q.A.C. Coordinator read out the Minutes of the earlier meeting and same was approved.

2. Preparation of Qualitative Matrix information

The Principal and I.Q.A.C. Coordinator discussed with the members the revised NAAC guidelines for affiliated colleges for framing of Self Study Report (SSR). The I.Q.A.C. Coordinator put forth the Standard Operating Procedures laid down by NAAC and advised the Criteria in-charges to frame the write up in designated word limits and collect the relevant documents simultaneously.

3. Any other Matter

Following suggestions were given by the members



- i) Take suggestions of senior faculty members from University or experts for NAAC related documentation and preparation
- ii) Extend library facilities in online mode to the teachers for the preparation of e-content
- iii) Re-designing of the college website by taking help for the external service provider
- iv) Use of software for conduct of proctored online examination
- v) Organize webinars for enriching the knowledge of teaching, non-teaching staff and students

4. Action Taken Report

- i) In order to strengthen the website as per the suggestions received in previous I.Q.A.C. meeting, an expert guidance for making college website as per NAAC guidelines was taken. A series of online meetings were held by the Principal, Vice Principals and website committee with the website administrator to customize website as per college requirements.
- ii) Webinar titled 'Introduction to the Stock Market' organized by I.Q.A.C. and the Department of Business Economics on 13th February, 2021 to acquaint students on working knowledge on stock market.
- iii) Microbia 2021 was organized by the Department of Microbiology in online mode on 21st February, 2021. Events organized were Flash card making, Bio-poetry, Microbiology Quiz, Meme Circle, Crossword and Symbiotic pairs, Word search and Microbiological Antakshari.
- iv) A talk on the topic 'CHED-CHAD' was organized by Women Development Cell in collaboration with 'Stree Mukti Sanghatana' on 27th February, 2021

5. Vote of Thanks

The meeting concluded with Vote of Thanks to the Chair.



IQAC Co-ordinator

Date: 12th June, 2021



Principal & Chairperson



**Minutes of the Internal Quality Assurance Cell (I.Q.A.C.) held on 18th January, 2021
at 2 p.m. in Board Room of the College**

Members present:

1. Prin. Dr. Usha S. Iyer	Chairperson
2. Mr. Vaibhav Banjan	Co-ordinator
3. Mr. M.N. Ramamurthy	Management Representative
4. Mrs. Neeta Khanolkar	Teaching Faculty
5. Dr. Kirti Nakhare	Teaching Faculty
6. Dr. Swapnesh Rangnekar	Teaching Faculty
7. Dr. Sunita Shirvalkar	Teaching Faculty
8. Mrs. Subhashini Iyengar	Teaching Faculty
9. Mr.. Ayyappan Iyer	Teaching Faculty
10. Mr. Vijay Rayamane	Industry Representative
11. Mr. P. Manoharan	Office Superintendent
12. Ms. Jayashree Mhatre	Head Clerk
13. Ms. Sonal Kanojia	Student Member

The meeting commenced at 2.00 p.m. as there was adequate quorum

1. Approval of Minutes of the earlier Meeting on 24th October, 2020

The I.Q.A.C. Coordinator read out the Minutes of the earlier meeting and same was approved.

2. Preparation of Draft SSR - Qualitative Matrix

The Principal and I.Q.A.C. Coordinator discussed with the members the revised NAAC guidelines for affiliated colleges for framing of Self Study Report (SSR). The highlights of activities done in the last five years pertaining to the seven NAAC criteria were presented by the Principal. The seven NAAC criteria in-charges were asked to finalize their draft so that it can be approved by authorities. The members gave valuable suggestions on certain points that were documented and were incorporated in the draft.



3. Any other Matter

Following suggestions were given by the members

- i) Avail guidance of senior faculty or expert for NAAC related documentation and preparation
- ii) Extend library facilities in online mode to the teachers so that authentic information can be used for teaching students
- iii) The current status of various courses run by college was examined. The scope for future expansion of existing courses and starting of new courses was discussed.
- iv) Strengthening of college website

4. Action Taken Report

- i) All the UG and PG examinations of winter session conducted smoothly in online mode by the Examination Department. The marks were informed promptly to the University for timely declaration of the result.
- ii) A series of online / offline meetings were conducted by the Principal and I.Q.A.C. Coordinator to brief the teachers about the NAAC information to be provided.
- iii) Thirty hour Campus to Corporate online training program organized by the Department of Commerce in collaboration with Technoserve – a U.S. based N.G.O. commencing from 16th December, 2020 onwards to prepare students for interviews, group discussions, personality development, communication skills and corporate skills.

5. Vote of Thanks

The meeting concluded with Vote of Thanks to the Chair.



IQAC Co-ordinator

Date: 28th February, 2021



Principal & Chairperson



PRINCIPAL
S.I.W.S. N.R. Swamy College of
Commerce & Economics &
Smt. Thirumalai College of Science,
Wadaia, Mumbai - 400 031

**Minutes of the Internal Quality Assurance Cell (I.Q.A.C.) held on 24th October, 2020
at 12 noon in online mode**

Members present:

1. Prin. Dr. Usha S. Iyer	Chairperson
2. Mr. Vaibhav Banjan	Co-ordinator
3. Mr. M. Ananthasubramanian	Management Representative
4. Mrs. Neeta Khanolkar	Teaching Faculty
5. Mr. Ayyappan Iyer	Teaching Faculty
6. Dr. Sunita Shirvalkar	Teaching Faculty
7. Mrs. Subhashini Iyengar	Teaching Faculty
8. Dr. Kirti Y Nakhare	Teaching Faculty
9. Mr. Vijay Rayamane	Industry Representative
10. Mr. P. Manoharan	Office Superintendent
11. Ms. Jayashree Mhatre	Head Clerk
12. Ms. Sonal Kanojia	Student Member

The meeting commenced at 12.15 p.m. as there was adequate quorum

1. Approval of Minutes of the earlier Meeting on 14th March, 2020

The Co-ordinator read out the Minutes of the earlier meeting and same was approved.

2. Initiatives of Quality improvement in College activities

It was suggested that following activities to be attended to

- a) Conducting student centric activities for the benefit of fast and slow learners
- b) Documentation of NAAC criteria information as per prescribed Standard Operating Procedures provided by NAAC
- c) Documentation of the Events and simultaneously updating the same on college website



3. Conducting student centric activities with special attention to their counselling

In the wake of the global crisis due to covid-19 pandemic, it is necessary to pay special attention to the health issues and psychological well-being of the students. Therefore, it was decided that the departments should organize expert lectures on personality development programs and counselling on mental health issues to overcome the trauma and stress faced by the students during the pandemic.

4. Action Taken Report

- i) In the pandemic driven world, all the University level examinations of the 2019-20 batch were organized by the Examination Department of college in completely online mode as per the guidelines prescribed by the University. The marks were promptly submitted to the University for smooth declaration of results.
- ii) Student centric activities conducted in online mode from March to October, 2020 which included guest lectures, webinars, quiz competitions, online cultural competitions, yoga training, etc.
- iii) Three short term courses namely '**Graphic Design**' and '**Business Setup & Online Marketing**' by Department of Computer Science in collaboration with IDEMI, Mumbai (Under Ministry of MSME, Government of India) and '**Tally**' by the Department of Accountancy in collaboration with CBD IT Solutions Private Limited conducted to improve entrepreneurship and employability skills of the students.
- iv) '**Communicare** - An Online Lecture Series on Communication for Students' by the Department of Business Communication (27-30 May, 2020) and Six days National webinar on '**Essentials Skills Enhancement Programme**' (26-31 May, 2020) by DLLE in collaboration with R A H – Your Path to Excellence was organized to improve communication skills of students and prepare them for interviews / group discussions.



- v) National Webinar on “**Importance of Life Insurance & Financial Planning in the Current COVID-19 scenario**” organized by the Department of Business Economics on 13th June, 2020 to make students prepare for the adversities in post COVID-19 world.
- vi) An Online Training Program titled ‘**Leadership Training Program**’ organized by the Planning Forum in association with Forum of Free Enterprise & M.R. Pai Foundation to in which Vital Skills, Importance of Habits, Understanding Yourself and others, importance of planning, relationship building, personal power, adaptability quotient were the topics discussed.
- vii) Student Guidance Webinar on First Year Online Admission Process was organized by I.Q.A.C. on 24th August, 2020 to help H.S.C. pass out students to understand first year admission procedure and avoid mistakes while taking admission for First Year Commerce & Science Courses.

The meeting concluded with Vote of Thanks to the Chair.



IQAC Co-ordinator

Date: 18th January, 2021



Principal & Chairperson

PRINCIPAL
S.I.W.S. N.R. Swamy College of
Commerce & Economics &
Smt. Thirumalai College of Science,
Wadala, Mumbai 400 031





S.I.W.S.

**N.R. SWAMY COLLEGE OF COMMERCE & ECONOMICS AND
SMT. THIRUMALAI COLLEGE OF SCIENCE**

**Plot No. 337, Sewree - Wadala Estate,
Major R. Parameshwaran Marg, Wadala, Mumbai – 400 031**


Action Taken Report for the Academic Year 2020-21

- 1) Student Guidance Webinar on First Year Online Admission Process conducted by IQAC on 24th August, 2020.
- 2) College was the center for NEET Medical entrance examination. The examination was conducted on 13th September, 2020 following the norms of social distancing given by NTA-MHRD.
- 3) Eleven Certificate Courses conducted in this academic year focusing on **employability and holistic development** of the students
- 4) AQAR for the Academic Year 2018-19 submitted successfully as per the new NAAC format on Saturday, 26th December, 2020
- 5) Online workshop on '**Stress Management and Emotional Intelligence**' was conducted by DLLE on 30th January, 2021.
- 6) Online Intercollegiate event **Rasashastra** was conducted on 13th February, 2021. A series of intellectual and fun events were held virtually, to boost the knowledge of Chemistry in a lively and active way such as Chem-E-Poster, Chem-Talk, Chem-Crossword, Chem-O-AD and Chem-Mask were organized in this intercollegiate event.
- 7) Webinar titled '**Introduction to the Stock Market**' was conducted by I.Q.A.C. & Department of Business Economics on 13th February, 2021
- 8) Online intercollegiate event **Microbia 2021** was conducted on 21st February, 2021. The various events organized were Flash card making, Bio-poetry, Microbiology Quiz, Meme Circle, Crossword and Symbiotic pairs, Word search and Microbiological Antakshari.
- 9) A talk on the topic '**Ched-Chad**' was conducted by Women Development Cell in collaboration with N.G.O. 'Stree Mukti Sanghatana' on 27th February, 2021.
- 10) Online workshop on "**How to make Google form**" was conducted by DLLE on 11th March, 2021.
- 11) Webinar on '**Goal Setting and Mind Management**' was organized by the Department of Computer Science on 22nd March, 2021
- 12) **Cloud Computing: Platforms, Development and Applications** webinar was organized by the Department of Computer Science on 23rd March, 2021
- 13) **Career Counselling Webinar** was organized by I.Q.A.C., Career Guidance and Placement Cell and Department of Business Economics in association with BSS Foundation and Garware Institute of Career Education and Development, University of Mumbai on 25th March, 2021



- 14) A talk on '**Gender Equality**' was organized by Women Development Cell in collaboration with N.G.O. Stree Mukti Sanghatana an N.G.O. on 27th March, 2021
- 15) **Career Development Opportunities in Environment & Sustainability (Green Careers)** was conducted by Department of Sustainable Development & Environmental Management, Garware Institute of Career Education & Development, University of Mumbai in Collaboration with our College on 31st March, 2021
- 16) Live webinar on the Topic '**Career Opportunities for Graduating students post Covid - The web19 and Personality Transformation**' was organized by the I.Q.A.C. and Career Guidance & Placement Cell in collaboration with IEIBS Akademia on 8th April, 2021
- 17) I.Q.A.C. and Department of Accountancy conducted Webinar on **Investment Opportunities for Beginners** on 10th April, 2021
- 18) Online Panel Discussion on '**NEP 2020 – Relevance to Teachers**' was organized by the I.Q.A.C. on 14th May, 2021. The objective of the panel discussion was to enable teachers to understand the dimensions about NEP 2020 and what teachers need to do proactively.

Inspite of COVID-19 pandemic the Faculty members and students adapted to online education taking things in their stride, making commendable contribution to education and the Institution.



I.Q.A.C. Coordinator

Date : 27th August, 2021





Principal

PRINCIPAL
S.I.W.S. N.R. Swamy College of
Commerce & Economics &
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I.Q.A.C.

**MINUTES OF THE MEETING
&
ACTION TAKEN REPORT**

ACADEMIC YEAR

2019 - 2020

Minutes of the Internal Quality Assurance Cell (I.Q.A.C.) held on 14th March, 2020 at 12 noon at the Conference room of the College

Members present:

1. Prin. Dr. Usha S. Iyer	Chairperson
2. Mr. Vaibhav Banjan	Co-ordinator
3. Mr. M. Ananthasubramanian	Management Representative
4. Mrs. Neeta Khanolkar	Teaching Faculty
5. Mr. Ayyappan Iyer	Teaching Faculty
6. Dr. Sunita Shirvalkar	Teaching Faculty
7. Mrs. Subhashini Iyengar	Teaching Faculty
8. Dr. Kirti Y. Nakhare	Teaching Faculty
9. Mr. Vijay Rayamane	Industry Representative
10. Mr. P. Manoharan	Accountant
11. Ms. Jayashree Mhatre	Head Clerk
12. Ms. Shweta Mungekar	Student Member

The meeting commenced at 12.15 p.m. as there was adequate quorum

1. Approval of Minutes of the earlier Meeting on 4th January, 2020

The Co-ordinator read out the Minutes of the earlier meeting and same was approved.

2. Initiatives of Quality improvement in College activities

It was suggested that following activities to be attended to

- Conducting student centric activities for the benefit of fast and slow learners
- Organize activities for placement of students
- Documentation of the Events
- Updating of all the activities on the College website



3. Focus of employability skills of students

It was suggested that college should focus on skills development to enable students employability. Guest lectures from industry personnel, industrial visits, mock interviews, personality development programs etc. to be organized to help students gain confidence and face the competitive world.


4. Any other Matter

- i) Alumni activities to be strengthened
- ii) Counselling for the students to be increased

5. Action Taken Report

- i) Department of Computer Science organized an Industrial visit to Tracking Genie, Jaipur from 8 to 13 January, 2020.
- ii) The I.Q.A.C., Department of Computer Science and Department of Information Technology in collaboration with Supramind, Navi Mumbai organized one day **Faculty Development Program on Digital Marketing** on 28th January, 2020
- iii) One day seminar on '**Consumer Rights Awareness & Financial Literacy**' was organized by the Department of Business Law in association with Consumer Guidance Society of India on 10th February 2020.
- iv) A talk on '**Foreign Exchange Market**' was organized by Department of Business Economics and Planning forum on 17th February 2020. Prof. Swapnil Salvi, Assistant Professor, Guru Nanak College of Arts and Commerce, Sion explained to the students the different components of foreign exchange market.

The meeting concluded with Vote of Thanks to the Chair.


IQAC Co-ordinator
Date: 29th August, 2020



2/2


Principal & Chairperson
PRINCIPAL
S.I.W.S. N.R. Swamy College of
Commerce & Economics &
Smt. Thirumalai College of Science,
Wadala, Mumbai 400 031

**Minutes of the Internal Quality Assurance Cell (I.Q.A.C.) held on 4th January, 2020 at
12.15 p.m. at the Conference room of the College**

Members present:

1. Prin. Dr. Usha S. Iyer	Chairperson
2. Mr. Vaibhav Banjan	Co-ordinator
3. Mrs. Neeta Khanolkar	Teaching Faculty
4. Mr. Ayyappan Iyer	Teaching Faculty
5. Dr. Sunita Shirvalkar	Teaching Faculty
6. Mrs. Sushashini Iyengar	Teaching Faculty
7. Dr. Kirti Y Nakhare	Teaching Faculty
8. Mr. Vijay Rayamane	Industry Representative
9. Mr. P. Manoharan	Accountant
10. Ms. Jayashree Mhatre	Head Clerk
11. Ms. Shweta Mungekar	Student Member

The meeting commenced at 12.15 p.m. as there was adequate quorum

1. Approval of Minutes of the earlier Meeting held on 25th September, 2019

The Co-ordinator read out the Minutes of the earlier meeting and same was approved.

2. Initiatives of Quality improvement in college activities

It was suggested that following activities to be attended to

- a) Updating of the College office Records and their auditing
- b) Organization of Faculty Development Programs (FDPs) by various departments of College under the leadership of I.Q.A.C.
- c) Conducting student centric activities for the benefit of fast and slow learners
- d) Documentation of the Events
- e) Updating of all the activities on College website



3. Focus on employability skills of students

It was suggested that college should focus on the employability skills of students. Guest lectures from industry personnel, industrial visits, mock interviews, etc. to be organized make students capable of face challenges in this competitive world.

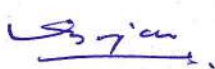
4. Any other Matter

The various departments of the college and placement cell to organize seminars to acquaint students with career opportunities.

5. Action Taken Report

- i) The college received the 2f & 12B recognition from UGC, New Delhi. The members congratulated the efforts put by Principal in getting the recognition.
- ii) Career Guidance and Placement Opportunities lecture were organized by N.G.O. - Technoserve on 23rd October, 2019. The importance of presenting oneself during interview and skills to crack an interview were discussed.
- iii) Lecture on the topic 'Numbers bigger than the infinite. Yes, they exist.' was delivered by **Dr Piers Bursill Hall (University of Cambridge, England)**. It was organized by Department of Mathematics in collaboration with Tata Literature Live on 18th November 2019.
- iv) Cyber Security and Ethical Hacking - short term course organized by Department of Computer Science in association with IDEMI (Institute for Design of Electrical Measuring Instruments) A Government of India Organization from 9 to 11 December 2019.
- v) Industrial Visit to Gowardhan Cheese Factory, Manchar, Pune organized by Department of Microbiology on 20th December 2019.

The meeting concluded with Vote of Thanks to the Chair.


IQAC Co-ordinator

Date: 14th March, 2020




Principal & Chairperson

PRINCIPAL
S.I.W.S. N.R. Swamy College of
Commerce & Economics &
Smt. Thirumalai College of Science,
Wadala, Mumbai - 400 031

**Minutes of the Internal Quality Assurance Cell (IQAC) held on 25th September, 2019 at
12.15 p.m. at the Conference room of the College**

Members present:

1. Prin. Dr. Usha S. Iyer	Chairperson
2. Mr. Vaibhav Banjan	Co-ordinator
3. Mrs. Neeta Khanolkar	Teaching Faculty
4. Mr. Ayyappan Iyer	Teaching Faculty
5. Dr. Sunita Shirvalkar	Teaching Faculty
6. Mrs. Subhashini Iyengar	Teaching Faculty
7. Mr. Vijay Rayamane	Industry Representative
8. Mr. P. Manoharan	Accountant
9. Ms. Jayashree Mhatre	Head Clerk
10. Ms. Shweta Mungekar	Student Member

There being adequate quorum, the meeting commenced at 12.15 p.m.

1. Approval of Minutes of the earlier Meeting on 29th June, 2019

The Co-ordinator read out the Minutes of the earlier meeting and same was approved.

2. Initiatives of Quality improvement in College activities

It was suggested that following activities to be attended to

- a) Updating of the College office Records
- b) More programs under the banner of I.Q.A.C. in collaboration with the various departments or associations of the college
- c) Conducting student centric activities of academic / co-curricular / extra-curricular relevance in collaboration with governmental departments / NGOs
- d) Documentation of the Events with simultaneous updating on the college website



3. Research & Linkage with Industry

It was suggested that college should emphasize on quality research and strive to promote collaborations with industry.


4. Any other Matter

The draft IQAR for the year 2018-19 was reframed as per the new online format designed by NAAC. The new format was more detailed, quantitative parameter oriented and framed as per the components of Self Study Report (SSR) of NAAC. It was agreed that the draft after the necessary corrections can be submitted to NAAC.

5. Action Taken Report

- i) Follow-up of the pending application with UGC for recognition under 2f 12B
- ii) Orientation Program organized for first year learners on 9th July, 2019 to give them a glimpse of academics, departmental activities, college level activities and college festivals which shall be conducted in the upcoming academic year
- iii) The Department of Computer Science and IDEMI (Institute for Design of Electrical Measuring Instruments) A Government of India Organization, organized a short term course on **Digital Marketing** from 20th to 22nd August, 2019.
- iv) **52nd Youth Festival Zone I competitions for Literary and Finance Events** was organized by Department of Environmental Studies and Cultural Association of College in association with the University of Mumbai on 14 to 22 August, 2019. College received letter of appreciation from the Department of Student's Welfare, the University of Mumbai for successfully hosting Zone I Selection Round of Youth Festival on 27th August, 2019.

The meeting concluded with Vote of Thanks to the Chair.


IQAC Co-ordinator

Date: 4th January, 2020




Principal & Chairperson

PRINCIPAL
S.I.W.S. N.R. Swamy College of
Commerce & Economics &
Smt. Thirumalai College of Science,
Wadala, Mumbai 400 031

**Minutes of the Internal Quality Assurance Cell (IQAC) held on 29th June, 2019 at 12 noon
at the Conference room of the College**

Members present:

1. Prin. Dr. Usha S. Iyer	Chairperson
2. Mr. Vaibhav Banjan	Co-ordinator
3. Mr. M. Ananthasubramanian	Management Representative
4. Mrs. Neeta Khanolkar	Teaching Faculty
5. Mr. Ayyappan Iyer	Teaching Faculty
6. Dr. Sunita Shirvalkar	Teaching Faculty
7. Mrs. Subhashini Iyengar	Teaching Faculty
8. Mrs. Kirti Y Nakhare	Teaching Faculty
9. Mr. Vijay Rayamane	Industry Representative
10. Mr. P. Manoharan	Accountant
11. Ms. Jayashree Mhatre	Head Clerk
12. Ms. Shweta Mungekar	Student Member
13. Mr. Shivkumar Singh	Alumni

The meeting commenced at 12 noon as there was adequate quorum.

1. Approval of Minutes of the earlier Meeting on 16th March 2019

The Co-ordinator read out the Minutes of the earlier meeting and the same was approved.

2. Initiatives of Quality improvement in College activities

It was suggested that following activities to be attended to

- a) Updating College office Records
- b) Organize programs under IQAC for quality improvement
- c) Monthly Meeting in each department in addition to monthly staff meeting
- d) Systematic documentation of the Events
- e) Organize of University level events



3. Research & Linkage with Industry

It was discussed that college should conduct more of industry oriented short term / certificate courses for the benefit of students.

4. **Action Taken Report**

- i) Follow-up of the pending application with UGC for recognition under 2f 12B
- ii) Tap funds for the college through CSR and Government schemes.

The meeting concluded with Vote of Thanks to the Chair.



IQAC Co-ordinator

Date: 25th September, 2019





Principal & Chairperson

PRINCIPAL
S.I.W.S. N.R. Swamy College of
Commerce & Economics &
Smt. Thirumalai College of Science,
Wadala, Mumbai - 400 031



S.I.W.S.

**N.R. SWAMY COLLEGE OF COMMERCE & ECONOMICS AND
SMT. THIRUMALAI COLLEGE OF SCIENCE**

**Plot No. 337, Sewree - Wadala Estate,
Major R. Parameshwaran Marg, Wadala, Mumbai – 400 031**

Action Taken Report for the Academic Year 2019-20

- 1) **Orientation / Induction programme** for first year students and new faculty members were conducted from 9th July, 2019.
- 2) Intensive coaching was organized for students by senior faculty and expert for various subjects, especially for the benefit of slow learners.
- 3) Workshop on '**CS as a Career**' was organized by B.M.S. Department in collaboration with Institute of Company Secretaries of India on 30th July, 2019
- 4) NSS in association with State Election Commission, under Project Mumbai organized Rangoli competition with the theme of '**Voter's Awareness**' on 6th August, 2019
- 5) One Day Workshop on '**Interview Skill**' was conducted by DLLE. Ms. Aman Phartyal, Co-Founder RAH, Image Consultant and Soft Skills Trainers trained the students to face interviews of the corporate sector
- 6) The College hosted **52nd Inter Collegiate Youth Festival** Selection round on behalf of the Department of Students' Welfare (DSW), the University of Mumbai on 14th August and 22nd August, 2019. Competitions of Fine Arts and Literary events were hosted.
- 7) The College signed an MoU with N.G.O. Stree Mukti Sanghatana to carry out gender based activities
- 8) Women Development Cell of the college organized a talk on '**Domestic Violence**' on 13th September, 2019.
- 9) Classes for underprivileged children were conducted in college campus. DLLE volunteers took the initiative of teaching the underprivileged kids from nearby slum area twice a week.
- 10) Lecture on the topic '**Numbers bigger than the infinite. Yes, they exist.**' was delivered by Dr. Piers Bursill Hall, University of Cambridge, England as an initiative taken by Department of Mathematics in collaboration with Tata Literature Live on 18th November, 2019
- 11) Department of Information Technology organized an Industrial Visit to Shree Ram Colloids Private Ltd., Jodhpur from 9 to 14 December 2019.
- 12) Department of Microbiology organized Industrial Visit to Gowardhan Cheese Factory, Manchar, Pune on 20th December, 2019
- 13) **Degree distribution function** was organized on 21st December, 2019. Dr. Mayank Vahia, Dean, School of Mathematical Sciences, SVKM'S NMIMS-(Deemed University) and retired Scientist from TIFR addressed the students.
- 14) The College received the 2(f) and 12(B) certification from UGC, New Delhi by a letter dated 24th December 2019.



- 15) **Voice Culture Program** for Staff Welfare was organized by I.Q.A.C. on 24th December, 2019. Voice Guru Shri Deepak Velankar from **Ultimate Voice Academy** addressed the gathering about traditional and scientific methods to improve the quality and texture of voice.
- 16) **Faculty Development Program on Digital Marketing** was successfully organized by I.Q.A.C., Departments of CS and IT in collaboration with Supramind, Navi Mumbai on 28th January, 2020.
- 17) A talk on '**Foreign Exchange Market**' was organized by Planning forum & Department of Business Economics on 17th February, 2020.
- 18) A national webinar on the title '**Lockdown Not Knockdown - Rejig Your Mental Health and Well-being during Uncertain Times**' was organized by Department of Business Economics on 26th May, 2020.
- 19) Six days National webinar on '**Essentials Skills Enhancement Programme**' was organized from 26 to 31 May, 2020 by DLLE of the college along with Internal Quality Assurance Cell (I.Q.A.C.) in collaboration with R A H – Your Path to Excellence & in association with Department of Lifelong Learning and Extension (D.L.L.E), University of Mumbai.
- 20) Three Days National Level Webinar cum Lecture Series titled '**Green Technologies & Environmental Sustainability**' was organized by I.Q.A.C. and Department of Environmental Studies in collaboration with **Vanashakti – N.G.O.** from 3 - 5 June, 2020
- 21) International Webinar on the Topic '**Financial Analysis Landscape and Career opportunities in Investment Banking**' was organized by Career Guidance and Placement Cell in association with Imarticus Learning (P) Ltd. Thane Centre on 4th June, 2020
- 22) **International Webinar** on the Topic '**Ways to meliorate English**' organized by Career Guidance and Placement Cell in association with IMS Learning Resources Pvt Ltd. On 5th June, 2020
- 23) National Webinar on **COVID 19: Challenges in Mathematical Modelling** was organized by the Department of Mathematics on 8th June, 2020. Professor Malay Banerjee from **Indian Institute of Technology, Kanpur**, a leading mathematical biologist in India, was the guest speaker for the webinar. Dr. Peeyush Chandra, Ex Head of the Department of Mathematics and Statistics, Indian Institute of Technology, Kanpur also graced the occasion with his presence.
- 24) Webinar on '**Impact of Force Majeure Clause during COVID-19 Pandemic**' organized by the I.Q.A.C. and Department of Business Law on 11th June, 2020.
- 25) Webinar on '**Intellectual Property Rights**' was organized by the I.Q.A.C. and Department of Business Law on 12th June, 2020.
- 26) National Webinar on '**Importance of Life Insurance & Financial Planning in the current COVID-19 scenario**' was organized by I.Q.A.C. & Department of Business Economics on 13th June, 2020
- 27) I.Q.A.C. and Planning Forum in association with **Forum of Free Enterprise & M.R. Pai Foundation** organized **Leadership Training Program** from 15 - 18 June, 2020.
- 28) A webinar on '**Monitoring the Cosmic Dance of the Monster Black Hole**' was organized by Department of Physics on 8th July, 2020. Prof. Gopakumar Achamveedu, Associate Professor,



Department of Astronomy and Astrophysics, from Tata Institute of Fundamental Research (TIFR) was the resource person.

- 29) National level webinar titled '**Chemistry- Concepts and Opportunities**' was organized from 16 - 18 July, 2020.
- 30) **International Webinar** on the Topic **COVID - 19 Pandemic - Its Implications on Job Market and Emerging Career Opportunities** was conducted by Career Guidance and Placement Cell in collaboration with IEIBS Akademia and Oriental Institute of Management, Navi Mumbai- 400 703 on 11th July, 2020.
- 31) National Webinar on the Topic '**Mastering Personal Interview**' was organized by Career Guidance and Placement Cell in association with IMS Learning Resources Pvt. Ltd, Mumbai- 400 014 on 22nd July, 2020.

U. J. an.

I.Q.A.C. Coordinator

Date : 24th October, 2020



S. J. Shinde
Principal

PRINCIPAL
S.I.W.S. N.R. Swamy College of
Commerce & Economics &
Smt. Thirumalai College of Science,
Wadala, Mumbai - 400 031



S.I.W.S.

**N.R. SWAMY COLLEGE OF COMMERCE & ECONOMICS AND
SMT. THIRUMALAI COLLEGE OF SCIENCE**

**Plot No. 337, Sewree - Wadala Estate,
Major R. Parameshwaran Marg, Wadala, Mumbai – 400 031**

Action Taken Report for the Academic Year 2018-19

- 1) Admission process carried out as per the norms prescribed by the University of Mumbai and circulars issued time to time.
- 2) The college signed an MoU with CBD IT Solutions Pvt. Ltd. For carrying out Certificate Course in Tally.
- 3) **One Day Revised Syllabus Workshop for T.Y.B.Com. in the subject of Business Economics** was organized by the Department of Business Economics in association with the Board of Studies in Business Economics, the University of Mumbai on 20th July, 2018
- 4) **One Day Workshop For Revised T.Y.B.M.S. Syllabus** was conducted by B.M.S. Department in association with the University of Mumbai on 21st July, 2018
- 5) Orientation programme for first year students and new faculty members were conducted from 25th July, 2018 onwards.
- 6) Work Shop on **Digital Agreement & Cyber Crime** was conducted by Department of Business Law on 28th July, 2018
- 7) Swachata Abhiyan fortnight was conducted around college campus from 1 - 15 August, 2018 by N.S.S. volunteers
- 8) IQAC in collaboration with Income Tax Department, Mumbai, organised a Seminar on **Communication Strategy of Direct and Indirect Taxes** on 8th August, 2018.
- 9) Seminar session titled **Legal Rights of Women** was organized by the Women Development Cell on 11th August, 2018
- 10) One day **Tally Workshop** was organized by Department of Mathematics on 18th August, 2018
- 11) Planning Forum and the Forum of Free Enterprise conducted a **Leadership Training camp** on 20th and 21st August, 2018
- 12) AQAR for the Academic Year 2016-17 submitted to NAAC on 25th August, 2018
- 13) Special Rural Camp was organized by N.S.S. from 9 to 15 December, 2018 at Ambeshiv Village, Near Badlapur, Thane District. Various activities like Shramdaan, Survey, Clean-up, Street-play, Rally, Career Guidance, Meditation and Yoga, Disaster Management, Magic Show, Cultural Program were conducted for the benefit of volunteers and villagers.
- 14) Two days District Level theme-based workshop on '**Clean India for Better Tomorrow**' was conducted by N.S.S. Unit in association with N.S.S. Cell of the University of Mumbai on 17th and 18th January, 2019. 58 students from 18 different colleges participated in this workshop.
- 15) Seven day workshop on "**Basic Computer Training Program for Laboratory Attendants**" was conducted by DLLE volunteers from 24th January to 1st February, 2019.



- 16) A seminar on **Climate friendly nutritious food practices - Future of food and Farming** was organized by the Department of Environmental Studies on 6th February, 2019.
- 17) A seminar on '**Turmoil In Emerging Markets Currencies (and The Indian Rupee) and Why I.T. Companies are Hiring Economist**' was organized by the Department of Business Economics on 12th February, 2019
- 18) **Counselling Workshop under Skill Sathi Scheme** was conducted by Counselling Cell and the Department of Business Economics on 13-14 February, 2019.
- 19) **Degree distribution function** of Academic year 2018-19 was held on 16th February, 2019. Chief Guest Dr. G. Ravindran, Professor, Behavioral Sciences, TISS awarded the rank holders.
- 20) A talk on the Interim **Union Budget 2019** was organized by Department of Accountancy on 18th February, 2019. C.A. SagarJaywant discussed provisions of budget with 50 students and staff members.



Mr. Vaibhav Banjan
I.Q.A.C. Coordinator

Date : 29th June, 2019





Dr. Usha Iyer
Principal

PRINCIPAL
S.I.W.S. N.R. Swamy College of
Commerce & Economics &
Smt. Thirumalai College of Science,
Wadala, Mumbai - 400 031



S.I.W.S.

N.R. SWAMY COLLEGE OF COMMERCE & ECONOMICS AND

SMT. THIRUMALAI COLLEGE OF SCIENCE

PLOT NO. 337, SEWREE - WADALA ESTATE,

MAJOR R. PARAMESHWARAN MARG, WADALA, MUMBAI – 400 031

I.Q.A.C.

**MINUTES OF THE MEETING
&
ACTION TAKEN REPORT**

ACADEMIC YEAR

2018 - 2019

Minutes of the Internal Quality Assurance Cell (IQAC) held on 16th March, 2019 at 12.15 p.m. at the Conference room of the College.

Members present:-

- | | |
|----------------------------|------------------|
| 1. Prin. Dr. Usha S. Iyer | Chairperson |
| 2. Mr. Vaibhav Banjan | Co-ordinator |
| 3. Mrs. Neeta Khanolkar | Teaching Faculty |
| 4. Mr. Ayyappan Iyer | Teaching Faculty |
| 5. Mrs. Kirti Nakhare | Teaching Faculty |
| 6. Mrs. Sushashini Iyengar | Teaching Faculty |
| 7. Mr. P. Manoharan | Accountant |
| 8. Ms. Shweta Mungekar | Student Member |

There being adequate quorum, the meeting commenced at 12.15 p.m.

1. **Approval of Minutes of the earlier Meeting on 13th October 2018.**

The Co-ordinator read out the Minutes of the earlier meeting and same was approved.

2. **Research and Linkage with Industry .**

It was suggested that college should emphasize on research and strive to improve the collaboration with industry.

3. **Any other Matter**

The Members suggested the following for the improvement of the college

- Apply for RUSA Funding in eligible schemes
- Follow-up of the pending application with UGC for recognition under 2f 12B
- Tap funds for the college through CSR and Government schemes.




4. Vote of Thanks

The meeting concluded with Vote of Thanks to the Chair.


IQAC Co-ordinator




Chairperson 20/9/19.
PRINCIPAL
S.I.W. N.R. Swamy College of
Commerce & Economics &
Smt. Yrimalai College of Science,
Wadala, Mumbai - 400 031

Minutes of the Internal Quality Assurance Cell (IQAC) held on 13th October, 2018 at 12.15 p.m. at the Conference room of the College.

Members present:-

1. Prin. Dr. Usha S. Iyer	Chairperson
2. Mr. Vaibhav Banjan	Co-ordinator
3. Mrs. Neeta Khanolkar	Teaching Faculty
4. Mr. Ayyappan Iyer	Teaching Faculty
5. Mrs. Kirti Nakhare	Teaching Faculty
6. Mrs. Sushashini Iyengar	Teaching Faculty
7. Mr. P. Manoharan	Accountant
8. Mrs. Jayashree Mhatre	Senior Clerk
9. Ms. Shweta Mungekar	Student Member
10. Mr. Shivkumar Singh	Student Member (Alumni)

There being adequate quorum, the meeting commenced at 12.15 p.m.

1. Approval of Minutes of the earlier Meeting on 28th April 2018.

The Co-ordinator read out the Minutes of the earlier meeting and same was approved.

2. Draft AQAR for 2017-18.

The Chairperson informed the members that NAAC team of the college has prepared the AQAR in the revised format for the year 2017-2018. The main highlights of the Draft AQAR for the year 2017-2018 were presented by the Co-ordinator. The Members gave valuable suggestion on some of the points of the AQAR and the after discussion the Draft AQAR for the year 2017-2018 was approved for submission.



3. Preparation of Academic Audit .

The Co-ordinator informed about the preparation of Academic Audit for the year 2018-19 which is initiated and the proposal to the University will be sent before end of March 2019.

4. Contribution of the College to Society.

Principal informed the members that the college has contributed to the social cause by contributing Rs. 97,770 to Chief Minister Disaster Relief Fund of Kerala for the flood victims. The College has also contributed voluntarily amount of Rs. 64,000 for Flag Day Fund for Sainik Welfare..

5. Any other Matter

The Members suggested the following for the improvement of the college

- i) Seminar & Workshops to be organized for development of the students
- ii) RUSA funding to be explored for eligible activities including infrastructure grants
- iii) Follow-up of the pending application with UGC for recognition under 2f 12B
- iv) Cleanliness to be improved in the college premises
- v) Ex-Students appearing for ATKT exams may be permitted use of library
- vi) Vocational courses such as Tally and Artificial Intelligence may be introduced to enhance the skills of students.

6. Vote of Thanks

The meeting concluded with Vote of Thanks to the Chair.

Sanjay

IQAC Co-ordinator



Shreshtha
16/3/19
Chairperson
PRINCIPAL
S.I.W.S. N.R. Swamy College of
Commerce & Economics &
Smt. Thirumalai College of Science,
Wadala, Mumbai - 400 031



S.I.W.S.

N.R. SWAMY COLLEGE OF COMMERCE & ECONOMICS AND

SMT.THIRUMALAI COLLEGE OF SCIENCE

PLOT NO. 337, SEWREE - WADALA ESTATE,

MAJOR R. PARAMESHWARAN MARG, WADALA, MUMBAI – 400 031

I.Q.A.C.

**MINUTES OF THE MEETING
&
ACTION TAKEN REPORT**

ACADEMIC YEAR

2017 - 2018

Minutes of the Internal Quality Assurance Cell (IQAC) held on Saturday, 28th April, 2018 at 11.30 p.m. at the Conference room of the College.

Members present:-

1. Prin. Dr. Usha S. Iyer	Chairperson
2. Mr. Vaibhav Banjan	Co-ordinator
3. Mrs. Neeta Khanolkar	Teaching Faculty
4. Mr. Ayyappan Iyer	Teaching Faculty
5. Mrs. Kirti Nakhare	Teaching Faculty
6. Mrs. Sushashini Iyengar	Teaching Faculty
7. Dr. Daya Sridhar	Librarian
8. Mr. P. Manoharan	Accountant
9. Mrs. Jayashree Mhatre	Senior Clerk
10. Ms. Priya J Devadiya	Student Member

There being adequate quorum, the meeting commenced at 11.30 a.m.

1. Approval of Minutes of the earlier Meeting on 29th April 2017.

The Co-ordinator read out the Minutes of the earlier meeting and same was approved.

2. Draft AQAR for 2016-17.

The Chairperson informed the members based on the revised guidelines, NAAC team of the college has prepared the AQAR in the revised format for the year 2016-2017. The main highlights of the Draft AQAR for the year 2016-2017 were presented by the Co-ordinator. The Members gave valuable suggestion on some of the points of the AQAR and the after discussion the Draft AQAR for the year 2016-2017 was approved for submission.



3. Preparation of AQAR for 2017-2018.

The Co-ordinator informed the preparation for the early completion of AQAR for the year 2017-2018 has been initiated.

4. Any other Matter

The Members suggested the following for improvement of the college

- i) Alumni to be strengthened
- ii) Counseling for the students to be increased
- iii) Organise seminars for development of leadership capabilities of students.

5. Vote of Thanks

The meeting concluded with Vote of Thanks to the Chair.

Uzair

IQAC Co-ordinator



[Signature]

Chairperson

PRINCIPAL
S.I.W.S. N.R. Swamy College of
Commerce & Economics &
Smt. Thirumalai College of Science,
Wadala, Mumbai - 400 031



S.I.W.S.

**N.R. SWAMY COLLEGE OF COMMERCE & ECONOMICS AND
SMT. THIRUMALAI COLLEGE OF SCIENCE**

**Plot No. 337, Sewree - Wadala Estate, Major R. Parameshwaran Marg,
Wadala, Mumbai - 400 031**

Action Taken Report for the Academic Year 2017-2018

- 1) New Software named School Zone was introduced for admission process
- 2) Fully digitalized system was introduced for fee payment during the admission
- 3) Mentoring Programme was introduced for students in which counseling sessions were undertaken.
- 4) AQAR for the academic year 2015-16 was submitted on 23rd June, 2017
- 5) Remedial lectures, Bridge courses and advanced learners program was introduced
- 6) Revised Syllabus Workshops in the subject of Physics, Foundation Course, Commerce, Advertising and Accountancy at UG and PG level were organized with the respective Board of Studies, University of Mumbai
- 7) Nine Short Term Courses were introduced during the year
- 8) **University of Mumbai Zone I level Chess Tournament** was organized by the college Gymkhana Committee from 26 to 28 July, 2017 in which 300 students from eighteen colleges participated.
- 9) Gender sensitization activities was conducted in the college by Women Development Cell in collaboration with N.G.O. Stree Mukti Sanghatana.
- 10) Departments of B.M.S. and B.B.I. organized Industrial Visit to Alok Industries, Silvasa from 6-7 October, 2017, 244 students and 8 teachers participated in the same.
- 11) **National Workshop on Electron Microscopy of Nanoparticles** was organized by the Department of Physics and Chemistry of the college in collaboration with National Centre for Nanosciences and Nanotechnology, University of Mumbai on 23rd September, 2017. Seventy five faculty members and research students, participated in the workshop.
- 12) Student Feedback was collected through online mode by an inhouse system developed by I.Q.A.C. Feedback on Principal was also collected from teaching staff.
- 13) Subscription to online journals and e-books by library was done for the benefit of teachers and students
- 14) Dry and Wet Waste Dustbins were installed in the college campus for waste segregation process
- 15) A talk on **Investor's Awareness** was organized by Commerce Association on 7th October, 2017. Mr. Atul. Sathe - a panelist of investor's awareness at N.S.E. and an Assistant Professor at H.R. College in the subject of Accountancy delivered the lecture.



- 16) **Vigilance Awareness Programme** on Anti-corruption measures and Integrity was held in association with M/S. Balmer Lawrie & Co. Ltd. On 1st November, 2017
- 17) Non-teaching staff member's wards award function was held on 15th November, 2017. Chairman Emeritus Shri. S. Santhanam, S.I.W.S. Managing Committee graced the occasion.
- 18) A seminar on **Consumer Rights Awareness & Investors Awareness** was organized by the Department of Business Law in collaboration with the Consumer Guidance Society of India on 20th January, 2018.
- 19) Local Inquiry Committee for the continuation of recognition of M.Sc. - By Research in Organic Chemistry was successfully completed on 31st January, 2018
- 20) Industrial Visit to Indian Railway Workshop, Matunga, Mumbai was organized by the Department of Environmental Studies and N.S.S. Unit on 5th February, 2018
- 21) **Mangroves Clean-up Program** was conducted by the Department of Environmental Studies and Department of Chemistry on 18th and 26th February, 2018. 200 students of commerce and science streams participated in clean up activity. Students received certificates from Department of Forest, Maharashtra Government.
- 22) Faculty Development Program on '**Research Analysis using SPSS 25.0**' was organized by I.Q.A.C. on 24th February, 2018. Mr. Mithin D.J., Assistant Manager, Predictive Analysis Pvt. Ltd., Bengaluru was the Resource Person. 45 faculty members and research students participated in the same.
- 23) **Degree Distribution function** of the year 2017-18 was organized on 24th March, 2018. The Chief Guest was Dr. Thankam P. Ghule, Principal, Maharishi Dayanand College, Parel did the honour of giving away degrees and prizes.
- 24) International Multidisciplinary Conference on '**Climate Change, Environment and Sustainable Development in a Global Economy**' was organized by Department of Business Economics and the Departments of Self-financing courses in collaboration with Alkesh Dinesh Mody Institute of Financial and Management Studies, University of Mumbai and Bombay Stock Exchange: Investors' Protection Fund on 21st April, 2018.

Dayan

I.Q.A.C. Coordinator

Date : 13th October, 2018



S. N. Swamy
Principal

PRINCIPAL
S.I.W.S. N.R. Swamy College of
Commerce & Economics &
Smt. Thirumalai College of Science,
Wadala, Mumbai 400 031



S.I.W.S.

N.R. SWAMY COLLEGE OF COMMERCE & ECONOMICS AND

SMT.THIRUMALAI COLLEGE OF SCIENCE

PLOT NO. 337, SEWREE - WADALA ESTATE,

MAJOR R. PARAMESHWARAN MARG, WADALA, MUMBAI – 400 031

I.Q.A.C.

**MINUTES OF THE MEETING
&
ACTION TAKEN REPORT**

ACADEMIC YEAR

2016 - 2017

Minutes of the Internal Quality Assurance Cell (IQAC) held on Saturday, 29th April, 2017 at 11.30 p.m. at the Conference room of the College.

Members present:-

1. Prin. Dr. Usha S. Iyer	Chairperson
2. Mr. Vaibhav Banjan	Co-ordinator
3. Mrs. Sailaja. R.	Teaching Faculty
4. Mrs. Neeta Khanolkar	Teaching Faculty
5. Mrs. Kirti Nakhare	Teaching Faculty
6. Mr. P.Manoharan	Senior Clerk
7. Mrs. Jayashree Mhatre	Senior Clerk
8. Dr. S. R. Kamble	Member
9. Mr. Rakesh S Gupta	Member
10. Ms. Priya J Devadiya	Student Member
11. Mr. Shivkumar Singh	Student member (Alumni)

There being adequate quorum, the meeting commenced at 11.30 a.m.

1. Approval of Minutes of the earlier Meeting on 31st March 2016.

The Co-ordinator read out the Minutes of the earlier meeting and same was approved.

2. Draft AQAR for 2015-16.

The Chairperson informed the members based on the revised guidelines, NAAC team of the college has prepared the AQAR in the revised format for the year 2015-2016. The main highlights of the Draft AQAR for the year 2015-2016 were presented by the Co-ordinator. The Members gave valuable suggestion on some of the points of the AQAR and the after discussion the Draft AQAR for the year 2015-2016 was approved for submission.



3. Preparation of AQAR for 2016-2017.

The Co-ordinator informed the preparation for the early completion of AQAR for the year 2016-2017 has been initiated.

4. Any other Matter

The Members suggested the following for improvement of the college

- i) To focus on improving the employable skills of the students
- ii) To organise syllabus revision workshop & seminars.
- iii) To organise seminars for the students to acquaint them with career opportunities.

5. Vote of Thanks

The meeting concluded with Vote of Thanks to the Chair.

Uzair

IQAC Co-ordinator



S. J. Joshi

Chairperson

PRINCIPAL
S.I.W.S. N.R. Swamy College of
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Smt. Thirumalai College of Science,
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S.I.W.S.

**N.R. SWAMY COLLEGE OF COMMERCE & ECONOMICS AND
SMT. THIRUMALAI COLLEGE OF SCIENCE**

**Plot No. 337, Sewree - Wadala Estate, Major R. Parameshwaran Marg,
Wadala, Mumbai – 400 031**

Action Taken Report for the Academic Year 2016-2017

- 1) Orientation programme for first year students and new faculty members were conducted from 27th June, 2016.
- 2) Perspective Plan of the college for the year 2016-2017 to 2020-21 was drafted
- 3) Admission was completed for the new courses i.e. B.Com (Accounting & Finance) and Bachelor of Mass Media (BMM) and M Com (Banking & Finance)
- 4) AQAR for the academic year 2014-15 submitted to NAAC on 25th June, 2016
- 5) Tree Plantation drive – '**Vriksha Bandhan**' was conducted by N.S.S. on 18th August, 2016. The students took pledge to protect trees.
- 6) A guest lecture on '**Plasma-The fourth state of matter and its applications in Material Science**' was organized by the Science Association on 24th August, 2016.
- 7) Establishment of Research Centre in the library.
- 8) The College signed an MoU with Technoserve – a U.S. based N.G.O. for carrying out Campus to Corporate certificate course for training and placement of students
- 9) Basketball Court was installed for the students in the area behind the college building
- 10) Nine Short Term Courses were introduced during the year
- 11) **A.D. Shroff Elocution Competition** was organized by Planning Forum in association with Forum of Free Enterprise on 29th September, 2016. The objective of the program was to update students on current economic changes and invite their contributions on policy decisions.
- 12) Library organized a '**Book Display**' exhibition on 2nd September, 2016 in which books on Communication, Fiction and Biographies were exhibited
- 13) **Acanthus - National Research Symposium** was organized by the Departments of self Financing Courses on 27th August, 2016 wherein 678 students from 69 colleges participated
- 14) Special Rural Camp was organized by N.S.S. from 22 to 28 October, 2016 at Ambeshiv Village, Near Badlapur, Thane District. Various activities like Shramdaan, Survey, Clean-up, Street-play, Rally, Career Guidance, Meditation and Yoga, Disaster Management, Magic Show, Cultural Program were conducted for the benefit of volunteers and villagers.
- 15) A seminar on '**Safety Handling of Laboratory Glasswares**' was organized by the Department of Chemistry on 24th December, 2016 for the benefit of students and teaching and non-teaching staff members of science faculty.



- 16) Free health check-up camp for teaching and non-teaching staff members was organized in association with S. L. Raheja Hospital on 16th January, 2017.
- 17) Pan Card and Passport making drive was conducted 20th January, 2017
- 18) The Local Inquiry Committee (LIC) visited the college on 28th January, 2017 for Permanent Affiliation of Science Stream. The College received Permanent Affiliation for its Science Stream on 15th April, 2017.
- 19) **Degree Distribution Function** was held by the college on behalf of the University of Mumbai on 23rd February, 2017. Shri. Naresh Iyer, Mahindra and Mahindra Financial Services Ltd. graced the occasion as Chief Guest and gave his convocation address.
- 20) Workshop on “**Computational Mathematics & Statistics with R**” by eminent Mathematician Dr. Ajit Kumar, ICT was organized by the Department of Mathematics on 4th March, 2017
- 21) Eye care Awareness Lecture was organized as a Staff Welfare Program on 8th March, 2017. Doctors from Aditya Jyot Eye Hospital delivered a talk on Eye disorders, diseases, care and treatment.
- 22) National Symposium on ‘**Demonetization : Rationale, Costs and Benefits and Future for India**’ was organized by Department of Business Economics in collaboration with Alkesh Dinesh Mody Institute for Financial and Management Studies, the University of Mumbai on 26th April, 2017 to create awareness of a digital India.



I.Q.A.C. Coordinator

Date : 28th April, 2018





Principal

PRINCIPAL
S.I.W.S. N.R. Swamy College of
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