

REENA MEHTA COLLEGE

of Arts, Science, Commerce & Management Studies

(Affiliated to University of Mumbai)

(Gujarati Minority)

ISO Certified (9001:2015)

NAAC - Accredited (B) Grade (CGPA 2.41)

REF. NO. _____

DATE : 28/06/21

NOTICE

This is to inform all the members of IQAC Committee that the 1st IQAC meeting for the academic year 2021-2022 is scheduled to be held on 6th July, 2021 at 11:00 am in conference room. All the members are requested to kindly make it convenient to attend the meeting.

The agenda for the meeting are;

1. To review the previous meeting Minutes of IQAC and all other Departments and Committees.
2. To commence with Gender Audit and Office/Administrative Audit.
3. To start with LMS with the Mastersoft.
4. To Start New Admissions for new Courses Viz B.Sc., B.Sc. (Hospitality Studies) & BSc (Data Science)
5. To start with NCVT courses and Value-added courses.
6. To purchase books and reference book for newly approved courses and change software for Library.
7. To discuss Extension activities under NSS.
8. To organize skill development webinars for teaching and non-teaching staff.
9. To start with Remedial Coaching in a structured way as it is one of the best practices of the session 2021-2022.
10. To discuss and decide about Approvals for Faculties from University of Mumbai.



Mrs. Vaishali Kothiya
IQAC - Coordinator





Dr. Satinder Kaur Gujral
I/C Principal

Note:

- The copy of the notice must be sent to all the members mentioned in the list attached.

Name of the Member
1. Mr. Narendra Mehta:- Management representative
2. Mr. Sunny Mehta:- Management representative
3. Mr. Rakesh Kapoor : - Industry representative
4. Prof. Dr. Jitendra Ahirekar: - External member
5. Mrs. Sonal Jain: - BMS Coordinator
6. Mr. Amit Gupta,;- Academics
7. Mr. Vivek Raut: - Teaching Representative
8. Mr. Darshan Joshi: - BAF Coordinator
9. Mr. Rajesh Baria: - Member, Non-teaching Staff
10. Mr. Narendra Sharma:- Nonteaching Staff
11. Mrs. Urmila Chauhan:- BBI coordinator



Jeevan Jyot Educational Charitable Trust (Regd.)

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REF. NO. _____

DATE : 6/7/21

MINUTES OF THE MEETING

Academic Year 2021-2022

The meeting of the IQAC was held on 06th July, 2021, Tuesday in the Conference room at 11:30 am. The IQAC coordinator readout the agenda for the meeting as follows;

1. To review the previous meeting Minutes of IQAC and all other Departments and Committees.
2. To commence with Gender Audit and Office/Administrative Audit.
3. To start with LMS with the Mastersoft.
4. To Start New Admissions for new Courses Viz B.Sc., B.Sc. (Hospitality Studies) & BSc (Data Science)
5. To start with NCVT courses and Value-added courses.
6. To purchase books and reference book for newly approved courses and change software for Library.
7. To discuss Extension activities under NSS.
8. To organize skill development webinars for teaching and non-teaching staff.
9. To start with Remedial Coaching in a structured way as it is one of the best practice of the session 2021-2022.
10. To discuss and decide about Approvals for Faculties from University of Mumbai.

Following members were present —

Dr. Mrs. Satinder Kaur Gujral, Principal

1. Mr. Narendra Mehta:- Management representative
2. Mr. Sunny Mehta:- Management representative
3. Mr. Rakesh Kapoor : - Industry representative
4. Prof. Dr. Jitendra Ahirekar: - External member
5. Mrs. Sonal Jain: - BMS Coordinator
6. Mr. Amit Gupta, :- Academics
7. Mr. Vivek Raut: - Teaching Representative
8. Mr. Darshan Joshi: - BAF Coordinator
9. Mr. Rajesh Baria: - member, Nonteaching Staff
10. Mr. Narendra Sharma Nonteaching Staff
11. Mrs. Urmila Chauhan :- BBI coordinator
12. Mrs. Vaishali Kothiya :- IQAC Coordinator



S. No. 574/5, Near Fly-over Bridge, 150 Feet Road, Near Maxus Mall, Bhayandar (W), Dist. Thane - 401 101.

Tel.: 28176264 / 66 /68

E-mail : enquiry@rmc.edu.in • www.rmc.edu.in

The principal welcomed the members of the IQAC present for the meeting.

The minutes of previous IQAC meeting were read and approved.

1. Minutes of previous IQAC meeting reviewed along with the other committees and departments.
2. It is resolved to start with Gender Audit and Office/Administrative Audit as a quality initiative by IQAC and all the heads of respective departments were directed to support and prepare for the same.
3. It is resolved to start with LMS with the Master soft who is also examination service provider. Faculty Members present were informed to provide with necessary inputs and data required to implement the LMS successfully in the Institute.
4. It is resolved to inform the new course coordinators of B.Sc., B.Sc.(Hospitality Studies) & BSc(Data Science) to start with the admissions and put the necessary efforts required for the same.
5. It is resolved to buy books and reference books for newly approved courses for which librarian should approach the various vendors for the same. It was further discussed to change the software for library and decide to start the process for the same.
6. It is resolved to start with the Diploma Courses in collaboration with NCVT. It was decided to start courses related to Interior & Exterior Education, Fashion Education and Hotel Management. It was also further discussed to start with value added courses like Digital Marketing, Python Programming, Tally ERP, Advanced MS-Excel for skill enhancement of undergraduate and postgraduate students.
7. It is resolved to Enroll students for various co-curricular activities related like NSS, DLLE, Sports etc. It was discussed about organizing "Talent Search Program", to identify the hidden talent in the students (For music, dance, and fine arts,) & team can be prepared on the basis of the results for participation in Youth Festival. The duty was assigned to various teachers to guide the selected. wherever is possible keeping the pandemic situation into consideration.
8. As per the requests received from the faculty members, it was resolved to organize a webinar on "How to use e-resources" for the faculty members and students. And to organize a webinar for non-teaching staff on improving record keeping & filing.



9. It is resolved to start with the remedial coaching in a planned and structured way. It was informed to identify the slow and advanced learners in different departments and/or classes, provide remedial coaching and give special attention to the academic problems of the slow learners and to further improve the performance of the good performers and give them a motivational boost-a step towards academic excellence.
10. It is resolved to start with the process regarding getting approval from the University of Mumbai for newly appointed staff.

IQAC coordinator ended the meeting by giving vote of thanks to Management and members present in the meeting.

Kothiya

Mrs. Vaishali Kothiya
IQAC - Coordinator

Gujral

Dr. Satinder Kaur Gujral
I/C Principal

Present Members:

Name of the Member	Signature
1. Mr. Narendra Mehta:- Management representative	<i>N Mehta</i>
2. Mr. Sunny Mehta:- Management representative	<i>S Mehta</i>
3. Mr. Rakesh Kapoor : - Industry representative	<i>R Kapoor</i>
4. Prof. Dr. Jitendra Ahirekar: - External member	
5. Mrs. Sonal Jain: - BMS Coordinator	<i>S Jain</i>
6. Mr. Amit Gupta, :- Academics	<i>A Gupta</i>
7. Mr. Vivek Raut: - Teaching Representative	<i>V Raut</i>
8. Mr. Darshan Joshi: - BAF Coordinator	<i>D Joshi</i>
9. Mr. Rajesh Baria: - member, Nonteaching Staff	<i>R Baria</i>
10. Mr. Narendra Sharma Nonteaching Staff	<i>N Sharma</i>
11. Mrs. Urmila Chauhan :- BBI coordinator	



REF. NO. _____


DATE : 21st Sept, 2021

NOTICE

This is to inform all the members of IQAC Committee that the 2nd IQAC meeting for the academic year 2021-2022 is scheduled to be held on 1st October, 2021 at 11:00 am in conference room. All the members are requested to kindly make it convenient to attend the meeting.

The agenda for the meeting are;

1. To read and confirm the minutes of the previous meeting.
2. To apply for permanent affiliation.
3. To review the SOPs.
4. To discuss on reopening of physical class and offline lectures.
5. To conduct skilled based courses.
6. To conduct the gender specific activities.
7. To conduct research-based activities.
8. Any other matter with permission of the Chair.


Mrs. Vaishali Kothiyar
IQAC - Coordinator




Dr. Satinder Kaur Gujral
I/C Principal

Jeevan Jyot Educational Charitable Trust (Regd.)

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REF. NO. _____

DATE : 4th Oct 2021

MINUTES OF THE MEETING

Academic Year 2021-2022

The meeting of the IQAC was held on 1st October, 2021 at 11:00, Friday in the Conference room at 11:00 am. The IQAC coordinator readout the agenda for the meeting as follows;

1. To read and confirm the minutes of the previous meeting.
2. To apply for permanent affiliation.
3. To review the SOPs.
4. To discuss on reopening of physical class and offline lectures.
5. To conduct skilled based courses.
6. To conduct the gender specific activities.
7. To conduct research-based activities.
8. Any other matter with permission of the Chair.

The principal welcomed the members of the IQAC present for the meeting.

1. The minutes of previous IQAC meeting were read and approved.
2. It was resolved to apply and proceed for permanent affiliation.
3. It was resolved to form a committee to review the SOPs formulated in the various areas.
4. It was resolve to take precautionary measures for the reopening of the physical class and offline lectures and also conduct vaccination drive for students and staff.
5. It was resolved to introduce and conduct more skilled based courses.
6. It was resolved to conduct smart girl program to boost confidence of girl students. It was further decided to conduct a session on gender discrimination.
7. It was resolved to conduct a session on how to convert research in Patent.

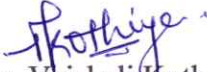


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IQAC coordinator ended the meeting by giving vote of thanks to Management and members present in the meeting.


Mrs. Vaishali Kothiya
IQAC - Coordinator




Dr. Satinder Kaur Gujral
I/C Principal

Present Members:

Name of the Member
1. Mr. Narendra Mehta: - Management representative
2. Mr. Sunny Mehta: - Management representative
3. Mr. Rakesh Kapoor: - Industry representative
4. Mrs. Sonal Jain: - BMS Coordinator
5. Mr. Amit Gupta: - Academics
6. Mr. Vivek Raut: - Teaching Representative
7. Mr. Darshan Joshi: - BAF Coordinator
8. Mr. Rajesh Baria: - member, Nonteaching Staff
9. Mr. Narendra Sharma Nonteaching Staff

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REF. NO. _____

DATE : 23/12/2021

NOTICE

This is to inform all the members of IQAC Committee that the 3rd IQAC meeting for the academic year 2021-2022 is scheduled to be held on 3rd January, 2022 at 1:00 pm in conference room. All the members are requested to kindly make it convenient to attend the meeting.

The agenda for the meeting are;

1. To read and confirm the minutes of the previous meeting.
2. To approve the AQAR.
3. To apply for NIRF.
4. To conduct research conference.
5. To update college website.
6. To take initiative for environmental sustainability.
7. To conduct soft skill training program.
8. To conduct cultural fest MRIDANG online.
9. To conduct certificate course to empower local women.
10. Any other matter with permission of the Chair.

Mrs. Vaishali Kothiya
IQAC - Coordinator



Dr. Satinder Kaur Gujral
I/C Principal

REF. NO. _____

DATE : 5/01/22

MINUTES OF THE MEETING

Academic Year 2021-2022

The meeting of the IQAC was held on 3rd January, 2022 at 1:00 pm, Friday in the Conference room. The IQAC coordinator readout the agenda for the meeting as follows;

1. To read and confirm the minutes of the previous meeting.
2. To approve the AQAR.
3. To apply for NIRF.
4. To conduct research conference.
5. To update college website.
6. To take initiative for environmental sustainability.
7. To conduct soft skill training program.
8. To conduct cultural fest MRIDANG online.
9. To conduct certificate course to empower local women.
10. Any other matter with permission of the Chair.


The principal welcomed the members of the IQAC present for the meeting.

1. The minutes of previous IQAC meeting were read and approved.
2. It was resolved to circulate the copy of AQAR for the academic year 2020-21 and take approval of the committee for the same.
3. It was resolved to apply for National Institutional Ranking Framework.
4. It was resolve to conduct a research conference and involve advanced learners in research activities. It was further decided to keep a session on how to write a research paper for the students.
5. It was resolved to update college website.




6. It was resolved to conduct session to develop Environmental Consciousness and Sustainability among students.
7. It was resolved to conduct soft skill training program for the students.
8. It was resolved to conduct MRIDANG – the cultural fest online for the academic year 2021-22.
9. It was resolved to conduct a certificate course to empower the local women.
10. Any other matter with permission of the Chair – NIL.

IQAC coordinator ended the meeting by giving vote of thanks to Management and members present in the meeting.


Mrs. Vaishali Kethiya
IQAC - Coordinator




Dr. Satinder Kaur Gujral
I/C Principal

Present Members:

Name of the Member
1. Mr. Narendra Mehta: - Management representative
2. Mr. Sunny Mehta: - Management representative
3. Mr. Rakesh Kapoor: - Industry representative
4. Mrs. Sonal Jain: - BMS Coordinator
5. Mr. Amit Gupta: - Academics
6. Mr. Vivek Raut: - Teaching Representative
7. Mr. Darshan Joshi: - BAF Coordinator
8. Mr. Rajesh Baria: - member, Nonteaching Staff
9. Mr. Narendra Sharma Nonteaching Staff

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DATE : 25/03/22

NOTICE


This is to inform all the members of IQAC Committee that the 4th IQAC meeting for the academic year 2021-2022 is scheduled to be held on 31st March, 2022 at 1:00 pm in conference room. All the members are requested to kindly make it convenient to attend the meeting.

The agenda for the meeting are;

1. To read and confirm the minutes of the previous meeting.
2. To approve the IIQA.
3. To work on Self Study Report.
4. To introduce more interdisciplinary courses.
5. To introduce Almashine Platform to pass out students.
6. To take Feedback on Curriculum.
7. To conduct Student Satisfaction Survey.
8. To identify the resources and infrastructure requirement and make arrangement for the same.
9. Any other matter with permission of the Chair.


Mrs. Vaishali Kothiya
IQAC - Coordinator




Dr. Satinder Kaur Gujral
I/C Principal

REF. NO. _____

DATE : 3/04/22

MINUTES OF THE MEETING

Academic Year 2021-2022

The meeting of the IQAC was held on 31st March, 2022, 2022 at 1:00 pm, Friday in the Conference room. The IQAC coordinator readout the agenda for the meeting as follows;

1. To read and confirm the minutes of the previous meeting.
2. To approve the IIQA.
3. To work on Self Study Report.
4. To introduce more interdisciplinary courses.
5. To introduce Almashine Platform to pass out students.
6. To take Feedback on Curriculum.
7. To conduct Student Satisfaction Survey.
8. To identify the resources and infrastructure requirement and make arrangement for the same.
9. Any other matter with permission of the Chair.

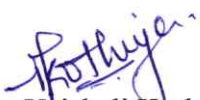
The principal welcomed the members of the IQAC present for the meeting.

1. The minutes of previous IQAC meeting were read and approved.
2. It was resolved to circulate the copy of IIQA for the 2nd cycle of accreditation and take approval of the committee for the same.
3. It was resolve to initiate on Self Study Report for the 2nd cycle of accreditation.
4. It was resolved to introduce more interdisciplinary courses for the next academic year.
5. It was resolved to introduce Almashine Platform to pass out students by the end of the AY 2021-22.
6. It was resolved to take feedback on Curriculum.




7. It was resolved to conduct Student Satisfaction Survey.
8. It was resolved to identify the resources and infrastructure requirement and make arrangement for the same.
9. Any other matter with permission of the Chair – NIL.

IQAC coordinator ended the meeting by giving vote of thanks to Management and members present in the meeting.


Mrs. Vaishali Kothiya
IQAC - Coordinator




Dr. Satinder Kaur Gujral
I/C Principal

Present Members:

Name of the Member
1. Mr. Narendra Mehta: - Management representative
2. Mr. Sunny Mehta: - Management representative
3. Mr. Rakesh Kapoor: - Industry representative
4. Mrs. Sonal Jain: - BMS Coordinator
5. Mr. Amit Gupta: - Academics
6. Mr. Vivek Raut: - Teaching Representative
7. Mr. Darshan Joshi: - BAF Coordinator
8. Mr. Rajesh Baria: - member, Nonteaching Staff
9. Mr. Narendra Sharma Nonteaching Staff