



K.P.B. HINDUJA COLLEGE OF COMMERCE

315, New Charni Road, Mumbai 400 004 ☎ Tel.: 022- 40989000 📠 Fax: 2385 93 97. Email: hindujacollege@gmail.com

NAAC Re-Accredited 'A+'

ISO 9001:2008 THE BEST COLLEGE OF UNIVERSITY OF MUMBAI FOR THE ACADEMIC YEAR 2010-2011

Prin. Dr. (Ms.) Minu Madlani - M.Com., Ph.D.

Ref. No. :

Internal Quality Assurance Cell (IQAC)

Minutes of the meeting of Criteria Conveners and Co-Conveners held on Thursday, February 02, 2023

at 10:00 a.m. in the Principal's cabin

Members present for the meeting were the following:

1. Ms. Chandrakala Joshi (Vice Principal)
2. Dr. Ishrat Ali Lalljee (Convener)
3. Dr. Susan Alex
4. Dr. Ambili Madhu Thampi
5. Dr. Kuldeep Sharma
6. Dr. Khyati Shah
7. Ms. Mithu Biswas
8. Dr. Gayatri Agarwal
9. Mr. Durgesh Kumar Dubey
10. Ms. Shehnaaz Nazkani
11. Ms. Seema Narendran
12. Dr. Shradha Jain
13. Dr. Rommani Sen Shitak
14. Dr. Samira Sayed
15. Dr. Sheetal Mody (Core Committee Member)

The following matters were discussed and decided upon:

1. Criteria Conveners/Co-Conveners read out/informed about the data that they had already gathered.
2. It was decided that overlapping items required in the AQAR would be shared among Conveners/Co-Conveners to avoid duplication of effort.



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3. On the suggestion of some of the Conveners/Co-Conveners, Dr. Ishrat Ali Lalljee said that she would circulate a Notice requesting the co-operation of Faculty members in providing data expeditiously to facilitate the preparation of AQAR by Tuesday, February 07, 2023.
4. All AQAR related reminder emails to Faculty members should in future be forwarded to the Principal, Vice-Principal and at iqac.hindujacollege@gmail.com
5. Dr. Susan Alex handed over a year-wise Teaching-Learning-Research-Co-curricular activities etc. Plan, similar to the one which has been shared by Dr. Khushpat Jain, which she had been requested to prepare in the previous AQAR meeting. Dr. Ishrat Ali Lalljee would review the same and have it finalized in consultation with the Principal and the Vice Principal.
6. The date for the next AQAR meeting has been scheduled for Wednesday, February 15, 2023 at 10:30 a.m. in a Computer Lab. In this meeting all content matter would be finalized. The Conveners would then forward the same to the IQAC Coordinator by Friday, February 17, 2023 to be finalized and uploaded.

With this the meeting was concluded.