



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 Saturday,

October 10, 2024 at 10:00 a.m. in the Staff Room

Members present for the meeting were the following:

1. Ms. Chandrakala Joshi (Vice Principal)
2. Dr. Susan Alex (Convener)
3. Dr. Sarita Mahadik
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. Seema Narendran
11. Dr. Shradha Jain
12. Dr. Rommani Sen Shitak
13. Dr. Samira Sayed
14. Dr. Sheetal Mody

The following matters were discussed and decided upon:

1. Dr. Chandrakala Joshi welcomed members and congratulated Dr. Susan Alex for IQAC coordinatorship from October, 2024.
2. Dr. Susan Alex informed the members about changes in AQAR format and told the members to submit the data by November 30, 2024 which will be reviewed on December 10, 2024.



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3. It was unanimously discussed to have more emphasis on Research aspect which will have changes in Academics, Research, Social aspect (by DLLE and NSS). It was further approved to link the committee activities with criteria concepts.
4. It was further adviced to collect feedback timely from all the stakeholders by circulating the feedback forms.
5. IQAC coordinator, requested the committee to maintain the 6months committee reports, for which format will be circulated.
6. Further the coordinator adviced to maintain Annual API score for CAS which is tentative scheduled on June 30,2025, also the different documents related to this should be filed in the respective individual personal files.
7. It was discussed to obtain ISSN Registration No, which can be done by the Research Cell of the College.
8. The members shared their views to conduct intercollegiate research, FDP for non-teaching staff on topics like soft skills, gender appropriate. Also, the members requested to improve the internal financial reimbursement procedure.
9. Research publication (4papers are allowing), propose management about major, minor project (criteria3), ICC/SSR; software (Ph.D.) Thesis Tie-up.
10. It was discussed to promote Research Papers and published among Professors, M.Phil and Ph.D. students, P.G. students with registration charges.
11. To maintain Mentor: Mentee Ratio (specially in SFC)
12. Members requested the authorities to guide on the conduct of activities as per the NAAC Criteria.

The meeting ended with vote of thanks.

Dr. Susan Alex
IQAC Coordinator

Dr. Chandrakala Joshi
In-charge Principal

With this the meeting was concluded.

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Smt. P.D. Hinduja Trust's

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