BHAVNA TRUST

JUNIOR & DEGREE COLLEGE OF COMMERCE & SCIENCE

Jain Religious Minority | Affiliated to the University of Mumbai

Accredited "B++" Grade (CGPA 2.89) by NAAC

Plot No. 5,Sunder Baug, Raje Shivaji Chowk,V.N.Purav Marg,Deonar, Mumbai : 400 088 | Maharashtra

Minutes of the IQAC Meeting (2025-2026)

The meeting of the IQAC was held on 7th June, 2025, in the IQAC room at 11:30 am.

The Following Members were present:

S.No	Name	Designation
1.	Dr. Aruna J. Singham	I/C Principal, Chairperson of IQAC
2.	Mr Sandeep Gaikwad	Senior Administrative Officer
3.	Asst.Prof.Alok Kumar Singh	Coordinator B.Sc.(CS),Member
4.	Asst.Prof.Rupali Sinkar	Coordinator B.Com. ,Member
5.	Asst. Prof. Swati Shingate	Coordinator B.Sc.(IT),Member
6.	Asst.Prof. Shailesh Arondekar	Coordinator BAF and M.Com ,Member
7.	Asst. Prof. Suvarnakshi Kedare	Coordinator BMS,Member
8.	Shri Jayantilal Chhadva	Management Representative
9.	Shri Premji Nisar	Industrialist
10.	Miss Manali Pawar	Alumni
11	Mr. Sakshi Pal	Student
12	Dr. Venkat Ramani	External Expert
13.	Dr. Mrs. Pratima Singh	External Expert
14.	Mrs. Shushma Kharat	Local Society Nominee
15.	Mrs Ritu Sharma	IQAC Coordinator

Agenda:

1. Confirmation of Minutes of last IQAC meeting.
2. Action Taken Report
3. To prepare the Plan of Action for the session 2025-2026 according to the institutional development plan
4. To focus on the admission process.
5. Organization of workshops /Seminars to empower faculty and students.
6. Review of Attendance system and website .
7. Enrolment of students in various Co-curricular departments, including NSS, DLLE, Sports, and others.
8. Discussion on Library book bank facility.
9. NEP implementation for SY
10. Any other relevant matters that require discussion with the permission of chair.

The IQAC coordinator Asst.Prof. Ritu Sharma welcomed everyone .

Agenda 1 : IQAC Coordinator read the minutes of the previous meeting and confirmed with members.

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Agenda 2:Action Taken Report for A.Y 2024-25 was read and discussed.

Agenda 3 .
Plan of Action

- To prepare AQAR for the year 2025-2026 and submit to NAAC by due date.
- To prepare academic calendar 2025-2025 and to follow it accordingly.
- To implement NEP-2020 for SY as per the revised guidelines of University of Mumbai.
- To direct the Controller of Examination to conduct examinations and its related work on time following the academic calendar and declaration of results thereafter on time. Conducting examinations for failure students to carry on.
- To register and apply for NIRF-25 ranking in the category of Colleges.
- To form various college committees like WDC, ICC, etc. involving students in order to enhance the overall development of the students.
- To organize online/offline Conferences/ Seminars/Workshops on different topics.
- To organize online/offline Induction meeting for newly inducted semester I Students of UG and PG.
- To enhance the number of MoU's, Consultancies & Collaboration with different agencies with respect to research, faculty and student exchange.
- To appoint Faculty members as mentors.
- Publication of annual magazine "bhavanankur-25-26".
- To collect online feedback and get it analyzed by faculty of the department of Statistics.
- Extension of outreach programs through NSS, DLLE,WDC etc.
- Heads are to be instructed to organize different online / offline academic.
- Regular updating of Web site of the Institute by the concerned staff.

Agenda 4.

Dr. Aruna J. Singham said that last year, we had excellent admissions in all streams for the First Year. This year, we need to put in the same effort to improve admissions at the college.

Agend 5.

The committee recommended organizing a series of workshops, seminars, and certificate courses as follows for the academic year 2025-2026:

- One certificate course each semester for Commerce, Management, and IT/CS students.
- Two seminars and workshops per semester.
- Two faculty development programs throughout the academic year.

Agenda 6.

Dr. Aruna J. Singham told that the same vendors for both the attendance system and the website will continue for the academic year 2025–2026.

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Agenda 7:

It was decided to strategize for student enrollment in NSS, DLLE, Sports, and other pertinent co-curricular departments.

Agenda 8. It was decided to keep Library book bank facility only for Backward class students

Agenda 9: Discussion took place for NEP Implementation in SY and it was decided that college will follow cluster/University guidelines .

Agenda 10:

During the meeting, several important decisions were made about the academic calendar and events at the college.

1. Orientation Program: The committee decided to hold an orientation program for new students to help them get to know the college coordinators, faculty, and the rules and regulations of the college.
2. Celebration of Important Days: It was agreed that everyone must follow the earlier decisions about celebrating national and international days/events listed in the academic calendar.
3. Faculty Academic Diary : Faculty members were told to maintain a Academic Diary, which will be checked weekly by the Principal. This is to make sure all work is properly recorded.
4. Academic and Extracurricular Activities: Each department was asked to plan both academic and extracurricular activities for students.
5. Tree Plantation Drive: The NSS Unit, along with all departments, will organize a tree plantation drive to support environmental conservation.
6. International Yoga Day: It was decided to celebrate International Yoga Day by organizing a yoga event.
7. Important Dates : The significance of upcoming dates, including the 79th Independence Day on August 15, 2025, Teachers' Day on September 5, 2025, and Republic Day on January 26, 2026 was acknowledged, affirming their importance in the college calendar.

The IQAC (Internal Quality Assurance Cell) coordinator concluded the meeting by expressing gratitude to the management and all members present.

S.No	Name	Designation	Signature
1.	Dr, Aruna J.Singham	I/C Principal, Chairperson of IQAC	
2.	Mr Sandeep Gaikwad	Senior Administrative Officer	
3	Asst.Prof.Alok Kumar Singh	Coordinator B.Sc.(CS),Member	
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6	Asst. Prof. Swati Shingate	Coordinator B.Sc.(IT),Member	Swati
7	Asst. Prof. Suvarnakshi Kedare	Coordinator BMS,Member	
8	Shri Jayantilal Chhadva	Management Representative	
9	Shri Premji Nisar	Industrialist	
10	Miss Manali Pawar	Alumni	Manali
11	Mr. Siddhi Patil	Student	
12	Dr. Venkat Ramani	External Expert	
13	Dr. Mrs. Pratima Singh	External Expert	
14.	Mrs. Shushma Kharat	Local Society Nominee	
15.	Mrs.Ritu Sharma	IQAC Coordinator	

Prepared By/ Verified By

Mrs Ritu Sharma
IQAC Coordinator

IQAC Coordinator
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Approved By

Dr Aruna Singham
I/C Principal

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Date 27-05-2025

NOTICE OF MEETING

This is to inform all the members of IQAC Committee that the first IQAC meeting for the academic year 2025-2026 has been scheduled on June 7th , 2025 at 11:30 am in the IQAC room. We kindly request all members to make arrangements to attend the meeting at their convenience.

The meeting agenda will cover the following topics:

1. To focus on the admission process.
2. To prepare the Plan of Action for the session 2025-26 according to the institutional development plan .
3. Organization of workshops /Seminars to empower faculty and students.
4. Review of Attendance system and website .
5. Enrolment of students in various Co-curricular departments, including NSS, DLLE, Sports, and others.
6. Discussion on Library book bank facility.
7. NEP implementation for SY in all streams
8. Any other relevant matters that require discussion with the permission of chair.

Mrs Ritu Sharma

IQAC Coordinator

IQAC Coordinator
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Dr. Aruna J. Singham

I/C Principal

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