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Deccan Education Society's
KIRTI M. DOONGURSEE COLLEGE (AUTONOMOUS)
OF ARTS, SCIENCE & COMMERCE
(NAAC RE-ACCREDITED "A" GRADE)

Kashinath Dhuru Road, Off. Veer Savarkar Marg, Near Agar Bazar, Dadar (West), Mumbai - 400 0028.

Ref. No : _____

Date : _____

IQAC 2022-23

The Internal Quality Assurance Cell (IQAC) of Kirti M. Doongursee College has 24 members. For smooth conduct of various activities, there is internal committee of IQAC that meets more frequently. Total Six meetings of IQAC have been conducted in the academic year 2022-23. The dates of the meeting were as follows:

- First Meeting- 12th July 2022
- Second Meeting- 29th August 2022
- Third Meeting- 3rd October 2022
- Fourth Meeting- 14th October 2022
- Fifth Meeting- 14th November 2022
- Sixth Meeting- 17th February 2023.

Academic Year 2022-23 was special for the college due to the conferment of **Autonomous status**. After 3 accreditation cycles, the IQAC of the College with support from the Management, took necessary steps toward getting autonomy. The autonomy conferred is for ten years period i.e. from 2022-23 to 2031-32.



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Kashinath Dhuru Road, Off. Veer Savarkar Marg, Near Agar Bazar, Dadar (West), Mumbai - 400 0028.

Ref. No : _____

Date : _____

Date- 8th July 2022

Internal Quality Assurance Cell (IQAC)
Meeting No. IQAC/01/2022-23

The meeting of IQAC (internal committee) is scheduled on **12th July 2022 at 12:30 pm** in **JSKBS Conference Room**, to discuss the points mentioned in the agenda below.

Agenda:

Item 1- To Discuss the activities and programmes for the academic year 2022-23.

Item 2- Discuss and approve Academic Calender for 2022-23.

Item 3- Discuss the plan for the preparation of AQAR for the academic year 2021-22.

Item 4- Any other matter with the permission of the chair.

Dr. Minal Mapuskar

IQAC Coordinator

Dr. D.V. Pawar


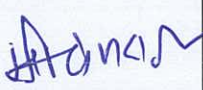


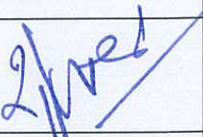

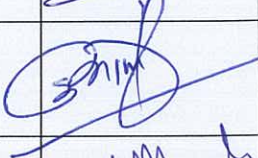


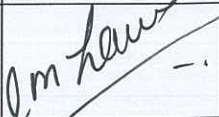
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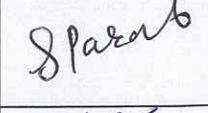
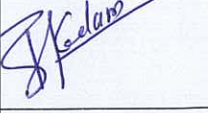
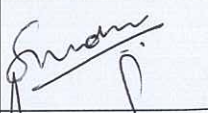
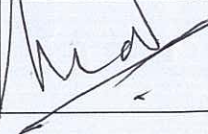
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Kirti M. Doongursee College (AUTONOMOUS),
 Arts, Science and Commerce, Dadar (W), Mumbai-400028
Internal Quality Assurance Cell (IQAC)
 Internal Committee Meeting Minutes

The meeting of IQAC was held on **12th July 2022** in JSKBS Board room at 12.30 PM. The meeting was presided over by Principal, Dr. D. V. Pawar. Following members were present:

Sr. No	Name of Member	Sign
1	Dr. D. V. Pawar, Principal	
2	Dr. M.A. Mapuskar, Coordinator	
3	Dr. P. C. Thomas, Joint Coordinator	
4	Dr. M. S. Jog, Professor	
5	Dr. H. K. Bhosale, Professor	
6	Dr. V.P. Sathe, Associate Professor	
7	Dr. S. B. Donde, Associate Professor	
8	Dr. J. S. Mundhe, Associate Professor	
9	Prof. S. S. Page, Associate Professor	
10	Dr. C. M. Zaveri, Associate Professor	




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11	Dr. U. S. Sarkar, Assistant Professor	
12	Dr. V. P. Kamat, Assistant Professor	
13	Prof. S. V. Parab, Assistant Professor	
14	Dr. P. S. Kadam, Assistant Professor	
15	Prof. S. R. Kadam, Assistant Professor	
16	Prof. S. Mathew, Associate Professor	


At the outset, Mr. Vishveshwar Devrukhar was introduced to IQAC committee members by Dr. Minal Mapuskar. Prof. Ankita Raul's name was suggested to assist Dr. Vanita Kamat for Criteria No.1. For writing minutes of the meeting Prof. Shubhashree Parab was given the task. The meeting considered and transacted following agenda as per the notice dated 08-July-2022:

Agenda:

Item 1- To Discuss the activities and programmes for the academic year 2022-23.

- Dr. Harshad Bhosale suggested few programs as Best Practice for Academic Year 2022-23 and to make it regular.
- It was suggested to have an exam complaints and grievance mechanisms.
- IQAC Co-ordinator suggested that committee would give academic calendar for different activities to different department and committees.
- Dr. Vanita Kamat suggested activities for Criteria-1 viz. certificate courses for commerce, arts and add-on-courses and also field work and intensive project.
- Prof. Mathew Samuel suggested that Criteria-1 should have skill development, employability, and entrepreneurship base programs.




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Curriculum development should be in line with global and local development.

- Criteria-2 in-charge suggested that mentor-mentee needs to go on logical end. We need to identify advance and slow learner and to address them.
- There was an emphasis for the need of teaching plans for academic year 2022-23.
- The use of ICT tools to be encouraged.
- Members stressed upon the need to have POs and COs if syllabus is changed in case of any department.
- Criteria-3 suggested every faculty member should have one research paper published per year.
- Department wise follow up required for Symposium and Criteria-4 would be collecting data.
- Criteria-5 needs communication skill, and yoga workshop, CAT-GRE course for Higher education and number of students qualifying for CAT-GRE.
- Criteria-6 needs professional development program by institution (teaching & non-teaching) and review of teaching-learning (structure). For decentralization BAF dept. would be taken up.
- Criteria-7 made list for Gender Equity & environment for department wise programme. Green-audit, energy audit, disabled-friendly technology usage needs to be taken care of. The best practice should be beneficial to society.
- The subcommittee for documentation was suggested by the IQAC committee.
- Principal, Dr. D. V. Pawar sir would be inviting speaker from NAAC Bangalore to orient about NAAC accreditation under Autonomy.

Item 2- Discuss and approve Academic Calender for 2022-23.

- Academic calendar was displayed for consideration and discussion.
- It was proposed that annual activities such as exhibitions, quiz or presentation should be career oriented.
- Second term would begin from 2nd November, 2022.

Resolution- Resolved that the Academic Calendar for AY 2022- 23 be herby approved and executed.




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Item 3- Discuss the plan for the preparation of AQAR for the academic year 2021-22.

- The information was required to be collected for the year 2021-22.
- Dr. Jyoti Mundhe suggested that documents to be emphasised while collecting the detailed reports.
- The task of collecting the self-appraisal form from office staff was assigned to Dr. Chetana Zaveri.
- Discussion took place for result analysis. It was decided to keep same method as previous one.
- Dr. Vanita Kamat brought to notice that feedback was not filled by many students and HODs to be reminded for the same.
- The meeting of HODs was proposed to be held on 14th July, 2022.
- It was also decided to reminder all the concerned to submit all relevant reports pertaining the completion of AQAR 2021-22.
- The deadline fixed for AQAR to be completed by 31st August 2022.

Item 4- Any other matter with the permission of chair.

- No matter was raised under A.O.M.
Meeting concluded at 1.30 PM with vote of thanks proposed by Prof. M. S. Jog.
Minutes read and passed.

Dr. Minal Mapuskar
IQAC Coordinator

Dr. D.V. Pawar
Principal



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Date : _____

Internal Quality Assurance Cell (IQAC)

Meeting No. IQAC/02/2022-23

Date:27/08/2023

The meeting of IQAC (internal committee) is scheduled on **Friday, 29th August 2023 at 12:30 pm** in **JSKBS Conference Room**, to discuss the points mentioned in the agenda below.

Agenda:

Item 1 To Review of AQAR 21-22 Status of various departments and committees.

Item 2- To discuss and plan Academic week.

Item 3- Discuss and plan Green Audit.

Item 4-To consider and plan Sports Day

Item 5- - Any other matter with the permission of the chair.

All members are requested to be present for the meeting.

Dr. Minal Mapuskar

IQAC Coordinator

Dr. D.V. Pawar


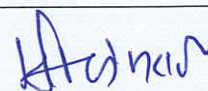

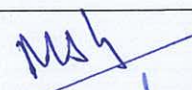


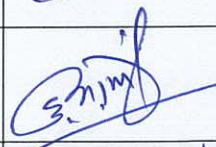
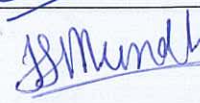

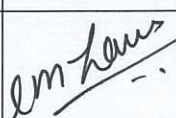
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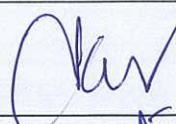
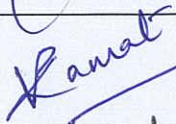
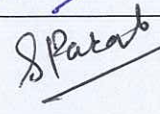

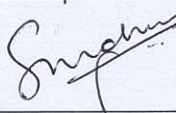
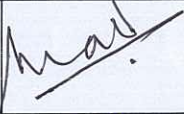

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Internal Quality Assurance Cell (IQAC)
 Internal Committee Meeting Minutes

The meeting of IQAC was held on **29th August 2022** in JSKBS Board room at 12.30 PM. The meeting was presided over by Principal, Dr. D. V. Pawar. Following members were present:

Sr. No	Name of Member	Sign
1	Dr. D. V. Pawar, Principal	
2	Dr. M.A.Mapuskar, Coordinator	
3	Dr. P. C. Thomas, Joint Coordinator	
4	Dr. M. S. Jog, Professor	
5	Dr. H. K. Bhosale, Professor	
6	Dr. V.P.Sathe, Associate Professor	
7	Dr. S. B. Donde, Associate Professor	
8	Dr. J. S. Mundhe, Associate Professor	
9	Prof. S. S. Page, Associate Professor	
10	Dr. C. M. Zaveri, Associate Professor	




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11	Dr. U. S. Sarkar, Assistant Professor	
12	Dr. V. P. Kamat, Assistant Professor	
13	Prof. S. V. Parab, Assistant Professor	
14	Dr. P. S. Kadam, Assistant Professor	
15	Prof. S. R. Kadam, Assistant Professor	
16	Prof. S. Mathew, Associate Professor	
17	Ankita Raul, Assistant Professor	


Meeting started with welcome address by Dr. Minal Mapuskar. Further following items of the agenda were taken up for consideration as per the notice dated 27-August-2022.

Agenda:

Item 1- AQAR 21-22 Status of various departments and committees.

- Deadline of AQAR submission was 31st August, 2022.
- Due to the noncompliance in the said deadline, a revised deadline for AQAR submission to be decided.
- It was decided to review which department have not submitted SAR, AQAR, Activity Report and Magazine Report. Also which department have submitted documents and content of report.
- IQAC members were told to go through folders and have quality check by making content and document check.
- It was recommended to start working on draft and follow-up with faculty numbers.
- IQAC Joint-coordinator, Dr. P. C. Thomas suggested that criteria heads not to follow-up individually for compiling the data from office staff. But co-ordinator will do the needful in case of missing documents.




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- Dr. V. P. Sathe suggested that faculty should properly label the documents while uploading with criteria. She would demonstrate HODs about labelling of document and criteria so that each department can follow the same. From 2022-23 proper labelling/classification of all documents to be followed.
- Dr. Minal Mapuskar suggested making use of the event in the criteria from Notice board. This would become easy to follow-up.
- Prof. Mathew Samuel stressed on use of staff room Notice board also.
- Dr. Minal Mapuskar made a point to remind the members so as to write events in diary.
- She also suggested members taking the follow-up of department like it were distributed for conducting BOS meeting.
- It was decided to fix 1st September for the submission of first draft.
- Mr. Vishveshwar (office) was assigned to keep a copy of document.
- Dr. V. P. Sathe stressed on taking permission of Principal before organizing any event.
- It was decided to schedule a staff meeting after mid-term break in JSKB hall for demonstrating on proper documentation.

Item 2- To discuss and plan Academic week.

After due deliberation and discussion it was decided to conduct Academic Festival-SRUJAN during the Academic week (from 5th Feb to 11th Feb 2023).

Resolution- Resolved that Activities under Srujan Academic Festival be organized in the even semester from 5th February to 11th February 2023.

Item 3- To plan about Green Audit.


- Dr. Minal Mapuskar reminded about Green Audit (Criteria 7). She has communicated that Mr. Sanjay also got sponsorship from Lions Club. This will reduce financial burden on college.

Resolution -Resolved that green audit for the college be conducted in the AY 2022-23. Help from external expert agency could be sought if required.

Item 4- To consider and plan Sports Day.

- Dr. Minal Mapuskar proposed the Sports activities after Kirti Karandak.
- A proposal has come to organize a Sports Day celebration for faculty.




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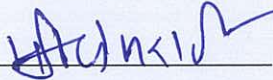
- In December, there would be Sports day for students also.

Item 5- Any other matter with the permission of chair.

- Dr. Harshad Bhosale suggested conducting Madhu Limaye elocution competition on 8th January, 2023. He also suggested social norm or innovativeness in activities.
- Dr. S. B. Donde suggested that World Diabetes Day to be celebrated during 13th -19th November, 2022.
- It was suggested sharing AQAR 2021-22 on group to plan for annual activities 2022-23.

Meeting concluded at 2.30 PM with vote of thanks proposed by Dr. P. C. Thomas.

Minutes read and passed.



Dr. Minal Mapuskar

IQAC Coordinator



Dr. D.V. Pawar

Principal



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Ref. No : _____

Date : _____

Date- 25th September 2022

Internal Quality Assurance Cell (IQAC)
Meeting No. IQAC/03/2022-23

The meeting of IQAC (internal committee) is scheduled on **3rd October 2022 at 12:30 pm** in **JSKBS Conference Room**, to discuss the points mentioned in the agenda below.

Item 1- Preparation for the First Guest Lecture Series-1 by IQAC on 6-October-2022.

Item 2- To review the status of Departmental AQAR submission

Item 3- To review the status of first Draft of AQAR 2021-22 & decide on final Draft to be submitted to Prabandhak, Dr. M. B. Kekare Sir before 10/10/2022.

Item 4 - Any other matter with the permission of the chair.

Dr. Minal Mapuskar

IQAC Coordinator

Dr. D.V. Pawar

Principal



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Ref. No : 17-02-2023

Date : _____

Internal Quality Assurance Cell
Attendance Sheet

The meeting of Internal Quality Assurance Cell of Kirti M. Doongursee College (Autonomous) is scheduled on Friday, 17/2/2023 at 3:00 pm at Kirti College. All are requested to attend.

Sr No	Name	Composition	Sign
1	Dr. D. V. Pawar	Chairperson, Head of the institution	
2	Dr. Minal Mapuskar	Coordinator	
3	Dr. P.C.Thomas	Co-coordinator	
4	Prof. Milind Jog	Teachers to represent all levels	
5	Prof. Harshad Bhosale		
6	Dr. V.P.Sathe		
7	Dr. Subhash Dondre		
8	Dr. Chetna Zaveri		
9	Dr. Urmila Sarkar		
10	Dr. Shubhangi Page		
11	Dr. Jyoti Mundhe		
12	Dr. Prabha Kadam		
13	Dr. Vanita Kamat		
14	Prof.Shubhashree Parab		
15	Prof.Siddhesh Kadam		
16	Prof.Ankita Raul		
17	Dr. M. B. Kekare	Member from Management	
18	Shri. Naresh Kulkarni	Sr. Admin officer	
19	Smt. Ashlesha Naik	Nominee, Local Society/trust	
20	Kum. Parth Patil	Student nominee	
21	Prof. Rohan Rajapkar	Nominee, Alumni	
22	Dr. Rasika Mallya	Employer	
23	Shri Harshad Bhide	Industry	
24	Shri Prakash Gavhane	Stakeholder	


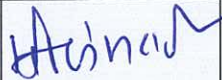

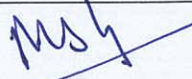
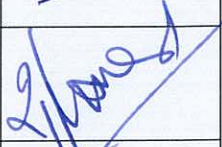

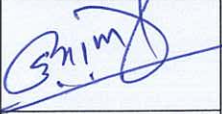


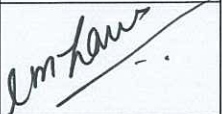


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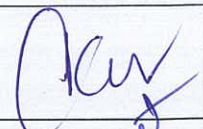
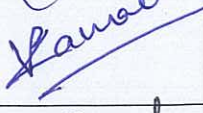
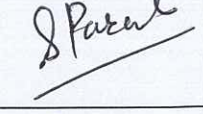

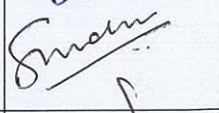
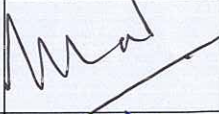

Date: 3rd October, 2022

The meeting of IQAC was held on 3rd October 2022 in JSKB Board room at 11.00 AM. The meeting was presided over by Principal, Dr. D. V. Pawar. Following members were present:

Sr. No	Name of Member	Sign
1	Dr. D. V. Pawar, Principal	
2	Dr. M.A.Mapuskar, Coordinator	
3	Dr. P. C. Thomas, Joint Coordinator	
4	Dr. M. S. Jog, Professor	
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11	Dr. U. S. Sarkar, Assistant Professor	
12	Dr. V. P. Kamat, Assistant Professor	
13	Prof. S. V. Parab, Assistant Professor	
14	Dr. P. S. Kadam, Assistant Professor	
15	Prof. S. R. Kadam, Assistant Professor	
16	Prof. S. Mathew, Associate Professor	
17	Ankita Raul, Assistant Professor	


Meeting started with welcome address by Dr. P. C. Thomas who also introduced the items of agenda. Further following items of the agenda were taken up for consideration as per the notice dated 25th September 2022.

Agenda:

1. Preparation for the First Guest Lecture Series-1 by IQAC on 6-October-2022.

- Principal Dr. D. V. Pawar started the meeting and briefed about the first lecture series.
- IQAC members have to attend a meeting with guest in JSKB Board room prior to the program on 6-October-2022.
- Various duties assigned among IQAC members were as follows:
 - i. Prof. Siddhesh Kadam- preparation of table programme, registration form and feedback form.
 - ii. Prof. Rohan Rajapkar- preparation of flyer, flex and poster.
 - iii. Prof. S. V. Parab – compering.
 - iv. Prof. Minal Mapuskar - welcome address and preamble.
 - v. Dr. Jyoti Mundhe- introduction of first guest.
 - vi. Dr. Chetana Zaveri-introduction of Second guest.
 - vii. Dr. Harshad Bhosale-Question & Answer session.





13

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- viii. Dr. P. C. Thomas- vote of thanks.
- ix. Dr. R. B. Kawade & Dr. P. C. Thomas-Letters & Honorarium.
- x. Dr. Vanita Kamat & Prof. Prabha S. Kadam- hospitality.
- xi. Prof. S. S. Page- preparation of name plate.
- xii. Prof. U S. Sarkar- technical assistance.
- xiii. Prof. S. B. Donde- preparation of activity report.

(Each criterion head was asked to prepare questions based on that criterion)

2. To review the status of Departmental AQAR submission.

- Dr. P. C. Thomas reviewed the status of the Departmental AQAR submission.
- He also noted the name of department who could not meet the target of submitting the revised AQAR as per distribution.

3. To review the status of first Draft of AQAR 2021-22 & decide on final Draft to be submitted to Prabandhak, Dr. M. B. Kekare Sir before 10/10/2022.

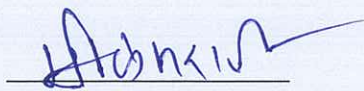
- Dr. P. C. Thomas reviewed the status of first Draft of AQAR 2021-22 by taking the responses of all the criteria heads.

4. Any other matter with the permission of chair.

- Prof. U. S. Sarkar suggested having programme for support staff.
- Prof. Jyoti Mundhe also suggested constituting a committee for code of conduct w.r.t. criteria VII.
- Dr. P. C. Thomas proposed to schedule a meeting on 8th Oct, 2022 so as to review the work done criteria-wise.

Meeting concluded at 1.00 PM with vote of thanks proposed by Dr. P. C. Thomas.

Minutes read and passed.




Dr. Minal Mapuskar

IQAC Coordinator



Dr. D.V. Pawar

Principal



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Ref. No : _____

Date : _____

Date- 10th October 2022

Internal Quality Assurance Cell (IQAC)
Meeting No. IQAC/04/2022-23

The meeting of IQAC (internal committee) is scheduled on **14th October 2022 at 12:30 pm** in **JSKBS Conference Room**, to discuss the points mentioned in the agenda below.

Agenda

Item 1- **Review of Status of AQAR and discussion with Principal Advisory, Dr. M. B. Kekare sir.**

Dr. Minal Mapuskar
IQAC Coordinator

Dr. D.V. Pawar
Principal




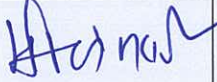



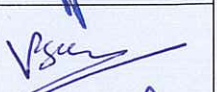
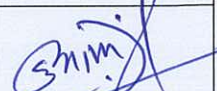
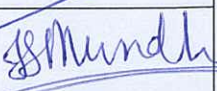


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Internal Quality Assurance Cell (IQAC)
Internal Committee Meeting Minutes


Date: 14th October, 2022

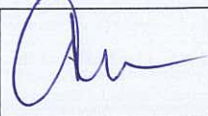
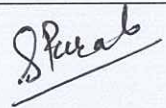

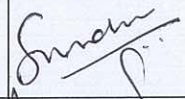
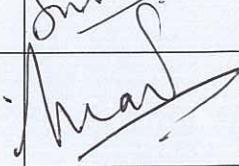

The meeting of IQAC was held on 14th October 2022 in JSKB Board room at 1.00 PM. The meeting was presided over by Principal, Dr. D. V. Pawar.

Following members were present:

Sr. No	Name of Member	Sign
1	Dr. D. V. Pawar, Principal	
2	Dr. M.A.Mapuskar, Coordinator	
3	Dr. P. C. Thomas, Joint Coordinator	
4	Dr. M. S. Jog, Professor	
5	Dr. H. K. Bhosale, Professor	
6	Dr. V.P.Sathe, Associate Professor	
7	Dr. S. B. Donde, Associate Professor	
8	Dr. J. S. Mundhe, Associate Professor	
9	Prof. S. S. Page, Associate Professor	
10	Dr. C. M. Zaveri, Associate Professor	




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11	Dr. U. S. Sarkar, Assistant Professor	
12	Dr. V. P. Kamat, Assistant Professor	
13	Prof. S. V. Parab, Assistant Professor	
14	Dr. P. S. Kadam, Assistant Professor	
15	Prof. S. R. Kadam, Assistant Professor	
16	Prof. S. Mathew, Associate Professor	
17	Ankita Raul, Assistant Professor	


Meeting started with welcome address by Dr. P. C. Thomas who also introduced the item of agenda. Further following item of the agenda was taken up for consideration as per the notice dated 11-October-2022.

Agenda:

1. Review of Status of AQAR and discussion with Principal Advisory, Dr. M. B. Kekare sir.

- All IQAC members were asked to complete first draft of AQAR for all criteria. They were asked to bring two hard copies of the first draft prepared by them for consideration of Dr. M. B. Kekare sir and also asking queries regarding their criteria.
- Criteria-2 asked their queries for mentor-mentee ratio.
- Dr. M. B. Kekare sir insisted on having meeting with HOD for mentor-mentee activity related discussion.



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- In view of the above said decision, the meeting of all HODs with Criteria-2 was scheduled on Monday, 17th October, 2022 at 11:30 am to brief about future mentor-mentee policy.
- Criteria-3 asked their queries and briefed about their status.
- Dr. S. B. Donde asked about Criteria-3, qualitative matrix to Dr. M. B. Kekare sir. Dr. M.B. Kekare sir suggested referring other college's AQAR. He also added that faculty should be encouraged to publish in UGC care list journal only.
- Other criteria's too were briefed about their status to Dr. Kekare sir.
- Prof. Mathew Samuel prepared planner for FY general online orientation programme for 2022-23. He also presented the planner and the role assigned to IQAC members to organize the same.
- Dr. M. B. Kekare Sir urged IQAC members to volunteer and guide other colleges as matter of consultancy which can be highlighted as activity in NAAC. Criteria heads volunteered for the same.

Meeting concluded at 2.30 PM with vote of thanks proposed by Dr. P. C. Thomas.

Dr. Minal Mapuskar
IQAC Coordinator

Dr. D.V. Pawar
Principal



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Ref. No : _____

Date : _____

Date- 2nd November 2022

Internal Quality Assurance Cell (IQAC)
Meeting No. IQAC/05/2022-23

The meeting of IQAC (internal committee) is scheduled on **14th November 2022** at **12:30 pm** in **JSKBS Conference Room**, to discuss the points mentioned in the agenda below.

Agenda

Item 1: Preparation of AQAR 2021-22.

Item 2- Review and Planning of some specific Programs for A.Y 2022-23.

Agenda 3: Planning for the Workshop on 19-Nov-2022.

Agenda 4: Planning for the Workshop on 24-Nov-2022.

Agenda 5- Any other item with the permission from Chair

Dr. Minal Mapuskar

IQAC Coordinator

Dr. D.V. Pawar

Principal



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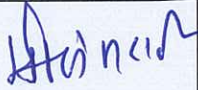

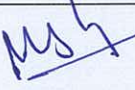


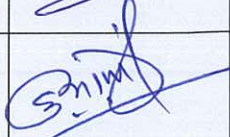
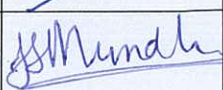

Internal Quality Assurance Cell (IQAC)

Internal Committee Meeting Minutes

Date: 14th November, 2022

The meeting of IQAC was held on 14-November-2022 in JSKB Board room at 1.00 PM. The meeting was presided over by Principal, Dr. D. V. Pawar.

Following members were present:

Sr. No	Name of Member	Sign
1	Dr. D. V. Pawar, Principal	
2	Dr. M.A.Mapuskar, Coordinator	
3	Dr. P. C. Thomas, Joint Coordinator	
4	Dr. M. S. Jog, Professor	
5	Dr. H. K. Bhosale, Professor	
6	Dr. V.P.Sathe, Associate Professor	
7	Dr. S. B. Donde, Associate Professor	
8	Dr. J. S. Mundhe, Associate Professor	
9	Prof. S. S. Page, Associate Professor	





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10	Dr. C. M. Zaveri, Associate Professor	<i>C. M. Zaveri</i>
11	Dr. U. S. Sarkar, Assistant Professor	<i>U. S. Sarkar</i>
12	Dr. V. P. Kamat, Assistant Professor	
13	Prof. S. V. Parab, Assistant Professor	<i>S. V. Parab</i>
14	Dr. P. S. Kadam, Assistant Professor	<i>P. S. Kadam</i>
15	Prof. S. R. Kadam, Assistant Professor	<i>S. R. Kadam</i>
16	Prof. S. Mathew, Associate Professor	<i>S. Mathew</i>
17	Ankita Raul, Assistant Professor	<i>Ankita Raul</i>

Meeting started with welcome address by Dr. Minal Mapuskar who also introduced the item of agenda. Further following items of the agenda was taken up for consideration as per the notice dated 12-November-2022.

Agenda 1: Preparation of AQAR 2021-22.

- Kenkare sir had given 10th November as deadline.
- Dr. Minal Mapuskar gave guidelines for handling criteria. She suggested that criteria should not be divided among the faculty members (in-charges). Both faculty handling criteria should be well versed with it. She also insisted that fine tuning and perfection should be taken care to finalise AQAR. She encouraged IQAC members to go through different college IQAC Report.

Status of criteria wise update of AQAR & documents was as listed below:

Criteria 1: Word document is ready with some minor changes. She wanted course names and syllabi copies of FY to TY. Dr. V. P. Sathe raised query



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regarding clarification of programme code. Mr. Prakash would guide for the same.

Criteria 2: Programme code clarification was sought for. Concern rose about the pending status of PG-MSC result. Prof. Page requested to have documents for total number of faculty enrolled from office. Rest of template and document was complete.

Criteria 3: Some part of documentation was left and NCC Boys data template and documentation were missing. 16th November was given as deadline to complete.

Criteria 4: Ninety % of the work pertaining to the criterion 4 was completed.

Criteria 5: Dr. M. S. Jog suggested that we need to fill exams column like GRE, TOEFL, NET, etc. There was needed to form student council. Dr. Jog wanted to consult Prof. Mathew Samuel for finalising word document.

Prof. V. P. Sathe wanted one document for Industrial Readiness workshop. She also wanted to alumni's contribution in cultural or sports activities. Deadline given was 17th November.

Criteria 6: Dr. Zaveri told that CSIT to be incorporated. She was told to complete by 17th November. Except audit report rest was done.

Criteria 7: Dr. Harshad Bhosale was working on Best Practice. Three parts were left. Wanted documents for Day celebration and values-ethic programme. Dr. Jyoti Mundhe also suggested that document numbering should be emphasised.


Agenda 2: Planning of Programs for A.Y 2022-23.

- Criteria 6 suggested organising training instrumentation for non-teaching staff. This was for administrative training by institution. The programmes suggested as detailed under:
 1. Computer skills for non-teaching.
 2. Advance Computer skills for teaching.
 3. Managerial Computer skills for HOD.
- From January.
- ✓ Student Council formation
- ✓ Student satisfaction survey (Criteria 2)

Agenda 3: Planning for the Workshop on 19-Nov-2022.

- IQAC decided organising first workshop on 19th November.
Session 1: Syllabus framing for FY.
Session 2: Cos & POs framing.



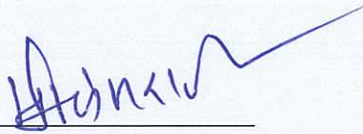

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Agenda 4: Planning for the Workshop on 24-Nov-2022.

- Second workshop on 24th November from 11.00 am – 1.00 pm based on Autonomy:
- IQAC members will be given responsibilities for those workshops.
- Dr. V. P. Sathe suggested attendance orientation to be organized for staff.

Meeting concluded at 2.30 PM with vote of thanks proposed by Dr. P. C. Thomas.

Minutes read and passed.



Dr. Minal Mapuskar
IQAC Coordinator



Dr. D.V. Pawar
Principal



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Ref. No : _____

Date : _____

Date- **4th February 2023**

Internal Quality Assurance Cell (IQAC)
Meeting No. IQAC/06/2022-23

The meeting of IQAC (Full committee) is scheduled on **17th February 2023 at 12:30 pm** in **Kirti College auditorium**, to discuss the points mentioned in the agenda below.

Agenda-

- Item 1- Discussion on Role of IQAC for quality enhancement
- Item 2- Brief on Activities held in odd semesters
- Item 3- Brief on Activities scheduled in the even semesters
- Item 4- Quality measures initiated in AY 2022-23
- Item 5- Discussion on various quality policies prepared by IQAC internal committee
- Item 6- Any other item with the permission of the Chair

Dr. Minal Mapuskar
IQAC Coordinator

Dr. D.V. Pawar
Principal

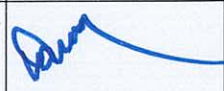
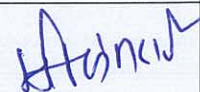







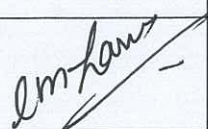


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Internal Quality Assurance Cell (IQAC)
Internal Committee Meeting Minutes

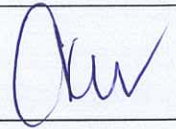
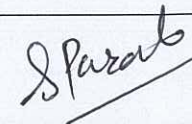

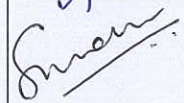

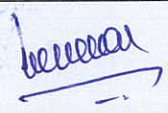

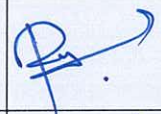
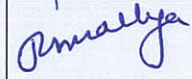
Date: 17th February, 2023

The meeting of IQAC was held on 17th February 2023 in Kirti College auditorium at 12:30 PM. The meeting was presided over by Principal, Dr. D. V. Pawar. Following members were present:


Sr. No	Name of Member	Sign
1	Dr. D. V. Pawar, Principal	
2	Dr. M.A.Mapuskar, Coordinator	
3	Dr. P. C. Thomas, Joint Coordinator	
4	Dr. M. S. Jog, Professor	
5	Dr. H. K. Bhosale, Professor	
6	Dr. V.P.Sathe, Associate Professor	
7	Dr. S. B. Donde, Associate Professor	
8	Dr. J. S. Mundhe, Associate Professor	
9	Prof. S. S. Page, Associate Professor	
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11	Dr. U. S. Sarkar, Assistant Professor	
12	Dr. V. P. Kamat, Assistant Professor	
13	Prof. S. V. Parab, Assistant Professor	
14	Dr. P. S. Kadam, Assistant Professor	
15	Prof. S. R. Kadam, Assistant Professor	
16	Ankita Raul, Assistant Professor	
17	Dr. M. B. Kekare, Member from Management	
18	Shri. Naresh Kulkarni, Sr. Admin officer	
19	Smt Ashlesha Naik, Nominee, Local Society	
20	Parth Pawar, Student Nominee	
21	Rohan Rajapkar, Alumni Nominee	
22	Dr. Rasika Mallya, Employer	
23	Shri. Harshad Bhide, Industry nominee	
24	Shri Prakash Gavhane, Stakeholder nominee	




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Meeting started with welcome address by Dr. Minal Mapuskar who also introduced the item of agenda. Further following items of the agenda was taken up for consideration as per the notice dated 5th February 2023.

Agenda

Item 1- Discussion on Role of IQAC for quality enhancement-

IQAC coordinator initiated the discussion on the item. IQAC mandate as given by NAAC was made known to all the respected members of the IQAC.

Item 2- Brief on Activities held in odd semesters

The members of the IQAC were given a brief about various activities conducted by departments and cells of the College in consistent with the academic calendar and directions given by the IQAC. Members were informed about the IQAC guest lecture series for preparation for the autonomy and NEP.

Item 3- Brief on Activities scheduled in the even semesters

Brief on exams, BoS meetings, cocurricular activities was given to the members. Valuable suggestions were received.

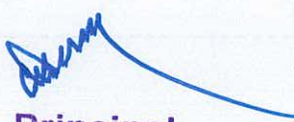
Item 4- Quality measures initiated in AY 2022-23

All members were informed of the IQAC initiatives including Srujan academic festivals, seminars, workshops, skill development, green audit, self-appraisal of staff members etc.

Item 5- Discussion on various quality policies prepared by IQAC internal committee

Draft policies on Code of Conduct and Professional Ethics, Information Technology, Environment and Green Campus, inclusion of students with disabilities were put forth for discussion and approval.



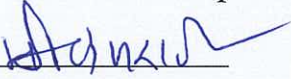

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Resolution- Policies framed be adopted after including changes suggested.

Item 6- Any other item with the permission of the Chair


No matter was raised under A.O.M. Meeting concluded at 2.30 PM with vote of thanks proposed by Prof. M. S. Jog.

Minutes read and passed.



Dr. Minal Mapuskar

IQAC Coordinator



Dr. D.V. Pawar

Principal





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