

**SIES (Nerul) College of Arts, Science & Commerce (Autonomous)  
Nerul, Navi Mumbai**

21.06.23

**NOTICE**

Meeting of IQAC will be held on 24<sup>th</sup> June 23 between 11.30 am to 12.30pm in board room to discuss the following:

1. To read and confirm the minutes of the meeting held on 15<sup>th</sup> April 2023
2. To induct new members of IQAC
3. To plan and discuss implementation of Autonomy
4. To discuss and incorporate National Education Policy 2020 into the institutional framework.
5. To discuss and plan activities for academic year 2023-24
6. Any other matter with the permission of the chair

*Koel*  
**Dr. Koel RoyChoudhury**  
**Chairperson**  
**IQAC**

*Koel*  
**PRINCIPAL**  
S.I.E.S (Nerul) College Of  
Arts, Science & Commerce (Autonomous)  
Sri Chandrasekarendra Saraswathy  
Vidyapuram, Plot 1-C, Sector V,  
Nerul, Navi Mumbai 400 706



## MINUTES OF THE MEETING

24-06-23

A meeting of the IQAC members was duly convened on 24<sup>th</sup> June 23 at 11.30 am.

The Members Present were:

1. Dr Koel Roychoudhury, Chairperson
2. Ms Bhumika More IQAC Convener
3. Dr. Trupti Wani
4. Mr Mithun Pillai
5. Dr Sheeja Ravi
6. Ms Sugandha Jha
7. Dr. Meghna Bhatia
8. Ms Babita Kakkar
9. Ms Kamini Thakur
10. Ms. Nutan Sawant
11. Mr Aditya Jinturkar

---

12. Ms. Neelima Balchandran
13. Ms. Mushira C
14. Mr. Vinod Nair
15. Prof. K. Venkataramani (Management Representative)
16. Dr. Moushumi Datta (Local Community/Trust (Academic) Representative)
17. Mr. Murlikrishnan Nambiar (Registrar)
18. Ms Priya Vasudevan (Non-teaching Staff member)
19. Mr. Vansh Mehta (Industry Representative)
20. Ms. Vrushali Magdum (NGO Representative)
21. Dr. Raman Bala (Parent Representative)
22. Mr. Shlok Shinde (Alumni Representative)
23. Ms. Rajeshwari Yadav (Student Representative)
24. Mr. Pranay Gadhave (Student Representative)



*Koel*  
PRINCIPAL  
S.I.E.S (Nerul) College Of  
Arts, Science & Commerce (Autonomous)  
Sri Chandrasekarendra Saraswathy  
Vidyapuram, Plot I-C, Sector V,  
Nerul, Navi Mumbai 400 706

## MINUTES OF THE MEETING

1. Ms. Bhumika More began the proceedings by introducing the members present. She introduced the new external members- Dr. Moushumi Datta Principal Nagindas Khanwala College. Next, she introduced Mr.Vansh Mehta, Global financial reporting Analyst, Blackrock as industry representative and Mr. Shlok Shinde as alumni representative. She further introduced faculty Ms. Mushira C. and Mr. Vinod Nair along with Ms. Rajeshri Yadav TYBI and Mr. Pranay Gadhav TYIT as Student Representatives. All the guests were welcomed and thanked for their presence.
2. The Minutes of the Meeting held on 15<sup>th</sup> April, 2023 were confirmed.
3. Dr. Koel Roychoudhury expressed with happiness that the UGC conferred the Autonomous status to the college. She opened the discussion by stating that Autonomy would enable the college and IQAC to make a shift from traditional courses to market and practical driven ones and bring in the required dynamism in the system by designing new courses. She further mentioned that as per Maharashtra Government and University guidelines, all autonomous colleges need to implement NEP 2020 from academic year 2023-24. Hence, our college would also be prompt and implement NEP 2020 from academic year 2023-24. Under the guidance of Principal and IQAC convenor, the NEP Implementation Coordinator was appointed alongwith NEP Implementation Committee for the smooth conduct of activities.
4. Dr. Koel Roychoudhury informed that an orientation for all staff members was conducted on guidelines for implementation of autonomy and NEP 2020. Koel RoyChoudhury gave a detailed explanation about all the verticals to be introduced for first year students under NEP 2020. As per norms given by UGC and Government of Maharashtra, verticals were implemented and 22 credits were offered to all first year graduate and post graduate students.
5. Dr. Koel Roychoudhury informed that statutory committee such as Board of studies as per 10 departments, Academic Council, Finance Committee and Governing Body would be constituted from the academic year 2023-24 as per the compliance of UGC.
6. Ms. Bhumika More mentioned that IQAC objectives would be drafted to align with the New Education policy and focus on quality education, and the various initiatives/action would be planned in alignment with Autonomy and NEP2020.
7. Prof. K. Venkatramani suggested that the Institutional Development Committee should be constituted so that institution Development Plan could also be aligned with UGC requirements. The college plan and preparedness for implementation of National Education Policy 2020 was then discussed.



SIES (Nerul) College Of  
Arts, Science & Commerce (Autonomous)  
Sri Chandrasekarendra Saraswathy  
Vidyapuram, Plot 1-C, Sector V.

8. Dr. Raman Bala suggested that Seminars for creating awareness on NEP 2020 for students and parents should be conducted in month of July and August 2023.
9. Dr. Moushumi Datta suggested that faculties will need to know about industry based as well as skill based curriculum. Seminars for syllabus designing should be conducted to help faculties frame market oriented syllabus for first year students.
10. Mr. Vansh Mehta suggested taking a feedback on implementation of NEP 2020 from students to understand their perceptiveness on NEP2020.
11. Dr. Koel Roychoudhury suggested that as an autonomous college, the feedback committee should also take feedback of syllabus from other peer autonomous college. It was decided to include feedback from other autonomous college alongwith feedback from students, alumni, parents and students.
12. Dr. Koel Roychoudhury suggested that environment sustainability activities should be organized by NSS and departments. Ms. Kamini Thakur informed that NSS will organize activities for plastic waste management, plastic collection, E-Waste collection and various cleanup drives from the month of September and October 2023.
13. Dr. Koel Roychoudhury suggested focusing more on research-based activities to inculcate research culture and skills amongst students and faculties. Ms. Bhumika More said that “BrainWave – Ideate, Inquire and Explore” would be initiated in which, throughout the year, students would be encouraged to participate in research competitions. Also, research conferences for students will be organized to encourage students to present research papers as well as publish it.
14. Ms. Bhumika More mentioned that to identify slow, less advanced and advance learners, Institutional level entry online test for first year students of all programme will be conducted in September 2023.
15. Prof. K. Venkatramani also suggested that the college can conduct external academic audit. Dr Koel Roy Choudhury replied that college has planned for external academic, administrative, gender, Information Technology (IT) and Environment and Green audits in the month of April 2024.

The meeting ended with a vote of thanks to the Chair.



*Koel*  
PRINCIPAL  
S.I.E.S (Nerul) College Of  
Arts, Science & Commerce (Autonomous)  
Sri Chandrasekarendra Saraswathy  
Vidyapuram, Plot 1-C, Sector V,  
Nerul, Nav. Mumbai 400 706

**SIES Nerul College of Arts, Science and Commerce (Autonomous)**


**Action Taken Report of IQAC Meeting held on 24<sup>th</sup> June 2023 at 11.30 am:**


Sr. No	Agenda	Action Taken
1	To induct new members of IQAC	7 new members were inducted in IQAC
2	To plan and discuss implementation of Autonomy	<ul style="list-style-type: none"><li>• University Grants Commission (UGC) vide its letter No. F. 2-1 0/2023(AC-Policy) dated 31<sup>st</sup> May 2023 and University of Mumbai letter No. Aff./23-24/732ICD dated 22<sup>nd</sup> June 2023 has conferred the Autonomous status to our college.</li><li>• Curriculum Preparation and Syllabus Revision was done by all departments to present in front of BOS.</li><li>• Formation of 10 Board of Studies , Finance Committee, Academic Council and Governing Body</li><li>• First BOS meeting of all departments were conducted between 18<sup>th</sup> to 20<sup>th</sup> July 23</li></ul>
		<ul style="list-style-type: none"><li>• First Finance Committee and First Academic Council meeting was conducted on 25<sup>th</sup> July 2023</li><li>• First Governing Body meeting was conducted on 2<sup>nd</sup> September 2023.</li><li>• Seminar on Best Practices Under Autonomy by Dr. (Ms.) Minu B. Madlani, Principal, K.P.B. Hinduja College of Commerce (Autonomous) was conducted for all staff on 29th August 2023.</li></ul>
3	To discuss and incorporate National Education Policy 2020 into the institutional framework.	<ul style="list-style-type: none"><li>• NEP Coordinator was appointed.</li><li>• NEP Implementation Committee was Constituted.</li><li>• Institutional Development Committee should be constituted as per UGC guidelines</li><li>• First Year Undergraduate Orientation Programme on Autonomy and National Education Policy (NEP - 2020) was conducted on 15th July 2023 for all parents and students of first year students by Dr. Koel Roychoudhury and respective departments.</li><li>• <u>For Students-</u><ul style="list-style-type: none"><li>▪ Awareness Session on National Education Policy (NEP - 2020) was organized on 17th August 2023 and 11th September 2023 for all first year students by Prof. Dr A K Sen Gupta, Director, SIES School of Learning and Leadership Development.</li></ul></li></ul>

*Koel*  
**PRINCIPAL**  
S.I.E.S (Nerul) College Of  
Arts, Science & Commerce (Autonomous)  
Sri Chandrasekarendra Saraswathy  
Vidyapuram, Plot I-C, Sector V,  
Nerul, Navi Mumbai 400 706



		<ul style="list-style-type: none"> <li>• <u>For Faculties-</u> <ul style="list-style-type: none"> <li>▪ Orientation on “Implementation of Autonomy and National Education Policy (NEP - 2020)” for staff was conducted on 21st June by Dr. Koel RoyChoudhury.</li> <li>▪ Workshop for faculties on “Curriculum Designing and Andragogy” on 12th September 2023 was organized by Dr. Rita Rangnekar, IBS, Mumbai.</li> </ul> </li> </ul>
4	To discuss and plan activities for academic year 2023-24	<ul style="list-style-type: none"> <li>• “Clean Greek Movement 23” a 17<sup>th</sup> National Conference with Paryavaran Dakshata Mandal, Navi Mumbai Municipal Corporation and Association of teachers in Biological Sciences was organized on 26<sup>th</sup> July 2023.</li> <li>• The Research committee along with Department of Students’ Development from University of Mumbai organised the Aavishkar Research Convention Workshop for Zone- IV &amp; V- Thane on 1st August 2023. The objective was to inculcate research culture amongst students and help them understand various aspects of research.</li> <li>• First Responder Training was conducted by Disaster Management Department of Brihanmumbai Mumbai Corporation on 24th August 2023 and 25th August 2023 to empower students with the knowledge, skills, and resilience needed to effectively prepare for, respond to, and recover from natural and man-made disasters.</li> <li>• First Year Institutional Entry Level Test was organized on 11th September 2023 for all the first year students to identify slow, less advance and advance students.</li> <li>• “AVINYA 2023 ” multidisciplinary National Conference for students with A V Financial Experts Network Pvt. Ltd. was organized on 15<sup>th</sup> September 2023 by Department of Commerce &amp; Department of Economics.</li> </ul>

  
 Dr. Koel RoyChoudhury  
 Principal  
 PRINCIPAL  
 S.I.E.S (Nerul) College Of  
 Arts, Science & Commerce (Autonomous)  
 Sri Chandrasekarendra Saraswathy  
 Vidyapuram, Plot 1-C, Sector V,  
 Nerul, Navi Mumbai 400 706

  
 Ms. Bhumika More  
 IQAC Convenor



**SIES (Nerul) College of Arts, Science & Commerce (Autonomous)**

**Nerul, Navi Mumbai**

12.09.23

**NOTICE**

Meeting of IQAC will be held on 16<sup>th</sup> September 23 between 11.00 am to 12.00 noon in board room to discuss the following:

1. To read and confirm the minutes of the meeting held on 24<sup>th</sup> June 23
2. To plan and discuss implementation of Autonomy
3. To discuss and implementation of National Education Policy 2020 into the institutional framework.
4. Any other matter with the permission of the chair

  
Dr. Koel Roy Choudhury

Chairperson

IQAC

  
PRINCIPAL  
S.I.E.S (Nerul) College Of  
Arts, Science & Commerce (Autonomous)  
Sri Chandrasekarendra Saraswathy  
Vidyapuram, Plot 1-C, Sector V,  
Nerul, Navi Mumbai 400 706



## MINUTES OF THE MEETING

16-09-23

A meeting of the IQAC members was duly convened on 16<sup>th</sup> September 23 at 11 am.

The Members Present were:

1. Dr Koel Roychoudhury, Chairperson
2. Ms Bhumika More IQAC Convener
3. Dr. Trupti Wani
4. Mr Mithun Pillai
5. Dr Sheeja Ravi
6. Ms Sugandha Jha
7. Dr. Meghna Bhatia
8. Ms Babita Kakkar
9. Ms Kamini Thakur
10. Ms. Nutan Sawant
11. Mr Aditya Jinturkar
12. Ms. Neelima Balchandran
13. Ms. Mushira C
14. Mr. Vinod Nair
15. Prof. K. Venkataramani (Management Representative)
16. Dr. Moushumi Datta (Local Community/Trust (Academic) Representative)
17. Mr. Murlikrishnan Nambiar (Registrar)
18. Ms Priya Vasudevan (Non-teaching Staff member)
19. Mr. Vansh Mehta (Industry Representative)
20. Ms. Vrushali Magdum (NGO Representative)
21. Dr. Raman Bala (Parent Representative)
22. Mr. Shlok Shinde (Alumni Representative)
23. Ms. Rajeshwari Yadav (Student Representative)
24. Mr. Pranay Gadhave (Student Representative)



*Koel*  
PRINCIPAL  
S.I.E.S (Nerul) College Of  
Arts, Science & Commerce (Autonomous)  
Sri Chandrasekharendra Saraswathy  
Vidyapuram, Plot 1-C Sector V,  
Nerul, Navi Mumbai 400 706



## MINUTES OF THE MEETING

- 1) Ms. Bhumika More began the proceedings by welcoming the members present.
- 2) The Minutes of the Meeting held on June 24, 2023 were confirmed.
- 3) Dr. Koel Roy Choudhury gave details about the formation of Statutory bodies and the first meetings held by Board of Studies of all 10 departments. She further gave details about Finance Committee meeting, Academic Council and the Governing Body meeting conducted under Autonomy.
- 4) SIES trust undertook renovation of library and constructed 5<sup>th</sup> floor for additional classrooms, labs, seminar room, staffroom and separate HOD room. Dr. Koel Roychoudhury thanked management council member Prof. Dr. Venkataramani and the trust for being proactive in getting additional infrastructure and resources for effective implementation of autonomy and NEP 2020.
- 5) Ms. Bhumika More informed that Programme Outcomes and Course Outcomes were redefined as per requirements of NEP 2020. The evaluation structure as well as examination system were changed as per the need of NEP 2020.
- 6) Dr. Koel Roy Choudhury informed about open electives would be designed and offered by various departments. The electives would be passed and accepted by respective BOS. The students would choose elective courses under NEP 2020 as per their choice. The common time table for students opting electives would be made for smooth conduct of open electives.
- 7) Ms Bhumika More highlighted that faculties will need guidance on understanding innovative teaching learning methodology. It was decided that seminars on teaching pedagogies would be organised for faculties.
- 8) Dr. Koel RoyChoudhury encouraged faculties to increase the usage of ICT teaching methods and also suggested faculties to develop E-content development and delivery (4 Quadrant Approach) to reach out to students on digital platforms. Dr. Meghna Bhatia said that infrastructure support as well as training will be provided to all the faculties to develop e-content.
- 9) Dr. Koel Roychoudhury informed that faculties should write and publish books under autonomy in order to give study materials for all the courses.



*Koel*  
PRINCIPAL  
S.I.E.S (Nerul) College Of  
Arts, Science & Commerce (Autonomous)  
Sri Chandrasekarendra Saraswathy  
Vidyapuram, Flat 1-C, Sector V,  
Nerul, Navi Mumbai 400 706

- 10) Dr. Koel Roychoudhury suggested that industrial visits/field visits should be planned and undertaken by the various departments. Field projects, Internship and On the job training policy and guidelines should be framed for its smooth and structured conduct under NEP 2020.
- 11) Dr. Raman Bala enquired about short term courses offered by the institution. Mr Aditya Jinturkar summarized about certificate courses conducted by the college and also gave SWAYAM NPTEL Local Chapter enrollment details.
- 12) Dr. Koel Roychoudhury suggested that academic monitoring committee in association with IQAC would introduce new formats for departments and committees as per the requirements of Autonomy and NEP 2020
- 13) Dr. Trupti Wani informed that Internal Academic and Administrative Audit will be conducted in January and external audits in the month of April 2024.
- 14) Ms. Sugandha Jha mentioned about Avinya which was the national research conference organized for the students. She gave details about the research paper presentation as well as publication in edited book.
- 15) Mr. Mithun Pillai informed that Confluence 2024 which will be the national level multidisciplinary research conference will be organized for the faculties as well students in the month of January 2024.

The meeting ended with a vote of thanks to the Chair.



*Koel*  
PRINCIPAL  
S.I.E.S (Nerul) College Of  
Arts, Science & Commerce (Autonomous)  
Sri Chandrasekarendra Saraswathy  
Vidyapuram, Plot 1-C, Sector V,  
Nerul, Navi Mumbai 400 706

**SIES Nerul College of Arts, Science and Commerce (Autonomous)**

**Action Taken Report of IQAC Meeting held on 16<sup>th</sup> September 2023 at 11 am:**

Sr.No	Agenda	Action Taken
1.	To plan and discuss implementation of Autonomy	<ul style="list-style-type: none"><li>• Second BOS meeting of all departments were conducted on 9<sup>th</sup> November and between 28<sup>th</sup> and 30<sup>th</sup> November 2023.</li><li>• Question paper setting as per COPO Mapping was done</li><li>• A seminar on “Curriculum Design in light of NEP 2020” was organised on 26th September, 2023 by Dr. (Ms. Neelam Shaikh), V.P.M’s Joshi Bedekar College</li></ul>
1.	To discuss and implementation of National Education Policy 2020 into the institutional framework	<ul style="list-style-type: none"><li>• Institutional Development Plan Committee was constituted and the first meeting was held on 17<sup>th</sup> October 2023.</li><li>• 10 Open electives courses were offered to students and Syllabus Revision committee was formed for framing Co-Curricular courses.</li></ul>
		<ul style="list-style-type: none"><li>• Feedback from first year students on Implementation of NEP 2020 was conducted in the month of October 2023.</li><li>• Semester 1 internal and external examination conducted as per Autonomy and NEP 2020.</li><li>• E-Content development and delivery (4 Quadrant Approach) session was organized in association with Result Improvement committee for all staff members by Dr. Meghna Bhatia.</li></ul>
3	To discuss activities conducted	<ul style="list-style-type: none"><li>• A Seminar on “Investor Awareness Program” was organized along with Department of Computer Science and SEBI on 10th October 2023 for Teaching and Non-Teaching Staff as part of educational initiative by NSE.</li><li>• Seminar on ‘Indian Knowledge System: Management lessons from Vedas and Kautilya’s Arthashastra’ for first year students across all the programmes was organized on 13th October, 2023 by Swami Chidananda – Head and Founder of FOWAI FORUM.</li><li>• 2 Days workshop on IPR with MGM College of Computer Science and Information Technology was organized on 1<sup>st</sup> and 2<sup>nd</sup> November by Department of Computer Science</li></ul>

*Kaushik*  
**PRINCIPAL**  
S.I.E.S (Nerul) College Of  
Arts, Science & Commerce (Autonomous)  
Sri Chandrasekarendra Saraswathy  
Vidyapuram, Plot 1-C, Sector V,  
Nerul, Navi Mumbai 400 706



		<ul style="list-style-type: none"> <li>• Certificate course on Retail Store Training Program Sponsored By Bajaj Finserv in association with ICT Academy was conducted for 107 students between 24/08/2023 and 23/09/2023</li> <li>• Activities on Mental health Awareness day was conducted on 10<sup>th</sup> October 2024</li> <li>• Guidance Sessions by alumni were conducted by departments.</li> <li>• Mangroves clean up drives, Swachhata league cleanliness drives, Ozone Day Skit, Solid waste management drive were organized in the month of September and October 2024.</li> <li>• Cyber safety awareness session, Voter id Drive were conducted in October 2024.</li> </ul>
--	--	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

*Koel*  
Dr. Koel RoyChoudhury  
Principal

*More*  
Ms. Bhumika More  
IQAC Convenor



*Koel*  
PRINCIPAL  
S.I.E.S (Nerul) College Of  
Arts, Science & Commerce (Autonomous)  
Sri Chandrasckarendra Saraswathy  
Vidyapuram, Plot 1-C, Sector V,  
Nerul, Navi Mumbai 400 706


**SIES Nerul College of Arts, Science & Commerce ( Autonomous)**


**NOTICE**

1<sup>st</sup> December 2023

Meeting of IQAC will be held on 9<sup>th</sup> December 2023 at 11.30 am in Board room. The agenda for the meeting is as follows:

1. To discuss the role and responsibilities of IQAC as per NAAC guidelines under Autonomy
2. To plan and discuss implementation of NEP 2020
3. To discuss external audits under autonomy.
4. To discuss about the equivalence committee.
5. Any other matter with the consent of the chair.

  
Dr Koel Roy Choudhury  
Chairperson  
IQAC

  
PRINCIPAL  
S.I.E.S (Nerul) College Of  
Arts, Science & Commerce (Autonomous)  
Sri Chandrasekarendra Saraswathy  
Vidyapuram, Plot I-C, Sector V,  
Nerul, Navi Mumbai 400 706



## MINUTES OF THE MEETING

A meeting of the IQAC members was duly convened on 9<sup>th</sup> December 2023 at 11.30 am. The Members Present were:

1. Dr Koel Roychoudhury, Chairperson
2. Ms Bhumika More IQAC Convener
3. Dr. Trupti Wani
4. Mr Mithun Pillai
5. Dr Sheeja Ravi
6. Ms Sugandha Jha
7. Dr. Meghna Bhatia
8. Ms Babita Kakkar
9. Ms Kamini Thakur
10. Ms. Nutan Sawant
11. Mr Aditya Jinturkar
12. Ms. Neelima Balchandran
13. Ms. Mushira C
14. Mr. Vinod Nair
15. Prof. K. Venkataramani (Management Representative)
16. Dr. Moushumi Datta (Local Community/Trust (Academic) Representative)
17. Mr. Murlikrishnan Nambiar (Registrar)
18. Ms Priya Vasudevan (Non-teaching Staff member)
19. Mr. Vansh Mehta (Industry Representative)
20. Ms. Vrushali Magdum (NGO Representative)
21. Dr. Raman Bala (Parent Representative)
22. Mr. Shlok Shinde (Alumni Representative)
23. Ms. Rajeshwari Yadav (Student Representative)
24. Mr. Pranay Gadhave (Student Representative)



*Koel*  
PRINCIPAL  
S.I.E.S (Nerul) College Of  
Arts, Science & Commerce (Autonomous)  
Sri Chandrasekarendra Saraswathy  
Vidyapuram, Plot 1-C, Sector V,  
Nerul, Navi Mumbai 400 706

## MINUTES OF THE MEETING

1. Ms. Bhumika More began the proceedings by welcoming the members present.
2. The Minutes of the Meeting held on 16<sup>th</sup> September, 2023 were confirmed.
3. Dr. Koel Roy Choudhury specified that the college Received Extension validity period from NAAC upto 31/12/2028 due to its Transition as Autonomous College. IIQA (Institutional Information for Quality Assessment) submission should be done prior 30th June 2028.
4. Ms. Bhumika More gave details about the second BOS meetings held by all departments.
5. Dr. Koel Roy Choudhury mentioned that the syllabus design committee is formed to design and accept the syllabus of all Co-curricular courses. External members from NSS, DLLE, Sports and Cultural Activities would be appointed to frame and approve the syllabus of all Co-curricular courses to be offered to first year students.
6. Ms Bhumika More briefed about the Survey on Implementation of NEP 2020 which was conducted in month of October 2023 from the first year students wherein 89.5 % students favoured the new changes implemented under NEP.
7. Dr. Koel Roy Choudhury mentioned the Constitution of the Equivalence committee with external and internal members and informed that an Online Meeting will be conducted in the month of April 2024 to finalise guidelines for learners who have passed first year in CBCS and Non NEP and would take admission in second year in academic year 2024-25. Time line with plan of action was also discussed and decided.
8. Ms. Bhumika used a power point presentation to highlight the academic activities of the college with special focus on its autonomous status and NEP implementation. She mentioned about various initiatives undertaken by the institution to acquaint about Autonomy and NEP 2020 amongst parents, students and faculties. She also highlighted on NEP 2020 awareness activities undertaken alongwith SIES School of Learning and Leadership Development, Workshop on Indian Knowledge System under NEP 2020 and Seminar on Best Practices under Autonomy. The presentation also highlighted the activities conducted jointly by IQAC and other committees / departments.



*Coel*  
PRINCIPAL  
S.I.E.S (Nerul) College Of  
Arts, Science & Commerce (Autonomous)  
Sri Chandrasekarendra Saraswathy  
Vidyapuram, Plot 1-C, Sector V,  
Nerul, Navi Mumbai, 400 706

9. Criteria wise Analysis and benchmarks for autonomous colleges was also explained and discussed to plan future activities.
10. Dr. Koel Roy Choudhury informed about importance of collaborations under NEP2020. She further stated that the college became a Member of Navi Mumbai College Association and signed MOU with various colleges such as Pillai's College, MGM College, SK College, Tilak College, Vashi, CKT College for academic activities. She also mentioned that two days Workshop on IPR with MGM College of Computer Science and Information Technology was organized.
11. Dr. Koel Roy Choudhury mentioned that Social Audit will be conducted alongwith other Internal and External Audits such as-Academic, Administrative, Gender, IT, Energy and Environment Audits.
12. Dr.Koel Roy Choudhury informed that College festivals and Departmental festivals will be organized in the month of January, February and March2024.
13. Ms. Vrushali Magdum (NGO Representative) appreciated about social activities, zero garbage initiatives from colleges and residences undertaken along with the Stree Mukti Sanghatana and NSS campaigns to make students more socially aware. Ms Kamini Thakur explained in detail about the composting, e waste, and the plastic collection drives taken up by the college.

The meeting ended with a vote of thanks to the Chair.



*Koel*  
PRINCIPAL  
S.I.E.S (Nerul) College Of  
Arts, Science & Commerce (Autonomous)  
Sri Chandrasekarendra Saraswathy  
Vidyapuram, Plot 1-C, Sector V,  
Nerul, Navi Mumbai 400 706



**SIES Nerul College of Arts, Science and Commerce (Autonomous)**

**Action Taken Report of IOAC Meeting held on 9<sup>th</sup> December 2023 at 11.30 am:**

Sr. No	Agenda	Action Taken
1.	To discuss the role and responsibilities of IQAC as per NAAC guidelines under Autonomy	<ul style="list-style-type: none"><li>• Presentation by all the criteria heads were given on 1<sup>st</sup> February 2024 to understand the changes to be incorporated in AQAR as well as various formats as per autonomous College.</li><li>• External Benchmarking parameters were set based on criteria wise Benchmarks given by NAAC for autonomous colleges.</li><li>• Customized annual benchmarks based on autonomy were given to various departments and committees to adhere to.</li><li>• Second Governing Body meeting was conducted on 16<sup>th</sup> March 2024.</li></ul>
2.	To plan and discuss implementation of NEP 2020	<ul style="list-style-type: none"><li>• National Multidisciplinary conference "Confluence 2024" was organized on 10<sup>th</sup> January 2024.</li><li>• The Entrepreneurship Development &amp; Incubation Cell held the Business Conclave 2024 on 15<sup>th</sup> and 16<sup>th</sup> January 2024.</li><li>• Our college became Member of Navi Mumbai College Association and signed MOU with various colleges such as Pillai's College, MGM College, SK College, Tilak College, Vashi, CKT College and Ramsheth Thakur. Faculty Exchange Programme were conducted by Department of Economics, Banking and Insurance, Management Studies and Accountancy with various colleges in Navi Mumbai.</li><li>• On the Job and Internship policies were framed by the college.</li><li>• Seminar on 'On-the-Job Training' (OJT) for all PG students was conducted by Department of Economics on 30<sup>th</sup> January 2024.</li><li>• Stakeholders Engagement for effective Implementation of NEP 2020-</li><li>• Orientation on NEP 2020 was conducted for all the Second Year Junior College students of our college on 8<sup>th</sup> February 24</li><li>• Parents Teachers Association meet was conducted on 24<sup>th</sup> February 2024.</li><li>• Interaction with alumni was undertaken and feedback from them was collected to get their insights on industry requirements under NEP 2020.</li></ul>



*Kate*  
**PRINCIPAL**  
S.I.E.S (Nerul) College Of  
Arts Science & Commerce (Autonomous)  
Sri Chandrasekarendra Saraswathy  
Vidyapuram, Plot 1-C, Sector V,  
Nerul, Navi Mumbai 400 706

		<ul style="list-style-type: none"> <li>• FDP on “Work SMART using IT” from 14<sup>th</sup> to 18<sup>th</sup> March 2024 was conducted for all administrative staff.</li> <li>• 5 days FDP was organized for all the faculties on “Quality Sustenance Initiatives under NEP 2020” from 1st April 2024 to 5th April 2024.</li> <li>• 5 day PNS Worker Training Workshop from 17th April 2023 to 21st April 2023. The objective was to train the PNS workers in Basic English and importance of Good Health.</li> <li>• Srujan: A One day National webinar on Intellectual Property Rights "Srujan" was organised by the Department of Commerce, Economics and IQAC in collaboration with Rajiv Gandhi College of Arts, Commerce and Science, Vashi and Indian Patent and Trade Mark office, Mumbai and University of Mumbai. The webinar was held on 24th April 2023 in the online mode.</li> <li>• Departmental festivals and college intercollegiate festival were conducted</li> <li>• Industrial visits and field visits were conducted by various departments.</li> <li>• Certificate courses on Excel and digital tools, photography, tally, campus to corporate, web designing and event management and training for competitive exams alongwith Ideal management and Anudip foundation were conducted.</li> </ul>
3.	To discuss external audits under autonomy	<ul style="list-style-type: none"> <li>• External Peer Review committee was constituted.</li> <li>• Internal audit were conducted on 5<sup>th</sup>, 6<sup>th</sup> and 7<sup>th</sup> March 2024.</li> <li>• External audit for Academic, administrative, Social, Gender, Infrastructure and Inventory audit were conducted on 22<sup>nd</sup> March and IT audit was conducted on 15<sup>th</sup> April 2024.</li> </ul>
4.	To discuss about the equivalence committee.	<ul style="list-style-type: none"> <li>• Equivalence committee was constituted and the meeting for the same was conducted on 25<sup>th</sup> April 2024. The mapping of 2 credits for semester 1 and semester 2 was done for all the programmes.</li> </ul>

*Koel*  
Dr. Koel RoyChoudhury  
Principal

*Koel*  
PRINCIPAL  
S.I.E.S (Nerul) College Of  
Arts Science & Commerce (Autonomous)  
Sri Chandrasekarendra Saraswathy  
Vidyapuram, Plot 1-C, Sector V,  
Nerul, Navi Mumbai 400 706

*More*  
Ms. Bhumika More  
IQAC Convenor



**SIES Nerul College of Arts, Science & Commerce (Autonomous)**

**NOTICE**

10<sup>th</sup> April 2024

The meeting of IQAC will be held on 27<sup>th</sup> April 2024 at 11 am in Board room. The agenda for the meeting is as follows:

1. To read and confirm the Minutes of the Meeting held on December 9, 2023.
2. To present External Audits Report – Academic, Administrative, gender, Environment, IT and Social Audits.
4. To present student satisfaction survey report and feedback for syllabus from various stakeholders.
5. To discuss new Programmes to be introduced from academic year 2024-25
6. To plan and discuss activities for academic year 2024-25.
7. To discuss the budget for academic year 2024-25.
8. Any other matter with the consent of the chair.

*Koel*  
Dr Koel Roy Choudhury  
Chairperson  
IQAC

*Koel*  
PRINCIPAL  
S.I.E.S (Nerul) College Of  
Arts, Science & Commerce (Autonomous)  
Sri Chandrasekarendra Saraswathy  
Vidyapuram, Plot I-C, Sector V,  
Nerul, Near: Marine Drive, 400 706



## MINUTES OF THE MEETING

A meeting of the IQAC members was duly convened on 27th April 2024 at 11 am.

The Members Present were:

1. Dr Koel Roychoudhury, Chairperson
2. Ms Bhumika More IQAC Convener
3. Dr. Trupti Wani
4. Mr Mithun Pillai
5. Dr Sheeja Ravi
6. Ms Sugandha Jha
7. Dr. Meghna Bhatia
8. Dr. Babita Kakkar
9. Ms Kamini Thakur
10. Dr. Aditya Jinturkar
11. Ms. Neelima Balachandran
12. Ms. Mushira C
13. Mr. Vinod Nair
14. Prof. K. Venkataramani (Management Representative)
15. Mr. Murlikrishnan Nambiar (Registrar)
16. Ms Priya Vasudevan (Non-teaching Staff member)
17. Dr. Moushumi Datta (Local Community/Trust (Academic) Representative)
18. Ms. Vrushali Magdum (NGO Representative)
19. Dr.Raman Bala (Parent Representative)
20. Mr. Shlok Shinde (Alumni Representative)
21. Ms. Rajeshwari Yadav (Student Representative)
22. Mr. Pranay Gadhave (Student Representative)

*Koel*  
PRINCIPAL  
S.I.E.S (Nerul) College Of  
Arts, Science & Commerce (Autonomous)  
Sri Chandrasekarendra Saraswathy  
Vidyapuram, Plot 1-C, Sector V,  
Nerul, Navi Mumbai 400 706



## MINUTES OF THE MEETING

1. Ms. Bhumika More began the proceedings by welcoming the members present.
2. The Minutes of the Meeting held on December 9, 2023 were confirmed.
3. Bhumika More mentioned about some of the initiatives undertaken under autonomy and NEP2020. IQAC members had made Criteria wise presentations on changes to be incorporated under autonomy and NEP 2020. Additional new formats were created for departments and committee as per the guidelines of autonomy and NEP 2020 along with academic monitoring committee. She further mentioned that New NAAC transformative reforms for strengthening assessment and accreditation of higher education institutions will be made effective as per NAAC guidelines in academic year 2024-25.
4. Dr. Koel Roy Choudhury mentioned about formation of Syllabus Design Committee with internal and external members for approval of all Co-curricular course with 2 credits in semester II for NSS, DLLE, Sports and Cultural activities. Dr Moushumi suggested forming BOS for co-curricular activities to stream line syllabus under CC. Dr. Koel informed that BOS for Co-Curricular Course will be constituted from next academic year. She encouraged departments to introduce new co-curricular course like CC in Life Skills, CC in Management through Movies, Technical Writing so that students can get more options to opt for from next academic year. Open Electives courses offered in semester 2 by various departments were also shared in the meeting.
5. Bhumika More spoke about a FDP organized on Work Smart using IT for administrative staff and FDP on Quality Sustenance Initiatives under NEP 2020 organised for all the faculties. Details of various Faculty exchange programmes with Pillai College, Chagu Kana Thakur Arts, Commerce and Science college, Tilak College, SK College and Ramsheth Thakur college were also shared. Some of the other major initiatives presented were National Multidisciplinary conference “Confluence 2024”, Seminar on ‘On-the-Job Training’ (OJT) for all PG students, Zero waste management, Certificate courses and training for competitive exams.



*Koel*  
PRINCIPAL  
S.I.E.S (Nerul) College Of  
Arts, Science & Commerce (Autonomous)  
Sri Chandrasekarendra Saraswathy  
Vidyapuram, Plot 1-C, Sector V,  
Nerul, Navi Mumbai 400 706

6. Dr. Koel Roychoudhury further gave information about the new programmes to be introduced from the academic year 2024-25. At Under graduate level, new programmes such as B.Com with Entrepreneurship in association with BODHE Institute for Entrepreneurship Pvt. Ltd, B.Com with Management Accounting with Finance (CMA) in association with FPA Edutech Pvt. Ltd, B.M.S. with specialization in Retail Management, B.Sc. Data Science and at Post Graduate level, M.A in Journalism and Mass Communication will be introduced.
7. Ms. Bhumika More discussed the revenue budget for academic year 2024-25 and also proposed to include meeting allowance of Rs.3000/- per meeting to each external IQAC member. All IQAC members agreed upon and hence it would be taken up to Governing Body meeting for final approval.
8. Details of the internal and external audits Report – Academic, Administrative, gender, Environment, IT and Social Audits along with the recommendations were put forth.
9. Major findings from Student Satisfaction Survey report were presented and discussed.
10. Mr. Mithun Pillai presented the findings from syllabus feedback from all the stakeholders- students, faculties, alumni and industry. He further mentioned that feedback was also collected from parents and peers from other autonomous colleges and presentation for the same was also done. Further, Suggestions were discussed. Dr. Trupti Wani would further present the action taken report of syllabus feedback in the Governing Body.
11. Ms. Bhumika More informed that AQAR for academic year 22-23 was submitted successfully.
12. Dr.Raman Bala appreciated various initiatives undertaken by the college. He spoke about heterogeneous learning and suggested a session on Cyber Security frauds for the PNS staff should be organized. He emphasized to make basic Microsoft Excel mandatory for all students and also suggested to include role play with actual targets, epics of Mahabharata to instill values to include under NEP. Dr Bala also mentioned about his availability to conduct sessions. Dr. Koel Roy Choudhury appreciated his suggestions and informed that it would be incorporate from next academic year.
13. Mr. Shlok Shinde agreed with Dr Bala and spoke about the need to be practical oriented and include more technical skills and coding languages to make students more employable. He suggested Peer to Peer learning and multiple internships to be included.



PRINCIPAL  
S.I.E.S. (M) COLLEGE OF  
ARTS, SCIENCE & COMMERCE  
Sri Chandrashekarendra Saraswathi  
Vidyapuram, Plot 1-C, Sector-V,  
Erul, Navi Mumbai - 400 706

14. Dr. Moushumi Datta asked in detail about the feedback taken and the action plan for it. Dr Koel explained the process to her. Dr Moushumi mentioned calculating the happiness index for staff and students as apart of 360 degreefeedback. She further emphasized on having a masterclass for multi-disciplinary approach.
15. Ms. Vrushali Magdum wanted to know the details of the PNS training programme and community engagement. Dr Koel explained that community work was being streamlined and community engagement programmes will be designed. The college will enroll and register for Unnat Bharat Abhiyaan and undertake initiatives under it from next academic year. She further mentioned that SIES trust has taken initiative of an NGO One Nation- One people and all the community engagement activities would be rooted through the said NGO. ISR committee along with departments will take initiatives to design and conduct community engagement programmes in 2024-25.
16. Bhumika More proposed some major activities for academic year 2024-25. Some of them include- State level Seminars in association with ICSSR, Faculty Exchange Programmes in all departments, OJT, CEP, CC, OE based seminars/workshop, Conference, Activities based on IPR, Research, Internal and External Academic and Administrative Audits, IT Audit, Gender Audit, Energy, Environment, Inventory and Social Audits, Conducting Feedback and its analysis.

The meeting then ended with all members present being thanked by the IQAC Convenor and Principal.




TRUE COPY  
Koel  
S.I.E.S. PRINCIPAL  
ARTS, SCIENCE & COMMERCE  
Sri Chandrasekarendra Saraswathi  
Vidyapuram, Plot 1-C, Sector-V,  
Nerul, Navi Mumbai - 400 706

**SIES Nerul College of Arts, Science and Commerce (Autonomous)**

**Action Taken Report of IQAC Meeting held on 27<sup>th</sup> April 2024 at 11 am:**

Sr. No	Agenda	Action Taken
1.	To present Reports	<ul style="list-style-type: none"> <li>• AISHE report for 2023-24 was submitted successfully on 31<sup>st</sup> December 2024.</li> <li>• External Academic, Administrative, gender, Environment, IT and Social Audits were presented on 27<sup>th</sup> April 2024.</li> <li>• Syllabus Feedback from students, parents, alumni, industry and peers was collected and report was presented in the meeting on 27<sup>th</sup> April 2024. The Action taken report would further be presented in the Governing Body meeting.</li> <li>• Student Satisfaction Survey report was presented on 27<sup>th</sup> April 2024.</li> <li>• AQAR of academic year 2022-23 was submitted successfully.</li> </ul>
2.	To discuss new Programmes to be introduced from academic year 2024-25	<ul style="list-style-type: none"> <li>• <del>Under Graduate level-</del></li> <li>• B.Com with Entrepreneurship in association with BODHE Institute for Entrepreneurship Pvt. Ltd,</li> <li>• B.Com with Management Accounting with Finance (CMA) in association with FPA Edutech Pvt. Ltd,</li> <li>• B.Sc. Data Science</li> <li>• Post Graduate level- M.A in Journalism and Mass Communication were introduced from academic year 2024-25</li> </ul>
3.	To plan and discuss activities for academic year 2024-25.	<ul style="list-style-type: none"> <li>• Board of Studies for Co-Curricular Course and was constituted.</li> <li>• Following activities were decided for academic year 2024-25- State level Seminars in association with ICSSR to be organised in month of December 2024, Faculty Exchange Programmes in all departments, OJT, CEP, CC, OE based seminars/workshop Conference for students and faculties Activities based on IPR and Research</li> </ul>



  
**PRINCIPAL**  
 SIES (Nerul) College Of  
 Arts, Science & Commerce (Autonomous)  
 Sri Chandrasekarendra Saraswathy  
 Vidyapuram, Plot 1-C, Sector V,  
 Nerul, Navi Mumbai 400 706



		Internal and External Academic and Administrative Audits, IT Audit, Gender Audit, Energy, Environment, Inventory and Social Audits in the month of January 2025, Conducting semester wise and department wise syllabus Feedback and its analysis Conducting Students Satisfaction Survey.
4.	To discuss the budget for academic year 2024-25	Budget for 2024-25 was approved by the management in Governing Body meeting.

*Koel*  
Dr. Koel RoyChoudhury  
Principal

*Palare*  
Ms. Bhumika More  
IQAC Convenor

*Koel*  
PRINCIPAL  
S.I.E.S (Nerul) College Of  
Arts, Science & Commerce (Autonomous)  
Sri Chandrasekarendra Saraswathy  
Vidyapuram, Dist. N.C. Sector V,  
Nerul, Navi Mumbai-400 706

