



JOGESHWARI EDUCATION SOCIETY'S
COLLEGE OF COMMERCE SCIENCE & INFORMATION TECHNOLOGY
(AFFILIATED TO UNIVERSITY OF MUMBAI)
Accredited by NAAC with 'B' Grade

JES Education Complex, Caves Road, Arvind Gandbhir Campus, Jogeshwari (East), Mumbai - 400 060.
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Internal Quality Assurance Cell (IQAC)

NOTICE

25th January 2025

To
All Members

Subject: Invitation to the 2nd IQAC Meeting of Academic Year 2024-2025

Dear Members,

Greetings!

The Internal Quality Assurance Cell (IQAC) is committed to fostering academic excellence and institutional progress. In line with this mission, we are pleased to invite you to attend the 2nd IQAC Meeting of the Academic Year 2024-2025. The details are as follows:

Date: 8th February 2025

Time: 11:00 a.m.

Venue: Audio-Visual Room, 1st Floor, JES Education Complex

The agenda for the meeting is as follows:

1. Review and approval of the minutes of the meeting held on 26th October 2024.
2. Discussion on the mail addressed by Dr. Shivanand Borkar Sir to Dr. Prashant Shelar dated 31st January 2025.
3. Any other matter with the permission of the chairperson.

Your valuable presence and active participation are crucial to the success of this meeting. Together, let us continue to drive positive change and contribute to the advancement of our institution.

Looking forward to your presence.

Warm regards,

Prof. (Dr.) Sunita Sharma
IQAC Coordinator

Dr. Prashant H. Shelar
I/C Principal

MINUTES OF 2nd IQAC MEETING HELD ON 8th February 2025

VENUE: Audio – Visual Room, JES Education Complex **TIME:** 11.00 a.m. – 12.00 a.m.

FACILITATOR: Prof. (Dr) Sunita Sharma, Co – Ordinator – IQAC

(A) Opening: The 2nd Meeting for academic year 2024 -2025 of IQAC was conducted in Audio Visual Room, Jogeshwari Education Society's College of Commerce Science & Information Technology.

(B) Attendee's List of Members, IQAC

S NO	NAME	POSITION
1	Dr. Prashant H Shelar	I/C Principal
2	Prof. (Dr) Sunita Sharma	IQAC Co Ordinator
3	Shri Manoj Phene	Management Representative (Chairman)
4	Shri Kiran Kamat	Management Representative (Jt. Secretary)
5	Dr. Shankar Sawant	Doctor
6	Asst. Prof. Jigna Sadhu	Teacher Representative
7	Asst. Prof. Pragati Yerunkar	Teacher Representative
8	Asst. Prof. Hyder Khan	Teacher Representative
9	Asst. Prof. Tejaswini Parab	Teacher Representative
10	Asst. Prof. Vaishali Trivedi	Teacher Representative
11	Asst. Prof. Vikram Desai	Teacher Representative
12	Ms. Manisha Shinde	Senior Admin Officer
13	Ms. Jasmine Jadhav	Senior Admin Officer
14	Ms. Fahima Patel	Student Representative
15	Mr. Kaushik Pujari	Student Representative

(C) Absentee's List:

1	Shri Abhay Jinsiwale	Industrialist
2	Mr. Yash Chilveri	Alumni Representative
3	Mr. Krishna Gupta	Student Representative
4	Ms. Mitali Prabhu	Student Representative

(D) Agenda:

1. Review and approval of the minutes of the meeting held on 26th October 2024.
2. Discussion on the mail addressed by Dr. Shivanand Borkar Sir to Dr. Prashant Shelar dated 31st January 2025.
3. Any other matter with the permission of the chairperson.

(E) Proceedings & Remarks:

Prof. (Dr) Sunita Sharma welcomed all the members of IQAC for the meeting of IQAC for Academic Year 2024 - 2025.

Agenda Item No 1: Review and approval of the minutes of the meeting held on 26th October 2024.

Prof. (Dr) Sunita Sharma read out the minutes of the meeting held on 26th October 2024, which was approved all the members without any modifications.

Agenda Item No 2: Discussion on the mail addressed by Dr. Shivanand Borkar Sir to Dr. Prashant Shelar dated 31st January 2025

Dr. Sharma shared the mail addressed by Dr. Shivanand Borkar Sir to I/C Principal Dr. Prashant H Shelar with the present members

On Fri, Jan 31, 2025, 15:14 shivanand borkar <shivanand.borkar@gmail.com> wrote:

Respected members,

I wish to put forward my suggestions after analysing carefully the points awarded by NAAC auditors towards different Criteria.

I feel that we will be able to take following actions for improving our points:

1. Prepare/modify students feedback system to understand their requirements and expectations from teachers and from management.

2. To improve teacher Profile and Quality, we need to generate data containing teachers' qualifications, experience, interested areas, research fields, their plans for future growth and efforts they want to put to achieve this goal. If it is available, please share with the management, we will decide how to improve their profile & quality.

3. We need to explore possibilities of getting an 'IQ' check of our class XI &/or FY students for putting in more effort in select students for putting more efforts towards their improvement.
4. Looking at the points awarded under 'Criteria 3': Research, Innovations and Extensions (1.59 points) and 'Criteria 5': Student Support and Progression (1.5 points) we lag in these areas.

Student support and progression (if possible, test 'IQ' of XI & FY students and take following actions)	
facilitate student learning	<ul style="list-style-type: none"> • Adopt new & novel teaching methods • by asking open-ended questions • allowing for discussion • connect new concepts to prior knowledge by giving simple examples • constructing their own understanding by creating an active classroom environment.
	If possible, address individual student's needs
	track student progress from class XI onwards and find out cause of up-downs if any
	career guidance, skill development workshops student feedback mechanisms to identify areas for improvement of students themselves as well for improvement of teachers and management
Student participation and activities	Arrange an internal seminar/workshop on a smaller topic of the curriculum among the students may be every two months after covering a certain part of the syllabus.
Alumni Engagement	Invite expert past students to guide on certain topics and maintain proper records of such events. (Need to prepare database of past students and their expertise)

I am sure some of these may be in practice, but need to improve further and make a proper record for NACC, Regards,
Borkar

A brainstorming among the members was held and an action taken report was prepared As listed below:

ACTION TAKEN REPORT

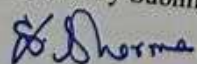
Suggestions given by Dr. Shivanand Borkar Sir in his mail dated 31st January 2025

S.No	Suggestion Given	Action Taken
1	Prepare/Modify students feedback system to understand the requirements & expectations from teachers & management.	Agony Aunt Project (Dr. Vaishali has collected data & is working on it.)
2	Improve Teacher Profile & Quality	<ul style="list-style-type: none"> • 6 Teachers completed Ph.D. • 2 Teachers have registered for Ph.D • Workshop on Preparation for NET/SET Exam will be organized in the month of April 2025. (By IQAC & Research Cell).
3	IQ Check for FY students.	Principal Sir has had meeting with PLAT which conducts Progressive Learning Ability Test.
4	Criterion 3: Research, Innovation & Extension Criterion 5: Student Support & Progression	<ul style="list-style-type: none"> • Research based Activities. • Scholarships & Fee ships for students. • Improvement in Teaching Methods. • Career Guidance • Seminars & Workshops for students on smaller topics. • Alumni Engagement.

Agenda Item No 3: Any other matter with the permission of the chairperson: Nil

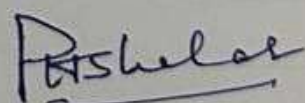
The Meeting ended with thanks to the chair.

Respectfully Submitted,



Prof.(Dr.) Sunita Sharma

Co-Ordinator, IQAC.



Dr. Prashant H Shelar

I/C Principal