

# B. K. Birla College of Arts, Science & Commerce (Autonomous), Kalyan

(Formerly known as Birla College of Arts, Science and Commerce, Kalyan)

Conducted by Kalyan Citizens' Education Society

Affiliated to University of Mumbai

'College of Excellence' status by UGC (2015-2020)

Reaccredited by NAAC (3rd Cycle) with 'A' Grade (CGPA - 3.58) (2014-2021)

'Performance Excellence Trophy - 2011 in Education' by IMC RBNQA Trust

'Best College Award' by University of Mumbai (2009)

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## Minutes of Meeting of the Internal Quality Assurance Cell (IQAC) of B. K. Birla College, Kalyan, held on Friday, the 17<sup>th</sup> August, 2018 at 11.30 am in the Conference Room at B. K. Birla College, Kalyan.

The following members were present:

1. Dr. Avinash Patil
2. Dr. Swapna Samel
3. Mr. Bipinchandra Wadekar
4. Dr. Harish Dubey
5. Mr. Prakash Sansare
6. Mr. Bharat Bagul
7. Mr. Kiran Raikar
8. Dr. Suvarna Jadhav
9. Ms. Rinky Rajwani
10. Ms. Sheetal Chitre
11. Dr. Dinesh Wanule
12. Ms. Esmita Gupta

Shri O. R. Chitlange, Dr. Naresh Chandra, Dr. Geetha Unnikrishnan, Dr. M. K. Dhaliwal, Dr. Sangeeta Sharma, Dr. Vrinda Nishandar, Dr. Vinod Narayane, Dr. Chandra Iyer, Mrs. Akansha Thakur, Prin. Ashok Pradhan, Mr. Subodh Dave, Mr. Apurva Gupta, Mrs. Ruchita Chauhan, Mr. B. D. Joshi, Mr. D. N. More, Mr. Viplov Dhone and Mr. Samajdar Valavake have expressed their inability to attend the meeting. Accordingly, they were granted leave of absence.

The following points were discussed:

1. Infrastructural improvement in the pervasive of autonomous status to the college by UGC was the main point on agenda. Following points were proposed and discussed on which guidance was provided by Dr. Avinash Patil.

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2. It was decided to develop the Mobile app having applications for notifications to the students, online payment of fees etc. It was advised that the college must aim for cashless transactions.
3. It was informed that ATM machine shall be shortly installed in the college premises. Separate time will be reserved for the staff members for the ATM transactions.
4. A visit of 5 to 6 faculty members to BITS, Pilani was suggested by the Hon'ble Chairman was informed by Dr. Avinash Patil.
5. A state of art examination center with improved infrastructure will be made on priority basis. It has been instructed that the entry in the examination center should be limited only to certain members as suggested by Mr. Bipinchandra Wadekar.
6. It has been instructed to enable the IT building with Wi Fi internet facilities within fifteen days as per the information given by Mrs. Esmita Gupta.
7. Dr. Avinash Patil said in order to bring the campus under vigilance it has been instructed to increase the number of CCTV cameras and place them strategically to bring the corridors and class rooms under the watchful eyes. It was asked that maintenance of existing CCTV cameras shall be under taken on priority basis.
8. Dr. Swapna Samel, Sr. Vice Principal suggested the installment of smart boards in the class rooms to which Dr. Avinash Patil said that it is one of the priorities and those boards should be kept well protected from any probable damage by students.
9. Infrastructural improvement in staff rooms, toilet blocks, and drinking water for students and separate common rooms for girls and boys are suggested by the present members.

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10. Dr. Avinash Patil instructed that placement cell activities should be improved on urgent basis for which the help can be taken from placement cell of Century Rayon.
11. He also emphasized to do away with the paper based work it has been instructed that the results should be declared online.
12. It has been promised that full time and dedicated IT Team, an electrician, plumber and a carpenter will be available on the campus.
13. Dr. Harish Dubey asked for the on campus technician for the maintenance of the instruments.
14. In order to increase the communication among the IQAC members, a separate and dedicated email address is advised by all.
15. One of the most important suggestion was to conduct the activities which would increase the visibility and enhance the social foot prints of the college.
16. Ms. Sheetal Chitre asked for the auditorium as existing facilities are insufficient to conduct the programs to which Dr. Avinash Patil agreed with it.

However, as no other point was to be discussed, the meeting was concluded.

  
**Principal**  
B. K. Birla College of Arts, Science  
& Commerce (Autonomous), Kalyan.



  
**Co-ordinator**  
**IQAC,**  
B. K. Birla College, Kalyan.





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The Internal Quality Assurance Cell (IQAC) meeting of the newly appointed members of the B. K. Birla College (Autonomous), Kalyan, was held on Friday, the 12<sup>th</sup> October, 2018 at 11.30 am in the Conference Room of B. K. Birla College (Autonomous), Kalyan.

The following members were present:

1. Dr. Naresh Chandra
2. Dr. Swapna Samel
3. Dr. Geetha Unnikrishnan
4. Dr. M. K. Dhaliwal
5. Dr. Vinod Narayane
6. Dr. Harish Kumar Dubey
7. Dr. Suvarna Jadhav
8. Mrs. Esmita Gupta
9. Mrs. Akansha Thakur
10. Mr. Kiran Raikar
11. Mr. Bharat Bagul
12. Ms. Rinky Rajwani

Shri O. R. Chitlange, Dr. Avinash Patil, Mr. Bipinchandra Wadekar, Dr. Sangeeta Sharma, Dr. Vrinda Nishandar, Dr. S. S. Pandey, Ms. Sheetal Chitre, Mr. Prakash Sansare, Mr. Viplov Dhone, Dr. Chandra Iyer, Maj. Shipra Mishra, Mr. B. D. Joshi, Mr. D. N. More, Dr. Dinesh Wanule, Mr. Samajdar Valavake, Prin. Ashok Pradhan, Mr. Subodh Dave, Mr. Apurva Gupta, and Mrs. Ruchita Chauhan have expressed their inability to attend the meeting. Accordingly, their absence was taken into consideration.

The Agenda of the meeting was as follows:

- Dr. Swapna Samel welcomed all the IQAC members as it was the first meeting for the academic year 2018 - 19. She officially declared that this was the first meeting and the same body will remain for the tenure of 2 years as per the UGC guidelines for the autonomous colleges.
- Dr. Samel being the Director of the new IQAC committee distributed the various activities to be conducted by the members of the IQAC. Accordingly it was decided that Dr. Geetha Unnikrishnan the IQAC Co - Coordinator will take care of preparing the AQAR for the academic year 2018 - 19. The minutes writing and uploading it on the college website will be taken care by Dr. Suvarna Jadhav. She emphasized that the IQAC team will conduct the activities as per what is required to be done as per the new guidelines of UGC for the autonomous colleges. Dr. Geetha Unnikrishnan gave



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the example of the best practices conducted by the college especially with the reference to Certificate Courses conducted.

- Dr. Samel requested the members to critically go through the requirements and the guidelines of the give the suggestions so as to conduct the activities accordingly.
- The significant point that was raised by Dr. Samel was formulation of the feedback forms. There were different suggestions given by the members present. Ms. Sheetal Chitre suggested for the formulation of the Google Form. It was discussed that we can select the students who have 75% of the attendance and can send the forms to only these students online. The suggestion was given by Mr. Prakash Sansare. Mr. Viplov Dhone and Dr. Suvarna Jadhav expressed that there are possibilities of choosing wrong students as per seeing the overall attendance of the student. Therefore it was decided that we can decide upon the strategies that can be incorporated and for this Dr. Samel gave the example that the forms can be given only to 15 students of History at a time and ask them to fill up the forms. She emphasized that more focus can be on the F.Y.B.A., B.Com. and B.Sc. students as they are the first batch of students since the college has been declared autonomous. The coordination of the filling of the feedback forms will be done by the following members: Science- Dr. M. K. Dhaliwal and Dr. Vinod Narayane, Commerce: Dr. Vrinda Nishandar and Dr. Chandra Iyer and Arts: Dr. Suvarna Jadhav, Ms. Sheetal Chitre and Dr. S. S. Pandey. However 15 forms from each class will be filled.
- The next point of the agenda was the infrastructure of the College wherein Dr. Samel pointed out that the College Management is interested in investing on various college projects. Therefore it is the prime duty of the members to identify the requirement and should be aware of the infrastructure work going in the college premises. The points related to this should be discussed in the future IQAC meetings regularly. Dr. Samel was happy to share that the college will receive huge grant from RUSA for the further development of the college and hence emphasis would be also on the growth and redevelopment of the infrastructure. Similarly college aims to be Deemed to be University and bring the college upto that level the management is taking the initiative and has decided to spend Rs. 31.00 crores on the infrastructure of the college.
- Dr. Samel brought into attention of the members that all of them will have to work hard for the academic growth of the college especially the performance in the research activity should be at its par excellence. New methodology in the teaching and learning should be implemented. She said that the criteria of the Research in AQAR will be taken care by Dr. Geetha Unnikrishnan and Dr. M. K. Dhaliwal.



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- Dr. Samel emphasized that every point should be discussed with the Chairman, Governing Council of B. K. Birla College (Autonomous), Shri O. R. Chitlange. She discussed of conducting the mega events like inviting Dr. Bharat Vatwani and Mr. Sonam Wangchuk, Magsaysay Award recipients'. She said that Dr. Bharat Vatwani will be visiting the college on 6<sup>th</sup> December, 2018 and Mr. Sonam Wangchuk will be visiting in the 3<sup>rd</sup> week of December. She also pointed that during the same period of Dr. Bharat Vatwani's visit the college Hindi Department is organizing International Conference and Science Departments will be conducting 'Pravah' Intercollegiate Festival. She also mentioned that on 24<sup>th</sup> October Mr. Rajiv Khandekar, Executive Editor with ABP Majha, leading Marathi News channel will be visiting the college. However, she specified that it is necessary for all the IQAC members to attend all these programmes. She mentioned that in the month of December there are possibilities that Maharashtra Times may conduct 'MATA CARNIVAL', and we may have the visit of Ms. Manisha Kavande, Shiv Sena Spokesperson.
- Dr. Naresh Chandra, Director, B. K. Birla College (Autonomous) while addressing to the meeting said that we should think about Teachers Satisfactions Forms. He emphasized that this will motivate the teachers to work hard and to spend more fruitful time in the college if they are appreciated for their work. Therefore he insisted that the IQAC roles in all these fronts are very important. He showed his interest in appreciating their every work. He said that we can arrange for the lunch for our future meetings as that will be convenient especially for the lady members of IQAC to concentrate on work and do not get tired in putting their efforts in cooking for the day. He insisted that the initiative should be taken by the IQAC members and everything that is to be done for tomorrow should be thought of today.

However, as no other point was to be discussed, the meeting was concluded with Vote of thanks to the Chair and the members.

  
Principal  
B. K. Birla College of Arts, Science  
& Commerce (Autonomous), Kalyan.



  
Co-ordinator  
IQAC,  
B. K. Birla College, Kalyan.

# Internal Quality Assurance Cell (IQAC)

Venue - Conference Room 12<sup>th</sup> October 2018 Time - 11:30 a.m.

## Members Present for the meeting

- 1) Dr. Nareesh Chandra 1
- 2) Dr. Swapna Samel 2
- 3) Dr. Geetha Unnikrishnan 3
- 4) Dr. Suvarna Tadkar 7
- 5) Dr. Maninder K. Dhalwal 4
- 6) Dr. Vinod S. Narayane 5
- 7) Dr. Harish Dubey 6
- 8) Mr. Kiran Rakesh
- 9) Ms. Rinky Rajwari
- 10) Akansha R. Thakur
- 11) Ms. Esmita Ceupta
- 12) Mr. Bharat Bagul



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The formal Internal Quality Assurance Cell (IQAC) meeting of the members was held on Monday, the 15<sup>th</sup> October, 2018 at 3.30 pm in the Conference Room of B. K. Birla College (Autonomous), Kalyan.

The following members were present:

1. Shri O. R. Chitlange - Chairman
2. Dr. Naresh Chandra
3. Dr. Avinash Patil
4. Dr. Swapna Samel
5. CA C. D. Phadke
6. Dr. Geetha Unnikrishnan
7. Dr. M. K. Dhaliwal
8. Dr. Vrinda Nishandar
9. Dr. Harish Kumar Dubey
10. Dr. Suvarna Jadhav
11. Dr. Vinod S. Narayane
12. Dr. S. S. Pandey
13. Ms. Sheetal Chitre
14. Mr. Prakash Sansare
15. Mrs. Esmita Gupta
16. Ms. Rinky Rajwani
17. Mrs. Akansha Thakur
18. Mr. Kiran Raikar
19. Major Shipra Mishra
20. Mr. B. D. Joshi
21. Dr. Dinesh Wanule
22. Mr. Bharat Bagul

Dr. Sangeeta Sharma, Mr. D. N. More, Mr. Viplov Dhone, Mr. Samajdar Valavake, Dr. Chandra Iyer, Prin. Ashok Pradhan, Mr. Subodh Dave, Mr. Apurva Gupta and Mrs. Ruchita Chauhan have expressed their inability to attend the meeting. Accordingly, their absence was taken into consideration.

Formal Agenda of the meeting placed before the Chair was as follows:

1. Confirmation of minutes of previous meeting
2. Allocation of criteria's of AQAR
3. Review of Feedback mechanism
4. Visit of Dr. Bharat Vatwani
5. Visit of Mr. Sonam Wangchuk
6. International Seminar organized by Department of Hindi on 7<sup>th</sup> and 8<sup>th</sup> December 2018

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7. Finding gap in ranking
8. Awards in the field of Education
9. Any other business with permission of the Chair

The points discussed were as follows:

1. Shri O. R. Chitlange started the meeting with the points that were discussed by him earlier in the College IQAC meeting. He appreciated that the College IQAC Cell has been working quite well.

He emphasized that the IQAC committee is the highest decision making body. He suggested that internal IQAC should be formed consisting of members of the college, under his Chairmanship. He said that there are people who look at us as decision makers. Therefore instead of individual centric growth it should be the every small unit of people working for different category of development of the College.

He accentuated that there may be differences in majority of people who have driven by individual philosophy which can be discussed with chair and the chair can call upon to any of them if required for further discussions for the betterment of the college growth. He said that it can be attributed with the feelings of theirs.

2. Dr. Naresh Chandra suggested that the IQAC should be formulated as per the UGC guidelines. He also supported for the formulation of IQAC under the chairmanship of Shri O. R. Chitlange. He emphasized that this IQAC will focus on aims and objectives of the NAAC so as to achieve the applicability of the new system of the College.
3. Shri O. R. Chitlange said that he would like to be like an invisible person wherein every inch of the college would be known to him for the necessary growth and to fulfill the need base of the faculty members although he may not be physically present but his observation would be carried forward in every aspect. This will finally help to achieve the platform beyond the requirements of the NAAC given to the college. He pointed that for e.g. the laboratories or the short term courses functioning can be taken care by the statutory body and at the same time IQAC will take care of it in a broader sense.
4. Vice Principal C. A. C. D. Phadke suggested that there should be 2 members of Alumni in IQAC committee. Which was accepted by Shri O. R. Chitlange? He also suggested that one IQAC should be named 1. IQAC –Internal and 2. IQAC-Statutory.
5. Dr. Naresh Chandra agreed with the above suggestion and added that the alumni members of IQAC - Statutory can be invited for the meeting twice a year.
6. Shri O. R. Chitlange left the decision to be taken over by Principal Dr. Avinash Patil for the above mentioned committee. But at the same time he suggested that the Vice Chairman Mr. Dave will be the active member of the committee as he is well versed with the working of the college.

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7. Shri O. R. Chitlange questioned the authorities of the college that do we consist all the members from different sections of the college or we need to add few more?
8. Vice Principal C. A. C. D. Phadke pointed to the mentioned query that we need to add the members from the Examination Committee. The suggestion was accepted by the Chair.
9. Shri O. R. Chitlange asked about the representation of the members can be replaced by any other member/person on behalf of him/her. All members unanimously agreed that there should not be any replacement on behalf of IQAC member.
10. Dr. Swapna Samel specified that this kind of replacement happens in HoDs meeting wherein the 2<sup>nd</sup> or 3<sup>rd</sup> person is allowed to attend the meeting in the absence of Head of the Department.
11. Shri. O. R. Chitlange asked Dr. Avinash Patil about the development of starting of Night College during his visit to the University of Mumbai on 11<sup>th</sup> October 2018.
12. Dr. Avinash Patil briefed about the scrutiny at the University of Mumbai.
13. He also briefed about the scrutiny for Additional Divisions for BMS and Accounts and Finance.
14. Shri O. R. Chitlange pointed that the formation is expected that who would be the Head/Principal of the Night College, including with the HoDs for respective courses, faculty members, administrative staff, Registrar etc. He suggested a presentation (by Principal and Dr. Swapna Samel in next meeting) on the establishment of the Night College in the next meeting along with the rules / Action Plan / Key Positions etc. which would be identified by the Director / Principal. He said that we should have separate store / stationary supply to the Night College.
15. Dr. Naresh Chandra agreed with the Chair and pointed that our own faculty members can be involved in Night College with Honorarium.
16. Shri. O. R. Chitlange pointed that Maj. Shipra will need to take care of separate security for the running of the Night College.
17. Shri O. R. Chitlange told Principal Dr. Avinash Patil to make aware to the members about the changes in RUSA presentation. Where he conversed about the distribution of RUSA grant wherein 60% of the total grant will be funded by the Central Government whereas remaining 40% will be funded by the State Government.
18. Further he asked Principal Dr. Avinash Patil to show the presentation that he did in Delhi before RUSA.

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19. During his presentation Principal Dr. Avinash Patil informed that the college will partly receive the grant by the end of this month. At the end of his presentation he emphasized to utilize the funds as early as possible i.e. within 6 to 8 months so that the college can apply for further bigger proposal.
20. Shri. O. R. Chitlange said that the biggest deficiency of receiving the grant is that the college receives the grant and later hurry up to spend the same. Therefore he insisted that can we plan the courses beforehand year wise. Filtering of the fund should be started earlier and full system should be ready for its utilization. He emphasized that new courses should be developed new courses which would be money spinner for the students and the college. In relation to this he pointed that we can start courses related to nursing and the students can get exposure to the Century Hospital.
21. Dr. Harish Dubey pointed that there is a requirement of Physiotherapist in Gymkhana.
22. Principal Dr. Avinash Patil focused that the detailing is required in research. He said that that the RUSA Committee was very particular about the results in the form of Teaching, Learning, evaluation and research activity.
23. Shri O. R. Chitlange directed to Ms. Esmita Gupta to make common email ID for all the IQAC members. He said that the management has already put in 149 lacs. in the development of the college. However, he said that we should monitor the utilization of the new equipments purchased. Because many a times the equipments are purchased and kept intact for a year. There is no anxiety seen amongst the members to open it and utilize it immediately. He also emphasized to have a separate meeting with Mr. Yogesh Shah and Mr. B. P. Karwa for the money that will be spent / committee / utilized.
24. Mr. C. A. C.D. Phadake suggested that there is a requirement for the modification in the RUSA presentation in the slide of distribution of the funding.
25. Shri O. R. Chitlange directed to adhere to time limit. He also insisted that IQAC members should be divided in small units. This can be done as per their specific expertise and modification.
26. Dr. Swapna Samel, pointed out that the choices to work in different criteria's were given to the IQAC members as it is mandatory to send AQAR every year to UGC. She informed the chair that in the last meeting of IQAC strategy for feedback form was discussed. She said that it has been decided that the college can have online feedback mechanism through Google form. She further pointed that the college will be inviting Dr. Bharat Vatwani, Magsaysay recipient on 6<sup>th</sup> December, 2018 and Mr. Sonam Wangchuk Magsaysay recipient on 20<sup>th</sup> December, 2018.
27. Shri O. R. Chitlange asked Maj. Shipra to take care about the logistics especially pick up and drop of the Invitee. He further suggested about the formation of various committees



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for the above mentioned visit of Dr. Bharat Vatwani. He also asked about the budget and the venue of the program.

28. Dr. Swapna Samel presented the budget for the same wherein the total amount of the budget will be Rs. 1,70,000/- for the talk by Dr. Bharat Vatwani. Shri O. R. Chitlange said that 50 percent of the budget will be borne by the Century Rayon and 50 percent by the college. Budget of Rs. 9,65,000/- was presented for the talk by Mr. Sonam Wangchuk and was passed. Honorarium of Rs. 8,00,000/- will be borne by Century Rayon.
29. Dr. Swapna Samel, pointed that both the dignitaries were co-ordinated by Mr. Nitin Barve, Department of MCVC.
30. Shri O. R. Chitlange pointed that the venue can be shifted to the B. K. Birla Public School ground. The intention behind this is to bring the more visibility of both educational institutions together rather than Century Rayon which is the corporate centre. He also asked to invite Ms. Kranti from B. K Birla Public School especially to take care of the media exposure of both events. He directed to Ms. Esmita Gupta that the program should go live on facebook. He also pointed that it would be better if we have the two events in quick succession. He further encouraged to invite someone from Arts, Theater, combined Sports and glamour, education. He gave the example of Sachin Tendulkar as he is a man of higher level yet down to earth and does not expect any kind of money to interact with the students. He said the college can organize theater festivals.
31. Shri O.R. Chitlange significantly pointed that the IQAC members in the next meeting should find out the gaps while analyzing the ranking of the college in India Today, NIRF and Week Hansa.
32. Shri O.R. Chitlange emphasized that other than UGC the college should show their participation for other open awards, wherein there are different competitions taking place and the college can participate in it. He gave the example of Green Competition. He insisted that the faculty members should apply for different awards instituted in the field of education. Lastly he asked for how many application were received online for app to Ms. Esmita Gupta. However further he stated that it was 784 applications received. Shri O.R. Chitlange further pointed we should not insist the students to download the app rather it should be voluntarily done by them.

However, as no other point was to be discussed, the meeting was concluded.

Principal

B. K. Birla College of Arts, Science  
& Commerce (Autonomous), Kalyan.



Co-ordinator  
IQAC,  
B. K. Birla College, Kalyan.

15<sup>th</sup> October 2018 Venue - Conference Room

Meeting - Venue - Conference Room Time : 3:30 p.m.

Internal Quality Assurance Cell (IQAC)

Members Present for the meeting :-

- |                               |                     |
|-------------------------------|---------------------|
| 1] O. R. CHITLANGA            | <u>Chitlange</u>    |
| 2] Dr. Nareesh Chandra        | <u>Chandra</u>      |
| 3] Dr. Avinash Patil          | <u>Patil</u>        |
| 4] Dr. Swapna Samel           | <u>Samel</u>        |
| 5] CA C. D. Theoke            | <u>Theoke</u>       |
| 6] Dr. Geetha Unnikrishnan    | <u>Unnikrishnan</u> |
| 7] Dr. Maninder Kaur Dhaliwal | <u>Dhaliwal</u>     |
| 8] Dr. Susana Tadha           | <u>Tadha</u>        |
| 9] Major Shipre               | <u>Shipre</u>       |
| 10] Dr. Vaivada Nishandale    | <u>Nishandale</u>   |
| 11] Mrs. Akansha Thakur       | <u>Thakur</u>       |
| 12] Ms. Pinky Rajwani         | <u>Rajwani</u>      |
| 13] Mrs. Smita Gupta          | <u>Gupta</u>        |
| 14] B. D. Joshi               | <u>Joshi</u>        |
| 15] DR. S. S. Pandey          | <u>Pandey</u>       |
| 16] Dr. Vinod S. Narayane     | <u>Narayane</u>     |
| 17] Mr. Kivan Baikar          | <u>Baikar</u>       |
| 18] Mr. Bharat Baghel         | <u>Baghel</u>       |
| 19] Dr. Dimesh Wankhede       | <u>Wankhede</u>     |
| 20] Ms. Sheetal Chitre        | <u>Chitre</u>       |
| 21] Prakash Sansare           | <u>Sansare</u>      |
| 22] Dr. Harish Dubey          | <u>Dubey</u>        |



# B. K. Birla College of Arts, Science & Commerce (Autonomous), Kalyan

(Formerly known as Birla College of Arts, Science and Commerce, Kalyan)

Conducted by Kalyan Citizens' Education Society

Affiliated to University of Mumbai

'College of Excellence' status by UGC (2015-2020)

Reaccredited by NAAC (3rd Cycle) with 'A' Grade (CGPA - 3.58) (2014-2021)

'Performance Excellence Trophy - 2011 in Education' by IMC RBNQA Trust

'Best College Award' by University of Mumbai (2009)

ISO 9001:2015 Certified



The formal Internal Quality Assurance Cell (IQAC) meeting of the members was held on Monday, the 11<sup>th</sup> February, 2019 at 12.00 noon in the Conference Room of B. K. Birla College (Autonomous), Kalyan.

The following members were present:

1. Dr. Naresh Chandra
2. Dr. Avinash Patil
3. Dr. Swapna Samel
4. Mr. Bipinchandra Wadekar
5. Dr. Geetha Unnikrishnan
6. Mr. Kiran Raikar
7. Dr. Harish Dubey
8. Mrs. Esmita Gupta
9. Dr. Suvarna Jadhav
10. Ms. Sheetal Chitre
11. Dr. Dinesh Wanule
12. Mr. Prakash Sansare
13. Ms. Rinky Rajwani
14. Mr. Bharat Bagul

Shri O. R. Chitlange, Dr. M. K. Dhaliwal, Dr. Sangeeta Sharma, Dr. Vrinda Nishandar, Dr. S. S. Pandey, Dr. Vinod Narayane, Dr. Chandra Iyer, Mrs. Akanksha Thakur, Prin. Ashok Pradhan, Mr. Subodh Dave, Mr. Apurva Gupta, Mrs. Ruchita Chauhan, Mr. B. D. Joshi, Mr. D. N. More, Mr. Viplov Dhone, Mr. Samajdar Valavake and Major Shipra Mishra have expressed their inability to attend the meeting. Accordingly, their absence was taken into consideration.

Formal Agenda of the meeting placed before the Chair was as follows:

1. Confirmation of minutes of previous meeting
2. Review of Feedback mechanism
3. Finding gap in ranking
4. Awards in the field of Education
5. Any other business with permission of the Chair

The points discussed were as follows:

1. Dr. Naresh Chandra started the meeting with the points that were discussed by him earlier in the College IQAC meeting. He appreciated that the College IQAC Cell has been working quite well.

He accentuated that there may be differences in majority of people who have driven by individual philosophy which can be discussed with chair and the chair can call upon to any of them if required for further discussions of AQAR Criteria.

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2. Dr. Avinash Patil put forth the requirements of NAAC given to the college as per the review of feedback mechanism. He pointed that for e.g. the laboratories or the short term courses functioning can be taken care by the statutory body and at the same time IQAC will take care of it in a broader sense.
3. Dr. Swapna Samel suggested that the contribution of 2 members of Alumni in IQAC committee has enhanced in the review of feedback mechanism.
4. Dr. Naresh Chandra agreed with the above suggestion and added that the alumni members of IQAC - Statutory can be invited for the meeting twice a year.
5. Dr. Geetha Unnikrishnan suggested the need to add the members from the Examination Committee in IQAC. The suggestion was accepted by all.
6. There was another suggestion by Dr. Swapna Samel specified to find the gap in ranking. It was necessary according to her to replace the person from every department in the absence of HoDs. She said that the same can take place in the meeting of HoDs wherein the 2<sup>nd</sup> or 3<sup>rd</sup> person is allowed to attend the meeting in the absence of Head of the Department.
7. Dr. Avinash Patil focused on the awards given in the field of education. This would enhance the academic as well as the research input in the field of education and for the progress of the institution.
8. Dr. Naresh Chandra said that the biggest deficiency of receiving the grant is that the college receives the grant and later hurry up to spend the same. Therefore he insisted that we can plan the research grants beforehand year wise. Filtering of the fund should be started earlier and full system should be ready for its utilization.
9. Dr. Harish Dubey pointed that there is a requirement of Physiotherapist in Gymkhana.
10. Dr. Avinash Patil directed to adhere to time limit. He also insisted that IQAC members should be divided in small units. This can be done as per their specific expertise and modification.
11. Dr. Naresh Chandra significantly pointed that the IQAC members should further find out the gaps while analyzing the ranking of the college in India Today, NIRF and Week Hansa.
12. Dr. Naresh Chandra emphasized that other than UGC the college should show their participation for other open awards, wherein there are different competitions taking place and the college can participate in it. He gave the example of Green Competition. He insisted that the faculty members should apply for different awards instituted in the field of education.

However, as no other point was to be discussed, the meeting was concluded.

  
Principal  
B. K. Birla College of Arts, Science  
& Commerce (Autonomous), Kalyan.



  
Co-ordinator  
IQAC,  
B. K. Birla College, Kalyan.



## Internal Quality Assurance Cell (IQAC)

Venue - Conference Room  
 11<sup>th</sup> February 2019  
 Time - 12:00 noon

Members Present for the meeting

- 1] Dr. Nareesh Chaudhary
- 2] Dr. Anirash Patil
- 3] Dr. Swagata Samel
- 4] Dr. Geetha Umrikichran
- 5] Kinan Raikar
- 6] Harish Dubey
- 7] Mrs. Esmita Gupta
- 8] Dr. Swarna Tadkar
- 9] Ms. Sheetal Chitose
- 10] Dr. Dinesh Warule
- 11] Mr. Prakash Sansare
- 12] Ms. Rinky Razwani
- 13] Mr. Bharat Bagri
- 14] Mr. B.S. Wadekar.

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