



Laxmi Charitable Trust's

Tel.: 6699 2022

**SHETH L. U. JHAVERI COLLEGE OF ARTS
AND
SIR M. V. COLLEGE OF SCIENCE & COMMERCE**

Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai - 400 069.

Associate College : Shri Chinai College of Commerce & Economics, Andheri (East)
E-mail : info@mvlucollege.in

Date: 06.04.2023

Academic Year 2022 -2023

Internal Quality Assurance Cell (IQAC)

Notice

The third offline meeting of the Internal Quality Assurance Cell (IQAC) for the academic year 2022 - 2023 is scheduled for April 13, 2023, at 11:00 a.m. to discuss the following agenda.

1. Reading and confirmation of minutes of meetings held on 10.11.2022.
2. To analyze the student's academic performance for semesters I, III and V
3. To review the progress of total admissions and executions of all the inhouse certificate courses for the current academic year.
4. To discuss the introduction of a scholarship program for students that is sponsored by the contributions made by teachers.
5. To discuss the registration and invitation process for the upcoming alumni meet.
6. To conduct career counseling sessions for the outgoing students of the academic year 2022-2023.
7. To discuss the filling and submission of the self appraisal form for the A.Y. 2022-23.
8. To discuss any other matter with the permission of the chair.

All members are requested to be present for the said meeting.

I/C Principal





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Date: 10.11.2022

Academic Year 2022 -2023
Internal Quality Assurance Cell (IQAC)

Minutes of the Third meeting held on April 13, 2023, at 11:00 a.m.

The Internal Quality Assurance Cell (IQAC) of our college conducted its third meeting for the academic year 2022-2023 on April 13, 2023, at 11:00 a.m.

The meeting was conducted by the IQAC coordinator with the permission of the chair
The following members were present for the meeting:

Smt. Jyoti Gaitonde
Dr. Mahendra Kanojia
Smt. Sneha Gokarnkar
Smt. Manisha Sayani
Smt. Shweta Khopde
Smt. Pradnya Kharade
Smt. Rohini Jagdale
Mr. Shashikant Gawade

The following topics were discussed in the meeting:

The notes on the agenda:

1. Reading and confirmation of minutes of meetings held on 10.11.2022.

Ms. Manisha Sayani, the IQAC coordinator, read the meeting minutes which were held on the 10th of November 2022, which were then reviewed and agreed upon by all committee members.

2. To analyze the student's academic performance for semesters I, III, and V.

The academic performance for semesters I, III, and V of students for the academic year 2022-2023 for each department was examined, and plans were put forward to increase the passing percentage.



3. **To review the progress of total admissions and executions of all the inhouse certificate courses for the current academic year.**

Dr. Mahendra Kanojia, I/C Principal, reviewed the admission progress of 19 students in CCSP certification courses; additional 20 students were added to the course of Digital Marketing in the second half making it to the total of 60 for the A.Y. 2022-23. 17 students in Graphic Designing; and 09 students in IOT-Based Automation. Sir requested updates on the execution of the above certification courses from the respective in-charge.

4. **To discuss the introduction of a scholarship program for students that is sponsored by the contributions made by teachers.**

Dr. Mahendra Kanojia proposed that a scholarship program be established by teacher's contributions, to which Asst.Prof.Manisha Sayani highlighted that the following scholarships are managed by Asst.Prof.Rohini Jagdale and that students have benefited from them.

The number of students who benefited from the institution's programs:

Academic Toppers Scholarship-24, KUTUMBA Foundation Scholarship-01,

Laxmi Charitable Trust Scholarship-05, Financial Assistance for Research Publication-03.

The number of students who benefitted from the government plan :

Government of India's Department of Social Justice and Social Assistance National Scholarship Portal-01, Post Matric Scholarship-01.

It was decided that a modest amount would be taken from teachers who were willing to contribute and that the teacher's scholarship program would help additional needy as well as eligible students who have not received any scholarship from the above programs. This was agreed upon by all the committee members.

5. **To discuss the registration and invitation process for the upcoming alumni meet.**

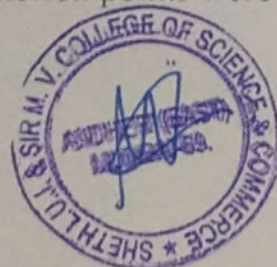
Dr. Mahendra Kanojia proposed hosting an alumni meet on January 14, 2023, at 3 p.m. to promote mutual goodwill and collaboration among the institution's former students and to create membership. Asst.Prof. Rohini Jagdale was chosen as the incharge faculty to handle and execute the above event. This was agreed upon by Asst.Prof.Rohini Jagdale and the committee members.

6. **To conduct career counseling sessions for the outgoing students of the academic year 2022-2023.**

Dr. Mahendra Kanojia proposed that each department have career counseling sessions for the outgoing students of the academic year 2022-2023 in order to provide the students with a clearer picture of their future studies. Mrs.Manisha Sayani, coordinator, B.A.M.M.C. department, acknowledged that career counseling sessions for their department had already taken place. In accordance with this, Dr. Mahendra Kanojia requested that the other department coordinators undertake the same in the upcoming weeks of April.

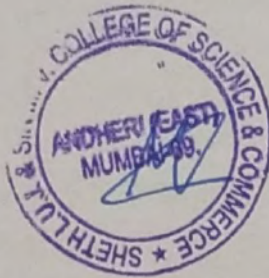
7. **To discuss the filling and submission of the self appraisal form for the A.Y. 2022-23.**

All of the self-appraisal form's criterion points were assessed and accepted.



Asst. Prof. Manisha Sayani suggested adding pointer number three to criteria five of the assessment form which highlighted the creation of the syllabus for college-level add-on courses. The same was agreed by all and the pointer was included. The staff were given instructions to fill the form and submit the same at the earliest.

8. To discuss any other matter with the permission of the chair. No other matters were discussed in the meeting except the aforementioned agenda.



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ACTION TAKEN REPORT OF THE THIRD IQAC MEETING 2022-23

The following table gives detailed feedback on the third IQAC meeting conducted on 13th April, 2023. The table also mentions the actions taken against the feedback obtained from the meeting. It also highlights the impact due to the actions taken.

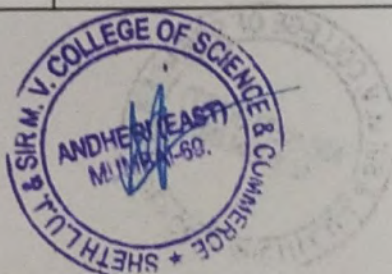
Sr. No.	FEEDBACK	ACTION TAKEN	IMPACT
1.	<p>To analyze the students' academic performance for semesters I, III, and V: The performance of students across all departments were reviewed and following were the pass percentage of students for semester I, III, V:</p> <p>BAMMC: SEM I - 29.31% SEM III- 27.08% SEM V- 22.72%</p> <p>Biotechnology: SEM I - 76.47% SEM III- 66.67% SEM V - 67.64%</p> <p>Computer Science: SEM I - 35% SEM III- 31.91% SEM V - 42.1%</p> <p>Information Technology Sem I - 48.33% Sem III - 50% Sem V - 36%</p>	<ul style="list-style-type: none"> Since 2022-23 was the first year of 100% offline learning, students faced difficulty in coping up with the studies. The measures taken to improve the academic performance of students were as follows; The teachers took timely revisions, remedial lectures and regular class tests to aid in the improvement of the students' performances in the second half of 2022-23. 	<p>The pass percentage of students improved in the second half of 2022-23. The pass percentage of students across all departments for sem II, IV, VI was as follows;</p> <p>BAMMC: SEM II - 36.21% SEM IV - 41.67% SEM VI - 41.0%</p> <p>Biotechnology: SEM II - 82.35% SEM IV - 81.82% SEM VI - 73.53%</p> <p>Computer Science: SEM II - 52.54% SEM IV - 68.09% SEM VI - 68.42%</p> <p>Information Technology: SEM II - 68.33% SEM IV - 75.00% SEM VI - 48.0%</p>

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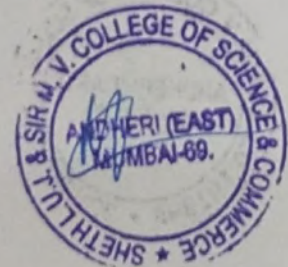


<p>2.</p>	<p>To review the progress of total admissions and executions of all the inhouse certificate courses for the current academic year:</p> <ul style="list-style-type: none"> • I/C Principal Dr. Mahendra Kanojia reviewed the admissions for the certification courses such as Digital Marketing, Computer Certified Software Professional, IOT based Automation Course and Graphic Designing Course. • The number of students who had enrolled in the courses was 20, 19, 9, and 17 respectively. • The number of students enrolled in CCSP sem II were 7, 40 more students enrolled for the Digital Marketing Course in the second half of the Academic year. 	<ul style="list-style-type: none"> • The lectures and practicals of the mentioned courses were conducted regularly. • Regular tests were taken and exams and exams were taken to evaluate the students. • The lectures of the courses were taken by the in-house teachers as well as professionals called from outside after regular lectures so that no student missed their regular college. 	<ul style="list-style-type: none"> • The courses helped students get a better insight about the subject they were studying. • It also helped the students to make a sound decision for their future education. • The certificates obtained after the completion of the course was an added advantage to the students as the students could mention the same in their curriculum vitae as well.
<p>3.</p>	<p>To discuss the introduction of a scholarship program for students that is sponsored by the contributions made by teachers : In order to help students in their education who came from a weaker</p>	<ul style="list-style-type: none"> • Ms Rohini Jagdale who was the in-charge of the scholarship committee managed the following scholarships: 	<ul style="list-style-type: none"> • The following students benefited from the scholarships; Academic Toppers Scholarship - 24

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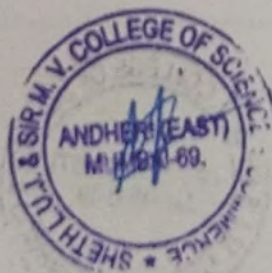
<p>economical section, it was decided to award the deserving students with scholarships.</p>	<p>Academic Toppers Scholarship, KUTUMBA Foundation Scholarship, Laxmi Charitable Trust Scholarship, Financial Assistance for Research Publication.</p> <ul style="list-style-type: none"> Some scholarships organized by the government were as follows; Government of India's Department of Social Justice and Social Assistance, National Scholarship Portal, Post Matric Scholarship 	<p>KUTUMBA Foundation Scholarship - 01, Laxmi Charitable Trust Scholarship - 05, Financial Assistance for Research Publication - 03, Government of India's Department of Social Justice and Social Assistance National Scholarship Portal - 01, Post Matric Scholarship - 01.</p> <ul style="list-style-type: none"> The implementation of Teachers' Scholarship was decided to be implemented in the A.Y. 2023-24. 	
<p>4.</p>	<p>To discuss the registration and invitation process for the upcoming alumni meet</p>	<ul style="list-style-type: none"> Assistant Professor Ms. Rohini Jagdale took over the responsibility to organize an Alumni Meet. The alumni were contacted via email, whatsapp and form and were asked to fill the registration form for the same. A meet was held on 14th January, 2023 and was attended by 125 Alumni and 23 staff members. 	<ul style="list-style-type: none"> The alumni cherished the meet. The alumni were guided to stay connected with the college for further such events. It was due to the alumni that the number of students getting internships and appointment letters saw a rise. The number of students who were



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		<ul style="list-style-type: none"> • There were a few games played with the alumni, open mic and snacks were also arranged for the alumni. 	<p>offered internship to the alumni working with those organizations were - 08</p>
5.	<p>To conduct career counseling sessions for the outgoing students of the academic year 2022-2023: In order to give the students a clearer vision of their future studies, it was decided in the meeting to organize a career counseling session for the students.</p>	<ul style="list-style-type: none"> • Every department took the initiative to organize a career counseling session for the students to give them better information of the educational opportunities post graduation. • The career counseling sessions were organized by the departments on the following dates: <u>BAMMC:</u> 13th April, 2023. Attended by: 19 students and 4 faculty members. <u>Biotechnology:</u> 3rd May, 2023. Attended by: 31 students and 3 faculty members. <u>Computer Science:</u> 28th April, 2023. Attended by: 20 participants and 3 faculty members. <u>Information Technology:</u> 29th April, 2023. 	<p>Students were enlightened regarding career paths that are there post graduation and were able to make wise decisions for their future studies.</p>

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		<p>Attended by: 17 students and 4 faculty members.</p> <ul style="list-style-type: none"> The department of Information Technology (IT) also conducted a seminar on 'Career Guidance on Abroad Studies' on 20th July, 2022 <p>Attended by: 63 students and 4 faculty members</p>	
6.	<p>To discuss the filling and submission of the self appraisal form for the A.Y. 2022-23:</p> <p>It was decided to fill the self-appraisal form by the teachers for the year 2022-23. Mrs. Manisha Sayani suggested adding another criteria in the form which would discuss the creation of syllabus of add-on courses in the appraisal form.</p>	<ul style="list-style-type: none"> The forms were filled duly by the teachers. Criteria such as teaching-learning plan, usage of ICT tools, organization of college level events and fests, courses completed by teachers, add-on courses conducted by teachers were some of the criterias on which the teachers were evaluated. Based on the criterias filled by the teachers, they were awarded marks and grades. Based on the grades obtained by a teacher, the evaluation was done accordingly. 	<ul style="list-style-type: none"> The teachers filled the appraisal forms for the A.Y. 2022-23 and handed it over to the principal. It also brought about awareness among the teachers regarding the teaching learning process since maximum marks were given for the same. This motivated the teachers to take up innovative methods to make the learning process interesting.



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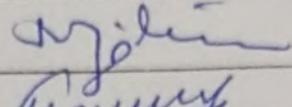
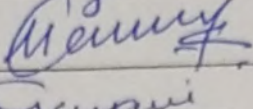
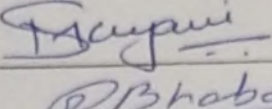
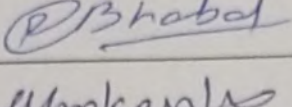
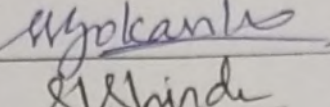
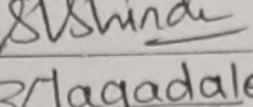
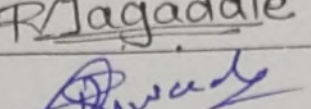
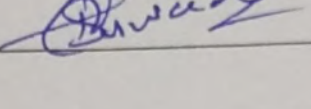
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IQAC MEETING ATTENDANCE

DATE: 13 / 04 / 2023.

Time: 11.00 a.m./p.m to 12.30 a.m/p.m

(3rd Meeting)

SR	NAME OF THE STAFF	SIGNATURE
1	Jyoti Gaitonde	
2	Dr. Maheshwar Kemojin	
3	Manisha Sayani	
4	Pradnya Kharade	
5	Sneha Gokarnkar	
6	Shweta V Khopde	
7	Robini Jagadale	
8	Shashikant R. Gaudade	
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