

**Sheth T.J. Education Society's**  
**Sheth N.K.T.T. College of Commerce and Sheth J.T.T. College of Arts, Thane.**

Date: 20<sup>th</sup> July, 2023

**IQAC**  
**NOTICE**

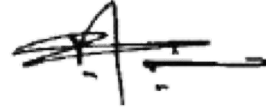
The meeting of the IQAC will be held on Monday, **31<sup>th</sup> July, 2023 at 11.30 am** in conference room. All the members are requested to make it convenient to attend this meeting and guide us in the smooth and successful administration of the college. The agenda of the meeting is as follows:

**AGENDA**

1. Composition of the IQAC for the academic year 2023 – 24.
2. To discuss on preparation AQAR 2022 – 23.
3. To discuss on revised vision of the college.
4. Any other matter with the permission of the Chair.
5. Vote of thanks to the chair.



**Dr. Himanshi Mansukhani**  
IQAC Coordinator



**Dr. Dilip M Patil**  
Principal  
Chairperson IQAC

Date: 31<sup>st</sup> July, 2023

**Minutes of the Internal Quality Assurance Cell (IQAC) Meeting**

The meeting commenced under the chairmanship of Hon'ble Principal, Dr. Dilip Patil. Dr. Himanshi Mansukhani, IQAC Coordinator, welcomed all IQAC members present for the meeting.

**1. Confirmation of Minutes of the Previous Meeting**

The minutes of the last meeting, held on 26th April 2023, were read and confirmed.

**2. Preparation of AQAR 2022–23**

Criteria Incharges reported that work allocation had been assigned to the members of their respective criteria and data collection for AQAR 2022–23 has commenced.

**3. Revised Vision of the College**

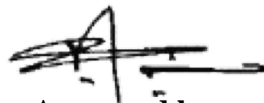
- IQAC members were requested to suggest revisions to the institution's vision in alignment with autonomy and the implementation of the National Education Policy (NEP) 2020.
- Suggestions should include explanations and proposed mission statements to achieve the revised vision.

**4. Any Other Matter with the Permission of the Chair - NIL**

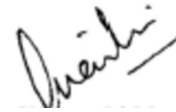
The meeting concluded with a vote of thanks to the Chair.



**Prepared by:**  
**Mr. Vibhav Galadagekar**  
**Member, IQAC**



**Approved by:**  
**Dr. Dilip Patil**  
**Principal**  
**Chairperson IQAC**



**Submitted by:**  
**Dr. Himanshi Mansukhani**  
**IQAC Coordinator**

**Sheth T.J. Education Society's**  
**Sheth N.K.T.T. College of Commerce and Sheth J.T.T. College of Arts, Thane.**

**ACTION TAKEN REPORT FOR MEETING HELD ON 31<sup>st</sup> July, 2023**

1. The minutes of the meeting held on 26th April 2023 were reviewed and no corrections were noted.
2. Criteria Incharges have begun data collection and are coordinating with respective teams for timely completion of tasks..
3. Members have been informed to submit suggestions and mission statements. The deadline for submissions has been set for the next IQAC meeting.

**Prepared by:**



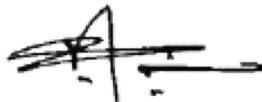
**Mr. Vibhav Galadagekar**  
Member, IQAC

**Submitted by:**



**Dr. Himanshi Mansukhani**  
IQAC Coordinator

**Approved by:**



**Dr. Dilip Patil**  
Principal  
Chairperson IQAC

**Sheth T.J. Education Society's**  
**Sheth N.K.T.T. College of Commerce and Sheth J.T.T. College of Arts, Thane.**

Date: 27<sup>th</sup> October, 2023

Minutes of the Internal Quality Assurance Cell (IQAC) meeting held on **Friday, 27<sup>th</sup> October, 2023** at 9.30 am in the MMS – 5 commenced under the Chairmanship of Hon'ble Principal, Dr. Dilip Patil.

Dr. Himanshi Mansukhani, IQAC Coordinator initiated the meeting by welcoming all IQAC members present.

**1. The minutes of last meeting held on 26<sup>th</sup> April, 2023 were read and confirmed.**

**2. Discussion on implementation of Autonomy.**

- It was reported that college has been granted autonomous status on **28<sup>th</sup> September, 2023** for the period of 5 years w.e.f. 2023-24. However, a request letter has been sent to UGC requesting it to be implemented from 2024-25.
- It was informed that Governing Body, Board of Studies, Academic Council and related committees need to be constituted as per Autonomy norms.
- Syllabus Structure, examination pattern etc. will be reframed as per guidelines of Academic Council and approval of Governing Body of the college Autonomy norms.
- Standard Operating Procedures (SOPs) need to be set for all stakeholders.

**3. Reporting of submission of PM-USHA proposal**

Principal reported that the scrutiny was completed on the PM – USHA (Pradhan Mantri Uchchatar Shiksha Abhiyan) portal and a copy was submitted to management.

**4. Discussion on implementation of NEP, 2020**

It was reported that work for implementation of National Education Policy, 2020 has commenced. A Committee for the implementation of NEP, 2020 has being constituted with Prof. Heena Chande as the convener.

**5. Discussion on Budgetary provision for Autonomy**

It was informed that estimated budget for implementation of autonomy needs to be submitted to the management.

**Vision: Committed and Persuasive efforts towards Holistic Education**

**6. Discussion on conversion of Strategic plan in Institution Development plan**

It was reported that IQAC has prepared and submitted Perspective Plan for 5 years (AY 2022 - 2027). However, under National Education Policy, 2020, it is required to prepare Institutional Development Plan, comprising of Short term and Long term plans of every 5 years. IQAC decided to convert the perspective plan into strategic plan.

**7. To review activities conducted in First Term of AY 2023 – 24.**

It is reported that convener and Heads of Departments have submitted the activities list First Term of AY 2023 – 24 to IQAC.

**8. Any other matter with the permission of the Chair.**

- Management suggested revising the fees for certificate courses.
- Principal Dr. Dilip Patil congratulated Prof. (Dr.) Heena Chande for being recognized by University of Mumbai as Research Supervisor in subject of Economics. It was also informed that the institution has applied for Research Center in the subject of Economics.

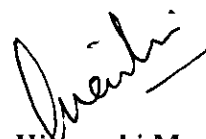
**Dr. Himanshi Mansukhani, IQAC Coordinator proposed Vote of thanks to the chair.**

Prepared by:



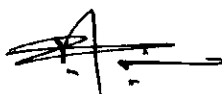
**Mr. Vibhav Galadagekar**  
Member, IQAC

Submitted by:



**Dr. Himanshi Mansukhani**  
IQAC Coordinator

Approved by:



**Dr. Dilip Patil**  
Principal  
Chairperson IQAC


**Vision: Committed and Persuasive efforts towards Holistic Education**

**Sheth T.J. Education Society's**  
**Sheth N.K.T.T. College of Commerce and Sheth J.T.T. College of Arts, Thane.**

**ACTION TAKEN REPORT of meeting held on 27<sup>th</sup> October, 2023**

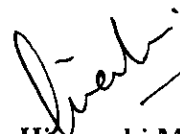
- Governing Body, Board of Studies, Academic Council and related committees were constituted as per Autonomy Norms; meetings were conducted and Syllabus, examination patterns etc. were finalized.
- SOPs and code of conduct for all stakeholders were submitted by IQAC.
- Proposal and Budget for autonomy approved by management.
- Institutional Development Plan comprising of Short term and Long term plans work in progress.
- Certificate courses successfully completed for Academic Year 2023 – 24.

**Prepared by:**



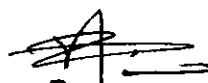
**Mr. Vibhav Galadagekar**  
Member, IQAC

**Submitted by:**



**Dr. Himanshi Mansukhani**  
IQAC Coordinator

**Approved by:**



**Dr. Dilip Patil**  
Principal  
Chairperson IQAC

**Vision: Committed and Persuasive efforts towards Holistic Education**