



TILAK EDUCATION SOCIETY'S

J. K. COLLEGE OF SCIENCE & COMMERCE

(Recognised by Govt. of Maharashtra & Affiliated to University of Mumbai)

PLOT NO. 22, SECTOR 5, GHANSOLI, NAVI MUMBAI - 400 701. PH. : 9833026278

E-mail : jkcollege.ghansoli@gmail.com • Website : www.jkc.ac.in

Ref. No. JK/18-19/234

Date : 11/06/2018

INTERNAL QUALITY ASSURANCE CELL (IQAC)

NOTICE

A meeting of the Internal Quality Assurance Cell (IQAC) of the college will be held on Wednesday, 21st June, 2018 at 11:30 am. In the conference room. You are requested to attend the meeting.

AGENDA

1. To approve the minutes of the last meeting.
2. To discuss the implementation of change in curriculum plan and to input the use of ICT tools.
3. To discuss the conduct of orientation programmes for the first year students.
4. To review the formation of the IQAC committee.
5. To discuss the Skill Development Certificate courses and its content.
6. To discuss the initiative of faculty research in UGC Care listed and Scopus.
7. To decide dates for the commencement of examination.
8. To discuss and finalize the coverage of the anti-ragging campaign.
9. To discuss the appointment of 6 faculties for the post of Commerce, Management, Media and IT/CS
10. Planning of academic calendar and activities for the A.Y 2018-19.
11. To propose a vote of thanks.

Remya

Asst.Prof.Remya Anilkumar

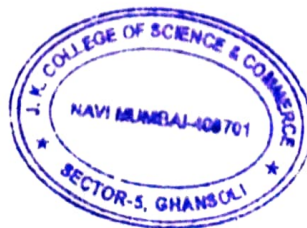
IQAC-COORDINATOR

Dr. Gurmeet Kaur Monga

Dr.Gurmeet Kaur Monga

PRINCIPAL

J. K. College of Science & Commerce
Sector - 5, Ghansoli, Navi Mumbai-400701





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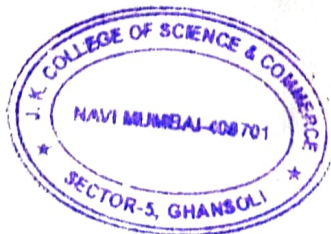
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E-mail : jkcollege.ghansoli@gmail.com • Website : www.tilakedu.com

INTERNAL QUALITY ASSURANCE CELL (2018-19)

Sr. No.	Name of Member	Designation	Signature
1	Dr. Gurmeet Kaur Monga	Chairperson	
2	Mr. Suresh Pillai	Management representative	
3	Prof. K. Venkatramani	Academic Advisor	
4	Mrs. Bhavana Mulani	Head of Department	
5	Mrs. Swati Pawar	Head of Department	
6	Mrs. Minakshi Lohani	Head of Department	
7	Mrs. Sonali Sambare	Head of Department	
8	Mrs. Saba Ansari	Head of Department	
9	Mrs. Kimi Garg	Head of Department	
10	Mrs. Sushanta Lahiri	Teacher Representative	
11	Dr. Bindu Tambe	Teacher Representative	
12	Dr. Priyanka	Teacher Representative	
13	Mrs. Komal B.	Teacher Representative	
14	Dr. Alwin Menez	Educationist	
15	Mr. George Johnson	Industrialist	
16	Mr. Vinayak Mesta	Social Representative	
17	Ms. Suvarna Sahu	General Secretary, Student Council	
18	Mr. Anish Iodhaya	Assistant General Secretary, Student Council	
19	Ms. Quisar Qureshi	Administrative Staff	
20	Mrs. Remya Anilkumar	IQAC Coordinator	





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MINUTES OF THE IQAC MEETING CONDUCTED ON Wednesday, 21st June, 2018 at 11:30 am.

Matters Discussed:

1. Minutes of the last meeting were read and approved by all.
2. The IQAC Coordinator suggested the necessity in the change of pedagogy and ICT tools to be used in the teaching learning process, and also suggested reformations in continuous internal evaluation practices. The members of IQAC informed the house about the concept of student support and progression.
3. Discussed and decided the dates for first year students in the month of July 2018.
4. Discussed and finalized the formation of the IQAC Committee.
5. The Committee discussed and put forth a proposal to conduct skill development certificate courses, which would inculcate public speaking and presentation skills among the students.
6. The IQAC coordinator Asst.Prof. Sonali Sambare stressed that this year faculty members must try to publish their work in UGC Care listed and Scopus.
7. Discussed and decided the dates for commencement of examination.
8. Asst.Prof. Saba Ansari gave a presentation on the Anti-Ragging Campaign and informed that this year the campaign will be extended to cover more areas in the vicinity of the college.
9. IQAC Coordinator Asst.Prof.Remya Anilkumar discussed with all the members regarding the requirement of faculty for Commerce, Management, Media and IT/CS streams with full qualification.
10. IQAC Coordinator Asst.Prof.Remya Anilkumar Informed the Faculties to Revise the Academic Calendar as per departmental activities for the A.Y 2018-19.
11. The meeting ended with a vote of thanks to the Chairperson.





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Ref. No. Jkc/18-19/278

Date : 24/08/2018

INTERNAL QUALITY ASSURANCE CELL (IQAC)

NOTICE

A meeting of the Internal Quality Assurance Cell (IQAC) of the college will be held on 4th September 2018 at 11:30 am in the conference room. You are requested to attend the meeting.

AGENDA

1. To read and approve the minutes of last meeting
2. To inform about the postponement of the blood donation drive.
3. To discuss and suggest on organizing research competition by the Research Development
4. To discuss the promotion of professional development initiatives among faculty members.
5. To approve and purchase new CCTV cameras and its installation at specific locations in college campus.
6. To have an overview of Social activities.
7. To discuss on the industrial visits
8. To plan activities based on ethical values.
9. To discuss the conduct of workshop
10. To propose vote of thanks

Asst.Prof.Remya Anilkumar

IQAC-COORDINATOR



Dr.Gurmeet Kaur Monga

PRINCIPAL

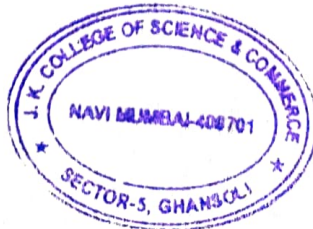
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INTERNAL QUALITY ASSURANCE CELL (2018-19)

Sr. No	Name of Member	Designation	Signature
1	Dr. Gurmeet Kaur Monga	Chairperson	
2	Mr. Suresh Pillai	Management representative	
3	Prof. K. Venkatramani	Academic Advisor	
4	Mrs. Bhavana Mulani	Head of Department	
5	Mrs. Swati Pawar	Head of Department	
6	Mrs. Minakshi Lohani	Head of Department	
7	Mrs. Sonali Sambare	Head of Department	
8	Mrs. Saba Ansari	Head of Department	
9	Mrs. Kimi Garg	Head of Department	
10	Mrs. Sushanta Lahiri	Teacher Representative	
11	Dr. Bindu Tambe	Teacher Representative	
12	Dr. Priyanka	Teacher Representative	
13	Mrs. Komal B.	Teacher Representative	
14	Dr. Alwin Menez	Educationist	
15	Mr. George Johnson	Industrialist	
16	Mr. Vinayak Mesta	Social Representative	
17	Ms. Suvarna Sahu	General Secretary, Student Council	
18	Mr. Anish Iodhaya	Assistant General Secretary, Student Council	
19	Ms. Quisar Qureshi	Administrative Staff	
20	Mrs. Remya Anilkumar	IQAC Coordinator	





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MINUTES OF THE IQAC MEETING CONDUCTED ON 4.9.2019

1. Meeting started with reading the minutes of the last meeting that happened on 21st June and the minutes were approved.
2. Asst.Prof. Kimi Garg informed the Committee that Blood Donation Drive, which was to be conducted in mid-September, is now postponed to 7th December.
3. It was discussed that the Research Cell will be conducting a research competition, and Asst.Prof. Minakshi Lohani gave some suggestions on the format of the essays.
4. Asst.Prof. Sonali Sambare reiterated that all teachers should be encouraged to attend seminars and fees will be paid by the college for 2 seminars.
5. Requirement of CCTV installation in the college campus was put -forth.
6. Asst.Prof. Kimi Garg was the special invite and he gave an overview of several seminars and activities that were also planned for January.
7. Asst.Prof. Swati Pawar has organized an industrial visit of the students to Lokmath.
8. Asst.Prof. Remya Anilkumar stressed the need for more programmes to inculcate universal values and ethics and requested members to come up with suggestions for the same in the next meeting.
9. Asst.Prof. Minakshi Lohani shared her plans to have workshops in collaboration with various Forums in the upcoming month.
10. The meeting ended with a vote of thanks to the Chairperson.





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Ref. No. JKCL 18-19 / 290

Date : 28/09/2018

INTERNAL QUALITY ASSURANCE CELL (IQAC)

NOTICE

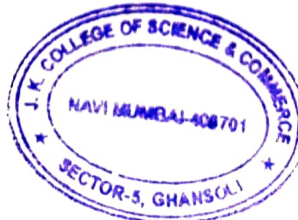
A meeting of the Internal Quality Assurance Cell (IQAC) of the College will be held on Thursday, October 10, 2018 at 11:30 a.m. in the conference room. You are requested to attend the meeting.

AGENDA:

1. To approve the minutes of the last meeting.
2. To discuss extension activities and seminars.
3. To discuss the new examination system and its approval due to university exams for all streams.
4. To decide theme for magazine for the academic year 2018-19
5. To discuss conduct of research activity under the research cell.
6. Review of remedial lectures taken for quality improvement of education.
7. To discuss on celebration of college fest-AVAHAN
8. To discuss the conduct of intercollegiate and annual sports day.
9. To propose the vote of thanks.

Asst. Prof. Remya Anilkumar

IQAC-COORDINATOR



Dr. Gurmeet Kaur Monga

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3	Prof. K. Venkatramani	Academic Advisor	
4	Mrs. Bhavana Mulani	Head of Department	
5	Mrs. Swati Pawar	Head of Department	
6	Mrs. Minakshi Lohani	Head of Department	
7	Mrs. Sonali Sambare	Head of Department	
8	Mrs. Saba Ansari	Head of Department	
9	Mrs. Kimi Garg	Head of Department	
10	Mrs. Sushanta Lahiri	Teacher Representative	
11	Dr. Bindu Tambe	Teacher Representative	
12	Dr. Priyanka	Teacher Representative	
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14	Dr. Alwin Menez	Educationist	
15	Mr. George Johnson	Industrialist	
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17	Ms. Suvarna Sahu	General Secretary, Student Council	
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Minutes of the IQAC Meeting Conducted On 10.10.2018

Matters Discussed:

1. Meeting started with reading the minutes of the last meeting and minutes were approved of the previous year prepared by the members
2. Discussed and finalized the date for extension activities on E- Waste drive and conduct of Dental Camp.
3. The college has set up an Examination Cell as per UGC guideline to conduct all examinations in the college and handle all matters related to it. The Examination Cell has prepared an examination manual as per the provision of University of Mumbai with necessary modifications in the examination patterns.
4. Discussed and finalized the theme for Magazine for the A.Y 2018-19.
5. The IQAC Coordinator informed that the research cell is going to conduct a one day session on 'Role of Research' in the month of December.
6. To conduct remedial lectures for improvement of better grades.
7. Discussed and finalized dates for the celebration of college fest-AVAHAN
8. Discussed about the conduct of intercollegiate and annual sports day that will be held during the month of December.
9. No other matter was discussed and the meeting ended with a vote of thanks to the Chairperson.





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Ref. No. JKCL/18-19/305

Date : 25/03/2019

NOTICE

A meeting of the Internal Quality Assurance Cell (IQAC) of the college will be held on Wednesday, 4th April, 2019 at 11:30 am in the conference room. You are requested to attend the meeting.

AGENDA:

1. To review the previous year meeting minutes of IQAC and all other departments and committees.
2. Future perspective planning for various activities in the college through IQAC.
3. To discuss organizing a national level seminar for next year in collaboration with the BSE Brokers Forum.
4. To introduce new value-added / Career Oriented programmes.
5. To inform the date of seminar on intellectual property rights.
6. Requirement of five faculties for IT, Commerce & BAMMC streams.
7. To discuss the feedback collected on infrastructure and faculty performance.
8. Review of Academic results and action plans for improvement.
9. To propose the vote of thanks.

Asst.Prof.Remya Anilkumar

IQAC-COORDINATOR

Dr.Gurmeet Kaur Monga

**PRINCIPAL
PRINCIPAL**

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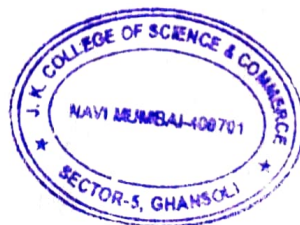




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2	Mr. Suresh Pillai	Management representative	
3	Prof. K. Venkatramani	Academic Advisor	
4	Mrs. Bhavana Mulani	Head of Department	
5	Mrs. Swati Pawar	Head of Department	
6	Mrs. Minakshi Lohani	Head of Department	
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MINUTES OF THE IQAC MEETING CONDUCTED ON 04.04.2019

Matters Discussed:

1. The previous year meeting minutes of IQAC and all other departments and committees were discussed.
2. Future perspective planning for various activities in the college through IQAC was discussed and implemented unanimously.
3. Asst.Prof. Remya Anilkumar discussed organizing a national level seminar for next academic year in collaboration with the BSE Brokers Forum.
4. Discussed and planned for introduction of new add on courses.
5. Principal put forth a proposal for the requirement of five faculties.
6. It was discussed that the IQAC will be conducting a seminar on Intellectual Property Rights with special reference to copyrights and patents in the upcoming month.
7. The IQAC discussed the feedback which had been collected on infrastructure and received lesson observation feedback of faculty performance.
8. It was discussed to look into and statistics of all 3 year performance (FY,SY & TY) of all streams of degree college in terms of grades and passing percentage.
9. The meeting was adjourned around 1.00 p.m. with a vote of thanks to the Chairperson.

