



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

JKCSG/IQAC/NA/2019-20/T1/1

Date : 29/05/2019

INTERNAL QUALITY ASSURANCE CELL (IQAC)

NOTICE

A meeting of the Internal Quality Assurance Cell (IQAC) of the college will be held on Thursday, **20th June, 2019** at 11:00 am in the conference room. You are requested to attend the meeting.

AGENDA

1. Approval of minutes.
2. To discuss and finalize the date of the First year orientation programme.
3. To discuss the focus of skill series programs to be organized in the current academic year.
4. To discuss organizing a Talent Hunt Program.
5. To organize workshops/ seminars under Women Development Cell.
6. To organize extension activities.
7. To propose the vote of thanks.

IQAC Coordinator

Remya Anilkumar

Chairperson of the IQAC

Dr. Gurmeet Kaur Monga

Principal

PRINCIPAL

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





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. : 022-27540033, 27550033
E-mail : jkcollege.ghansoli@gmail.com • Website : www.tilakedu.com

INTERNAL QUALITY ASSURANCE CELL (2019-20)

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. Neha Jadhav	Head of Department	
8	Mrs. Saba Ansari	Head of Department	ABSENT
9	Mrs. Kimi Garg	Head of Department	
10	Mrs. Sushanta Lahiri	Teacher Representative	
11	Dr. Priyanka	Teacher Representative	
12	Mrs. Komal B.	Teacher Representative	
13	Dr. Alwin Menez	Educationist	
14	Mr. George Johnson	Industrialist	ABSENT
15	Mr. Vinayak Mesta	Social Representative	
16	Mr. Vishal Chauhan	General Secretary, Student Council	
17	Ms. Quisar Qureshi	Administrative Staff	
18	Mrs. Remya Anilkumar	IQAC Coordinator	





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. : 022-27540033, 27550033

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

MINUTES OF THE IQAC MEETING CONDUCTED ON 20.06.2019 ACADEMIC YEAR 2019-2020

Purpose of Meeting: To discuss the matters of Agenda.

Date: 20th June, 2019

Time: 11:00 am

Chair: Dr GURMEET KAUR MONGA (Head of the Institution)

Matters Discussed:

1. The meeting started with reading the minutes of the last IQAC meeting and the same word was approved.
2. Considering the date of admission of First year B.Com students, the date of commencement of first term lectures, the date of orientation was decided as 13th of July 2019 for all courses respectively.
3. Based on the feedback collected by the college from various stakeholders, different skill sets were identified and it was decided to have a skill series program that focuses on interview skills, basic computer skills, resume writing and communication skills.
4. Discussed and finalized organizing of Talent Hunt Program to identify hidden talent of students.
5. It was discussed to conduct a seminar on health perspectives under WDC.
6. Discussed and planned to conduct a seminar on Global Warming on Nature Conservation Day.
7. Since there was no other matter for discussion, the meeting ended with the vote of thanks to the Chair.





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.

Date : 17/08/2019

JKCSC/IQAC/NA/2019-20

INTERNAL QUALITY ASSURANCE CELL (IQAC)

NOTICE

A meeting of the Internal Quality Assurance Cell (IQAC) of the college will be held on Thursday, 29th August, 2019 at 11:00 am in the conference room. You are requested to attend the meeting.

AGENDA

1. Approval of Minutes.
2. To review the series of events proposed by faculty members of various departments and the committees.
3. To discuss and suggest the seminars on National Day events.
4. To discuss and finalize the academic calendar for the A.Y 2019-20.
5. To discuss the functions and objectives of NAAC.
6. To direct the members on preparation of Add on Courses - Information Technology and Soft Skills Training ends.
7. To propose the vote of thanks.

IQAC Coordinator

Remya Anilkumar

Chairperson of the IQAC

Dr. Gurmeet Kaur Monga

Principal

PRINCIPAL

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

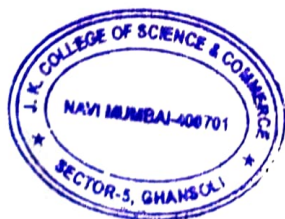




TILAK EDUCATION SOCIETY'S
J. K. COLLEGE OF SCIENCE & COMMERCE
(Recognised by Govt. of Maharashtra & Affiliated to University of Mumbai)
PLOT NO. 22, SECTOR 5, GHANSOLI, NAVI MUMBAI - 400 701. PH. : 022-27540033, 27550033
E-mail : jkcollege.ghansoli@gmail.com • Website : www.tilakedu.com

INTERNAL QUALITY ASSURANCE CELL (2019-20)

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. Neha Jadhav	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. Priyanka	Teacher Representative	
12	Mrs. Komal B.	Teacher Representative	
13	Dr. Alwin Menez	Educationist	
14	Mr. George Johnson	Industrialist	
15	Mr. Vinayak Mesta	Social Representative	ABSENT
16	Mr. Vishal Chauhan	General Secretary, Student Council	
17	Ms. Quisar Qureshi	Administrative Staff	
18	Mrs. Remya Anilkumar	IQAC Coordinator	





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. : 022-27540033, 27550033

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

MINUTES OF THE IQAC MEETING CONDUCTED ON 29.08.2019

ACADEMIC YEAR 2019-2020

Purpose of Meeting: To discuss the matters of Agenda.

Date: 29th August, 2019

Time: 11:00 am

Chair: Dr GURMEET KAUR MONGA (Head of the Institution).

Matters Discussed

1. The meeting started with reading the minutes of the meeting held in June 2019 and the same were unanimously approved.
2. The faculty members of various departments and in-charges of committees reviewed the list of events to be organized.
3. The members also discussed the seminars to be conducted on National Day events collectively & suggested different methods which can be implemented across.
4. Discussed and finalized the academic calendar for the A.Y 2019-20.
5. IQAC Coordinator discussed the functions and objectives of NAAC and the qualities initiatives based on the same.
6. The faculty members were directed on the preparation of Add on Courses - Information Technology and Soft Skills Training ends, and how it needs to be conducted.
7. There being no other matter for discussion the meeting ended with a vote of thanks to the Chair.





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.

Date : 19/11/2019

JKCSC/IQAC/NA/2019-20/T2/1

NOTICE


A meeting of the Internal Quality Assurance Cell (IQAC) of the college will be held on Friday, **29th November 2019** at 11:30 am in the conference room. You are requested to attend the meeting.

AGENDA

1. Approval of Minutes.
2. To conduct webinars and seminars on raising self-awareness.
3. To inform members about the strategic planning session organized by the institution.
4. To conduct curricular & co-curricular activities for students by respective departments.
5. To approve the feedback forms of all stakeholders.
6. To discuss and plan the theme for the magazine for the A.Y 2019-20.
7. To review the events and future plan of action of Library Club.
8. To finalize the date of the program with expert talk for alumni.
9. To finalize on the implementation of Addon Courses focusing on developing speaking and personality skills.
10. To propose the vote of thanks.


IQAC Coordinator

Remya Anilkumar


Chairperson of the IQAC

Dr. Gurmeet Kaur Monga



Principal
PRINCIPAL

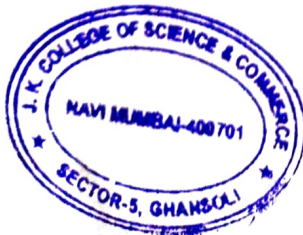
J. K. College of Science & Commerce
Sector - 5, Ghansoli, Navi Mumbai-400701



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. : 022-27540033, 27550033
E-mail : jkcollege.ghansoli@gmail.com • Website : www.tilakedu.com

INTERNAL QUALITY ASSURANCE CELL (2019-20)

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. Neha Jadhav	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. Priyanka	Teacher Representative	ABSENT
12	Mrs. Komal B.	Teacher Representative	
13	Dr. Alwin Menez	Educationist	
14	Mr. George Johnson	Industrialist	
15	Mr. Vinayak Mesta	Social Representative	
16	Mr. Vishal Chauhan	General Secretary, Student Council	
17	Ms. Quisar Qureshi	Administrative Staff	
18	Mrs. Remya Anilkumar	IQAC Coordinator	





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. : 022-27540033, 27550033

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

MINUTES OF THE IQAC MEETING CONDUCTED ON 29.11.2019 ACADEMIC YEAR 2019-2020

Purpose of Meeting: To discuss the matters of Agenda.

Date: 29th November, 2019

Time: 11:30 am

Matters Discussed

1. The meeting started with reading the minutes of the last meeting which were unanimously approved.
2. The conduct of webinars and seminars on raising self-awareness was discussed and the duties were assigned accordingly.
3. The Principal informed members about the "Strategic Planning Sessions" organised by the management for the Institutions and the members were asked to actively participate in the same.
4. Discussed and planned the conduct of curricular & co-curricular activities for students by respective departments.
5. Four feedback forms were prepared for students, employers, alumni and teachers separately. All these were discussed and finally approved by the members. It was decided to collect the feedback from students during examinations.
6. Discussed and planned the theme for Magazine for the A.Y 2019-20 and duties allocated for the same.
7. The review of the events and future plan of action of Library Club was discussed and various competitions to be implemented for the same.
8. The finalization on the implementation of Addon Courses-Public Speaking and Personality Development were implemented and review was done for the same.
9. Discussed and planned to invite an expert to talk on career guidance for alumnis.
10. There being no other matter for discussion the meeting ended with a vote of thanks to the Chair.





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.

Date : 21/02/2020

NOTICE

A meeting of the Internal Quality Assurance Cell (IQAC) of the college will be held on Monday, **2nd March, 2020** at 11:30am. in the conference room. You are requested to attend the meeting.

AGENDA

1. Approval of Minutes.
2. To conduct Academic Administrative Audit
3. To discuss the matter relating to submission of committee reports
4. To review on extension activities by departments.
5. To review and finalize certificate courses for the A.Y 2019-20.
6. To review academic results and action plans for improvement.
7. To review on the successful conduct of Avahan fest.
8. Update on the conduct of intercollegiate and annual sports day.
9. Review and analysis on lesson observation feedback of faculty.
10. To propose a vote of thanks.

IQAC Coordinator

Remya Anilkumar

Chairperson of the IQAC

Dr. Gurmeet Kaur Monga



Principal

PRINCIPAL

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



TILAK EDUCATION SOCIETY'S

J. K. COLLEGE OF SCIENCE & COMMERCE

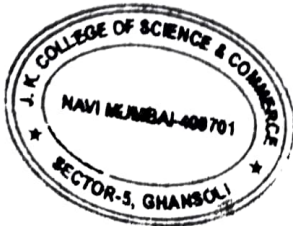
(Recognised by Govt. of Maharashtra & Affiliated to University of Mumbai)

PLOT NO. 22, SECTOR 5, GHANSOLI, NAVI MUMBAI - 400 701. PH. : 022-27540033, 27550033

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

INTERNAL QUALITY ASSURANCE CELL (2019-20)

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	ABSENT
7	Mrs. Neha Jadhav	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. Priyanka	Teacher Representative	
12	Mrs. Komal B.	Teacher Representative	
13	Dr. Alwin Menez	Educationist	
14	Mr. George Johnson	Industrialist	
15	Mr. Vinayak Mesta	Social Representative	
16	Mr. Vishal Chauhan	General Secretary, Student Council	
17	Ms. Quisar Qureshi	Administrative Staff	
18	Mrs. Remya Anilkumar	IQAC Coordinator	





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. : 022-27540033, 27550033

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

Purpose of Meeting: To discuss the matters of Agenda.

Date: 2nd March 2020

Time: 11:45 am

Chair: Dr GURMEET KAUR MONGA (Head of the Institution)

MINUTES OF THE IQAC MEETING CONDUCTED ON 02.03.2020 ACADEMIC YEAR 2019-2020

Matters discussed

1. Meeting started with the reading of minutes of the last meeting and the same were unanimously approved.
2. It was discussed and resolved to conduct Academic Administrative Audit as it is one of the quality initiatives by IQAC and all the heads of respective departments were directed to prepare for the same with the help of faculties.
3. Non-Teaching staff along with the faculty were requested to extend their maximum support with all the required information to finalize pending reports as soon as possible.
4. Review on discussion regarding successful conduct of extension activities.
5. Discussed and planned the implementing of certificate courses for the A.Y 2020-21
6. Discussed and reviewed the academic result and implementation of sources for higher grades and passing percentage.
7. Update on successful conduct of Avahan fest.
8. Update on successful conduct of intercollegiate and annual sports day.
9. Received lesson observation feedback of faculties for analysis.
10. It was discussed and resolved to conduct an awareness program on Swachh Bharat Abhiyaan. There being no other matter the meeting ended with a vote of thanks to the Chair.

