



Mahatma Education Society's  
**Pillai College of Arts, Commerce & Science**  
(Autonomous)  
Affiliated to University of Mumbai  
NAAC Accredited 'A' grade (3 cycles)  
Best College Award by University of Mumbai  
ISO 9001:2015 Certified



## INTERNAL QUALITY ASSURANCE CELL

PCACS/IQAC/AGD/2023-24/T1

2nd September, 2023

### Notice

A meeting of the members of the I.Q.A.C. will be held on 7th September, 2023 in the Conclave on the third floor to discuss the following agenda:

1. Planning for IQAC Events for the current academic year.
2. Enhancing internship opportunities for students.
3. Increasing seed funding for research initiatives.
4. Boosting IIC activities and registering the Incubation Centre.
5. Organizing a multidisciplinary conference.
6. Plan of Action for Student Clubs.
7. Staff Development Activities.
8. Examination Reforms.
9. Any other matter with the permission of the chair.

**Dr. Aarti Sukheja**

**I.Q.A.C. Coordinator**

**Minutes of the Meeting held on 7th September,2023**

**Agenda I**

**Planning for IQAC Events for the current academic year.**

Dr. Aarti Sukheja presented the scheduled events for the current year: FDP on the 4 Quadrant Approach in Developing E-Content and a training session on Artificial Intelligence in teaching and learning. Dr. Abida Khan, an IQAC member, was tasked with preparing a funding proposal for ICSSR to support a National Seminar themed "Autonomy in Higher Education." Dr. Suparna Deepak proposed a Threaded Compassion Workshop over four Saturdays in the second term, aimed at training non-teaching staff in stitching and embroidery to generate sustainable additional income. She also announced plans for a Sustainable Product Exhibition featuring innovative and eco-friendly products from various industries. Mrs. Sunita Saini announced the organization of a national seminar for students focused on "E-Skills for Employability."

**Agenda II**

**Enhancing internship opportunities for students.**

The chair charged the Placement Cell with enhancing internship opportunities for students by organizing an Internship Fair aimed at connecting them with leading companies. It was emphasized to continue the Pre-Placement Training program for three months and ensure the annual Job Fair is conducted regularly. Additionally, leveraging alumni contacts for placements was highlighted as a strategic initiative to further bolster career opportunities for students.

**Agenda III**

**Increasing seed funding for research initiatives.**

The chair announced an increase in seed funding for research projects that have not secured funding from ICSSR, UGC, and other agencies. Additionally, the college will continue to provide seed money and support for faculty to attend conferences, alongside hosting annual national and international conferences to foster scholarly exchange and collaboration.

#### **Agenda IV**

##### **Boosting IIC activities and registering the Incubation Centre.**

The chair directed the Institutions Innovation Council to initiate self-driven activities such as Business Idea Competitions, Start-Up Exhibitions, and the Fresh Biz Business Idea Display, in addition to their mandated activities. Furthermore, the chair announced the establishment of Launchpadx Foundation as a Business Incubator under MSME, aiming to foster entrepreneurship and innovation within the institution.

#### **Agenda V**

##### **Organizing a multidisciplinary conference.**

Dr. Aarti Sukheja, IQAC Coordinator, proposed organizing an international conference titled "A Multidisciplinary Approach to Leveraging Technology for Social Development" in the upcoming term. The conference, to be coordinated by the Research Development Cell. This initiative aims to foster discussions on leveraging technology for positive social impact across diverse fields of study.

#### **Agenda VI**

##### **Plan of Action for Student Clubs.**

Dr. Aarti Sukheja, IQAC Coordinator, instructed the student Clubs to establish partnerships with societies, industries, and training institutes through Memoranda of Understanding (MOUs), engage in consultancy projects, foster entrepreneurial initiatives, and actively promote student

research. Clubs were requested to submit comprehensive plans with timelines to IQAC outlining their strategies for achieving these objectives.

## **Agenda VII**

### **Staff Development Activities.**

The chair directed the Centre for Non-Teaching Staff to organize events aimed at enhancing administrative skills and reengineering administrative functions for more active participation in institutional operations. Key areas suggested for training included AI tools for Admin Staff and Effective Communication. Additionally the chair announced that recreational activities will be organized for all staff members to promote a balanced work environment. The Chair also announced support for staff members pursuing higher qualifications, conference attendance, research endeavours and others.

## **Agenda VIII**

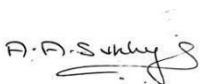
### **Examination Reforms.**

The chair announced a change in the question paper pattern for Continuous Assessment I, replacing objective questions with critical thinking questions. This modification aims to foster deeper analytical skills and enhance students' ability to apply theoretical knowledge in practical scenarios.

## **Agenda IX**

### **Any other matter with the permission of the chair.**

As there was no other matter the meeting ended with thanks to the chair.



**Dr. Aarti Sukheja**

**IQAC**

