

**S. P. Mandali's**  
**RAMNARAIN RUIA AUTONOMOUS COLLEGE**  
Matunga, Mumbai-400019

**Notice of 1<sup>st</sup> Meeting of IQAC to be held on**  
**4<sup>th</sup> September 2021 at 11.00am online**

**NOTICE** is hereby given that the 1<sup>st</sup> meeting of IQAC for the academic year 2021-22 of Ramnarain Ruia Autonomous College will be held on **4<sup>th</sup> September 2021 at 11.00am online**

**Agenda**

**Agenda. No. 1: Confirmation of the minutes of the 4th meeting of IQAC held 1<sup>st</sup> June 2021 at 3.00pm online**

**Current status:** The minutes of the 4<sup>th</sup> meeting of IQAC held on **1<sup>st</sup> June 2021 at 3.00pm**, have been circulated to the members.

**Action requested:** To confirm the minutes.

**Agenda No. 2: Reporting the actions taken on the decisions taken in the 4<sup>th</sup> meeting of IQAC**

**2.1 Reviewing the activities of IQAC for the year 2010-21**

Action taken report of 2020-21 was mailed to all the members on 31st May 2020.

Pending activities of 2020-21 were conducted as follows:

- A session on "Case Studies in the Curricula: Fixing Many Things Wrong With Our Higher Education" by Prof. Milind Sohoni
- FDP on "Inclusion of Learners in Higher Education" By Ms. Betty Abraham, on 30th July 2021

**Other activities**

**Revisiting Vision, Mission statements and Objectives of the Institution.**

Though IQAC revised the Vision, Mission statements and objectives of the Institution in 2020, based on the suggestions received after the audit of our website, IQAC revised the Vision, Mission statements and Objectives in the month of July 2021

**Agenda No. 3: To discuss the Plan of Action for the current Academic year( 2021-22)**

***Plan of Action for the Academic year (2021-22)***

**Areas that require special focus**

- **SDG Goal 4: Quality Education**
- **Teaching, Learning and Evaluation**
- **Research Innovation and Extension**
- **Infrastructure and Learning Resources**
- **Student support and progression**
- **Governance, Leadership and Management**
- **Institutional Values**

**Agenda No. 4: Any other items with permission of the chair**



Dr.Jessy Pius  
Coordinator, IQAC  
29<sup>th</sup> August 2021

Dr.Anushree Lokur  
Principal, Convenor, IQAC

**S.P. MANDALI'S**  
**RAMNARAIN RUIA AUTONOMOUS COLLEGE**  
**Matunga, Mumbai – 19**  
**Minutes of the 1st IQAC meeting held on 4.09.2021**

The 1<sup>st</sup> Meeting of the IQAC of Ramnarain Ruia Autonomous College for the Academic year 2021-22 was held on 4th September 2021 at 03.00 pm online.

**The following members attended the meeting**

1. Prof.(Dr.) Anushree Lokur ( Convener)
2. Mr. Sunil Joshi (Member of the Managing Council, S. P Mandali)
3. Prof.(Dr.) Jessy Pius (IQAC, Coordinator)
4. Dr. Varsha Shukla (Vice Principal)
5. Prof.(Dr.) Manish Hate(Vice Principal)
6. Dr. Sujata Suvarnapatki (Dean Academics)
7. Prof.(Dr.) Kamini Dondre (Dean Research)
8. Dr. Sunil D. Shankhadarwar (Examination Coordination Committee)
9. Dr. Shilpa Neve( Incharge, Students Council)
10. Ms. Veena Thakare( Librarian)
11. Dr. Bhavna R. Narula(Faculty)
12. Dr. Madhavi Badole(Faculty)
13. Dr. Kanchan Chitnis(Faculty)
14. Dr. Ashwini Deshpande(Faculty)
15. Dr. Vaishali Dabke(Faculty)
16. Mr. Sahebrao Ghule.(CEO)
17. Mr Sudarshan Agre( I/C Registrar)
18. Mr. Shailesh Shelar (Administrative staff-Academic)
19. Dr. Bhalachandra Bhole (External member, Advisor)
20. Mr. Ulhas Nimkar (Industrialist)
21. Mr. Shrirang Godbole( Employer)
22. Ms. Sanghamitra Chatterjee( Alumni)
23. Ms. Urmi Palan (RCAA member)
24. Dr. Jaison P G . (Parent)
25. Ms. Nikita Das (Student Representative)
26. Mr. Hardik Parab (Student Representative)

All members were present for the meeting, leave of absence were granted to Dr. Sucheta Ketkar and Ms. Varsha Malwade,

Dr. Anushree Lokur welcomed all the members and informed the external members about the revision of IQAC Committee for 2021-22.

Dr. Jessy Pius introduced all the members and started the meeting with the following deliberations.

**Agenda. No. 1: Confirmation of the minutes of the 4th meeting of IQAC held on 1st June 2021 at 3.00pm online**

The minutes of the 4th meeting held on 1st June 2021 had been circulated to the members. The minutes of the meeting was confirmed by Dr. Bhole and seconded by Mr. Nimkar

**Agenda No. 2: Reporting the actions taken on the decisions taken in the 4th meeting of IQAC.**

**2.1 Reviewing the activities of IQAC for the academic year 2020-21**

Action taken report of 2020-21 was mailed to all the members on 31st May 2020.

Pending activities of 2020-21 were conducted as follows:

- A session on "Case Studies in the Curricula: Fixing Many Things Wrong With Our Higher Education' by Prof. Milind Sohoni , 3rd July 2021
- FDP on "Inclusion of Learners in Higher Education" By Ms. Betty Abraham, on 30th July 2021

Other activities

- Revisiting Vision, Mission statements and Objectives of the Institution. Though IQAC revised the Vision, Mission statements and objectives of the Institution in 2020, based on the suggestions received after the audit of our website, IQAC revised the Vision, Mission statements and Objectives in the month of July 2021

**Agenda No. 3: To discuss the Plan of Action for the current Academic year ( 2021-22)**

**Areas that require special focus:**

**3.1 Curricular Aspects:**

**3.1.1 Quality education (SDG Goal 4)**

**3.1.1.1 Introducing CBCS in PG courses with Core and Elective papers**

Jessy Pius shared that IQAC conducted two sessions in the last Academic year regarding introducing choice based credit system with core and electives in PG courses. In this academic year subject wise training will be conducted on the same and all PG departments will be preparing the choice based curriculum.

**3.1.1.2 To explore interdisciplinary/ multidisciplinary approach in syllabus**

Jessy Pius shared the suggestions received from faculty involving multidisciplinary areas like financial literacy, investment planning, IPR, soft skills ,life skills etc. Student representative Nikita suggested inclusion of Mental Health as a topic besides Nutrition and Diet in the Foundation Course paper. Dr. Lokur assured that Mental Health related topics are underway for First year UG and PG students.

**Resolved that** the Mental Health related topics will be included in Induction program/ Foundation Course Syllabus/ as a certificate course. Also IQAC will take feedback on Foundation Course syllabus and will try to bring in multidisciplinary.

#### **3.1.1.3 Diploma/ Certificate Course on Product Stewardship**

Mr. Nimkar suggested that he will arrange a meeting with an Academician who has designed the syllabus for 'Diploma in Industrial Chemistry and Sustainable Technology', in which Product Stewardship is one of the topics. This course can be conducted after Masters either in the form of 1 year Course or 2 years Course.

**Resolved that** the Dean Academics will take the matter further.

#### **3.1.1.4 Apprenticeship embedded courses**

Dr. Jaison brought forth the need to partner with industry for hands-on training.

Dr. Bhole suggested that a 3-week training can be conducted in the institution from industry people on Regulatory Affairs as per the BIS standards which can be called as Certificate Courses because classical apprenticeship may not be possible.

Dr. Lokur said that we can have such courses in Instrumentation, Health Care, Food Quality Control, etc

Mr. Godbole expressed his willingness to arrange meetings with the operators from Microsoft, Redhat, SAP for online courses. He also suggested that Job opportunities and courses could also be mapped in 4 districts of Konkan area, under Magnetic Maharashtra to increase campus employability.

**Resolved that** since classical apprenticeship may not be possible, we will have special discussion on this topic with Mr. Godbole

#### **3.1.1.5 Inclusive and Equitable Learning for PWD (Persons with Disability).**

Hardik, the student representative, suggested creating an audio library for visually challenged students and Dr. Bhole suggested that these learning resources can be made available on the E-bookshelf.

Ms Urmi Palan, the secretary of Ruia College Alumni Association(RCAA) said that RCAA can contribute financially as well as bring in resource persons for skilling in different areas which need to be defined. Some of them may be computer training (vocational), like making powerpoints, effective use of Excel, etc. Other areas need to be identified.

**Resolved that** areas of skill-developments will be finalised and communicated to RCA. Also Dr. Bhole's suggestion will be communicated to the librarian.

#### **3.1.1.6 To explore 4 years degree course(interdisciplinary/ multidisciplinary/ in collaboration with other Institutes or foreign universities)**

### **3.1.1.7 Initiating New Courses –**

- PG course in Psychology
- Certificate course in Universal Human Values and Professional Ethics
- Certificate course in Yoga and Meditation

### **3.2 Teaching, Learning and Evaluation:**

#### **3.2.1 To organise training for staff: training for innovations in Teaching pedagogy/ teaching- learning process (FDP/PDP)/ICT/MOOC/Team-building activities/ leadership programs / training programs**

Dr. Jessy Pius shared the suggestions received from faculty especially regarding training teachers for developing MOOC courses. Dr. Bhole suggested having a benchmark for MOOC; making a list of courses to be made, shortlisting of courses that can be made over a period of 3 years, whether parallel courses or add-on courses.

**Resolved that** IQAC will be conducting training in MOOC for a group of 20 teachers and at least 5-6 MOOC courses will be developed in this academic year which will be uploaded on our LMS.

#### **3.2.2 To develop a strategy for identify the Slow and Advanced learners**

Dr. Bhole suggested a psychometric test supplemented with any formative assessment of first year students will help in identifying slow and advanced learners. Dr. Lokur added that this is done to strategize our teaching and to reach out to all the students.

**Resolved that** IQAC will contact the psychology department and develop a strategy for conducting intelligence test /psychometric test online/offline for the students of first year.

#### **3.2.3 To enhance Alumni involvement in teaching**

Ms. Urmi Palan said that she will put across this plan in RCAA. She also said that alumni can be involved in teaching, guiding and mentoring.

### **3.3. Research Innovation and Extension**

- **To encourage faculty to explore research funding agencies and collaboration**
- **To improve visibility of research and publications**
- **To conduct workshops on IPR**
- **To promote entrepreneurship as an alternative career**
- **To undertake various extension activities including SDG**

Dean Research enlisted the activities that are planned: Writing research proposals for funding, Selecting good journals, Enhancing research visibility etc..

Dr. Lokur stated that sessions should be conducted under IPR on: Preparing patentable proposals, Patent-searching etc. Also Dr. Lokur added that our IPR policy is ready. It will be uploaded on the website once it's passed in the GB meeting.

Dr. Kamini inquired whether RCAA can provide seed money for newly joined faculty to take up small research projects.

Ms Urmi Palan put forth the student-requirement by some alumni for their projects, where students will be able to learn and may get co-authorship of a publication.

**Resolved that** IQAC will be conducting sessions in collaboration with the IPR committee. Ms. Urmi Palan will convey all the points to RCAA and will inform IQAC. IQAC will share the Academic Calendar of activities with RCAA in order to reach out to all students.

### **3.4 Learning Resources:**

Ms. Veena Thakare, our Librarian shared the following activities that will be conducted by the Library

- To continue the monthly creation the genre specific virtual bookshelves
- To continue displaying the virtual bookshelves on Library page of the college website and monthly Ruiaite online
- To prepare each month subject-wise virtual shelves of open access journals that are indexed in WoS, with their latest impact factor (from January 2022 onwards)
- To display virtual OA journal-shelves on the Library page and monthly Ruiaite online
- To. continue the virtual display of each year's new arrivals in the Library's print collection.

### **3.5 Student support and progression**

Enhancement of varied skills

- Developing 21st century skills-workshop and training for making students ready for i4
- To train students to different competitive exams
- To prepare Campus Profile brochure for industry
- To reach out to Alumni and increase their involvement in college development

Dr.Jessy Pius shared the above mentioned suggestions received from faculty and from RCAA

**Resolved that** IQAC will conduct meetings with the Centre for innovation, incubation and Entrepreneurship development, Ruia Academy for Competitive exams and Placement cell regarding the above suggestions and will encourage them to conduct activities. Also IQAC will plan strategies to increase the number of registered Alumni and their involvement in college development.

### **3.6 Governance, Leadership and Management:**

- To prepare SOPs/ policy documents
- To prepare an Institutional Development Perspective Plan
- Revise the Institutional Compendium
- To conduct Academic Audit, Examination Audit and Administrative Audit
- To implement e-governance
- To enhance the Student Involvement in institutional development

Dr. Jessy Pius shared the above suggestions received from IQAC internal members.

Regarding the involvement of students in the development of college, Dr. Jessy said that there

are 8 College committees in which students are involved. We can involve students in more committees. Dr Bhole said rather than increasing the number of students in College committees each committee should record the suggestions given by all members and student representatives in their minutes of the meeting.

### **3.7 Institutional Values & Social responsibilities**

#### **3.7.1 To expand activities related to Sustainability under the SDG accord(SDG Committee and its plan of action)**

- 2021-22 -Waste Management- Goal 11, 12
- 2021-23 -Coastal Line- Goal 14
- 2021-24 -Water Management-Goal 6
- 2021-25 -Education and Skilling- Goal 4
- 2021-26 -Tree Plantation-Goal 15

Dr. Kanchan Chitnis explained the plan of Action made by the SDG committee.

Dr. Bhole suggested to map the campus for waste management and keep a target to make it a zero waste campus. 2021-22 can be used to make plans and then later it can be implemented when college reopens. Define targets which can be done on campus and off campus.

**Resolved that** SDG committee will discuss this point in their meeting and prepare a plan accordingly. Also the Heads of the Departments will be informed about incorporating at least one SDG goal related topics in their syllabus and try to achieve it.

#### **3.7.2 To align the Performance of non-departmental associations in accordance with the Vision-Mission statements (selected SDG /Gender equity/ Inclusion and situatedness /Human Values and Professional Ethics.)**

#### **3.7.3 Values, Ethics, Code of Conduct: To conduct sessions on Code of Conduct, Yoga, Universal human values and Professional Ethics, for students, teachers and Non-teaching staff.**

Dr. Jessy Pius shared the above suggestions received from IQAC internal members.

**Resolved that** IQAC will be informing all the non-departmental associations to align their activities in accordance with the Vision-Mission statements and selected SDG. Also will be conducting sessions conduct sessions on Code of Conduct, Yoga,Universal human values and Professional Ethics, for students, teachers and Non-teaching staff.



**Agenda No. 4:** Any other items with permission of the chair

Nikita said that student-feedback can be obtained frequently during an academic year so that students can give suggestions for improvements in various aspects. Dr. Jessy assured that this year onwards IQAC will be taking feedback at the end of each semester. Dr. Lokur said that a team of senior teachers will meet students during their online classes for informal feedback.

**Resolved that** IQAC will take feedback one in each semester from this academic year onwards.



Prof.(Dr.)Jessy Pius  
Coordinator, IQAC  
11<sup>th</sup> September 2021

Prof.(Dr.) Anushree Lokur  
Principal, Convenor- IQAC

**S. P. Mandali's**  
**RAMNARAIN RUIA AUTONOMOUS COLLEGE**  
Matunga, Mumbai-400019  
**Notice of 2<sup>nd</sup> Meeting of IQAC to be held online on**  
**29<sup>th</sup> January 2022 at 10.30am**

**NOTICE** is hereby given that the **2<sup>nd</sup> meeting of IQAC** for the academic year 2021-22 of Ramnarain Ruia Autonomous College will be held online on **29<sup>th</sup> January 2022 at 10.30am**

**Agenda**

**Agenda. No. 1: Confirmation of the minutes of the 1<sup>st</sup> meeting of IQAC held online on 4.09.2021 at 3.00pm.**

**Current status:** The minutes of the 1<sup>st</sup> meeting of IQAC held on **4.09.2021 at 3.00pm**, have been circulated to the members.

**Action requested:** To confirm the minutes.

**Agenda No. 2: Reporting the actions taken on the decisions taken in the 1<sup>st</sup> meeting of IQAC**

**2.1 Introducing CBCS in PG courses with Core and Elective papers**

Two sessions were conducted on CBCS. One on 5<sup>th</sup> January 2022 at 4.00pm by Dr. Saroj Gaskarbi of University of Pune for PG courses and second on 8<sup>th</sup> January 2022 at 11.00am by Dr. Pradnya Prabhu, Principal KJ Somaiya College for UG courses. All Departments were told to prepare the frame work for their subject both for UG and PG by 29<sup>th</sup> January 2022.

**2.2. To explore interdisciplinary/ multidisciplinary approach in syllabus**

RuiaCentre for Mindfulness & Wellbeing and IQAC in collaboration with 'Heartful Campus' conducted a 10days induction program for PG First year and a 6days induction program for First year UG students on Yoga & Breath Work, Lifeskills & Meta Skills, Interpersonal and Bonding, Universal Values and Meditation. Under CBCS this activity will be incorporated in curriculum as Ability Enhancement Compulsory Course (AECC).

IQAC also took feedback on Foundation Course syllabus, and based on the feedback received, some of the suggestions will be incorporated in AECC or in SEC(Skill Enhancement Course) to bring in multidisciplinary.

**2.3 To develop a strategy to identify the Slow and Advanced learners**

IQAC contacted the psychology department and developed a strategy for conducting intelligence test /psychometric test offline for the students of first year as many teachers raised their concern in conducting it online. IQAC will be conducting it once the offline lectures start.

**2.4 Research Innovation and Extension**

- Research Cell & IQAC organised a session on 'Research Proposal Writing' for PG and Ph D students and Research guides on 8<sup>th</sup> October 2021.
- Research Cell & IQAC organised a 7 days Workshop on " Research Methodology" for Social Sciences from 24<sup>th</sup> November 2021 to 1st December 2021. This was open to other colleges also.
- Research Cell & IQAC in collaboration with Cactus Communication has scheduled an eight days ' Comprehensive Researcher Training Programme' from 19<sup>th</sup> January 2022 to 11<sup>th</sup> February 2022 for the PG and Ph D students

**2.5 Learning Resources:**

- Continued the monthly creation the genre specific virtual bookshelves

## **2.6 Student support and progression**

### **Career Guidance and Placement cell organised**

- 2 seminars on Career Guidance (22<sup>nd</sup> and 25<sup>th</sup> September 2021)
- 2 Workshops on skill development activity ( 14<sup>th</sup> August 2021 and 30<sup>th</sup> October 2021 )
- 1 skill based training programme ( 2<sup>nd</sup> December 2021)
- 2 Career Assessment Test in collaboration with INSIGHT(18/12/2021& 19/12/2021)

## **2.7. Inclusive and Equitable Learning for PWD (Persons with Disability).**

SDG Committee and IQAC organised a 5days (offline) Basic Computer hands-on course from 4<sup>th</sup> December 2021 to 21<sup>st</sup> December 2021 with the help of faculty from Computer Science and IT Department for socioeconomically needy students of Third Year class (Topics covered-How to make a ppt, Using Excel, Making and editing video , Photoshop editing, Resume Building). 11 students availed this training.

## **2.8 Governance, Leadership and Management:**

- **To prepare SOPs/ policy documents**

Policies prepared by College

- Admission Policy
- Research Policy
- IPR Policy
- IT Policy(ongoing)
- Infrastructure Policy
- Purchase Policy( on going)
- Green Policy( on going)
- SOP for CAS

- **To conduct Academic Audit, Examination Audit and Administrative Audit**

An external Academic audit was conducted Department wise between 15th December and 18th December 2021. Subject experts have submitted the report to Dean Academics. Departments will prepare a compliance report and submit to IQAC.

## **2.8 To expand activities related to Sustainability under the SDG accord(SDG Committee and its plan of action)**

- Ramnarain Ruia Autonomous College has adopted Waste Management as the primary goal to work towards, in this academic year(2021-22). One month long (1 to 31 October 2021) Zero Waste October Campaign was carried out to spur student and staff community into action. Activities conducted under this included 1. Zero Waste Kit to be carried when you go out, 2. Delete email, 3. switch of appliances etc.200 students participated.
- SDG Committee and Department of Greenhouse Management has organised a series of workshops on waste management on 24<sup>th</sup>, 25, 28 and 29<sup>th</sup> January 2022,

on Kitchen Gardening, Recycling kitchen waste for Sustainability, Aquaponics and Drying flowers and value addition.

- College Academic Festival 'Samanvay' to be held on 4<sup>th</sup> and 5<sup>th</sup> February 2022 will be based on the theme "Sustainability".

**Agenda No. 3: Topics of discussion**

3.1: Review of plan of action, suggestions and resolutions made in the first meeting of IQAC

**Agenda No. 4: Any other items with permission of the chair**



Prof.(Dr.) Jessy Pius  
Coordinator, IQAC  
23<sup>rd</sup> January 2022

Prof.(Dr) Anushree Lokur  
Principal, Convenor, IQAC

**S.P. MANDALI'S  
RAMNARAIN RUIA AUTONOMOUS COLLEGE  
Matunga, Mumbai – 19**

**Minutes of the 2<sup>nd</sup> IQAC meeting held on 29<sup>th</sup> January 2022**

The 2<sup>nd</sup> Meeting of the IQAC of Ramnarain Ruia Autonomous College for the Academic year 2021-22 was held on **29<sup>th</sup> January 2022** at 10.30am online.

**The following members attended the meeting**

1. Prof.(Dr.) Anushree Lokur ( Convener)
2. Prof.(Dr.) Jessy Pius (IQAC, Coordinator)
3. Dr. Varsha Shukla (Vice Principal)
4. Prof.(Dr.) Manish Hate(Vice Principal)
5. Prof.(Dr.) Kamini Donde (Dean Research)
6. Dr. Sunil D. Shankhadarwar (Examination Coordination Committee)
7. Ms. Veena Thakare( Librarian)
8. Dr. Madhavi Badole(Faculty)
9. Dr. Kanchan Chitnis(Faculty)
10. Dr. Ashwini Deshpande(Faculty)
11. Dr. Vaishali Dabke(Faculty)
12. Mr. Sahebrao Ghule.(CEO)
13. Mr Sudarshan Agre( I/C Registrar)
14. Mr. Shailesh Shelar (Administrative staff-Academic)
15. Mr. Ulhas Nimkar (Industrialist)
16. Ms. Sanghamitra Chatterjee( Alumni)
17. Dr. Jaison P G . (Parent)
18. Ms. Nikita Das (Student Representative)
19. Mr. Hardik Parab (Student Representative)

Leave of absence were granted to Mr. Sunil Joshi, Dr. Sujata Suvarnapatki, Dr. Sucheta Ketkar, Ms. Shilpa Neve, Dr. Bhavna R. Narula, Mr. Shrirang Godbole and Dr. Bhalachandra Bhole.

Dr. Ashwini Deshpande started the meeting with the following deliberations

**Agenda. No. 1: Confirmation of the minutes of the first meeting of IQAC held on 4<sup>th</sup> September 2021 at 3.00pm.**

The minutes of the 1<sup>st</sup> meeting held on 4<sup>th</sup> September 2021 had been circulated to the members. Mr Nimkar proposed and Mrs Sanghamitra seconded the passing of the minutes.

**Agenda No.2 Discussion on Action Taken Report**

Report of the actions taken on the decisions taken in the 1st meeting of IQAC was presented to the Members which covered the following points

- Regarding the point on developing a strategy to identify slow and advanced learners, Mr Nimkar suggested some change in the nomenclature for slow learners.
- Research Dean explained the activities organised by Research cell and also the activities planned- short term and long term.
- In connection with the discussion on learning resources, Mr. Nimkar suggested that the Library can curate and make available events happening worldwide /global events (webinars) for students of Ruia College. also information from 10 top journals , curate them and make it available online. Mr. Nimkar also talked about virtual library club -Enlightened sapiens.
  - Principal Anushree Lokur suggested that “Make the Library an active centre of knowledge.” Take initiatives to develop the reading habits of students. Initiate a book club and online discussion group.
  - Nikita- suggested names of Akshay Krishnan, and Akhil RaviKumar (Science) for the book club.
  - Varsha Malawde suggested that she along with Snehal Joshi, a student of BA, can help identify books, and faculty can spend an hour per month to discuss and share what they had read. One outside expert or a faculty from each department could be invited to share and discuss his/her top 10 books. Each department can dedicate one student who is a good reader to form a Library squad.
  - Dr. Kanchan added that students can be given assignments of Book Review and in timetable 1 hour per month as a library hour.
  - Mr. Nimkar also suggested that students may be given a token of appreciation for a good book review. He also suggested providing audio books for the visually challenged students. Varsha Malawde suggested that the above work can be done by the teachers and students voluntarily. External members and Alumni may also be involved in the process. Audio recording of books can be done and links can be provided to visually challenged students. The Librarian can take sessions in all classes regarding the library.
  - Mrs Sanghamitra asked whether the library has collaboration with other Institutes. She suggested initiating collaboration with Gokhale Institute and Bhandarkar institute. It only has to open the path to access the books.
  - Dr. Lokur asked the Librarian to take sessions from the subsequent month on general topics such as inculcating reading habits, and mentoring. The librarian was also asked to take opinion from Dr.Hate.
- Dr. Lokur asked to conduct more computer skilling workshops, in hybrid mode under SDG
- Dr. Sunil SD suggested making it a certificate course. He also suggested having a computer training course for Visually challenged students in collaboration with SDG and Self Vision Centre. Dr. Lokur supported by adding that these courses can be sponsored by college.

- Dr. Lokur said that Policy on Disposal of waste-Bio waste and Chemical waste for disposal is ongoing. College is also planning to install an effluent treatment plant.
- Mr. Nimkar agreed to give contact details of the agency for chemical-disposal.
- Dr. Sunil SD explained that TY Chemistry students, in collaboration with TY Botany students, did a project on chemical waste-water treatment using algae.
- Dr. Kanchan informed that students of MSc Life Science will be undertaking a project on reducing stains that are drained from Biological Science laboratories.
- Dr. Varsha Shukla informed that College has installed 6 PadCare sanitary napkins waste bins in girls and Female staff washrooms in January 2022. The company will collect waste and recycle at their end and College will get Carbon Credits.

#### **Resolved that:**

- Librarian to take sessions from the subsequent month, start a book club, contact Enlightened sapiens- virtual library club and also initiate collaboration with institutes like Gokhale Institute and Bhandarkar Institute etc,
- Each department to dedicate one student who is a good reader (Library squad) and also to talk about book review assignments in the HoDs meeting
- Certificate course in Basic Computer Skills to be sponsored by College for needy students and visually challenged students in collaboration with SDG and Self Vision Centre.
- Policy for waste disposal to be made.

#### **Agenda 3: to review the plan of action**


- Dr. Jessy proposed a training for Teachers in pedagogy and Leadership to be taken up in Feb/March
- Varsha Malawde suggested Fulbright administration program for nominated faculty and will give details to Dr. Lokur.
- Dr. Lokur expressed the desire to launch Dip in Product Stewardship in the next academic year. A meeting to be convened with Mr Nimkar, Dean Academics, Chemistry HoD with Dr Vakankar soon.
- Dr. Ashwini proposed revision of the Perspective Plan to be made from 2022 onwards for next the 5 years and Institute Compendium.
- Dr. Lokur declared that the skeleton frame will be made by the college and then invite suggestions from external members in February/March 2022.
- Mr. Sahebrao Ghule: suggested following training workshops for Office staff on e-governance:
  - Workshop on Correspondence with JD/ University/Pension/rooster about how to handle Administration
  - Advanced training in Tally for accounts staff.
  - Workshop to be arranged for the Academics-department on issuing documents/ certificates to students in soft copy with digital sign, so that students need not come physically to the counter.
  - Workshop to be arranged for the Laboratory staff by the teaching staff who can train them in preparation of chemicals

- Dr. Sunil also suggested having a hands-on training for staff on ERP system by Mastersoft since Dr. Lokur has announced that e-governance will be implemented fully from next year.

**Agenda No. 4:** Any other items with permission of the chair

- Mr. Nimkar asked to present an impact metrics for all activities conducted throughout the year which includes Goal, target plan and achievement
- Mr. Nimkar proposed conduction of periodic electrical, fire audits. Dr. Lokur agreed to conduct it soon.
- Hardik suggested that Center for Innovation, Incubation and Entrepreneurship( CIIE) activities can be made on a large scale and mentors can be allotted
- Varsha Malawde announced that the CIIE members will go to each class soon to find students interested in start-ups and then they can be further supported.

The meeting ended after Dr. Aswini Deshpande and Dr. Anushree Lokur thanked everyone for attending and giving valuable suggestions.

  
Dr. Jessy Pius  
Coordinator, IQAC

3<sup>rd</sup> February 2022

Prof.(Dr.) Anushree Lokur

Principal, Convenor- IQAC

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**S. P. Mandali's**  
**RAMNARAIN RUIA AUTONOMOUS COLLEGE**  
Matunga, Mumbai-400019  
**Notice of 3<sup>rd</sup> Meeting of IQAC to be held online on**  
**5<sup>th</sup> April 2022 at 4.00pm**

**NOTICE** is hereby given that the **3<sup>rd</sup> meeting of IQAC** for the academic year 2021-22 of Ramnarain Ruia Autonomous College will be held online on **5<sup>th</sup> April 2022 at 4.00pm**

**Agenda**

**Agenda. No. 1: Confirmation of the minutes of the 2<sup>nd</sup> meeting of IQAC held online on 29<sup>th</sup> January 2022 at 10.30am.**


**Current status:** The minutes of the 2<sup>nd</sup> meeting of IQAC held on **29<sup>th</sup> January 2022 at 10.30am** have been circulated to the members.

**Action requested:** To confirm the minutes.

**Agenda No. 2: Reporting the actions taken on the decisions taken in the 2<sup>nd</sup> meeting of IQAC**

**Agenda No. 3: To review the plan of action**

**Agenda No. 4: Any other items with permission of the chair**

  
Dr. Jessy Pius  
Coordinator, IQAC

2nd April 2022

Prof.(Dr) Anushree Lokur  
Principal, Convenor, IQAC

**S.P. MANDALI'S  
RAMNARAIN RUIA AUTONOMOUS COLLEGE  
Matunga, Mumbai – 19**

**Minutes of the 3rd IQAC meeting held on 5th April 2022**

The 3rd Meeting of the IQAC of Ramnarain Ruia Autonomous College for the Academic year 2021-22 was held on 5th April 2022 at 4.00pm online.

The following members attended the meeting

1. Prof.(Dr.) Anushree Lokur (Convener)
2. Prof.(Dr.) Jessy Pius (IQAC, Coordinator)
3. Prof.(Dr.) Manish Hate (Vice Principal)
4. Dr. Sujata Suvarnapatki (Dean Academics)
5. Prof.(Dr.) Kamini Donde (Dean Research)
6. Dr. Sunil D. Shankhadarwar (Examination Coordination Committee)
7. Ms. Shilpa Neve (Incharge, Students Council)
8. Dr. Sucheta Ketkar (Faculty)
9. Ms. Varsha Malwade (Faculty)
10. Dr. Madhavi Badole (Faculty)
11. Dr. Kanchan Chitnis (Faculty)
12. Dr. Ashwini Deshpande (Faculty)
13. Dr. Vaishali Dabke (Faculty)
14. Mr. Sahebrao Ghule (CEO)
15. Mr Sudarshan Agre (I/C Registrar)
16. Mr. Shailesh Shelar (Administrative staff-Academic)
17. Mr. Ulhas Nimkar (Industrialist)
18. Ms. Nikita Das (Student Representative)
19. Mr. Hardik Parab (Student Representative)

Leave of absence was granted to Mr. Sunil Joshi, Dr. Bhavna R. Narula, Ms. Veena Thakare, Mr. Shrirang Godbole and Dr. Bhalachandra Bhole. Ms. Sanghamitra Chatterjee and Dr. Jaison P G

Dr. Ashwini Deshpande started the meeting with the following deliberations.

**Agenda. No. 1: Confirmation of the minutes of the 2nd meeting of IQAC held on 29th January 2022 at 10.30am**

The minutes of the 2nd meeting held on 29th January 2022 had been circulated to the members.

Mr Nimkar proposed the passing of the minutes.

**Agenda No.2: Discussion on Action Taken Report**

Action taken report was presented to the Members which covered the following points:

- Regarding the point on Library as Learning Resources: Everyone appreciated the work done by Library

- Dr. Jessy Pius said that IQAC has planned a Faculty Development Programme with IISER Pune on 28th and 29th April 2022.
- Regarding the Diploma in Product Stewardship, Dr. Manish Hate said that the Department of Chemistry had a session by Dr. Wakankar on Product stewardship which was well appreciated by all chemistry faculty members. They proposed it in their Board of Study meeting (BOS). BOS suggested the department to add an introduction to Product Stewardship as a unit in their syllabus and also to propose a certificate course on the same. Dr. Lokur said that the department can propose it in next year's BOS meeting. Mr. Nimkar added that the above course has a huge value and also said to explore the business aspect of it.
- Regarding the implementation of Choice Based Credit System (CBCS), Dr. Sujata Suvarnapatki said that the CBCS Framework and the syllabus of UG is ready with all departments. PG CBCS framework and details regarding the same will be clear in the next Academic Council meeting scheduled at the end of April 2022.
- Dr. Jessy Pius suggested term special learners instead of slow learners
- Dean Research elaborated on the credit course on Research ethics conducted by Research Cell. The course was open for outside Ruia students. 85 research students attended the course.
- Dr. Jessy also talked about revision of the Compendium which is on-going and also about Policies completed and those pending.
- CEO Mr. S Ghule: Emphasised on Special training requirements for support staff and laboratory non-teaching staff.
- Mr. Nimkar suggested including fire safety, drills, and safety data sheets, symbols, Personal Protective Equipment for department non-teaching staff. Also to conduct an audit of the chemical storage area. Dr. Hate said that the above points will be incorporated in the training session.

**Resolved that:**

IQAC will be conducting a

- a) Faculty Development Program in collaboration with IISER, Pune
- b) Training sessions for non-teaching staff, laboratory safety measures will be included in the session
- c) Department of Chemistry will go ahead with Diploma in Product Stewardship

**Agenda 3: Review of plan of action**

Plan of action was reviewed and Dr Jessy said that further activities planned will be conducted in the month of April 2022.


Dr. Jessy Pius talked about the pending activities of IQAC. 1. Apprenticeship embedded program and 2. four-year degree program.

Dr. Lokur replied that though we had a number of meetings, since there is no clarity or proper guidelines, immediate changes cannot be done.

Dr. Pius informed all members about the submission of Annual Quality Assurance Report (AQAR), All India Survey of Higher Education (AISHE) and National Institutional Ranking Framework (NIRF) data. Also added that AQAR is accepted by NAAC.

**Agenda 4: Any other items with permission of the chair**

Dr. Lokur said in the next meeting the main agenda will be on our Road map for next 5 years/ Institutional preparedness toward NEP.



Dr. Jessy Pius  
Coordinator, IQAC

7<sup>th</sup> April 2022

Prof.(Dr) Anushree Lokur  
Principal, Convenor, IQAC

**S. P. Mandali's**  
**RAMNARAIN RUIA AUTONOMOUS COLLEGE**  
Matunga, Mumbai-400019  
**Notice of 4<sup>th</sup> Meeting of IQAC to be held online on**  
**7<sup>th</sup> May 2022 at 11.00am**

**NOTICE** is hereby given that the **4<sup>th</sup> meeting of IQAC** for the academic year 2021-22 of Ramnarain Ruia Autonomous College will be held online on **7<sup>th</sup> May 2022 at 11.00am**


**Agenda**

**Agenda. No. 1:** Confirmation of the minutes of the 3<sup>rd</sup> meeting of IQAC held online on 5<sup>th</sup> April 2022 at 4.00pm

**Agenda No. 2 :** Reporting the actions taken after reviewing the plan of action in the 3<sup>rd</sup> meeting of IQAC

**Agenda No. 3:** To discuss the Plan of Action for the coming Academic year (Institutional preparedness for NEP 2020/ Institutional Development plan )

**Agenda No. 5:** Any other items with permission of the chair

  
Dr. Jessy Pius  
Coordinator, IQAC

28<sup>th</sup> April 2022

Prof.(Dr) Anushree Lokur  
Principal, Convenor, IQAC

**S.P. MANDALI'S  
RAMNARAIN RUIA AUTONOMOUS COLLEGE  
Matunga, Mumbai – 19**

**Minutes of the 4<sup>th</sup> IQAC meeting held on 7<sup>th</sup> May 2022**

The 4<sup>th</sup> Meeting of the IQAC of Ramnarain Ruia Autonomous College for the Academic year 2021-22 was held on 7<sup>th</sup> May 2022 at 11.00am online.

The following members attended the meeting

1. Prof.(Dr.) Anushree Lokur (Convener)
2. Prof.(Dr.) Jessy Pius (IQAC, Coordinator)
3. Dr. Sujata Suvarnapatki (Dean Academics)
4. Dr. Sunil D. Shankhadarwar (Examination Coordination Committee)
5. Ms. Veena Thakare( Librarian)
6. Dr. Sucheta Ketkar (Faculty)
7. Dr. Bhavna R. Narula( Faculty)
8. Ms. Varsha Malwade (Faculty)
9. Dr. Madhavi Badole (Faculty)
10. Dr. Kanchan Chitnis (Faculty)
11. Dr. Ashwini Deshpande (Faculty)
12. Mr. Sahebrao Ghule (CEO)
13. Mr. Ulhas Nimkar (Industrialist)
14. Dr. Jaison P G( Parent)
15. Ms. Nikita Das (Student Representative)
16. Mr. Hardik Parab (Student Representative)

Leave of absence was granted to Mr. Sunil Joshi, Mr. Shrirang Godbole, Prof. (Dr.) Manish Hate, Prof.(Dr.) Kamini Donde, Ms. Shilpa Neve, Dr. Vaishali Dabke, Dr. Bhalachandra Bhole, Ms. Sanghamitra Chatterjee and Mr Sudarshan Agre and Mr. Shailesh Shelar

Prof. Lokur welcomed all the members and Dr. Ashwini Deshpande started the meeting with the following deliberations.

**Agenda. No. 1: Confirmation of the minutes of the 3<sup>rd</sup> meeting of IQAC held on 5<sup>th</sup> April 2022 at 4.00pm online**

The minutes of the 3<sup>rd</sup> meeting of IQAC held on 5<sup>th</sup> April 2022 had been circulated to the members.

Dr. Jaison proposed the passing of the minutes and Mr Nimkar seconded it.

**Agenda No.2: Reporting the actions taken after reviewing the plan of action in the 3<sup>rd</sup> meeting**

Action taken report was presented by Dr. Ashwini to the Members which covered the following points:

- Postponing of Teacher's training in Pedagogy and Evaluation Methods in collaboration with IISER to 3<sup>rd</sup> or 4<sup>th</sup> week of June 2022

- Introducing Choice Based Credit System (CBCS) in UG and PG with Core and Elective papers from 2022-23
- Introducing PG course in Psychology from 2022-23
- Winning prizes at the 16th Inter-Collegiate Avishkar Research Convention- 2021-22 at PG and at PhD level.
- Conduction of IPR webinar on “Importance of IPR in Scientific Research” organised by IPR Cell, IQAC & Department of Bioanalytical Sciences.
  - Mr Nimkar asked if they can also participate in such sessions
  - Dr. Jessy said that from next academic year brochures regarding all IQAC activities will be circulated among all members.
  - Conducted the following Development Programmes for non-teaching staff :
    - 1. a Physiotherapy awareness camp on 19th April 2022 with Terna Physiotherapy College(93 non-teaching staff availed the facility),
    - 2. a workshop for laboratory staff on preparation of chemicals, chemical handling and storage on 26th of April 2022 (47 staff attended the workshop).Both organised by IQAC.

As suggested by Mr. Nmkar a session on storage of chemicals will be conducted.

- Though in the plan of action Academic Audit, Examination Audit and Administrative Audits were selected for this academic year, College conducted Academic Audit. Examination Audit and Administrative Audit will be conducted in the next academic year. Instead Green audit, Environment audit and Energy will be conducted i n the month of April 2022

Mr. Nimkar suggested a Fire audit to be done. And also talked about the Thermal Camera which can detect the fire. Dr. Lokur told our CEO Mr. S Ghule to make a note of it.

- Mr. Nimakar suggested including fire safety, drills, and safety data sheets, symbols, Personal Protective Equipment for department non-teaching staff. Also to conduct an audit of the chemical storage area. Dr. Hate said that the above points will be incorporated in the training session.

#### **Resolved that:**

IQAC will be conducting a

- a) Faculty Development Program in collaboration with IISER, Pune in the month of June 2022
- b) IQAC will be circulating the brochures of all IQAC activities to all members so that the members can also participate
- c) IQAC will be conducting a session of storage of chemicals a fire audit and also will get the details about the Thermal Camera for fire safety

### **Agenda 3: To discuss the Plan of Action for the coming Academic year (Institutional preparedness for NEP 2020)**

Dr. Jessy Pius initiated the discussion on the following points. Based on this IQAC will be preparing a Plan of action for the next academic year and also the Perspective plan.

- Degree programmes of distance learning
- 4-year Degree programmes
- Programmes of Foreign Universities that we can run in our institute
- Academic Bank of Credits
- Multiple entry and multiple exits during a course

#### **3.1: Degree programmes of distance learning: Dr. Sujata initiated the discussion which resulted in the following queries-**

- Whether College can run regular BA and its ODL parallelly, if yes whether offline admission will get affected or can launch a new program (eg. BA in Sociology, MA in Sanskrit, Hindi...) or we can go for PG diploma (eg. in Pali, Gender studies, Tribal study etc.), also Challenges in developing the e-content for the course, Teachers workload etc.

Mr. Nimkar suggested that in online mode, we should aim for pan India as well as global audience, as underdeveloped nations do not have resources, we can reach out to them. Decide programs based on 2 things - what we can teach and what the world needs. Some faculty members should do a survey and shortlist 10 programs taught in top Universities globally and should make a report on how they conduct it.

- Dr Lokur agreed and said that we can put in perspective a plan about training faculty in Digital Pedagogy for content making and delivery. We can start with a few courses in which we are comfortable. We already have passed PG Diploma in Tourism and Travel management and we will float it from 2022-23.
- Student Representatives suggested we can collaborate with Tech companies/ IGNOU for such courses.

#### **3.2: 4-year Degree programmes**

- Ms. Varsha Malwade and Dr. Vaibhavi gave a lot of suggestions regarding including different types of courses under the 4 year degree program. This is something Colleges can start provided we get proper guidelines from the University.
- Dr. Jaison said that this is a good program for students aspiring to go abroad for higher studies

#### **3.3. Programmes of Foreign Universities that we can run in our institute**

- Ms. Varsha Malwade suggested applying for GIAN programmes. Dr. Lokur said we submitted 3 proposals but did not get it. Can try for Certificate Courses with foreign universities with whom we have MoUs.



### **3.4: Academic Bank of Credits**

- Registration for only universities has started. Whenever it starts for Autonomous Colleges we will register. However, we have to keep some courses ready for this.
- Mr. Nimkar had a basic question in this regard whether the teaching is going to be offline or online. If online it's going to be live online sessions or self-paced program. Dr. Sujata said that we have to wait for the guidelines.

### **3.5: Multiple entry and multiple exits during a course**

- For Multiple entry and multiple exits during a course also first ABC registration is needed.
- Ms. Varsha Malwade said that BA Economics syllabus is framed in such a way that even if students exit after second year they will have some basic knowledge and can go in different areas. A lot of discussion happened in this regard.

#### **Resolved that:**

- College will be conducting 2 brainstorming sessions on NEP implementation and IQAC will prepare a road Map/ guideline about all points discussed above

#### **Agenda 4: Any other items with permission of the chair**

No special points were discussed under this agenda

Dr. Lokur thanked all the members for attending the meeting and also all staff members for sparing their vacation time for the IQAC meeting. Dr. Ashwini also officially thanked all the members for a fruitful discussion.



Prof. (Dr.) Jessy Pius,  
Coordinator, IQAC

9<sup>th</sup> May 2022



Prof. (Dr) Anushree Lokur  
Principal, Convenor, IQAC

**S.P. MANDALI'S  
RAMNARAIN RUIA AUTONOMOUS COLLEGE  
Matunga, Mumbai – 19**

DBT BUILDER Program by the Department of Biotechnology, Govt. of India - 2021  
Grant from RUSA- Component 8: Challenge level funding for enhancing Quality and Excellence - 2018  
'Star College Status' by DBT, Govt. of India  
'College of Excellence' Status by University Grants Commission  
Re-accredited (4<sup>th</sup> Cycle 2017) with 'A+' grade by NAAC (3.70 CGPA)  
Conferment of Autonomous Status - 2017  
Star College Status' by DBT, Govt. of India – 2016  
DDU KAUSHAL Kendra' by UGC, Govt. of India – 2015  
College of Excellence' by UGC, Govt. of India – 2014

**ACTION TAKEN REPORT (2<sup>nd</sup> Meeting)**

Agenda	Action taken	Outcome
<b>Agenda No.2 Learning resources</b>	All suggestions given by Mr. Nimkar and Mrs Sanghamitra on Library was conveyed to our Librarian Ms. Veena Thakare.	Ms. Veena Thakare has initiated some of the activities and will be doing it in full swing from next academic year.
	Library to curate and make available events happening worldwide /global events (webinars) for students of Ruia College. also information from 10 top journals, curate them and make it available online.	Ms. Veena Thakare has initiated this activity, will be uploading a link regarding the same on College website by 3 <sup>rd</sup> week of April 2022
	To initiate virtual library club – 'Enlightened sapiens'. Ms. Veena will contact the club and get the details	
<b>To develop the reading habits in students</b>	Initiate a book club, online discussion group	Ms. Veena has already informed the Heads of the Departments to suggest a student for the book club. Library will start this activity from next Academic year
	students can be given assignments on Book Review and in timetable 1 hour per month as a library hour	Departments to introduce book review as a as a part of the internal assignment
<b>Preparing various policies</b>	Pending policies	Green Policy, Infrastructure policy, IT policy will be completed in next academic year. Infrastructure and IT guidelines already made.
<b>To conduct Audits</b>	College conducted Structural audit in this academic year.	Based on the report of structural audit, the renovation

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RAMNARAIN RUIA AUTONOMOUS COLLEGE  
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	IQAC has planned for a green audit in the month of April-May 2022	of main building of the college has started
<b>To conduct FDP</b>	IQAC has planned a Teachers training in pedagogy and evaluation methods in the last week of April 2022 in collaboration with IISER	
<b>To initiate Diploma in Product Stewardship.</b>	Principal, Dean Academics and staff members of Department of Chemistry had a meeting with Mr Nimkar and Dr Dilip Vakankar regarding Diploma in Product Stewardship. Dr Dilip Vakankar talked to the teachers about the need for product stewardship in chemical industries, the training of which needs to begin from the Undergraduate and Post graduate levels	
<b>To revise the compendium and prepare perspective plan for the next 5yrs</b>	IQAC has initiated the revision of compendium. After 15 <sup>th</sup> April IQAC will be making frame work for perspective plan for the Next 5 years and in 4 <sup>th</sup> meeting of IQAC suggestions will be invited from external members	Revised compendium will be ready by end of April 2022. Frame work for perspective plan for the Next 5 years will be ready by 1 <sup>st</sup> week of May 2022
<b>To organise activities for non- teaching staff</b>	To conduct a workshop for laboratory staff on preparation of chemicals, chemical handling and storage	IQAC will be conducting a workshop for laboratory staff on preparation of chemicals, chemical handling and storage in the 3 <sup>rd</sup> week of April
	To organise a health camp for all non-teaching staff	IQAC has scheduled a Physiotherapy awareness camp in collaboration with Terna Physiotherapy College on 19th April 2022 for all non-teaching staff

**S.P. MANDALI'S**  
**RAMNARAIN RUIA AUTONOMOUS COLLEGE**  
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<b>Activities of Centre for Innovation, Incubation and Entrepreneurship( CIIE) can be made on a large scale and mentors can be allotted</b>	As suggested by Mr. Hardik, CIIE members went to each FY BA /BSc class on online mode to talk to the students about the centre and its activities.	CIIE will be conducting a session before 15 <sup>th</sup> of April 2022 basically on entrepreneurship as career.
<b>Introducing CBCS in UG and PG courses with Core and Elective papers</b>	Conducted 4 sessions on CBCS implementation Dr.Saroj Gaskarbi (5 <sup>th</sup> January 2022) Dr. Pradnya Prabhu (8 <sup>th</sup> Jan 2022), Dr. Anuradha Mujumdar, Science Dean, UoM, (22 <sup>nd</sup> February 2022) Dr. Sibil Thomas, (24 <sup>th</sup> February 2022)	All departments prepared the CBCS frame work for UG and PG and got it passed in their respective subject Board. It will be implemented for FY UG and FY PG classes from the Academic year 2022-23 onwards in a step wise manner

**S.P. MANDAL'S**  
**RAMNARAIN RUIA AUTONOMOUS COLLEGE**  
**IQAC**  
**Actions taken report 2021-2022**

IQAC has 26 members in the Academic year 2021-22, representing various stakeholders as per the NAAC guidelines. A multipronged strategy was designed by IQAC in Academic and Administrative activities for the promotion of quality. In this academic year, IQAC conducted 4 official meetings (4/9/ 2021, 29/1/2022, 5/4/22/ 7/5/22). Plan of action was prepared in the first meeting and IQAC reviewed the progress of the plans implemented in the subsequent meetings. Plan of action was carried out directly by IQAC and also suggestions were given to Departments / Non- Departmental Associations/ committees for various activities. Following activities were carried out by IQAC in the academic year 2021-22.

	Plan	Activities	Outcome
	<b>Curricular Aspects</b>		
	<b>SDG Goal 4: QUALITY EDUCATION</b>		
<b>1</b>	Introducing CBCS with Core and Elective papers	Three sessions were conducted on CBCS. One on 5 <sup>th</sup> January 2022 by Dr. Saroj Gaskarbi of University of Pune for PG courses and second on 8 <sup>th</sup> January 2022 by Dr. Pradnya Prabhu, Principal KJ Somaiya College for UG courses and third by Dr. Sibil Thomas, Education Department, University of Mumbai, on 24/2/22	All departments prepared the CBCS framework for UG and PG and got it passed in their respective subject Board and Academic council. It will be implemented for FY UG and FY PG classes from the Academic year 2022-23 onwards in a stepwise manner
<b>2</b>	To explore interdisciplinary/ multidisciplinary approach in syllabus	All Science departments introduced interdisciplinary Discipline Specific Elective courses in their CBCS framework for PG	All Science departments PG first year syllabus was revised with interdisciplinary Discipline Specific Elective courses. This will be implemented from the Academic year 2022-23 onwards in a stepwise manner
<b>3</b>	To introduce a Course on Product Stewardship	7 <sup>th</sup> March 2022 Department of Chemistry organised a session by Dr. Dilip Wakankar on Product stewardship.	The department proposed it in their Board of Study meeting (BoS) and BOS suggested to add an introduction to Product Stewardship as a unit in their syllabus and also to propose a certificate course on the same. The department will propose the Certificate

			course in next year's BoS meeting.
3	Skilling students especially the Economically Weaker Section and other needy students	SDG Committee and IQAC organised a 5days (offline) Basic Computer hands-on course from 4th December 2021 to 21st December 2021 with the help of faculty from Computer Science and IT Department for socioeconomically needy students of Third Year class(Topics covered- How to make a ppt, Using Excel, Making and editing video , Photoshop editing, Resume Building).	15 students availed this training
5	Apprenticeship embedded courses & Explore 4 years degree course(interdisciplinary/ multidisciplinary/ in collaboration with foreign universities)	A number of meetings were conducted in this regard.	Since there is no clarity and proper guidelines available, immediate implementation will not happen.
6	Initiating New Courses – PG course in Psychology	College received the university approval for starting PG course in Psychology Department of Psychology prepared the syllabus and got it passed in BoS and Academic Council meeting	Psychology department will be starting MA in Clinical Psychology from Academic year 2022-23
	PG Diploma in Tourism	Department of Tourism and Travel Management prepared the syllabus for PGD in Tourism Management and got it passed in BoS and Academic Council meeting	Tourism and Travel Management department will be starting a Post Graduate Diploma in Tourism Management from Academic year 2022-23
	<ul style="list-style-type: none"> <li>● Certificate course in Yoga and Meditation</li> <li>● Certificate course in Universal Human Values and Professional Ethics</li> </ul>	<ul style="list-style-type: none"> <li>● NCC Girls Unit is had discussions with an external Association regarding initiating a course in Yoga</li> <li>● IQAC in Collaboration with Centre for Mindfulness and Well-being conducted a series of session on Meditation during induction program for freshers</li> </ul>	<ul style="list-style-type: none"> <li>● NCC girls unit will be starting a course on Yoga open to all</li> <li>● A six days induction program conducted for FYBSc students and 10days induction program conducted for MSc Part I students - covered topics like Meditation, Universal Human Values and Professional Ethics</li> </ul>

	<b>Curricular aspects, Faculty Development Programs</b>		
<b>7</b>	To organise sessions for staff-training on innovations in Teaching pedagogy/ teaching-learning processes (FDP)/ ICT/ leadership programs	Collaborated with MS- DEED for conducting the up skilling and capacity building program for all teachers of Ruia College as well as teachers from other colleges.	Session will be conducted on 25th to 28th July 2022 for Science and Arts Faculty of Ruia College
		A session on “Case Studies in the Curricula: Fixing Many Things Wrong With Our Higher Education' by Prof Milind Sohoni, 3 <sup>rd</sup> July 2021.	Guidance regarding hands on, project based pedagogy
		FDP on “Inclusion of Learners in Higher Education” By Ms. Betty Abraham, on 30th July 2021	Teachers understood about the Universal Design of Learning framework and guidelines, about different ways of Engagement, Representation and Expression of teaching and assessment. This helps in empowering and motivating students to become resourceful and knowledgeable, strategic and goal directed expert learners.
	<b>Research and Innovations</b>		
<b>8</b>	Planning workshops for PG and Ph.D students	Research Cell & IQAC in collaboration with Cactus Communication has scheduled an eight days ‘Comprehensive Researcher Training Programme’ from 19th January 2022 to 11th February 2022 for the PG and PhD students Research Cells of Ruia College and K. J. Somaiya conducted a two-credit course on “Research Ethics” from 14th March to 31st March 2022	Creating awareness about ethics in the field of Research and about IPR policies
<b>9</b>	Acceleration to research and related activities	16th Inter-Collegiate Avishkar Research Convention: 2021-22 No. of Research Proposals Received : 76 No. of Research Proposals sent to University for selection round: 48	Both the groups won a FIRST PRIZE

		No. of Research Proposals selected (at University level)for final round: 13 No. of Research Proposals won from PG and TH: 2 (one from each category)	
<b>10</b>	To conduct workshops on IPR  promote entrepreneurship as an alternative career	IPR Cell, IQAC & Department of Bioanalytical Sciences jointly organised a two days webinar on Importance of IPR in Scientific Research on 11th and 12th April 2022.	83 PG semester II students attended Students could get insights into research
<b>11</b>	Library to curate and make available events happening worldwide /global events (webinars) for students Information from 10 top journals, curate them and make it available online.	Initiated this activity, Calendar web service by Open Edition was shown to all PG and PhD students. <a href="https://calenda.org/">https://calenda.org/</a>	Students are slowly trying to use it.
<b>12</b>	To continue the monthly creation the genre specific virtual bookshelves	Creation of the monthly genre specific virtual bookshelves	It is continued
<b>13</b>	To continue the virtual display of each year's new arrivals in the Library's print collection.	Virtual display of each year's new arrivals in the Library's print collection.	Continued the virtual display
<b>14</b>	To continue displaying the virtual bookshelves on Library page of the college website and monthly Ruiaite online	Displaying the virtual bookshelves on Library page of the college website and monthly Ruiaite online	It is continued
<b>15</b>	To train students to different competitive exams	Ruia academy for Competitive Exam organised 23 sessions on guidance on exams like IIT JAM, JEST, NET, SET, SLET, NGPE, IAPT and other entrance examinations and Vyakhya for UG and PG students	Around 200+ students attended these sessions
<b>16</b>	To reach out to Alumni and increase their involvement in college development	Many departments conducted activities with their Alumni Ruia Academy for Competitive Exams conducted ten activities in which some were our Alumni	Students were enlightened about recent trends in the field of Science and Humanities



		<b>Governance</b>	
20	To prepare SOPs/ policy documents	Policy on admission, Research, consultancy and IPR were prepared. Green Policy, Infrastructure policy, IT policy are planned to be completed in the next academic year. Guidelines for Infrastructure and IT are ready.	Prepared policies are uploaded on the website
21	Development Programmes for non-teaching staff	IQAC in Collaboration with Terna Physiotherapy College organised a Physiotherapy awareness camp on 19th April 2022 for all non-teaching staff.	93 non-teaching staff availed the facility. Physical check-up was conducted and exercises were given accordingly
		IQAC conducted a workshop for laboratory staff on preparation of chemicals, chemical handling and storage on 26th of April 2022.	47 staff attended the workshop. Each science department was given a small manual on chemical preparation in Marathi prepared by the resource person
22	Revisiting Vision, Mission statements and Objectives of the Institution.	Based on the suggestions received after the audit of our website, IQAC revised the Vision, Mission statements and Objectives in the month of July 2021	All activities were planned in accordance with the Vision, Mission statement
23	Revise the Institutional Compendium	IQAC core committee was given the task of revising the Compendium	IQAC will submit the revised compendium by the month of August 2022
24	To prepare an Institutional Development Perspective Plan	In progress	In progress
25	To conduct Academic Audit, Examination Audit and Administrative Audit	<p>Green audit, Environment audit and Energy audit was conducted in the month of May 2022 by Greenvio Solutions with the guidance of IQAC cluster India.</p> <p>Department-wise external Academic audits were conducted between 15<sup>th</sup> to 18<sup>th</sup> December 2021. Subject experts have submitted the report to Dean Academics.</p> <p>College conducted a Structural and Fire audit in this academic year.</p>	<p>Greenvio Solutions submitted the report and suggestions to the College. AQAC will prepare a compliance report. Departments will prepare a compliance report and submit to IQAC once it is shared with them.</p> <p>Based on the report of structural audit, the renovation of main building of the college is in progress.</p>

26	<p>To expand activities related to Sustainability under the SDG accord- Planned activities according to focus areas under 5 year plan</p> <p>2021-22 -Waste Management- Goal 11, 12</p> <p>2021-23 -Coastal Line- Goal 14</p> <p>2021-24 -Water Management-Goal 6</p> <p>2021-25 -Education and Skilling- Goal 4</p> <p>2021-26 -Tree Plantation- Goal 15</p>	<p>Dr. Varsha Shukla informed that College has installed 6 PadCare sanitary napkins waste bins in girls and Female staff washrooms in January 2022.</p> <p>4- day workshop was conducted on Kitchen Gardening, Kitchen Waste Management, Aquaponics and Drying of Flowers and Value Addition.</p> <p>Webinar on Avoiding Single Use Plastic was organized to raise awareness about the Plastic Waste Amendment Rules 2021, and how it adds to the Plastic Waste Amendment Rules 2016.</p> <p>Zero Waste October Campaign was organised</p>	<p>The company collected waste and recycled at their end and College got Carbon Credits Contributed towards Minimising biowaste</p> <p>Students were given live demonstrations about the concepts.</p> <p>2016. The global and local (national) situation regarding waste management was discussed. The power of communities and grassroot movements by giving live examples were also used as motivating tools for bringing about the much-needed lifestyle changes towards sustainable living.</p> <p>277 students and Faculty registered. They joined the Telegram group to share their experiences like, image of their dedicated e-Waste recycling corner in their home. Extending the life of a plastic utensil by converting it into a planter. Besides they were given 'Task of the day' activities, each highlighting a particular kind of waste that can be readily reduced, like, deleting emails, going back to fountain pens, Zero Waste Outside Kit - creating a bag of essentials that kept their trips sustainable.</p> <p>15 students who are 1st generation learners in their family, participated. They learnt basic skills like</p>
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		5 days Basic computer course workshop in collaboration with IQAC & Computer Sci and IT dept.	Microsoft PowerPoint Presentation (PPT) , Microsoft Excel, Video recording & editing, Photo Editing using Pixlr, Resume Building
	To align the Performance of non-departmental associations in accordance with the Vision-Mission statements	Samnavay- College Academic festival had a common theme of Sustainability for 2021-22	All departments conducted webinars and competitions on the theme Sustainability



Prof. (Dr) Jessy Pius

Coordinator, IQAC



Prof. (Dr.) Anushree Lokur

Principal