

**Academic year
2020-21**

Schedule of IQAC Meetings:

Meeting No.	Date
IQAC Meeting No. 1	31/10/2020
IQAC Meeting No.2	06/02/2021
IQAC Meeting No. 3	10/04/2021
IQAC Meeting No.4	01/06/2021

Notice of 1st Meeting of IQAC to be held on

31st October 2020 at 11.00am online

NOTICE is hereby given that the 1st meeting of IQAC for the academic year 2020-21 of Ramnarain Ruia Autonomous College will be held on **31st October 2020 at 11.00am**

Agenda

Agenda. No. 1: Confirmation of the minutes of the 4th meeting of IQAC held 6th July 2020 11.30am on Zoom platform.

Current status: The minutes of the 4th meeting of IQAC held on **6th July 2020** at 11.30am, 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 4th meeting of IQAC

2.1 Reviewing the activities of IQAC for the year 2019-20

Action taken report of 2019-20 was mailed to all the members on 5th June 2020. Pending infrastructure work is on-going.

2.2 Revisiting Vision, Mission statements and objectives of the Institution.

IQAC conducted brainstorming sessions and revised the Vision, Mission statements and objectives of the Institute. The same was mailed to the external members.

2.3 Preparing graduates attributes of the Institution and Outcomes for all programmes

(BA, BSc, B Voc and BMM, M Sc)

IQAC conducted a number of brainstorming sessions and prepared graduates attributes, PO, PSO, CO and incorporated it in the syllabus of 2020-21 of all programmes and uploaded on website.

Other activities

- IQAC released a short documentary video entitled "Man and Nature" on the World Environment Day 10th June 2020
- Ramnarain Ruia Autonomous College is a signatory to the 'Sustainable Development Goals' (SDGs) Accord on 30th June 2020 initiated by UN. – July 30th 2020

- One week “Effective Digital Shikshan” for senior college faculty members from 1st July to 8th July 2020
- Conducted 5 days Student Induction Programme for the FirstYear students(2nd to 5th September 2020 and 24th October 2020
- Encouraged IQAC members to undergo training in ‘Development of Institutional Quality’ and ‘Effective Documentation for Accreditation’.
- Ruia college has signed an MOU with the Institute of Logic-Based-Therapy, the only institute in the US to offer a certification in the practice of Logic-Based-Therapy. (an affiliate of National Philosophical Counselors Association, USA).
- Ruia has established the 'India Center for LBT' and has become the very first institute in India to offer a recognised Certification in Logic-Based-Therapy and Consultation. Through this Center, all the courses that are offered by the US centre will be made available to the student community here in India. .
- UGC approval for 4 Skill based courses under NSQF for the Academic yr 2020-21
 - Diploma in Floristry
 - PG Diploma in Tourism and Hospitality
 - Certificate course in Underwater Acoustic Surveys
 - M Voc in Pharma Analytical Science
- Additional credits will be given for those who complete the course and give their exam for COURSERA and NPTEL courses

Agenda No. 3: To discuss the Plan of Action for the current Academic year(2020-21)

Plan of Action for the Academic year (2020-21)

Areas that require special focus

- **Curricular Aspects**
- **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

Date: 19th February 2020



Dr. Anushree Lokur
I/C Principal, Convenor, IQAC

I/c Principal
Ramnarain Ruia Autonomous College
Matunga, Mumbai - 400 019.

Minutes of the 1st meeting of the IQAC held on 31st October 2020

The 1st Meeting of the IQAC of Ramnarain Ruia Autonomous College for the Academic year 2020-21 was held on 31st October 2020 at 11.00am online.

The following members attended the meeting

1. Dr. Anushree Lokur (Convener)
2. Mr. S M Deole (Management representative)
3. Dr. Jessy Pius (IQAC, Coordinator)
4. Dr. Sucheta Ketkar (Vice Principal)
5. Dr. Manish Hate(Vice Principal)
6. Dr. Sujata Suvarnapatki (Dean Academics)
7. Dr. Mohsina Mukadam (Dean Research)
8. Dr. Sunil D. Shankhadarwar (Examination Coordination Committee)
9. Dr. Nana Pradhan(Incharge , Students Council)
10. Ms. Veena Thakare(Librarian)
11. Dr. Varsha Shukla (Faculty)
12. Dr. Kamini Donde(Faculty)
13. Dr. Sasikumar Menon(Faculty)
14. Dr. Bhavna R. Narula(Faculty)
15. Dr. Urmila Moon (Faculty)
16. Ms. Varsha Malwade(Faculty)
17. Dr. Madhavi Badole(Faculty)
18. Dr. Kanchan Chitnis(Faculty)
19. Dr. Ashwini Deshpande(Faculty)
20. Dr. Sachin Palekar(Faculty)
21. Mr. Sudarshan Agre (I/CRegistrar)
22. Mr. Sahebrao Ghule(Accounts & Finance officer)
23. Mr. Shailesh Shelar (Academic)
24. Dr. Bhalachandra Bhole (External member, Advisor)
25. Dr. Ulhas Nimkar (Industrialist)
26. Mr. Shrirang Godbole(Employer)
27. Mr. Abhishek Tharwal (Alumnus)
28. Dr. Jaison P G . (Parent)
29. Ms. Rasika Jogalekar (Student Representative)
30. Mr. Nachiket Pradhan (Student Representative)

All members were present for the meeting.

Dr. Anushree Lokur welcomed the new external members, 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 6th June 2020 at 11.30am.

The minutes of the meeting had been circulated to the members. The correction received was incorporated and the minutes were confirmed.

Agenda No. 2: Reporting the actions taken on the decisions taken in the 4th meeting of IQAC (2019-20).

2.1 Reviewing the activities of IQAC for the year 2019-20

Action taken report of 2019-20 was mailed to all the members.

2.2 Revisiting Vision, Mission statements and objectives of the Institution.

IQAC conducted brainstorming sessions and revised the Vision, Mission statements and objectives of the Institute. The same was mailed to the external members.

2.3 Preparing graduates attributes of the Institution and Outcomes for all programmes (BA, BSc, B Voc and BMM, M Sc)

IQAC conducted a number of brainstorming sessions and prepared graduates attributes, PO, PSO, CO and incorporated it in the syllabus of 2020-21 of all programmes and uploaded on website.

Other activities

- IQAC released a short documentary video entitled "Man and Nature" on the World Environment Day 10th June 2020
- Ramnarain Ruia Autonomous College is a signatory to the 'Sustainable Development Goals' (SDGs) Accord on 30th June 2020 initiated by UN.
- One week "Effective Digital Shikshan" for senior college faculty members from 1st July to 8th July 2020
- Conducted 5 days Student Induction Programme for the First Year students (2nd to 5th September 2020 and 24th October 2020)
- Encouraged IQAC members to undergo training in 'Development of Institutional Quality' and 'Effective Documentation for Accreditation'.
- Ruia college has signed an MOU with the Institute of Logic-Based-Therapy, the only institute in the US to offer a certification in the practice of Logic-Based-Therapy. (an affiliate of National Philosophical Counselors Association, USA).
- Ruia College has established the 'India Center for LBT' and has become the very first institute in India to offer a recognised Certification in Logic-Based-Therapy and Consultation. Through this Center, all the courses that are offered by the US centre will be made available to the student community here in India. .

- UGC approval for 4 Skill based courses under NSQF for the Academic year 2020-21
 - Diploma in Floristry
 - PG Diploma in Tourism and Hospitality
 - Certificate course in Underwater Acoustic Survey
 - M Voc in Pharma Analytical Science
- Additional credits will be given for those who complete the course and give their exam for COURSERA and NPTEL courses

Agenda No. 3: To discuss the Plan of Action for the current Academic year(2020-21)

Plan of Action for the Academic year (2020-21)

3.1 Curricular Aspects:

Strengthening of Academic programmes

- **To undertake a workshop on mapping of CO with PO and attainment of CO/PO.**
 - Dr. Balchandra Bole suggested the IQAC members to attend the workshop scheduled at Mithibai college in the month of November 2020.
- **To explore interdisciplinary/ multidisciplinary approach in syllabus**
 - In line with NEP and UGC CBCS and outcome based curriculum frame work, there is a need for restructuring of existing PG courses with Core and Elective papers also college will explore 4yrs degree course(interdisciplinary/ multidisciplinary/ in collaboration with foreign universities) or Interdisciplinary Certificate courses .
 - During discussion regarding starting a certificate course in 'Human values and professional ethics', It was suggested that instead of starting a new certificate course, expand the topic in Foundation Course and convert it to a certificate course.
 - Resolved that IQAC will conduct a workshop on Mapping and attainment of learning outcomes and a session on CBCS. Brain storming sessions will be conducted regarding restructuring of existing PG programme followed by UG programme.

3.2 Teaching, Learning and Evaluation:

Innovations in teaching learning process

- **To organise training for staff---training for innovations in Teaching pedagogy /teaching-learning process(FDP)/ICT/ Team- building activities/ leadership programs /on-job training programs**
 - Dr. Bhole suggested to focus on how to built LAB videos for practical, Virtual labs and also dissection on simulation.
- **To develop a strategy to identify the Slow and Advanced learners**
 - Dr. Bhole suggested to use a combination of LBT therapy and psychometric tests for identifying Slow and Advanced learners. With this College will be able to do better documentation.

- **To enhance Alumni involvement in teaching, To explore distance education, To Improve collaboration with industry**

As suggested by many faculty members, IQAC will request all the departments to contact their alumni and involve them in various activities and document the same.

- **To explore the use of Language Lab and Foreign language centre as well as language departments in developing commercial translation services centre**
 - Dr. Nimkar suggested that there is a huge demand for translational work because of globalisation. Developing commercial translation services centre will be good revenue generation for college.
- **Developing Audio Visual resources to facilitate learning**
 - Mr. Shirang Godbole suggested that college can form a subcommittee for Developing Audio Visual resources and his group can help in this activity.

Resolved that IQAC will suggest the departments about preparing LAB videos for the practical component, will discuss with Philosophy and Psychology departments about developing a strategy for identifying slow and advanced learners. IQAC will discuss with foreign language centre as well as language departments in developing commercial translation services centre and also with authorities regarding Audio Visual resource development.

3.3 Research Innovation and Extension:

Acceleration to research and related activities

- **To strengthen the activities of Centre for Innovation, Incubation and Entrepreneurship**
 - It was suggested that to promote entrepreneurship as an alternative career, a list of Alumni who are entrepreneurs will be prepared and a number of sessions will be arranged.
- **To strengthen the Institute- Industry interface (collaborative projects/ Internship, summer training, field exposure, curriculum, employment)**
 - Dr. Bhole suggested to identify Thrust areas in research(Arts and Science) and apply for funds based on the thrust area- public private partnership- DBT, DST, BIRAC etc.
- **To undertake various extension activities under SDG**
 - Dr. Nimkar suggested to collaborate with other institutes and conduct activities under SDG and also offered his help to organise workshops based on this.

Resolved that IQAC will suggest Centre for Innovation, Incubation and Entrepreneurship to organise more activities in these areas.

3.4 Infrastructure and Learning Resources:

- Infrastructure development as proposed under the RUSA grant will be carried out
- **Initiating innovative practices in the library**
 - Ms. Veena suggested that Library will be creating:
 - Virtual open access book shelves

- Virtual open access journal shelves
- A detailed list of Open Access resources (Books and Journals) with link for quick access
- New arrival shelves (subject wise and genre wise)

To Increase the awareness of available e-learning resources, Library will be :

- Displaying List of subscribed (N-LIST) & OA (NDLI, DOAJ etc.) e-resources on webpage
- Creating "New Arrivals" e-shelf with links to content summary and reviews, and displaying it on webpage
- Creating virtual bookshelves with access to the full e-books and displaying them on webpage

3.5 Student support and progression

Enhancement of varied skills

- **Developing 21st century skills- workshop and training for making students ready for i4**
 - Dr. Bhole suggested to exploit the industry for employment, take different approach for placement, explore different areas like-Translational services, Research, LBT centre, AI etc.
 - Dr. Nana Pradhan suggested to find out what are the requirements of industry and give MSc projects based on that
- **To conduct activities under the Ruia Centre for Competitive exams for training/ acclimatizing students to different competitive exams/ formats of entrance exams etc.**
 - Mr. Abhishek Tharwal to give suggestions to Dr. Pradeep Waghmare -incharge of Ruia Centre for Competitive exams
- Creating a network of relationship with industry for employability
 - It was suggested that the Placement Cell should create awareness among students about its activities

3.6 Governance, Leadership and Management:

- **To prepare SOPs/ policy documents, prepare an Institutional development plan**
 - It was suggested that Dr. Varsha Shukla who attended a 3 month training in preparing SOPs/ policy documents, will be training the faculty
- **To conduct Academic Audit and Website audit**
 - IQAC will be conducting website audit in the month of December 2020 and Academic Audit in the month of January 2021.
- To improve on the method used for collecting feedback from all stake holders
 - IQAC will be modifying the existing feedback mechanism. From this Academic year feedbacks will be taken through website

- To explore ideas for e- governance
 - Dr. Bhole suggested IQAC to organise a session for administrative staff on e-governance
- To explore and implement ideas for branding of the College
 - Mr. Shirang Godbole extended his support to the committee for branding of the College

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

No other matter was discussed. Dr. Jessy Pius thanked all the members for attending the meeting and the meeting was concluded.



Dr. Jessy Pius
Coordinator, IQAC
Date: 7th November 2020



Dr. Anushree Lokur
I/C Principal, Convenor, IQAC

I/c Principal
Ramnarin Ruia Autonomous College
Matunga, Mumbai - 400 019.

**Notice of 2nd Meeting of IQAC to be held on
6th February 2021 at 11.00am online**

NOTICE is hereby given that the 2nd meeting of IQAC for the academic year 2020-21 will be held on **6th February 2021 at 11.00am online**.

Agenda

Agenda No. 1: To review and confirm the minutes of the 1st meeting of IQAC held on 31st October 2020 at 11.00 am.

Current status: The minutes of the 1st meeting of IQAC held on 31st October 2020 at 11.00 am., 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 1st meeting of IQAC

2.1 Curricular Aspects:

Strengthening of Academic programmes

- **To undertake a workshop on mapping of CO with PO and attainment of CO/PO**
 - Two faculty members attended a workshop on mapping of learning outcomes and its attainment at Mithibai College, Mumbai.
 - IQAC organised a two days workshop on “ Mapping and attainment of Learning outcomes’ on 13th and 15th of January 2021.
- **To explore interdisciplinary/ multidisciplinary approach in syllabus**
 - IQAC organised two session on ‘How to restructure the Programmes with Core and Elective’, on 23rd October 2020 and 5th January 2021

2.2 Teaching, Learning and Evaluation:

Innovations in teaching learning process

- **To organise training for staff---training for innovations in Teaching pedagogy /teaching-learning process(FDP)/ICT/ Team- building activities/ leadership programs /on-job training programs**
 - Many departments made lab videos- Dept. of physics made 8 lab videos, Dept of Biotechnology -9, Dept. of Microbiology-7, Dept. Of Chemistry-2, Dept. of Computer science & IT-5
- **To enhance Alumni involvement in teaching /activities**
 - Many departments conducted activities with their Alumni
 - Ruia Academy for Competitive Exams conducted ten activities in which some were our Alumni

- **2.3 Research Innovation and Extension:**

- 12 days Course work was conducted for research students of the institution by Research cell(2nd December to 12th December 2020)
- A session on 'Unpacking Academic Writing' by Cactus communication was organised on 20th Nov 2020 for PG and Ph D students

- **To strengthen the activities of Centre for Innovation , Incubation and Entrepreneurship**

- To promote entrepreneurship, two activities are planned in the month of February 2021 under RUSA
 - a series of workshops for all students
 - all departments will be conducting activities under a common theme "Entrepreneurship and Skill development", as a part of the college festival
- To identify Thrust areas in research(Arts and Science) and apply for funds, IQAC collected the information about area of research of all departments
- Some Departments conducted activities under SDG. Environment Awareness Committee in collaboration with Green Life has planned an activity in the month of February 2021.

- **2.4 Infrastructure and Learning Resources:**

- **To carry forward the infrastructure development as proposed under the RUSA grant**

- Laboratory renovation and Plastering on going

- **Initiating innovative practices in the library**

- Virtual open access book shelves created
- Virtual open access journal shelves – work ongoing
- New arrival shelves created(subject wise and genrewise)
- A detailed list of Open Access resources (Books and Journals) prepared with link for quick access

- **Increasing awareness of available e-learning resources**

- Displayed List of subscribed (N-LIST) & OA (NDLI, DOAJ etc.) e-resources on webpage
- Created "New Arrivals" e-shelf with links to content summary and reviews, and displayed it on webpage
- Created virtual bookshelves with access to the full ebooks and displayed them on webpage

2.5 Student support and progression

- Conducted Induction programme for the F Y B Sc students and M Sc firstyear as per the UGC guidelines
- Ruia Centre for Competitive exams conducted 10sessions for acclimatizing students to different competitive exams
 - How to prepare for NET/SET
 - How to prepare for UPSC(2 sessions)
 - Preparation of History for competitive exam
 - Preparation of selected topics in Chemistry for competitive exam(2 sessions)
 - Essentials of Mathematics for competitive exam
 - Preparation for Indian Economics services
 - Preparation for Indian Statistical services
 - Vyakhya- Think/Solve concept for entrance exams in Biology

2.6. Governance, Leadership and Management:

- Conducted a Website audit on 28th December 2020 and most of the suggestions received are implemented.
- From this academic year feedback from all stake holders will be collected through website. The work is in progress

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



Dr. Jessy Pius
Coordinator, IQAC
Date: 31st January 2021



Dr. Anushree Lokur
I/C Principal, Convenor, IQAC

I/c Principal
Ramnarain Ruia Autonomous College
Matunga, Mumbai - 400 019.

Minutes of the second meeting of the IQAC held on 6th February 2021

The 2nd IQAC meeting was held on **6th February 2021** at 11.00 am online.

The following members attended the meeting

1. Dr. Anushree Lokur (Convener)
2. Dr. Jessy Pius (IQAC, Coordinator)
3. Dr. Sucheta Ketkar (Vice Principal)
4. Dr. Manish Hate(Vice Principal)
5. Dr. Sujata Suvarnapatki (Dean Academics)
6. Dr. Sunil D. Shankhadarwar (Examination Coordination Committee)
7. Dr. Nana Pradhan(Incharge , Students Council)
8. Ms. Veena Thakare(Librarian)
9. Dr. Varsha Shukla (Faculty)
10. Dr. Kamini Donde(Faculty)
11. Dr. Sasikumar Menon(Faculty)
12. Dr. Urmila Moon (Faculty)
13. Dr. Madhavi Badole(Faculty)
14. Dr. Kanchan Chitnis(Faculty)
15. Dr. Ashwini Deshpande(Faculty)
16. Dr. Sachin Palekar(Faculty)
17. Mr. Sudarshan Agre (I/CRegistrar)
18. Mr. Sahebrao Ghule(Accounts & Finance officer)
19. Mr. Shailesh Shelar (Academic)
20. Dr. Bhalachandra Bhole (External member, Advisor)
21. Mr. Shrirang Godbole(Employer)
22. Dr. Jaison P G . (Parent)
23. Ms. Rasika Jogalekar (Student Representative)
24. Mr. Nachiket Pradhan (Student Representative)
25. Invited member- Mr.Abhijeet Gole(Website incharge)

Leave of absence was granted to, Mr. S M Deole, Dr. Ulhas Nimkar, Mr. Abhishek Tharwal, Dr. Mohsina Mukadam, Dr. Bhavna R. Narula, Ms.Varsha Malwade as they communicated their unavailability due to personal reasons.

Dr. Jessy Pius started the meeting with the following deliberations.

Agenda No. 1: Confirmation of the minutes of the 1st meeting of IQAC held on 31st October 2020 at 11.00 am.

The minutes of the meeting had been circulated to the members. No comments had been received. The minutes were confirmed by Dr Bhole, Mr Godbole and Dr. Jaison.

Agenda No. 2: Reporting the actions taken on the decisions taken in the 1st meeting of IQAC

Dr Jessy Pius explained the action taken report and also kept it open for discussion. Following are the actions taken on the decisions of 1st meeting:

2.1 Curricular Aspects:

Strengthening of Academic programmes

- **To undertake a workshop on mapping of CO with PO and attainment of CO/PO**
 - Two faculty members attended a workshop on mapping of learning outcomes and its attainment at Mithibai College, Mumbai.
 - IQAC organised a two days workshop on “ Mapping and attainment of Learning outcomes’ on 13th and 15th of January 2021.
- **To explore interdisciplinary/ multidisciplinary approach in syllabus**
 - IQAC organised two session on ‘How to restructure the Programmes with Core and Elective’, on 23rd October 2020 and 5th January 2021

2.2 Teaching, Learning and Evaluation:

Innovations in teaching learning process

- **To organise training for staff---training for innovations in Teaching pedagogy /teaching-learning process(FDP)/ICT/ Team- building activities/ leadership programs /on-job training programs**
 - Many departments made lab videos- Dept. of Physics made 8 lab videos, Dept of Biotechnology -9, Dept. of Microbiology-7, Dept. Of Chemistry-2, Dept. of Computer Science & IT-5
- **To enhance Alumni involvement in teaching /activities**
 - Many departments conducted activities with their Alumni
 - Ruia Academy for Competitive Exams conducted ten activities in which some were our Alumni.

2.3 Research Innovation and Extension:

- 12 days Course work was conducted for research students of the institution by Research cell(2nd December to 12th December 2020)
- A session on ‘Unpacking Academic Writing’ by Cactus communication was organised

on 20th Nov 2020 for PG and Ph D students

- To strengthen the activities of Centre for Innovation , Incubation and Entrepreneurship
 - To promote entrepreneurship, two activities will be conducted in the month of February 2021 under RUSA
 - a series of workshops for all students
 - all departments will be conducting activities under a common theme “Entrepreneurship and Skill development”, as a part of the college festival
 - To identify Thrust areas in research (Arts and Science) and apply for funds, IQAC collected the information about area of research of all departments
 - Some Departments conducted activities under SDG. Environment Awareness Committee in association with RUR Green Life has planned an activity in the month of February 2021.

2.4 Infrastructure and Learning Resources:

- To carry forward the infrastructure development as proposed under the RUSA grant
 - Laboratory renovation and Plastering on going
- Initiating innovative practices in the library
 - Virtual open access book shelves created
 - Virtual open access journal shelves – work ongoing
 - New arrival shelves created (subject wise and genrewise)
 - A detailed list of Open Access resources (Books and Journals) prepared with link for quick access
- Increasing awareness of available e-learning resources
 - Displayed List of subscribed (N-LIST) & OA (NDLI, DOAJ etc.) e-resources on webpage
 - Created "New Arrivals" e-shelf with links to content summary and reviews, and displayed it on webpage
 - Created virtual bookshelves with access to the full ebooks and displayed them on webpage

2.5 Student support and progression

- Conducted Induction programme for the F Y B Sc students and M Sc first year as per the UGC guidelines
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- Essentials of Mathematics for competitive exam
- Preparation for Indian Economics services
- Preparation for Indian Statistical services
- Vyakhya- Think/Solve concept for entrance exams in Biology

2.6. Governance, Leadership and Management:

- Conducted a Website audit on 28th December 2020 and most of the suggestions received are implemented.
- From this academic year feedback from all stake holders will be collected through website. The work is in progress

2.6.1 To conduct Academic Audit

- Conducted Academic on 30th January 2021 and received the following recommendations :
 - The College should think of installing 'Audio Notice Board' for the benefit of visually challenged students.
 - The College may start B.Sc. (Blended) Bioscience / Chemical Science course in collaboration with University of Melbourne, Australia
 - In order to promote research activities for students, College may start 'Young Researcher Scheme' through College funds

Discussion on action taken report

- Dr. Jaison suggested the need of supplementing real live videos of practicals as the available videos have limitations
 - Dr. Anushree Lokur assured that the College has initiated the preparation of Live practical videos with the help of professionals and also started thinking of skill embedded course. Mr Godbole said that employable skills can be embedded in accordance with Karyaparichay as suggested by UGC, making the students employment ready.
 - Dr Lokur affirmed that we would be continuing the tie up with Campus Programme for coursera courses, looking at the huge number of students who availed of the facility during the lockdown
 - Dr Lokur also shared that talks are on with BIRAC, Venture Centre , TechEx Pune for Industry-Academia tie up

- Dr Kanchan Chitnis shared the points that were telephonically discussed with Dr Nimkar regarding SDG activities as follows:
 - Decide a team of teachers with a convenor to take up the overall responsibility
 - Organise a meeting with Dr Nimkar to brainstorm and chalk out the program for the year and also plan for next 5 years.
 - select 2 key areas from SDG goals to work - It could be research projects or survey based programs, MSc projects can be given on topics related to SDG goals.
 - Contact related companies for CSR funds.
- Ms Veena explained about the e -book shelf prepared by of library and how to use it
- Dr Lokur said that Dean Research should call a meeting to decide about Young Research Students Scheme
- Dr Umila Moon said that students can be first given a training on Research Methodology and then survey based projects. Dr Lokur said that those projects done by students can be displayed in an exhibition like Mini Avishkar organized by College. Dr Menon suggested that these projects can be published in College Magazine. Dr Lokur responded that Dean Research should take this up further.
 - Dr Jaison asked about the status of industry training. Dr Lokur said that multiple talks are happening with companies.
 - Dr Bhole suggested that we should rename Programs conducted for staff as PDP- Professional Development Programme instead of FDP and organize them for Vice principals, IQAC coordinators, HODs etc.
 - Mr. Abhijeet Gole briefed about website audit conducted on 28th December 2020, suggestions received and action taken. He also told about what changes have been made on website for the benefit of Visually Challenged.

Agenda No. 3: : Review of plan of action, suggestions and resolutions made in the first meeting of IQAC

Plan of action was reviewed and Dr Jessy said that further activities planned as mentioned below will be done in the next few months.

- Starting a certificate course in 'Human values and professional ethics'
- To prepare SOPs/ policy documents, prepare an Institutional development plan
- To explore ideas for e- governance and organise a session for administrative staff on e-governance
- To explore and implement ideas for branding of the College
- To conduct Professional /Management Development Programme

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

There was no item for discussion

The meeting ended after Dr Jessy and Dr Lokur thanked everyone for attending and giving valuable suggestions.



Dr. Jessy Pius
Coordinator, IQAC



Dr. Anushree Lokur
Principal, Convenor, IQAC

I/c Principal
Ramnarain Ruia Autonomous College
Matunga, Mumbai - 400 019.

**Notice of 3rd Meeting of IQAC to be held on
10th April 2021 at 11.00am online**

NOTICE is hereby given that the 3rd meeting of IQAC for the academic year 2020-21 will be held on **10th April 2021 at 11.00am online.**

Agenda

Agenda. No. 1: To review and confirm the minutes of the 2nd meeting of IQAC held on 6th February 2021 at 11.00 am.

Current status: The minutes of the 2nd meeting of IQAC held on **6th February 2021** at 11.00 am., have been circulated to the members.

Action requested: To confirm the minutes.

Agenda No. 2: Reporting the actions taken / activities planned on discussions in the earlier meeting/ on pending activities planned for the academic year 2020-21

- **Innovations in teaching learning process**
 - 25 practical e- modules were prepared by 6 departments professionally with Indian Magic Eye Educational Solutions Pvt.Ltd. Its in its post editing phase.
- **Feedback through website**

As planned in this academic year, IQAC has initiated with curriculum feedback through college website. This will be followed by teachers / Alumni/ employer feedback.
- **Activities of Centre for Innovation , Incubation and Entrepreneurship**
 - Eight activities were organised by CIIE and as a part of the college festival Samanvay, departments organised 41 sessions on " Entrepreneurship and Skill development'.
- **Research activities:**
 - Regarding introducing 'Young Research Students Scheme' and a Research Magazine at College level-discussion is in progress by Dean Research.
- **SDG activities**
 - Based on the suggestion by Dr. Nimkar, a core committee was made for SDG activities. This committee will prepare a short term and long term plan after their discussion with Dr. Nimakar.
 - Environment Awareness Committee in association with RUR Green Life conducted 6 sessions on Green Awareness and action programme (Concept of sustainable living,

insight into segregation at source, Home composting, growing kitchen garden). 65-75 students participated and completed their assignment on the above topics.

- **Initiating innovative practices in the library**

To celebrate William Shakespeare's 457th Birth Anniversary and World Book & Copyright Day (April 23), eLibri the Ruia Virtual Library prepared a virtual bookshelf of Shakespeare's top 20 comedies and tragedies specially for literature students.

- **Starting a certificate course in 'Human values and professional ethics'**

Discussions are on regarding this certificate course. Two IQAC members are given responsibility of finding out details about the same.

- **To prepare SOPs/ policy documents,**

A session on preparation of policy document was conducted for the members of policy document committee on 20th February 2021 by Dr. Varsha Shukla. A list of policies needed was prepared on priority basis and the work was allotted to all members. They will be submitting the draft policy document by 20th of April 2021.

- **To explore ideas for e- governance and organise a session for teaching staff and administrative staff on e- governance**

IQAC has planned a session on e-Governance by Ms. Keyaa Mukherji in the last week of April 2021 for all teaching staff and Administrative support staff.

- **To conduct Professional/Management Development Programme**

IQAC has planned 3 sessions in this field

1. UGC Norms and Revised Guidelines for promotion of Teachers underCAS
2. On art of speaking
3. On Leadership skill

IQAC has also planned a Seminar at State level/National level

Agenda No. 3: Topics of discussion

3.1: Review of plan of action

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



Dr. Jessy Pius
Coordinator, IQAC



Dr. Anushree Lokur
Principal, Convenor, IQAC

Minutes of the Third meeting of the IQAC held on 10th April 2021

The Third meeting of IQAC was held on 10.4.2021 at 11.00am online. The following members attended the meeting

1. Dr. Anushree Lokur (Convener)
2. Dr. Jessy Pius (IQAC Coordinator)
3. Dr. Varsha Shukla (Vice Principal)
4. Dr. Manish Hate (Vice Principal)
5. Dr. Sujata Suvarnapatki (Dean Academics)
6. Dr. Mohsina Mukadam (Dean Research)
7. Dr. Sunil D. Shankhadarwar (Examination Coordination Committee)
8. Dr. Nana Pradhan(Incharge , Students Council)
9. Dr. Sucheta Ketkar (Faculty)
10. Ms. Varsha Malwade (Faculty)
11. Dr. Bhavna R. Narula (Faculty)
12. Dr. Sasikumar Menon(Faculty)
13. Dr. Kamini Donde (Faculty)
14. Dr. Urmila Moon (Faculty)
15. Dr. Madhavi Badole (Faculty)
16. Dr. Kanchan Chitnis (Faculty)
17. Dr. Ashwini Deshpande (Faculty)
18. Dr. Sachin Palekar (Faculty)
19. Mr. Sudarshan Agre (I/CRegistrar)
20. Mr. Sahebrao Ghule(Accounts & Finance officer)
21. Mr. Shailesh Shelar (Academic)
22. Dr. Ulhas Nimkar((Industrialist)
23. Mr. Shrirang Godbole (Employer)
24. Dr. Jaison P G . (Parent)
25. Ms. Rasika Jogalekar (Student Representative)

Leave of absence was granted to, Mr. S M Deole, Mr. Abhishek Tharwal, Dr. Bhalachandra Bhole, Ms. Veena Thakare (Librarian), Mr. Nachiket Pradhan as they communicated their unavailability due to personal reasons.

Dr. Jessy Pius started the meeting congratulating Dr. Varsha Shukla who took charge as the Vice Principal from February 2021 and thanked Dr. Sucheta Ketkar for her relentless efforts and strong leadership.

Agenda No. 1: Confirmation of the minutes of the 2nd meeting of IQAC held on 10th April 2021 at 11.00 am.

The minutes of the meeting had been circulated to the members. No comments had been received. The minutes were confirmed by Mr Jaison and Dr Sucheta Ketkar.

Agenda No. 2: Reporting the actions taken on the decisions taken in the 2nd meeting of IQAC
Dr Jessy Pius explained the action taken report and also kept it open for discussion. Following are the actions taken on the decisions of 2nd meeting:

- Submitted data for NIRF -8th February 2021
- Submitted 1st SDG Report to UN for the Academic year 2020-21 on 27th February 2021

Innovations in teaching learning process

- **25 practical e- modules were prepared by 6 departments professionally with Indian Magic Eye Educational Solutions Pvt.Ltd. It is in its post editing phase.**
- **Feedback through website**
 - IQAC has completed curriculum feedback process through college website. This will be followed by teachers / alumni/ employer feedback
- **To strengthen the activities of Centre for Innovation, Incubation and Entrepreneurship**
 - 8 activities were organised by the centre post February 2021
 - 41 sessions (supported by RUSA) were conducted on " Entrepreneurship and Skill development -- as a part of the college festival 'Samanvay'
- **SDG activities**
 - 65-70 students were trained by RUR Green life on SDG
 - IQAC formed a Core committee for SDG activities and had discussion with Dr. Ullhas Nimkar on 6th April 2021. Core committee will prepare a short term and long term plan in consultation with the Department SDG incharges
- **Initiating innovative practices in the library**
 - To celebrate William Shakespeare's 457th Birth Anniversary and World Book & Copyright Day (April 23), Ruia Virtual Library prepared a virtual bookshelf of Shakespeare's top 20 comedies and tragedies specially for literature students.
- **Starting a certificate course in 'Human values and professional ethics'**
 - Discussions are on regarding this certificate course. Two IQAC members are given responsibility of finding out details about the same.

- **To prepare SOPs/ policy documents, prepare an Institutional development plan**
 - Conducted a session on preparation of policy document on **20th February 2021** by Dr. Varsha Shukla. A list of policies needed was prepared on priority basis
 - and the work was allotted to all members. Admission policy is prepared and will be uploaded on college website soon.
- **Discussion on action taken report**
 - Regarding session on Public speaking, both Dr. Nimkar and Mr Shrirang Godbole extended their help and support.
 - Resolved that IQAC to give a write up about scope and objectives of the activity
 - Mr Shrirang Godbole extended his help in Branding of College. He told IQAC to form a group with Social Media members, decide policy, future plans and timeline.
 - Dr Anushree Lokur said we have made small steps in this direction with website and social media in place and have changed the look and feel of it, but more needs to be done.
 - Dr. Jaison suggested that College can offer more Foreign Language Courses during this lockdown situation
 - Dr Anushree Lokur said we have 6 language courses already and we have good response but we can surely expand
 - Regarding online learning and Curriculum feedback- Ms Rasika Joglekar, student representative said that Online learning could have been more interactive, but enjoyed it, she also said that students could complete online feedback without any difficulty.

Agenda No. 3: Review of plan of action and suggestions made in the 3rd meeting of IQAC

Plan of action was reviewed and Dr Jessy said that further activities planned will be conducted in the next two months. Following are the activities carried out.

- **To explore ideas for e- governance and organise a session for teaching staff and administrative staff on e- governance**
 - An online session was organised on '**Implementation of E Governance** in areas of operations: Planning and development, Administration, Finance and Accounts' for teaching and Administrative staff on 29th April 2021.
- **To conduct Professional /Management Development Programme**
 - St. Xavier's College (Autonomous) and Ramnarain Ruia Autonomous College, jointly organised an **online workshop on CAS** on 10th April 2021 from 4.00pm to 6.00pm.
 - Organised a **Two- Day National Online Seminar** on "**Inclusive, Innovative and Sustainable Future of Education- NEP 2020**" on 24th & 25th May 2021 (Jointly by Ramnarain Ruia Autonomous College and University of Mumbai)

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

- Dr. Ashwini Deshpande talked about the response of the students towards job and jobfairs. Most UG students go for higher studies, so we must focus more on Masters students.
- Mr. Godbole said that MIDC gives access to all industries, we can approach them. He shared a ppt- 'Ensuring Karyaparichay and enabling workforce for 4th Industrial Revolution'
- Varsha Malwade added that Jobs in financial sector and media also need to be focused
- Dr. Lokur and Dr. Menon briefed about DBT Builder program (5yrs). Under this program PG and research students will be trained for industry.
- Next year is the 75th year of Independence - Varsha Malwade suggested 75 seminars by departments on developments in their respective fields in past 75 years.
- To bring about innovative challenges in the syllabus, Dr. Nimkar suggested that each department should connect with 5 top placed alumni and find from them what is missing today in syllabus, identify the gap.

The meeting ended after Dr Lokur and Dr Jessy thanked everyone for attending and giving valuable suggestions.



Dr. Anushree Lokur

Principal, Convenor, IQAC



Dr. Jessy Pius
Coordinator, IQAC

I/c Principal
Ramnarain Ruia Autonomous College
Matunga, Mumbai - 400 019.

**Notice of 4th Meeting of IQAC to be held on
1st June 2021 at 3.00pm online**

NOTICE is hereby given that the 4th meeting of IQAC for the academic year 2020-21 will be held on **1st June 2021 at 3.00pm online**

Agenda

Agenda. No. 1: To review and confirm the minutes of the 3rd meeting of IQAC held on 10th April 2021 at 11.00 am.

Current status: The minutes of the 3rd meeting of IQAC held on **10th April 2021** at 11.00am., have been circulated to the members.

Action requested: To confirm the minutes.

Agenda No. 2: Reporting the actions taken / activities planned on discussions in the earlier meeting/ on pending activities planned for the academic year 2020-21

- **To explore ideas for e- governance and organise a session for teaching staff and administrative staff on e- governance**
- An online session was organised on '**Implementation of E Governance** in areas of operations: Planning and development, Administration, Finance and Accounts' for Teaching and Administrative staff on 29th April 2021.
- **To conduct Professional /Management Development Programme**
 - St. Xavier's College(Autonomous) and Ramnarain Ruia Autonomus College, jointly organised an **online workshop on CAS** on 10th April 2021 from 4.00pm to 6.00pm.
 - Organised a **Two- Day National Online Seminar** on "Inclusive, Innovative and Sustainable Future of Education- NEP 2020" 24th & 25th May 2021(Jointly by Ramnarain Ruia Autonomous College and University of Mumbai)

Agenda No. 3: Review of plan of action and suggestions made in the 3rd meeting of IQAC

3.1: Review the plan of action and activities of IQAC for the Academic year 2020-21

Topics of discussion

3.1: Discuss Plan of Action for the coming Academic year (Thrust areas)

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



Dr. Anushree Lokur
Principal, Convenor, IQAC
Date: 27/5/2021



Dr. Jessie Pius
Coordinator, IQAC

Minutes of the 4th meeting of the IQAC held on 1st June 2021

The fourth meeting of IQAC was held on 1st June .2021 at 3.00pm online.

The following members attended the meeting

1. Dr. Anushree Lokur (Convener)
2. Dr. Jessy Pius (IQAC, Coordinator)
3. Dr. Varsha Shukla (Vice Principal)
4. Dr. Manish Hate (Vice Principal)
5. Dr. Sunil D. Shankhadarwar (Examination Coordination Committee)
6. Dr. Nana Pradhan (Incharge (Students Council)
7. Dr. Sucheta Ketkar (Faculty)
8. Dr. Bhavna R. Narula (Faculty)
9. Dr. Kamini Donde (Faculty)
10. Dr. Sasikumar Menon (Faculty)
11. Dr. Urmila Moon (Faculty)
12. Dr. Madhavi Badole (Faculty)
13. Dr. Kanchan Chitnis (Faculty)
14. Dr. Ashwini Deshpande (Faculty)
15. Dr. Sachin Palekar (Faculty)
16. Mr. Ulhas Nimkar (Industrialist)
17. Dr. Balachandra Bhole (Academician)
18. Mr. Shrirang Godbole (Employer)
19. Ms. Rasika Jogalekar (Student Representative)

Leave of absence was granted to, Mr. S M Deole, , Mr. Abhishek Tharwal, Dr. Jaison P. G., Ms. Veena Thakare, Dr. Sujata Suvarnapatki, Dr. Mohsina Mukadam, Ms.Varsha Malwade , Mr. Sudarshan Agre , Mr. Sahebrao Ghule, Mr. Shailesh Shelar as they communicated their unavailability due to personal reasons.

Dr. Jessy Pius started the meeting and requested our Principal to share a few achievements that the college receive recently. Dr Lokur announced 3 achievements to the members- College received prestigious DBT Builder Grant of Rs 1.8 crore, received 53rd Mumbai university Youth Fest championship overall Championship in Theatre.

Agenda No. 1: Confirmation of the minutes of the 3rd meeting of IQAC held on 10th April 2021 at 11.00am

The minutes of the meeting had been circulated to the members. No comments had been received. The minutes were confirmed by Dr. Bhole and Mr. Nimkar.

Agenda No. 2: Reporting the actions taken on the decisions taken in the 3rd meeting of IQAC
Dr Jessy Pius explained the action taken report and also kept it open for discussion. Following are the actions taken on the decisions of 3rd meeting:

- **To explore ideas for e- governance and organise a session for teaching staff and administrative staff on e- governance**
 - An online session was organised on '**Implementation of E Governance** in areas of operations: Planning and development, Administration, Finance and Accounts' for Teaching and Administrative staff on 29th April 2021. Finance officer Mr. Sahebrao Ghule has already started preparing SoPs for some of the administrative activities.
- **To conduct Professional /Management Development Programme**
 - St. Xavier's College(Autonomous) and Ramnarain Ruia Autonomus College, jointly organised an **online workshop on CAS** on 10th April 2021 from 4.00pm to 6.00pm.
 - Organised a **Two- Day National Online Seminar** on "Inclusive, Innovative and Sustainable Future of Education- NEP 2020" 24th & 25th May 2021(Jointly by Ramnarain Ruia Autonomous College and University of Mumbai)

Agenda No. 3: Review of plan of action and suggestions made in the 3rd meeting of IQAC

3.1: Review the plan of action and activities of IQAC for the Academic year 2020-21

Reviewed the plan of action. Resolved that pending activities will be completed in the month of June –July 2021.

Action Taken Report for the Academic year 2020-21 was mailed to all members prior to the meeting. Corrections suggested by Dr. Bhole is incorporated

Discussion on action taken report

Topics of discussion

3.2: Discuss Plan of Action for the coming Academic year (Thrust areas)

The plan of action for the Academic year 2021-22 will be based on the following points:

- SDG Goal 4 on Education - focus on its sustainability and implementation (Dr. Lokur)
- Curriculum development and deployment, match its alignment with NEP 2020(Dr. Bhole)
- Preparation of policy documents & SoPs(Dr. Bhole)

- Can think of introducing School system which will be a step towards achieving flexibility of courses/ enrichment/ core / elective subjects / resources etc. (Dr. Bhole)
- Having apprenticeship embedded courses (Dr. Lokur)
- Diploma/ Course on Product Stewardship with data analyticis (Mr. Nimkar, Dr Bhole)
- Campus profile brochure with details of PG and TY students for placements (Dr. Bhole)
- Social Media policy especially for placements (Mr Godbole). Mr. Godbole extended his support and help in making this policy
- Steps towards making Ruia a Degree Granting College

Based on the discussions it was resolved that IQAC will take up Education (SDG 4) as thrust area since the College is planning to restructure Teaching –learning –Evaluation towards NEP2020.

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

The meeting ended after Dr Lokur and Dr Jessy thanked everyone for attending the meeting and for fruitful discussion.



Dr. Jessy Pius
Coordinator, IQAC



Dr. Anushree Lokur
I/C Principal, Convenor, IQAC

I/c Principal
Ramnarain Ruia Autonomous College
Matunga, Mumbai - 400 019.