



JAI HIND COLLEGE

Basantsing Institute of Science & J. T. Lalvani College of Commerce. and Sheila Gopal Raheja College of Management.

Autonomous

(2021-2022)

Date: 21.06.2021

Venue: Online (Zoom)

Members present: Principal, Jai Hind faculty

Minutes:

As a result of the pandemic, the academic year 2021-22 was challenging. Under such a situation IQAC had to play a daunting task to set the parameters of class room teaching, learning and evaluation. In view of it, points discussed in the meeting were:

- 1) There was an elaborate discussion about ways to maintain high standards in online teaching, learning and evaluation. Faculty were encouraged to undergo training in pedagogical innovations in TLE.
- 2) The faculty were apprised about the key constituents of outcome-based education.
- 3) The faculty were told to maintain a Digital diary having details related to lectures taken, teaching plan, activities undertaken, syllabus covered, mentoring, CA activities, etc.
- 4) The faculty were instructed to familiarize the students about AAA, AA, internship rules, policies, etc and that the AAA activities list to be sent to the AAA committee.
- 5) Monthly reports of the Depts to be shared by the VPs with the Academic Heads.
- 6) If students have any issues regarding exams then they should be told to write to jhc.exam.support@jaihindcollege.edu.in
- 7) To ensure academic excellence, it was decided that the role of the Academic Heads should be expanded. Likewise, a decision was taken to expand the hierarchical system of administration.



Sr. No	Recommendations	Action Taken
1.	To apprise the faculty about outcome- based learning	<ul style="list-style-type: none">• Faculty workshop was held on 24th June 2021 and 26th June 2021• From 1st to 3rd July 2021 a workshop was organized to understand PO-CO mapping and PO-CO attainment.
2.	Maintain digital diary	<ul style="list-style-type: none">• It was incorporated by the faculty
3.	To familiarize students about AAA, AA & internship policies	<ul style="list-style-type: none">• The AAA committee held several meetings online with students to familiarize them about the same.
4.	Monthly reports of the Depts	<ul style="list-style-type: none">• Implemented
5.	Exam issues of students	<ul style="list-style-type: none">• Created jhc.exam.support@jaihindcollege.edu.in
6.	Hierarchal structure to be extended in lateral direction to increase efficiency	<ul style="list-style-type: none">• Creation of additional posts of Executive Coordinators to work in tandem with the Vice-Principals, AAA coordinators and class teachers.



Date: 09.10. 2021

Venue: Online (Zoom)


Members present: Principal, Jai Hind faculty

Minutes:

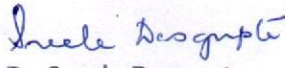
Points Discussed:

- 1) Dr. Sreela Das Gupta, The IQAC Coordinator, put forth the Academic Audit Guidelines to help the faculty understand the new format of assessment and explained each and every question through a power point presentation.
- 2) The IQAC held extensive meetings with each criterion to discuss in detail the work that needed to be done to uphold the quality measures set forth under Autonomy.
- 3) The faculty were told to do a review of suggestions given by the Audit team and work upon those to ensure effective implementation of their suggestions.
- 4) Several measures to promote quality were discussed.

Sr. No	Recommendations	Action-Taken
1.	Meetings with each criterion for NAAC	<ul style="list-style-type: none">• 16.12.2021- Criterion 1& 2• 18.12.2021-Criterion 5• 23.12.2021-Criterion 3&6• 24.12.2021- Criterion 4 & 7
2.	Mid-review of suggestions given by the Audit team	<ul style="list-style-type: none">• Periodic meetings were held Dept-wise, The BoS meetings were monitored to effectively implement their suggestions by Depts.
3.	Quality measures	<ul style="list-style-type: none">• MoUs were signed with IMC, LCGC and the Atal Incubation Centre• The College also registered for IIC, NISP, and the Innovation Ambassador's Training program.• Several foreign universities were also primed for possible collaborations


Dr. Ashok Wadia
Principal
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Dr. Sreela Dasgupta
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