JOHN WILSON EDUCATION SOCIETY'S
Wilson College
(Autonomous)
Chowpatty, Mumbai

Minutes of the IQAC Internal MEETING
held on 27th February 2024 at 2.30 pm in the Conference room.

IQAC 23-24 : 01 Agenda
1. Opening Prayer and Welcome
2. Roll Call
3. Adoption of the Agenda
4. Appointment of Recording secretary
5. Confirmation of the minutes of the previous meeting held on 28.04.2023 and matters arising thereof.
6. College Activities conducted from October 2022 onwards.
7. Update on NEP 2020 implementation for the academic year 2023-24 and required actions in future
8. Preparation of various Policy documents for the AQAR
9. Any other matter with the permission of the chair.
10. Vote of Thanks and Closing Prayer.

IQAC 23-24 : 02 Welcome and Opening Prayer
Dr.Michelle Philip offered the opening Prayer.
Prof. Anna Pratima Nikalje, Principal welcomed all the members present.

IQAC 23-24 : 03 Members present at the meeting
The following members attended the meeting:
1. Dr. Devdatta Lad (Co-coordinator)
2. Dr. Ajita Kumar (Vice Principal)
3. Dr. Michelle Philip (Faculty)
4. Mr. Michael D'souza (Faculty)
5. Ms. Aarati Manirekar (Faculty)
6. Ms. Muneerah Khambhawala (Faculty)
7. Dr. Pooja Shinde (Faculty)
8. Ms. Sharanya Waykar (Student representative)
9. Dr. Jamson Masih (Treasurer)
10. Mr. Pradeep Abhyankar (Registrar)
11. Dr. Abhijit Kadam (Supporting Team)
12. Mr. Shubham Mourya (Supporting Team)
13. CA. Kruti Bavishi (Supporting Team)
14. Mr. Mahesh Setti (Invitee)
15. Dr. Radhika Birmole (IQAC Co-ordinator)
16. Prof. Anna Pratima Nikalje (Chairperson)

Leave of absence was granted to and apologies were received from the following:
1. Dr. Ashish Uzgare
2. Mr. Ashwin Kataria.

Dr.Radhika Birmole welcomed all the members, including the new elected student representative - Ms.Sharanya Waykar, and started the meeting with the following deliberations.

IQAC 23-24 : 04 Adoption of Agenda
Dr. Radhika Birmole read out the Agenda for the meeting. Mr. Michael D'souza proposed and Dr. Pooja Shinde seconded the adoption of the Agenda.

IQAC 23-24 : 05 Appointment of recording secretary
Dr. Pooja Shinde and CA. Kruti Bavishi were appointed as the recording secretary of the meeting.

IQAC 23-24 : 06 Confirmation of the minutes of the previous meeting held on 28.04.2023 and matters arising thereof.
The minutes were read and confirmation of minutes was proposed by Ms. Aarati Manirekar and seconded by Dr.Devdatta Lad.

IQAC 23-24 : 07 Update on NEP 2020 implementation for the academic year 2023-24 and required actions in future
Ms. Aarati Manirekar updated the Committee about the successful implementation of NEP 2020. She also pointed out the constraint issues with respect to time-table, workload, space, etc while implementing NEP 2020.

Following suggestions were made:
- Examination Committee shall
  - introduce flexibility for conducting CIA I and CIA II (20 marks each) examinations into one examination of 40 marks for First Year UG Semester I students.
  - direct all the departments to fix the deadline for submission of assignments/ project work/ etc and also inform the students well in advance.
- All Audits such as IQAC Audit, Gender Audit, Academic Audit shall be conducted

Resolved that:
- Academic Dean shall look into the co-curricular courses such as Sports, Yoga and Photography courses as credit courses.
- Research Committee shall appoint the following as "In-charges" to conduct orientation and initiation activities/ events for the year 2024-25 for the upcoming Avishkar event:
  - For Arts faculty : Dr. Satyawati Chaubey
  - For Science faculty : Dr. Abhijeet Kadam
  - For Commerce faculty : Mr. Ashwin Kataria

- Research Committee shall assign seed money of Rs.5,000 each to the learners for continuation of their research work presented at the Avishkar competition in this Academic Year.

IQAC 23-24 : 08 Preparation of various Policy documents for the AQAR
Dr.Radhika Birmole discussed the need for Policy documents in view of the upcoming NAAC assessment of College

Resolved that:
- Following policy should be framed and implemented by the below-mentioned respective appointed in-charges:
  o Policy for promotion of research – Dr. Jamson Masih
  o Code of Ethics for Research (including Plagiarism check through authenticated software and Inclusion of Research Ethics in the research methodology course work) – Dr. Jamson Masih
  o Information Technology Policy covering Wi-Fi, cyber security, etc. including allocation of budget for updating Information Technology facilities of the College – Ms. Srilatha Ratnam and Ms. Anam Khan
  o Administrative Policy containing established systems and procedures for maintaining and utilizing physical, academic and support facilities: classrooms, laboratory, library, sports complex, computers, etc – Mr. Pradeep Abhyankar

Additional following points were discussed:
- Mr. Pradeep Abhyankar shall ensure effective and efficient functioning of the various institutional bodies as visible from the policies, administrative set-up, appointment and service rules, procedures, etc. including the below:
  o Reasonable and proper usage of the answer sheets, with maintenance of records
  o Timely Activation of Institutional Email IDs of the First Year Students and deactivation of Email IDs of passed out students.
  o Management of Benches and other infrastructure lying in and outside the classrooms
- Non-Teaching and Support staff Training Committee shall draft a prescribed code of conduct for the staff and conduct periodic sensitization programmes and further comply with the it.
- The College shall display the Code of Conduct on the website.
- The College shall create a sub-committee to monitor adherence to the Code of Conduct that will
  o Organise professional ethics programmes for students, teachers, administrators and other staff
  o Organise Annual awareness programmes on the Code of Conduct
- Mr. Michael D'souza shall prepare the Five year Action Plan (i.e. institutional Strategic/ Perspective plan)
- Mr. Mahesh Shetti, Convenor of Academic Monitoring Committee, shall circulate the feedback form in relation to participative, experiential learning, etc.

IQAC 23-24 : 09 Any other matter with the permission of the chair.
Dr.Radhika Birmole updated the Members on the resolutions of the previous meeting. She further discussed various Quality measures with respect to Academics.

Resolved that:

- Website Committee, under the guidance of Academic Monitoring Committee, shall ensure easy accessibility of syllabi on the College Website
- Examination Committee shall reveal the assessed papers of Semester VI and Master's Programme Part II to the learners for transparency of evaluation system, prior to declaration of their results.
- IQAC shall conduct a Code of Conduct session on one of its Friday sessions for the teaching and non-teaching staff.
- Teacher Assessment Questionnaire should be sent to all the learners for obtaining their feedback.
- Dr.Ramesh Yamgar and Dr.Khushpat Jain should be appointed as two external experts to review the IQAC work and activities.
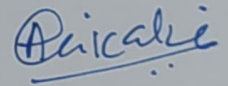
IQAC 23-24 : 10 Vote of Thanks and Closing Prayer
Dr.Radhika Birmole proposed the Vote of Thanks.
Mr.Pradeep Abhyankar offered the Closing Prayer.

Dr. Radhika Birmole
IQAC Coordinator

Prof. Anna Pratima Nikalje
Principal (Chairperson - IQAC)

Wilson College
(Autonomous)
Chowpatty, Mumbai

Minutes of the IQAC MEETING
held on 28th April 2023 at 2.30 pm in the Conference room (hybrid mode)

IQAC 22-23 : 81 Agenda
1. Opening Prayer
2. Roll Call
3. Adoption of the Agenda
4. Appointment of Recording secretary
5. Confirmation of the minutes of the previous meeting and matters arising thereof.
6. College Activities conducted from October 2022 onwards.
7. To review processes under Autonomous status of the College.
   a. Attendance policy and procedure
   b. Conversion of Muktangan hours into a course for first year.
8. To discuss NEP 2020 Implementation from the upcoming Academic year.
9. Mechanism and policy for confidential reports of teachers.
10. Any other matter with the permission of the chair.
11. Vote of Thanks and Closing Prayer.

IQAC 22-23 : 82 Welcome and Opening Prayer
The meeting began with the opening prayer by Mr.Pradeep Abhyankar.
Prof. Anna Pratima Nikalje, Principal welcomed all the members present.

IQAC 22-23 : 83 Members present at the meeting
The following members attended the meeting:
Offline mode:
1. Dr. Harsha Bhadkar (Vice Principal)
2. Dr. Ajita Kumar (Vice Principal)
3. Dr. Ashish Uzgare (Vice Principal)
4. Dr. Michelle Philip (Faculty)
5. Mr. Michael D'souza (Faculty)
6. Ms. Aarati Manirekar (Faculty)
7. Dr. Joyline Mascarenhas (Faculty)
8. Dr. Devdatta Lad (Faculty)
9. Dr. Biraj Mehta (Faculty)
10. Mr. Melwin Shibu Marattukalam (Student Representative)
11. Dr. Jamson Masih (Treasurer)
12. Mr. Pradeep Abhyankar (Registrar)
13. CA. Kruti Bavishi (Supporting Team)
14. Mr. Sunit Das (Supporting Team)

15. Dr.Agnelo Menezes (Expert Invitee)
16. Dr. Ramesh Yamgar (Expert Invitee)
17. Dr. Anuradha Pendse (Invitee)
18. Dr. Radhika Birmole (IQAC Co-ordinator)
19. Prof. Anna Pratima Nikalje (Chairperson)

Online mode:
20. Dr. Jessy Pius (Invitee)

Leave of absence was granted to and apologies were received from the following:
1. Mr.Nitin Nakti (Corporate)
2. Mr. Soumyadeep Biswas (Student representative)
3. Prof. Sybil Thomas (Expert Invitee)
4. Dr. Sohail Savliwala (Expert Invitee)

Dr.Radhika Birmole started the meeting with the following deliberations.

IQAC 22-23 : 84 Adoption of Agenda
Dr.Radhika Birmole read out the Agenda for the meeting. Dr.Michelle Philip proposed and Ms.Aarati Manirekar seconded the adoption of the agenda.

IQAC 22-23 : 85 Appointment of recording secretary
Dr. Ashish Uzgare and CA. Kruti Bavishi were appointed as the recording secretary of the meeting.

IQAC 22-23 : 86 Confirmation of the minutes of the previous meeting and matters arising thereof
The previous meeting of IQAC was held on 1st October 2022. Dr. Joyline Mascarenhas proposed the passing of the minutes and Dr. Biraj Mehta seconded it.

IQAC 22-23 : 87 College Activities conducted from October 2022 onwards.
Based on the proposals and suggestions of the last meeting, a report of the College activities conducted from October 2022 onwards was presented, by Ms. Aarati Manirekar and Dr. Biraj Mehta, to the Members which was bifurcated in seven Criteria.
- Regarding the point on IQAC's capacity building sessions conducted on Friday's, Dr.Agnelo Menezes suggested maintaining the video recording of these sessions for future benefits.
- Regarding the point on the Bazaar Day event, Dr. Agnelo Menezes suggested making a resolution and implementing the college policy for contribution by students on earnings during the Bazaar Day event.

Resolved that:
- With the support of the Department of Information Technology and the Department of Multimedia and Mass Communication, IQAC's capacity building sessions shall be audio-video recorded and saved on google drive for future references.

- Muktangan Committee and Incubation Cell shall frame and implement the College policy for contribution on earnings during the Bazaar Day event.

IQAC 22-23 : 88 Review of processes under Autonomous status of the College.

The Autonomy Status of the College was reviewed.

- Dr.Agnelo Menezes enquired about the streamlining / schedule of the CIA I and CIA II examinations. He suggested conducting a single CIA for UG Semester I keeping in mind the lengthy admission process and the needs of novice learners.
- Dr.Radhika Birmole mentioned that PO and CO attainment workshop could not be conducted.

Resolved that:

- Examination Committee shall
    - frame the policy of mandatory attendance to appear for all CIA examinations and failing to which it shall be considered as ATKT.
    - collect all the question papers sets (2 or 3, as applicable) from all the departments and randomly choose one of the question papers for examination.
    - complete the printing of the selected question paper and other arrangements atleast 15 days prior to the respective exam dates.
- All the departments, under the guidance of the Academic Monitoring Committee, shall conduct PO & CO attainment for 40% of the examination papers of years covered under NEP and Autonomy syllabus.
- Under the guidance of Academic Monitoring Committee, all the departments shall consider the feedback from its stakeholders for upgrading the Syllabi.
- Research Committee shall ensure an increase in participation of students in Avishkar.
- Alumni Committee shall ensure, with the help of Alumni, increase in academic and research collaborations with the College.

IQAC 22-23 : 89 Attendance policy and procedure

Dr. Radhika Birmole pointed out the issues and concerns of the attendance policy and procedure for its successful implementation.

Resolved that:

- Admission Committee shall obtain signed undertaking from the parent for mandatory 75% attendance requirement for lectures, practicals and examination at the time of admission confirmation and fees payment.
- Attendance Committee shall frame and implement the attendance policy and procedure.
- Attendance Committee and Examination Department to undertake orientation for all the students to acquaint them with the attendance policy and procedures with emphasis on attendance.
- All the departments shall maintain attendance register in offline mode i.e. attendance muster.

IQAC 22-23 : 90 Conversion of Muktangan hours into a course for first year.

Dr. Ramesh Yamgar suggested converting Muktangan hours in a course under NEP 2020

Resolved that:
- Academic Monitoring Committee to introduce a credit course under NEP 2020 by converting the Muktangan hours into co-curricular courses.

IQAC 22-23 : 91 To discuss NEP 2020 Implementation from the upcoming Academic year.

Mr.Michael proposed the credit structure under NEP 2020, applicable from Academic Year 22-23 -24 and it was seconded by Dr. Devdatta Lad.

Dr. Jessy suggested contacting Dr. Varsha Shukla for guidance on NEP 2020.

Resolved that:
- All the departments shall
  - implement NEP 2020 for the First Year UG and PG Programmes from the upcoming Academic year 22-23 -24.
  - adopt the workload of 16 lectures per week, for each full time teacher. Each Lecture will comprise of 1 hour duration.
- IQAC and Academic Monitoring Committee shall connect with Dr. Varsha Shukla for further guidance on NEP 2020.
- Academic Monitoring Committee shall propose the credit structure under NEP 2020, applicable to the First Year UG and PG classes of 22-23 -24, to the Academic Council for approval.

IQAC 22-23 : 92 Mechanism and policy for confidential reports of teachers.

It was reported that all students do not fill Teacher's Assessment Questionnaire ('TAQ').

Resolved that:
- Examination Committee to ensure filling of TAQ's as mandatory requirement prior to collection of the hard copy of their result/ marksheets by the learners.

IQAC 22-23 : 93 Any other matter with the permission of the chair.

During the discussion on motivation of staff members and bringing out the best from them, Dr.Ashish Uzgare suggested instituting awards to the employees. The awards should be categorised in the aided and unaided section separately. Dr. Jamson Masih said to have an appropriate evaluation policy in place for conferring such awards.

Dr. Yamgar suggested having a dedicated week to celebrate the co-curricular activities for students. He further added to procure feedback from the immediate employers of the Alumni for further improvement in students and better scope for placement.
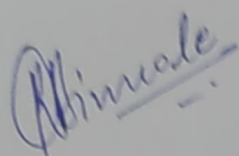
Resolved that:
- The Departments under the three broad faculties "Arts", "Science" and "Commerce" shall conduct one day or two days co-curricular activities.
- The Departments to obtain feedback from the immediate employers of the Alumni for further improvement in students and better scope in placement.
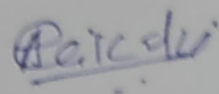
IQAC 22-23 : 94 Vote of Thanks and Closing Prayer
Dr. Michelle Philip proposed the Vote of Thanks.
Dr. Jamson Masih offered the Closing Prayer.

Dr. Radhika Birmole
IQAC Coordinator

Prof. Anna Pratima Nikalje
Principal (Chairperson - IQAC)

John Wilson Education Society's
Wilson College
(Autonomous)

Action Taken Reports - IQAC meetings - on 28ᵗʰ April 2023, 27ᵗʰ February 2024 & 27ᵗʰ March 2024.

Action Taken Reports based on IQAC meetings held on 28ᵗʰ April 2023

Agenda of the Meeting
6. College Activities conducted from October 2022 onwards.
7. To review processes under Autonomous status of the College.
   a. Attendance policy and procedure
   b. Conversion of Muktangan hours into a course for first year.
8. To discuss NEP 2020 Implementation from the upcoming Academic year.
9. Mechanism and policy for confidential reports of teachers.
10. Any other matter with the permission of the chair.

The salient deliberations of the meeting and the action taken are as follows:

Agenda	Deliberation	Action Taken
6	● IQAC's capacity building sessions shall be audio-video recorded and saved on google drive for future references. ● Muktangan Committee and Incubation Cell shall frame and implement the College policy for contribution on earnings during the Bazaar Day event.	● Video recording of IQAC session is done and saved on the Google drive. ● Preparation of college policy for contribution on earnings during the Bazaar Day event is under process. It will be implemented from the academic year 2024 - 25
7a and 7b	● Examination Committee shall ○ frame the policy of mandatory attendance to appear for all CIA examinations and failing to which it shall be considered as ATKT. ○ collect all the question papers sets (2 or 3, as applicable) from all the departments and randomly choose one of the question papers for examination.	● Not able to accept. ● For Semester II-VI, the Examination Committee collected all the question papers sets (2 or 3, as applicable) from all the departments to ensure random choosing of one of the question papers

	○ complete the printing of the selected question paper and other arrangements atleast 15 days prior to the respective exam dates.	for the examination. ● Unable to execute.
	● Attainment PO and CO for 40% of the answer sheet papers of years covered under NEP and Autonomy syllabus.	● All the departments have done PO and CO mapping for 40% of the Internal and external examination papers of Sem I and III. Attainment of CO - PO is under process.
	● All the departments shall consider the feedback from its stakeholders for upgrading the Syllabi.	● Postponement of obtaining feedback from the Alumni, students, teachers and employers for framing and changes in Syllabi.
	● Research Committee shall ensure an increase in participation of students in Avishkar.	● Informative sessions were undertaken for students as well as for faculties for participation in the upcoming Avishkar event.
	● Alumni Committee shall ensure, with the help of Alumni, increase in academic and research collaborations with the College.	● Initiated in Alumni meeting on 12 April 2024 at 10.30 am
	● Admission Committee shall obtain signed undertaking from the parent for mandatory 75% attendance requirement for lectures, and practicals at the time of admission confirmation and fees payment.	● Undertaking of mandatory 75 % attendance collected by the admission committee during the admission process for academic year 2024 - 25.
	● Attendance Committee shall frame and implement the attendance policy and procedure.	● The policy has been prepared and uploaded on the website.
	● Attendance Committee and Examination Department to undertake orientation for all the students to acquaint them with the	● Students have been oriented about the same during orientation program.

	attendance policy and procedures with emphasis on attendance. ● All the departments shall maintain attendance register in offline mode i.e. attendance muster. ● Academic Monitoring Committee to introduce a credit course under NEP 2020 by converting the Muktangan hours into co-curricular courses.	● All the departments maintain the attendance register in offline mode i.e. attendance muster. ● A course on music was proposed for consideration to the Academic Monitoring Committee and approval.
8	● All the departments shall ○ implement NEP 2020 for the First Year UG and PG Programmes from the upcoming Academic year 23 -24. ○ adopt the workload of 16 lectures per week, for each full time teacher. Each Lecture will comprise of 1 hour duration. ● IQAC and Academic Monitoring Committee shall connect with Dr. Varsha Shukla for further guidance on NEP 2020. ● Academic Monitoring Committee shall propose the credit structure under NEP 2020, applicable to the First Year UG and PG classes of 23 - 24, to the Academic Council for approval.	● All the departments have implemented NEP 2020 for the First Year students of UG and PG courses from the Academic year 2023-24. ● All the Departments adopted the workload of 16 lectures per week, each 1 hour duration. ● IQAC and Academic Monitoring Committee connected with Dr. Varsha Shukla for further guidance on NEP 2020. ● Academic Monitoring Committee has proposed the credit structure under NEP 2020, applicable to the First Year UG and PG classes of 23 - 24, to the Academic Council and the same is approved.
10	● Examination Committee to ensure filling of TAQ's as mandatory requirement prior to collection of the hard copy of their result/ marksheets by the learners.	● Examination Committee distributes the hard copy of their result/ marksheets only after the respective learner fills TAQ's.

	● The Departments under the three broad faculties "Arts", "Science" and "Commerce" shall conduct one day or two days co-curricular activities.	● Arts faculty conducted department wise co-curricular activities spread over the year 2023-24. Science faculty conducted one day co-curricular activity on 28th February 2024. Commerce faculty conducted two days of co-curricular activities on 19th and 20th January 2024.
	● The Departments to obtain feedback from the immediate employers of the Alumni for further improvement in students and better scope in placement.	● Feedback forms are ready and links of the feedback forms will be uploaded on the college website. The data of the same will be maintained by Datavista.

Action Taken Reports based on IQAC meetings held on 27th February 2024

Agenda of the meeting
3. Update on NEP 2020 implementation for academic year 2023 - 2024 and required actions in future.
4. Preparation of various policy documents for the AQAR.
5. Any other matter with the permission of the chair.

The salient deliberations of the meeting and the action taken are as follows:

Agenda	Deliberation	Action Taken
3	● Academic Dean shall look into the co-curricular courses such as Sports, Yoga and Photography courses as credit courses.	● Total Six courses are proposed for consideration to the Academic Monitoring Committee and for approval.
	● Research Committee shall appoint the following as "In-charges" to conduct orientation and initiation activities/ events for the year 2024-25 for the upcoming Avishkar event: ○ For Arts faculty : Dr. Satyawati Chaubey ○ For Science faculty : Dr. Abhijeet Kadam ○ For Commerce faculty : Mr. Ashwin Kataria	● The faculty members have been informed via email and they will be conducting sessions from the start of academic year 2024 - 25.
	● The Research Committee shall assign seed money of Rs.5,000 each to the learners for continuation of their	● Will be implemented from the academic year 2024 - 25

	research work presented at the Avishkar competition in this Academic Year.	

4	● Following policy should be framed and implemented by the below-mentioned respective appointed in-charges:
	  ○ Policy for promotion of research – Dr. Jamson Masih
	  ○ Code of Ethics for Research – Dr. Jamson Masih
	  ○ Information Technology Policy – Ms. Srilatha Ratnam and Ms. Anam Khan
	  ○ Administrative Policy – Mr. Pradeep Abhyankar
		● Policy documents of Information Technology and Administrative policy have been prepared and are under review.
		● While preparation of policy documents for research are under process.

5	● Website Committee, under the guidance of Academic Monitoring Committee, shall ensure easy accessibility of syllabi on the College Website ● Examination Committee shall reveal the assessed papers of Semester VI and Master's Programme Part II to the learners for transparency of the evaluation system, prior to declaration of their results. ● IQAC shall conduct a Code of Conduct session on one of its Friday sessions for the teaching and non-teaching staff. ● Teacher Assessment Questionnaire should be sent to all the learners for obtaining their feedback. ● Dr. Ramesh Yamgar and Dr. Khushpat Jain should be appointed as two invited peer experts	● Access to syllabus on the College website is ensured. ● Once papers are assessed, then the process shall be initiated. ● The awareness session was conducted on 1 March 2024 at 2.30 pm by Dr. Ashish Uzgare ● TAQs were sent in the month of March and April 2024 ● Dr. Yamgar and Dr. Jain was appointed as an invited peer expert from 25th September 2023 and 12th March 2024 respectively.

Action Taken Reports based on IQAC meetings held on 27th March 2024.

Agenda of the meeting
5. Confirmation of the minutes.
6. Discussion on infrastructure upgradation with respect to the NAAC visit in December 2026.
7. Review on library policy and procedures.
8. Discussion on NAAC reviews on the submitted AQAR.
9. Any other matter with the permission of the chair.

The salient deliberations of the meeting and the action taken are as follows:

Agenda	Deliberation	Action Taken
5	● IQAC Audit should be conducted and completed latest by June 2024 ● Library audit, Green audit, Energy audit, Admin audit, Gender Audit and Academic Audit to be conducted in the Academic Year 2024-25 ● The College shall frame the policy for ○ financial assistance to teachers; and ○ scholarship and free ship for the students ● The Research Committee shall ensure inclusion of the Seed money of Rs.10,000 as part of the research policy. ● Academic Monitoring Committee shall ensure that all TAQ forms are filled and to uphold the results of the learners who do not submit feedback form.	● Process initiated and will be completed by June 2024. ● Process initiated and will be completed in the academic year 2024 - 25 ● Policy document for freeship is prepared and other policy documents preparation is underway. ● 10 faculties are assigned seed money for research ● Will be taken up in Academic Year 2024-25
6	● The College will constitute the Committee to tap CSR funds under the convenorship of the Registrar - Mr. Pradeep Abhyankar. ● The College fees shall be revised to meet the needs of infrastructure upgradation of respective programmes.	● The committee will be framed from the academic year 2024 - 25. ● Fees revision is under process and shall be implemented from the academic year 2024 - 25.

	● All the Departments shall orient students towards using the Library ● The Library Committee shall find and look into procurement of software for student access of Library resources. ● The Registrar - Mr. Pradeep Abhyankar shall ensure installation of the Anti-Virus software installed on all the Computers of the College. ● Dr. Khushpat Jain suggested having the following for College Library: 　o Web portals / apps such as e-granthalaya 　o Urkund anti-plagiarism software by Government of India by the Ministry of Education, etc	● Will be taken up in Academic Year 2024-25 ● Under Process and will be done in the academic year 2024 - 25. ● Will be taken up in Academic Year 2024-25 ● The SLIM software is already installed and it is more user friendly. Also Urkund anti - plagiarism software will be procured in the coming academic year.
7	● Academic Monitoring Committee, shall guide departments in suggesting to the Librarian the list of electronic books/ resources to be purchased.	● Will be taken up in Academic Year 2024-25
8	● Discussion on NAAC reviews on the submitted AQAR.	● Session on MOOCs and econtent development will be conducted in the academic year 2024 - 25
9	● The College will sign Memorandum of Understanding ('MOU') with different Human Resource consultancy / agencies to undertake the internship and placement work under NEP 2020.	● 22 MoUs have been signed till date and the internship and Placement will happen soon.