



# CHILDREN WELFARE CENTRE Clara's College of Commerce

(Affiliated to University of Mumbai and NAAC Accredited)

Address - Yari Road, Versova, Mumbai - 400061

Contact No - 7738501168, Website - claracollegeofcommerce.edu.in

## Action Taken Report (on IQAC meeting held on 06.08 2022)

- AQAR of 2020-21 was re-submitted after reviewing and incorporating suggestions made by the NAAC.
- Academic Calendar for the academic Year 2022-23 was prepared by incorporating various curricular and extra- curricular activities to be conducted during the year 2022-23.
- It was informed to the Committee about the activities so far conducted till 6/8/2022. It was also instructed to AQAR criteria incharges and committees to organize various activities as per the academic calendar for students and teachers such as seminars, workshop, guest lectures, SDPs, and FDPs.
- Coordinators and teachers were also informed to organize skill based short term Certificate and add-on Courses for the holistic development of students.
- The Last date for submission of AQAR 2021-22 was December 2023. All criteria incharges and their members were informed to prepare their criteria and keep ready all the necessary documents to be uploaded on college website and on the NAAC Portal.
- Teachers were instructed to prepare SSR as per the New Revised Guidelines issued by the NAAC. Hard copies and soft copies of all documents and templates should be kept ready for preparing SSR.
- New committees were formed viz; Media Branding and Promotion, Code of Conduct, Mentoring Committee, etc.
- It was decided to sign more MOUs and to conduct AAA Audit and SSS survey.
- Teachers were requested to published research papers and articles in referred and peer reviewed journals.



Principal

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## **Action Taken Report (on IQAC meeting held on 20.10.2022)**

- Review of Academic Calendar 2022-23 was taken and it is finalized. Various events and activities were conducted as per the academic calendar.
- Short-term certificate and add-on courses, SDPs, and FDPs were organized. Teachers were informed to conduct Short-term certificate and add-on courses and other activities as planned in Academic Calendar 2022-23.
- Examination time-table was prepared. It was decided to conduct ATKT exams of Sem-II and Sem – IV in September and regular exams of Sem-I and Sem - III in the month of November 2022.
- Parents-Teacher meeting was conducted to discuss and inform parents about the performance of students in the examination.
- Teachers were informed to collect the documents for AQAR 2022-23 and start filling the data and information.
- Review of progress of SSR work was also taken
- Teachers and office staff were asked to remain present for extra time in order to expediate the work of preparation of SSR.
- Teachers have conducted extra lectures off-line and on-line for the students of FYBCOM/BMS/BAF/ BAMMC.



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## Action Taken Report (on IQAC meeting held on 09.03.2023)

- The IQAC has taken the review of events and activities conducted in the college since 20.10.2022 to 09.03.2023 as per the planned academic calendar.
- Further, the IQAC has informed to the members to conduct the remaining activities as per the schedule till the end of the academic year 2022-23.
- The schedule of Semester I, II, III and IV examinations was declared and these exams would be conducted between 9th March to 26th April 2023.
- The criterion incharges and their members were informed to expediate the work of preparing and completing AQAR 2022-23 without any delay. It was necessary to incorporate the data and information of 2022-23 in the SSR Report.
- It was unanimously decided that unless and until more than 90% work of the SSR is completed, the IIQA should not be submitted to NAAC.
- All teachers should inform and explain the importance of Student Satisfaction Survey (SSS) to students in SSR. Teachers should explain questions of SSS and insist them to give positive response to SSS.
- Decision was taken to collect feedback from all stakeholders like students, teachers, alumni and employers.
- Suggestions were sought from all teachers to prepare action plan for the next academic year 2023-24.
- Some of the features of the National Education policy were included in the AQAR and SSR which were discussed in the meeting.
- The review of work in progress and completed of AAA and other audits was taken and it was informed to speed up the work of audit reports.



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### Action Taken Report (on IQAC meeting held on 28.04.2023)

- MH-SET examination was conducted by the college on behalf of Mumbai University on 26th March 2023.
- NSS unit of the college in association with Ekata Manch (NGO) has distributed grocery and other essential materials to the affected people due to the outbreak of massive fire at Appa Pada, Malad, Mumbai, on 9th April 2023.
- The medical camp was organized by the Ekata Manch in association with Clara's College on 14th April 2023. Duties were assigned to all teaching and non-teaching staff at Medical Camp held at open ground of the CWC.
- The Degree Distribution Ceremony was held on 29th April 2023. Degree Certificates were distributed to TYB.Com / BMS / BAF / BAMMC and M.Com students of the academic year 2021-22.
- NEET examination was to be held on 7th May 2023 in the college. Duties were assigned to all teaching and non-teaching staff for conducting NEET examination.
- Result of Sem-I, III and IV was declared on 27th April 2023. Admissions for Third year were in progress, whereas admissions for SY classes will be started in the first week of June 2023.
- Teachers were instructed to complete the work of documentation for SSR at the earliest.
- Academic calendar for the academic year 2023-24 was prepared in which curricular, co-curricular and extra-curricular activities and events to be organized were incorporated by IQAC, NSS, WDC, sports, research and other committees.



  
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