



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

Academic Year 2018-19





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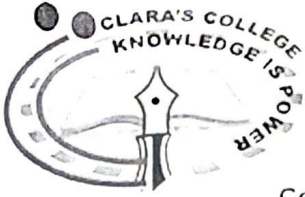
IQAC - Action Taken Report

Meeting conducted on 4th July, 2018

- Resolved that minute of last meeting of IQAC be confirmed. Further resolved that criterion wise standing committees was constituted, for a period of two years, for suggesting benchmarks for teaching-pedagogies, research quality standards, administrative-processes and extension-cum-social interface. All the Criteria were discussed and roles and responsibilities for achieving the task was assigned.
- Resolved that all the events and activities as planned were discussed with the Coordinators and Staff members and the resources required to be planned in for smooth conduction of all the activities.
- Resolved that Annual Quality Assurance Report (AQAR) for academic year 2018-19 be approved by the Director, IQAC be authorized to submit the same to NAAC. Bangalore. at the earliest, on incorporation of necessary suggestions. For timely submission all above committees be requested to at least submit their respective first interim-report within three months for consideration of IQAC in its next meeting.
- Resolved that all members of IQAC be requested to send their timely suggestions to Director-IQAC as and when they deem it necessary for the overall quality enhancement. The teaching fraternity of the college be motivated and trained to remain quality conscious while delivering in terms of modern and students friendly teaching-practices. high quality research publications and consultancy and extension activities for better social-institutional interface. It was specially emphasized that the college website is a window to outside world and the same be updated consistently.




Principal
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- Placement Committee was asked to complete the scheduled activities for the Academic Year 2018-19
- IQAC Incharge shared all the activities that have been initiated and completed in 2018-19
- A number of Seminars, Workshops and Sessions at different levels have been conducted by all the departments. All the Conveners were asked to complete all the activities as planned.
- IQAC has organized the following events in this regard: NAAC Accreditation Process: 'A tool for quality improvement' on 7th March, 2019, Session on "Time Management for effective learning" for students was organised on 8th March, 2019 Seminar on Intellectual Property Rights Challenges and Issues was organised for the students on 9 March, 2019, Career Orientation Programme: "Connecting Career to life" for the students was organised for the students on 11th March, 2019, Session on GST and Impact of budget 2019 on India's Economy for students was organised on 6th Feb, 2019 Training on wealth habit for Youth was organised for the students on 30th January, 2019
- Workshop on the theme " NAAC Accreditation Process: A tool for quality improvement" on 7th March, 2019 was organised for the staff to understand the process of NAAC and how the work should be carried by Criterion In charges for completing SSR and AQAR was discussed. Formats of AQAR and SSR Criterion Wise were provided to the Criterion In charges. For completing the above work review meeting with the Criterion members was planned within 15 days to know about the status of work completed and discuss any problem associated with the work
- Coordinators and teaching staff of all the Departments were suggested to share the Best Practices for the Academic Year 2018-19. Planning to be made for the Best practices to be followed in new Academic Year 2019-20
- Feedback process for the second term was planned and date for its execution was scheduled on 22 March, 2019 and to be completed by 30th March, 2019.




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IQAC - Action Taken Report

MEETING HELD ON 26th MARCH 2019

- Formats for Departmental and Activity Reports were provided to the Coordinators and Activity In-charge and asked to submit the reports by 25th June 2019.
- Review meetings were conducted with all the Criterion In-charge by the Principal and IQAC. All the queries and doubts related to their criterion were timely solved. Submission of final draft of AQAR 2018-19 was unanimously decided and all members have decided final submission of AQAR by 20th May 2019.
- Criterion wise committees were formed and experts were invited to explain the process of documentation and how to carry the work and compile data for SSR as per new guide lines of NAAC.



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IQAC - Action Taken Report

IQAC MEETING HELD ON 27th APRIL 2019

- All the members of IQAC discussed the strength and weaknesses of the institute and based on it following Plan of Actions were formulated:
 1. To conduct workshops and seminars for enhancing the quality of teaching and learning.
 2. To conduct Academic and Administrative Audit.
 3. To upgrade infrastructure of the college.
 4. To conduct Certificate Courses.
 5. To strengthen the Mentoring System.
- All the Course Coordinators, Criterion In charge and members were informed to suggest activities to be conducted for the Academic Year 2019-20. Academic Calendar was submitted on 20th May 2019.
- As some members of the existing IQAC committee were left the institution, new IQAC Committee was formed for the Academic Year 2019-20.
- From the academic year 2019-20 the system of upgrading the website was changed. Proper channel for documentation of reports was discussed and thrust was given to regularly updating the website.



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