

# Report of the Internal Quality Assurance Cell

The Internal Quality Assurance Cell (IQAC) has taken various initiatives in Quality Enhancement for the benefit of our students. This is done through a process of brainstorming and discussions with various stakeholders through meetings, workshops, training programmes, sharing of quality related literature and planning sessions. An academic calendar is prepared after meetings with the faculty and committees at the beginning of the year.

Considering the New NAAC Guidelines which came into effect from 2017, after discussion with Faculty in staff meetings, it was decided to form co-curricular forums in all courses so that many more opportunities are made available to students in the teaching learning process through interactive programmes and field visits. Additional committees have been formed this academic year in order to function in a focused manner on areas such as the Environment, Intellectual Property Rights, Web Updation and Incubation Centre. Students are involved in all committees for planning and implementation of programs. There has been enhanced use of multimedia in the teaching learning process with the recent developments in understanding of pedagogy. Students have been involved in giving feedback on the curriculum and this will be compiled and sent to the respective Board of Studies of the University of Mumbai. Feedback forms on the Teaching Learning Process as well as other aspects of college functioning and facilities have been designed using Google Forms.

In order to work in collaboration with other colleges and share resources for mutual benefit of our students, MoUs have been signed with 48 other colleges on 30<sup>th</sup> August, 2018 at Gyansadhana College in Thane. Another MoU has been signed with colleges in the vicinity i.e. Menon College and Ratnam College. The college has established Industrial Linkages with Bhise Ceramics Pvt.Ltd., M/s. J.R. Ahuja & Co and Circle Code Solutions Pvt.Ltd with the aim of giving students an opportunity to gain practical experience in Industry and relate theory to practice. Add on courses have been started in collaboration with the National Stock Exchange of India on Technical Analysis of Shares and Stocks, Investment management & Portfolio management and The Equity and Derivative market

Improvements in infrastructure have been made by adding five new desktop computers with Intel Core i5 processors. Internet facility is upgraded and broadband speed improved from 8 Mbps to 50 Mbps. The college will soon have Wi-Fi. This will enable a large number of students who cannot afford to have an internet connection to use the same and will enable the enhanced use of ICT in the Teaching Learning process.

Each criteria for the purpose of NAAC is being handled by a senior faculty member who puts together inputs collected for the AQARs and leads discussions and on quality related aspects of the criteria being handled. The Annual Quality Assurance Reports for the year 2016-17 and 2017-18 have been completed. In an effort to move towards paperless communication, Google Forms have been introduced. The Library is now fully computerised.

With the coming into effect of the New Guidelines for Institutional Accreditation by NAAC, 2017, the need was felt for understanding them. In pursuance of the same, the IQAC organised a one day National Interdisciplinary Conference on, 'Sustaining Quality: NAAC New Guidelines, 2017' on 17<sup>th</sup> February, 2018. The Chief Guest and Keynote Speaker for the same was Dr. Jagannath Patil, Adviser, NAAC, Bengaluru.

The sub-themes for the conference on which research papers were presented were:

- Knowledge Management in Higher Education
- Teaching Learning and research
- Quality initiatives
- Linkages with Industry
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The Conference received an enthusiastic response. A large number of faculty from various colleges who participated in the conference got an opportunity to clarify their doubts regarding the new guidelines and presented research papers on the subthemes. Total of 14 Associate Professors, 89 Assistant Professors, 4 Research Scholars and 9 Students submitted research papers which were published in a UGC Listed Journal Under the category, "Social Sciences All" Sl.No:616 Journal No.45007 Management Guru: Journal of Management Research Vol.VI Issue no.2, Monthly Journal March, 2018 with an ISSN 2319-2429. The feedback received from participants regarding the conference was encouraging and positive.

The IQAC suggests and ensures training of faculty and staff on a regular basis on Quality Issues in Higher Education so as to keep abreast with various developments in the area. The faculty, administrative staff as well as the library staff have participated in various training workshops and introduced measures for improvement.

IQAC faculty members participated in the State level training programme on 'Empowerment of IQAC and NAAC New Guidelines for IQAC coordinators and members from 9<sup>th</sup> April to 13<sup>th</sup> April, 2018 organised by the IQAC of Satish Pradhan Dnyansadhana College, Thane in association with IQAC Cluster, Maharashtra and under the auspices of the University of Mumbai. Subsequent to the training, an Institutional Level Workshop was organized by the IQAC on Saturday 21<sup>st</sup> April 2018 in the college Conference Hall. The objective of this workshop was to share the information with all the faculty and staff. Relevant literature was circulated. Quality related literature is also easily accessible to all in the library where important and useful documents are kept systematically. Some of our faculty also participated in a similar training programme at the University of Mumbai, Kalina Campus from the 16<sup>th</sup> to the 21<sup>st</sup> of July, 2018 and those who could not benefit from the previous training gained insights into the new guidelines at this workshop. This way, faculty have been informed criteria wise on various quality related aspects and gained insights regarding various methods by which quality initiatives could be taken in the teaching learning process as well as in the functioning of co-curricular and extra-curricular committees.

The office superintendent, Ms. Ashwini Salunkhe has participated in a one day comprehensive workshop on, 'Office Automation, Document Central Record Management' on first December, 2018. She along with Mr. Mahesh Amrutkar, junior clerk have participated in a training workshop on 'All India Survey on Higher Education and Management Information System and Online Information of Return of Students on Roll' by Statistical Unit held on 20<sup>th</sup> December, 2018 at University of Mumbai. The college Library attendant, Mr. Prdeep Jadhav, participated in the state level one week training programme from 24<sup>th</sup> to 31<sup>st</sup> December, 2018 on 'Changing Role of Academic Libraries in the Digital Era: Upgrading The Skills of Library Support Staff-Emerging Trends , Challenges and Gainful Actions'. What is learnt at such workshops is shared with colleagues in order to make improvements.

In response to educationists and stakeholders being invited by the Ministry of Human Resource Development (MHRD) to give their suggestions on the draft law, 'The Higher Education Commission of India (Repeal of University Grants Commission Act) Act, 2018', the IQAC initiated a process of organizing a discussion on what we, the faculty at RADAV college had to say about the state of Higher Education and issues relevant when drafting a new law. This magazine has reproduced our

collective response, which has been emailed to the Ministry of Human Resource Development on 7<sup>th</sup> July, 2018.

Administrative and Gender Audits have been done and efforts are being made to implement the recommendations of the Audit Committees.

An Institutional Level Workshop on the Career Advancement Scheme: Two of our IQAC members, Assistant Professors, Ms. Grace Verghese and Ms. Deepika Bakshi participated in two separate workshops on the Academic Performance Indicators (API) norms as per the 3<sup>rd</sup> and 4<sup>th</sup> amendment i.e. with effect from June 1, 2017 onwards. Thereafter in a workshop organised by the IQAC on 11<sup>th</sup> July, 2018 they explained the new API to our faculty using a Power Point Presentation.

Parent teacher meetings have been organised and feedback given to parents about the performance of their child/ward. Feedback received on the teaching learning process is used for implementing suggestions which are feasible.

The IQAC has organised discussions with the faculty on the Vision, Mission, Goals and Objectives of the college in order to relate them to the changing needs of Higher Education. In order to make the college website more user-friendly, feedback has been taken from various stakeholders and changes are being introduced.

Future Plans of the IQAC:

- A workshop on 'Recent Developments in Gender Issues' for both faculty and students of neighbouring colleges in February, 2019. This will be a collaborative exercise.
- A workshop on 'Exploring Google Apps: Moving towards paperless communication'.
- The College will soon be entering into an International MoU with London School of Management Education, UK.

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