

# SREE NARAYANA GURU COLLEGE OF COMMERCE

## Internal Quality Assurance Cell (QAC) Meeting

### Minutes of meeting held on 21<sup>st</sup> March, 2020

Internal Quality Assurance Cell (IQAC) meeting was held on 21<sup>st</sup> March, 2020 at 10.30 a.m. in IQAC Room, where in which the following members were present.

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|---------------------------------|-------------------------------|
| • Prin. Dr. Ravindran Karathadi | Chairman                      |
| • Dr. Hinduja Srichand          | Co-Ordinator                  |
| • Shri. N. Sasidharan           | Management Representative     |
| • Shri. M.I. Damodaran          | Management Representative     |
| • Mrs. Jayasree Venkatachalam   | Teaching Faculty              |
| • Mrs. Vandana Gupta            | Teaching Faculty              |
| • Mrs. Saraswati Nadi           | Teaching Faculty              |
| • Mrs. Naveena Suresh           | Teaching Faculty              |
| • Mr. Janardanan V.             | Aided Office In charge        |
| • Mrs. Nalini S.                | Self-Finance Office In charge |

Principal Dr. Ravindran Karathadi welcomed every member who was present and the following agenda was discussed and decisions were taken.

- To read and approve the minutes of the previous meeting.

The minutes of the previous meeting which was held on 20<sup>th</sup> December, 2019 were read out. It was highlighted that the decisions taken in the meeting have been followed and the activities have been conducted smoothly. It was also highlighted the Academic Year 2019-20 was bit engaging year as NAAC Third Cycle Re-accreditation process was completed. It was also informed that College has Appealed the NAAC to re-evaluate the data and SSR for improvement in the CGPA and Grade allotted by the NAAC, however, the decision of NAAC has been communicated with the response of No Change in the Grade and CGPA.

- To discuss Academic Calendar for the year 2020-21.

Principal informed the members that from 17<sup>th</sup> March, 2020, the University of Mumbai has issued the circular for Work from home for the teachers and considering the uncertain situations it would be bit difficult to frame the Academic Calendar, however the draft based on previous experience has been made but it can not be published on College website without knowing the dates of re-opening of the College in the next year.

- To discuss on Online lectures due to Covid situations.

Principal informed that as per University of Mumbai, the teachers are allowed to work from Home in the Covid situations. Hence, there is need to deliver the Online lectures for the students, specially for final year students whose examination has been postponed due to the same reason. Mrs. Saraswati suggested that Zoom platform allows to use 40 minutes lecture at a time, however in the licenced version the time can be customised and can be increased with the facilities of other features.

*“Resolved that the online lectures can be held by using the licenced version of Zoom and Mrs. Saraswati Nadi and Mr. Suhas Deshmukh will do the needful to purchase the 5 licenced versions”.*

Any other matter with the permission of the chair.

There was no other matter.

The meeting was concluded with the Vote of thanks by Mrs. Naveena Suresh at 11.30 a.m.



IQAC Coordinator  
Dr. Hinduja Srichand P.



Principal  
Dr. Ravindran Karathadi