

**LALA LAJPAT RAI COLLEGE OF COMMERCE AND ECONOMICS, MUMBAI-400034**  
**SELF-FINANCED COURSES**  
**PORTFOLIO FOR THE ACADEMIC YEAR 2021-22**

No	Name of the committee / Portfolio	Prof. In charge
1	Staff Common room secretary	Prof. Miloni S
2	Academic Calendar	Dr. Arun Poojari
3	IQAC Committee	Dr. Arun Dr. Minum
4	Women Development Cell	Prof. Delaveen T
5	Staff and student s Grievance Redressal cell	Prof. Siddique S
6	Incubation centre (CIED)	Dr. Arun P Prof. Miloni S Prof. Delaveen T
7	Staff academy committee (Knowledge transfer)	Dr. Minum S
8	AQAR	Dr. Rajesh M
9	Exam Committee	Prof. Famida S Prof. Miloni S Prof. Delaveen T Prof. Sunehara L
10	Unfair means committee	Dr. Vaidhei Dr. Nidhi
10	Time Table committee	Dr. Vaidhehi K
11	DLLE	Dr. Minum S
12	N.S. S	Prof. Siddique S
13	College Magazine and Annual Report and prospectus	Prof. Mona T P
14	Placement cell and summer internship	Prof. Nidhi S
15	Alumni Association	Coordinators
16	Websites committee	Prof. Mona T.P
17	Punjabi Association	Prof. Sangeeta M
18	Marathi Vangmay Mandal	Dr. Vaidehi K
19	Foreign Education	Prof. Priti P
20	International conference	Dr. Rajesh M
21	Certificate courses	Prof.. Priti P
22	Workshop on IPR	Dr. Rajesh M
23	Slow learner and advance learner	Prof Jayshree I
24	Mentor - Mentee	Coordinators
25	Collaborative activity committee	Prof. Sunehara L
26	Field work/ Project work	Prof. Jayshree
27	Capacity building and skill enhancement committee	Dr. Sangeeta M
28	Career guidance and competitive exam activity	Prof. Mona T.P

29	Student progression	Coordinators
30	Student forum / council	Dr. Arun P
31	Feedback (SSS- Feedback syllabus )	All coordinators
32	Faculty and student exchange programme	CA Priti P Prof. Delaveen Prof. Miloni
33	Seminar on professional ethics and human values	Prof. Nidhi Prof. Mona Prof. Siddique
34	FDP (preferably with HRD) or other university	Dr. Sangeeta M Prof. Siddique
35	Learning management system (MOODLE)	Prof. Jayshree Prof. Sunehara
36	All IT enabled work- Coordination	Prof. Jayshree Prof. Sunehara

**PORTFOLIO FOR THE ACADEMIC YEAR 20**  
**FACULTY WISE- COMMITTEE**

No	Name	Committee
1	Dr. Arun Poojari	1) Academic Calendar 2) Student forum / council 3) Incubation Centre (CIED) 4) AQAR 5) IQAC
2	Prof. Famida	1) Exam Committee
3	Dr. Minum Saksena	1) Staff academic committee 2) Alumni Association 3) Mentor - Mentee 4) Student progression 5) Feedback (SSS- Feedback syllabus ) 6) DLLE 7) IQAC
4	Dr. Vaidehi Kamath	1) Time Table committee 2) Alumni Association 3) Marathi Vangmay Mandal 4) Mentor - Mentee 5) Student progression 6) Feedback (SSS- Feedback syllabus ) 7) Unfair means committee
5	Prof. Nidhi Singh	1) Placement cell and summer internship 2) Alumni Association 3) Mentor - Mentee 4) Student progression 5) Feedback (SSS- Feedback syllabus ) 6) Unfair means committee 7) Seminar on professional ethics and human values
6	Dr. Sangeeta Makkad	1) Alumni Association 2) Punjabi Association 3) Mentor - Mentee 4) Capacity building and skill enhancement committee 5) Student progression

		<ul style="list-style-type: none"> <li>6) Feedback (SSS- Feedback syllabus )</li> <li>7) FDP (two in one year)</li> </ul>
7	Dr. Rajesh Mankani	<ul style="list-style-type: none"> <li>1) Alumni Association</li> <li>2) National / International Seminar</li> <li>3) Workshop on IPR</li> <li>4) Mentor - Mentee</li> <li>5) Student progression</li> <li>6) Feedback (SSS- Feedback syllabus )</li> <li>7) AQAR</li> </ul>
8	Prof. Priti Parikh	<ul style="list-style-type: none"> <li>1) Alumni Association</li> <li>2) Foreign Education</li> <li>3) Certificate courses</li> <li>4) Mentor - Mentee</li> <li>5) Student progression</li> <li>6) Feedback (SSS- Feedback syllabus )</li> <li>7) Student and faculty exchange programme</li> </ul>
9	Prof. Mona T P	<ul style="list-style-type: none"> <li>1) College Magazine and Annual Report and prospectus</li> <li>2) Updates on websites</li> <li>3) Career guidance and competitive exam activity</li> <li>4) Seminar on professional ethics and human values</li> </ul>
10	Prof. Sunehara	<ul style="list-style-type: none"> <li>1) Exam Committee</li> <li>2) Collaborative activity committee</li> <li>3) LMS (moodle)</li> <li>4) IT enabled coordination work</li> </ul>
11	Prof. Jayshree	<ul style="list-style-type: none"> <li>1) Slow learner and advance learner</li> <li>2) Field work/ Project work</li> <li>3) LMS (moodle)</li> <li>4) IT enable work and coordination</li> </ul>
12	Prof. Siddique	<ul style="list-style-type: none"> <li>1) Staff and student s Grievance Redressal cell</li> <li>2) NSS</li> <li>3) FDP</li> <li>4) Seminar on professional ethics and human values</li> </ul>
13	Prof. Miloni S	<ul style="list-style-type: none"> <li>1) Staff Common room secretary</li> <li>2) Exam Committee</li> <li>3) Incubation Centre (CIED)</li> <li>4) Students exchange and faculty exchange</li> </ul>
14	Prof. Delaveen	<ul style="list-style-type: none"> <li>1) Women Development Cell</li> <li>2) Exam Committee</li> <li>3) Incubation Centre (CIED)</li> <li>4) Students exchange and faculty exchange</li> </ul>