



LALA LAJPATRAI COLLEGE OF COMMERCE & ECONOMICS

Accredited 'A' Grade by NAAC

Lala Lajpatrai Marg, Mahalaxmi, Mumbai - 400 034. Tel.: 2354 8240 / 2354 8241 Fax : 2353 2896
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Ref. No.: LLCA-30/


Date : 01/07/2021


NOTICE (SENIOR COLLEGE / SELF-FINANCED COURSES)

This is to inform all members of IQAC that there will be a meeting with IQAC chairperson and IQAC Coordinator on **Monday, 12th July 2021 at 12.00 noon through ZOOM App.** You are requested to attend.

AGENDA

- 1) Confirmation of previous meeting minutes.
- 2) Status of Collection and documentation of NAAC and SSR to each criteria head.
- 3) To highlight faculties who expected to undertake initiatives under IQAC.
- 4) To review the progress of subject expert for CAS of the faculties.
- 5) Any other matter with the permission of the chair.


Dr. Vinay Pandit
IQAC Co-ordinator


Dr. Neelam Arora
Principal

Lala Lajpatrai College of Commerce and Economics
IQAC Minutes of NAAC meeting

A meeting was held with IQAC chairperson and IQAC Coordinator on 12th July 2021 where following points were discussed.

Following members were Present in the meeting

Dr. Sunil Gupta
Dr. Neelam Arora
Dr. Vinay Pandit
Ms. V.V. Bhide
Dr. Mohana Bandkar
Dr. J.H. Kadli- Member
Dr. Mahalakshmi kumar
Dr. S. V. Lasune
Dr. Arun Poojari
Dr. Rahul Shetty
Ms. Kranti Ukey
Mr. Nimesh Punjani
Ms. Jayshri Ingale
Dr. Rahul Shetty

Business Transacted :

1. Dr. Vinay Pandit read the minutes of previous meeting which was held on 28th May 2021 on Zoom Platform at 12noon.
2. Dr. Neelam Arora Took the glance of the NAAC and SSR. Principal asked each criteria head regarding how much Data is collected by each criteria Head As decided in CDC meeting the final documentation should be ready.
3. Dr. Vinay Pandit informed that the AQAR for 2020-2021 will be submitted by 31st Dec 2021.
4. Each one of them have already cleared his/ her doubt pertaining to SSR.
5. Dr. Neelam Arora emphasis on Priority which is to be given to Quantitative Matrix.
6. Dr. Vinay Pandit Highlighted that Faculties are expected to undertake initiatives under IQAC.
7. Dr. Neelam Arora directed Each faculty to stay back for some time for NAAC work so that all faculties should can make their supporting documents.
8. Dr. Neelam Arora said that the names for the subject expert for CAS of the faculties were sent to the university.
9. This meeting was on record and since there was no other matter, the meeting was concluded with the permission of the chair.



Narup

Nimr

Principal



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Ref. No.: LLCA-30/

Date : 17/12/2021

NOTICE **(SENIOR COLLEGE / SELF-FINANCED COURSES)**

This is to inform all members of IQAC that there will be a meeting with IQAC chairperson and IQAC Coordinator on **Friday, 24th December 2021** at **12.00 noon through ZOOM App**. You are requested to attend.

AGENDA

- 1) Confirmation of previous meeting minutes.
- 2) Status of Collection and documentation of NAAC and SSR to each criteria head.
- 3) To highlight faculties who expected to undertake initiatives under IQAC.
- 4) To make documents as per instructed by NAAC in specific format.
- 5) To review the progress of subject expert for CAS of the faculties.
- 6) To make sure that all things will be uploaded on Websit / Google Drive by Website Incharge Dr. Arun Poojari and Ms. Vishakha Walia.
- 7) To emphasis on the MIS for NAAC perspective.
- 8) Any other matter with the permission of the chair.


Dr. Vinay Pandit
IQAC Co-ordinator


Dr. Neelam Arora
Principal

Lala Lajpatrai College of Commerce and Economics
IQAC Minutes of NAAC meeting

A meeting was held with IQAC chairperson and IQAC Coordinator on 24th December 2021 where following points were discussed.

Following members were Present in the meeting

Dr. Sunil Gupta
Dr. Neelam Arora
Dr. Vinay Pandit
Ms. V.V. Bhide
Dr. Mohana Bandkar
Dr. J.H. Kadli- Member
Dr. Mahalakshmi kumar
Dr. Arun Poojari
Dr. Rahul Shetty
Ms. Kranti Ukey
Mr. Nimesh Punjani
Ms. Jayshri Ingale
Dr. Rahul Shetty

Business Transacted

1. Dr. Vinay Pandit read the minutes of previous meeting which was held on 12th July 2021 on Zoom Platform at 12noon.
2. Dr. Neelam Arora Took the glance of the NAAC and SSR. Principal asked each criteria head regarding how much Data is collected by each criteria Head As decided in CDC meeting the final documentation should be ready by 31st January 2022.
3. Dr. Vinay Pandit informed that the AQAR for 2020-2021 will be submitted by 2nd Week of January 2022.
4. Each one of them have already cleared his/ her doubt pertaining to SSR.
5. Dr. Neelam Arora emphasis on Priority which is to be given to Quantitative Matrix updates from 2016 till 31st Dec 2021.
6. Dr. Vinay Pandit Highlighted that Faculties are expected to speed up NAAC work as No activities apart from mandatory activities to be conducted. Also if Faculties are wants to conduct the activities they may provide if NAAC work is completed.
7. Each faculty is expected to stay back for some time for NAAC work.
8. All faculties should make their supporting documents as per instructed by NAAC in specific format and not in any format. (For Reference one can refer a sample SSR of college and see **VIEW FILE for proper format**)
9. **Website in charge Dr. Arun Poojari and Ms. Vishakha** will make sure all things are uploaded on website/ Google drive including some links.
10. This meeting will be on record and if no one wants to say anything we can conclude.
11. Dr. Vinay Pandit emphasis on the MIS which college should focus from NAAC perspective.
12. Since there was no other matter, the meeting was concluded with the permission of the chair.

Nayana



Nimesh

Principal

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Ref. No.: LLCA-30/

Date : 01/02/2022

NOTICE (SENIOR COLLEGE / SELF-FINANCED COURSES)

This is to inform all members of IQAC that there will be a meeting with IQAC chairperson and IQAC Coordinator on **Wednesday, 2nd February, 2022** in room number **207** at **12.00 noon**. You are requested to attend.

AGENDA

- 1) Confirmation of previous meeting minutes.
- 2) Contribution of IQAC for institutionalizing the Quality Strategy.
- 3) Review of teaching learning process and learning outcome for incremental improvement.
- 4) To review the progress of SSR.
- 5) Any other matter with the permission of the chair.


Dr. Vinay Pandit
IQAC Co-ordinator


Dr. Neelam Arora
Principal

Date: 3/2/2022

An offline meeting of the IQAC was conducted on 2nd February, 2022 in Room No. 207 which was attended by all the IQAC members.

Following members were present in the meeting:

Dr. Sunil Gupta
Dr. Neelam Arora
Dr. Vinay Pandit
Ms. V.V.Bhide
Dr. Mohana Bandkar
Dr. J.H.Kadli
Dr. Mahalakshmi Kumar
Dr. Arun Poojari
Dr. Rahul Shetty
Ms. Kranti Ukey
Mr. Nimesh Punjani
Dr. Rahul Shetty

Business Transacted:

1. The meeting started with Ms. Kranti Ukey reading the minutes of previous meeting held on 12th July 2021.
2. IQAC Director Dr. Vinay Pandit informed everyone that we have identified some quality initiatives, based on which activities should be organized considering the NAAC guidelines. All the IQAC committee members have been given the responsibility of organizing the above mentioned activities.
3. Dr. Neelam Arora, Principal & Chairperson IQAC informed that CAS of five staff members including Dr. Divya Nigam, Dr. Ashok Mahadik, Ms. Vishakha Walia, Dr. Vinay Pandit and Mr. Darshan Pagdhare for different stages is being successfully done. She further informed that we have already receive approval from University of Mumbai for Dr. Divya Nigam and Ms. Vishakha Walia.
4. Dr. Vinay Pandit informed that AQAR for academic year 2020-21 will be submitted within the stipulated time frame as just the uploading part is left which will be done soon. He also informed that the format for AQAR is changed.
5. Dr. Vinay Pandit also enlightened the members about various initiatives to be taken keeping in mind the NAAC criterion. All the members were asked to organize some quality enhancement activities to which everyone agreed.
6. Dr. Vinay Pandit stated that IQAC has played an important role in the college's operations. The further elaborated that our main focus is to align the objectives of IQAC with those of different subject Departments and different Activity Associations. He also mentioned that IQAC has endeavored to institutionalize the tactics and procedure in order for all the

Naveen



stakeholders to follow them the endorse his statement by citing two of the most significant processes-

- i. IQAC has pioneered the process of creating an academic environment that has improved faculties capacity to provide high quality education.
- ii. IQAC has been promoting the holistic development of students.
He presented a detailed account about various activities organized to fulfill the above mentioned points.

7. Dr. Vinay Pandit mentioned that IQAC has been conceptualizing numerous needs and difficulties for improving academic performance and has attempted to implement ways for students and teachers to attain their full potential through Deming Wheel namely PDCA Methodology.

8. The members also discussed about the role of IQAC in attaining quality enhancement by periodicity reviewing the teaching learning process, students and methodologies of operations and learning outcomes through Academic calendar. Daily lecture record, assessment of instructions by learners, learners leaving outcome, students Grievances, Effective iterance examination and evaluation system etc.

9. Dr. Rahul Shetty and Ms. Kranti Ukey also mentioned about the Role of IQAC and college in providing assistance and encouragement to students for the advancement of their learning abilities.

10. Principal Dr. Neelam Arora instructed everyone that the process of drafting SSR according to the templates and SOP's needs to be completed as early as possible.

11. Since there was no other matter, the meeting was concluded with the permission of the chair.

IAQC Coordinator



Principal



2021-2022 Plan of Action Achievements/Outcomes

Plan of Action	Achievements/Outcomes
To Promote E Learning for stake holders	Webinar on Instagram Marketing
To conduct webinars on different domains for students and faculties	Webinar on How to become rich
To plan programs regarding Career opportunities	Cyber Security Webinar for Non-Teaching, Teaching staff members
To have a Program on Stress related issues and social issues	Beach Cleaning Drive after 10 days Ganpati Visarjan (Eco-friendly Activity)
To have certificate courses for students to enhance skills.	Entrepreneurial workshop Ennovent to Accept, Analyze, Adapt Entrepreneurial skills.
To have social initiative and Holistic Development for the students	Presentation Choreography: A path for creating effective presentation using PPT
To plan programs relating to Entrepreneurship	Workshop on Excelling using Excel - Pathway to learn different tools and techniques
To plan women Development Program to strengthen and aware women.	Seminar on Enroute from Distress to Eustress: An Outlook to Change Management
	Certificate Course in Cooking , Japanese Language, Digital Marketing
	National level Quiz: Splendor in spirit of Equality
	Advertising Appeals & Millennials: A Research Aptitude
	Investors Awareness Program
	Webinar on Financial Schemes for Women Entrepreneurs
	Webinar on HAPPINESS THROUGH WORK LIFE BALANCE

Dr. Vinay Pandit – IQAC Coordinator

Vinay

