



NIRMALA NIKETAN INSTITUTE'S
COLLEGE OF HOME SCIENCE
NIRMALA NIKETAN

AFFILIATED TO THE UNIVERSITY OF MUMBAI
NAAC Accredited 'A+' Grade

49, New Marine Lines, Churchgate, Mumbai – 400 020. Phone: 2207 6503 / 2200 7544
E-mail: principal@nnchsc.edu.in / office@nnchsc.edu.in Web: www.nirmalaniketan.com

IQAC meeting held on 13th February 2024

Members present:

Prof. Dr. Anuradha – Chairperson (w.e.t. 30th November 2023)	<i>Anuradha</i>
Prof. Dr. Vishaka Karnad – Chairperson (w.e.f. 1st December 2023)	<i>Karnad</i>
Dr. Pratima Goyal – IQAC Coordinator	<i>Goyal</i>
Prof. Dr. Kamini Rege – Criterion I Convenor	<i>Rege</i>
Dr. Ritu Madhan - Criterion II Convenor	<i>Madhan</i>
Prof. Dr. Vishaka Karnad – Criterion III Convenor	<i>Karnad</i>
Ms. Rhonda Divecha – Criterion IV Convenor	<i>Divecha</i>
Ms. Payal Maheshwari – Criterion V Convenor	<i>Payal</i>
Ms. Vibha Hasija - Criterion - VI Convenor	<i>Hasija</i>
Mrs. Sunita Jaiswal – Criterion VII Convenor	<i>Sunita Jaiswal</i>
Dr. Yasmina Avari Dordi – Director Self-Financed Courses	<i>Yasmina Avari Dordi</i>





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Ms. Prajakta Mhaprolkar – Senior Librarian	<i>Prajakta</i>
Ms. Cheryl Machado – Secretarial Assistance	<i>Machado</i>
Ms. Noella Dias – Management Nominee	<i>Noras</i>
Dr. Roopa Rao - Invitee	<i>Roopa</i>

Members Absent:

Ms. Flavia Fernandes – Senior Administrative Officer	
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MINUTES OF THE IQAC MEETING

Date: 13th February 2024

Time: 3.00 pm to 5.30 pm

- Prof. Bakshi mentioned about NIRF data regarding multi-faculty (although we run the polytechnic courses in college for example Fashion Design 2 years, Graphic Design and Visual Communication and Interior Design – 3 years). The syllabus of the three years of the respective diplomas are separately printed as one year certificate/two year diploma or three year advanced diploma courses, hence cannot be included in the NIRF process. We thus do not qualify for multi-faculty. Hence, we consider the courses as Vocational and Add-on.

CRITERION IV

- Room Nos. in timetable and classroom utilization to get added in the room chart. Student numbers to be considered while allocating classrooms, computer room + two computer technicians to be included. Ms. Rhonda clarified about extended profile details and whether vocational programmes need to be added.
- Home Science as multi-faculty- University is placing it under interdisciplinary. In the long run even when CHSC and College of Social Work may merge under the NNI Trust.
- Data regarding library software and books need to be shared.
- Prof. Bakshi saw the text to 2022-2023. She saw the problem in the uploads (3.4.3.1 and 3.4.4.1.). There was an error in it. The Convenors will have to take responsibility of the queries arisen.
- Everyone should prepare the documents as in MSWord Doc format and not to use compatibility modes.
- Laboratory and classrooms being currently used for the diploma courses should they be reported in AQAR. It was mentioned that the diploma classrooms cannot be accounted for in the AQAR.
- Prof. Bakshi asked to reduce the number of words in QIM of the AQAR.
- Prof. Bakshi mentioned that in the QIM of Criterion IV yoga needs to be mentioned and also cultural activities such as dance, drama, workshops, festivals, corridors for rangoli and posters.
- Expenditure and accounts related data to be sought from Mr. Prashant and Mr. Sunil D'Mello.
- Prof. Bakshi shared that student and staff footfall in the library must be increased. Best Student Reader (weekly) to be introduced, to have programme-wise and overall topper for the month.
- Purchase Committee is looking at IT purchase also. The decision is finalized using quotations based on the need for augmenting IT and annual painting. High maintenance, on cleanliness and hygiene incurs cost.





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- Under Green Initiatives – MOU with Ms. Rashmi Joshi and Green Club Coordinator with the activities to be entered.
- Mention the Google Map location of the College. The college has good connectivity with various means of transport, trains and buses are easily available.
- MOU'S with Laboratory of Jai Hind College is signed.
- Institute Canteen in the College of Social Work building for students and staff be reported in AQAR.
- Chemistry Laboratory Maintenance was undertaken.
- Research work – the laboratories used by M.Sc. & Ph.D. students including Food and Chemistry Laboratories.
- Professor Bakshi asked to check the equipment list before upload.

CRITERION III

- Details of amount received and utilized to be taken from Mr. Sunil D'Mello (Donation or Endowment)
- Tribal Ashram Shala Project - Dr. Roopa will check Mr. Prashant and Dr. Ratna Rane.
- Dr. Roopa Rao will ask data of 2021-2022 and 2022-2023.
- As on 31st March 2023, data of three teachers were added in excel template for Ph.D. Recognition. Total number of full time teachers to be crosschecked with Criterion II.
- Student count will have to be checked with Criterion II regarding Student count and Teacher count.
- IIC Prof. Bakshi mentioned to go to AQAR of 2020-2021. Additional innovations – TFT Product Design, Sports Nutrition and Foods & Dietetics product design to be included.
- Entrepreneurs – mention Entrepreneurs' Story of Achievers. The Community Resource Management and Textile and Fashion Technology had two sessions each.
- Research details of Ph.D. candidates to be crosschecked.
- Data template – Please see the Journals. U.G.C notified on UGC. Dr. Roopa will check 3.2.2 Double check.
- Professor Dr. Vishaka Karnad, Professor Dr. Kamini Rege and Dr. Pratima Goyal research publications will have to be included (5 papers and 1 Chapter). The point of 3.4.3 needs to be verified.
- Update on the NSS - activities need to be checked and recorded.
- Foods, Nutrition and Dietetics Extension data to be included.
- It was suggested to check the format and content of 2021-2022 AQAR and SSR.
- Collaboration – I/C Principal will check with Ms. Protity and Dr. Tasneem and Ms. Fatima regarding Collaborations with other institutions.





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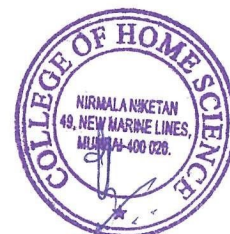
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CRITERION II

- Dr. Ritu Madhan mentioned that VAC data be put in Criterion IV also.
- It was suggested to keep data available with VAC related information and without VAC related information.
- Ms. Ritu Wagle will give the text of 2.2.1 of 2021-2022 AQAR and SSR to Dr. Ritu Madhan.
- Full-time Teachers – Aided + 3 Full Time (Dr. Tasneem, Dr. Beryl, Ms. Simran and Ms. Shamalee and Dr. Ratna Rane.
- FND department – 5 Aided Teachers
- Self-Financed Department – 3 Aided Teachers
- Human Development – 5 Aided Teachers
- Textile & Fashion Technology – 8 Aided Teachers
- Community Resource Management- 2 Aided Teachers.
- Ph.D. Recognized Guides – 13 nos.
- Faculty with Ph.D. – 13 nos.
- Number of years of Teaching experience to be crosschecked.
- Exam data – information needs to be checked. Even Semester who passed the year completely. Final year students Semester IV M.Sc. and Semester VI B.Sc.
- P. G. Diploma II Semester.
- Student related data can be taken from Degree Distribution Ceremony registration data if required.
- Exit Interview format to be finalized – Dr. Yasmina Avari, Ms. Simran and Dr. Beryl.

CRITERION V

- Career Counselling – EPC
- EPC Reports and Departments Reports awaited
- S.Y.B.Sc Orientation
- Students who have appeared UGC NET SLET Exam CET Exam CLAT PET University to be reported.
- Masters to Ph.D. data needs to be found out to report progression.
- Find out students who have done M.Sc. and are registered for Ph.D. further in our college or in other institutes.
- Office Recommendation Letters can be checked to get this data.
- No. of students who participated in Fests and Cultural events to be collected and reported.
- Alumni get registered in 2022-2023 records to gathered.





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CRITERION I

- NEP 2020 Syllabus feedback to be taken.
- It should be noted that employers will not respond on google forms and the employed student needs to fill the google form on the employer's behalf. Practical knowledge, skills, attitude and values - what are the gaps and their suggestions.
- Feedback of curriculum is indirect. What are the strengths of ex-students with regards to subject matter and knowledge.
- Skills to be divided into skills – Technical and Soft skills.
- Five Graduate Attributes: Competence, Confidence, Connection, Character, and Caring, to be included in the feedback form, etc.
- Define programme objectives and outcome with each of the courses.

CRITERION VII

- Women's status in Society - poster and award winning competition. Gender sensitization. Intercollegiate. Best activities from this for various levels should be included.
- 7.1.8 Fabric of Unity is essential for Amrit Mahotsav – Green initiatives to be mentioned.

CRITERION VI

Hosted the 18th Aavishkar Research Competition.

- The Interior Design Department assisted in making arrangements and its organizing.
 - Number of Colleges that participated and the Final Report of Aavishkar to be mailed to the Principal ID.
 - Organizing the event- plan and execution to be detailed out.
 - Supporting and scaffolding the students 47 presented.
 - No of student's participants was huge.
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- College was a centre for NEET Examination
 - Onfees meetings with Administrative Staff was conducted.
 - TAQ's forms framed and to be administered.
 - Confidential Reports – Ms. Cheryl will see to it that the Confidential Reports of Non-Teaching are filled and kept for approval by the Concerned Authorities.
 - PBAS – Prof. Dr. Karnad has asked the staff to complete the PBAS forms.

