

Dr. Pillai Teacher Training & Research Centre,  
Plot no. 1, Sec.8, Khanda Colony, New Panvel  
(W)-410206  
Tel: 022-27480289, 27464161; 9082201094  
Email: pcer773@mes.ac.in  
Website: pcerpanvel.ac.in  
NAAC Accredited A+ CGPA 3.32 (2<sup>nd</sup> cycle)



**Mahatma Education Society's  
PILLAI COLLEGE OF  
EDUCATION &  
RESEARCH  
(AUTONOMOUS)**

**Date:** 6th August 2025

### **IQAC Meeting Notice**

Dear Madam/ Sir,

Greetings to all of you!

A meeting of the IQAC has been scheduled as follows.

**Date:** Saturday, 9th August 2025

**Time:** 4:00 p.m.

**Venue:** Conference room, Second floor, PCER-Panvel

Kindly contemplate on the agenda of the meeting.

#### **Agenda:**

1. Confirmation of previous IQAC minutes
2. Grant of Autonomous Status
3. Quality review of June–July Value Added Certificate Courses
4. Planning for National Conferences
5. MKCL iLike Course Orientation and Student Enrollment Initiative
6. Planning for Community and Extension Activities
7. Regarding MoU with Sterlite EdIndia Foundation
8. Any other matter with permission of the Chair

Your presence at the meeting will enable us to get valuable suggestions. Please make it possible to attend.

Thank You.

Yours truly,  
IQAC Coordinator  
Dr. Bhavna Dave

**Dr. (Mrs.) Sally Enos**  
PRINCIPAL  
MAHATMA EDUCATION SOCIETY'S  
Pillai College of Education & Research  
(AUTONOMOUS)  
Plot No. 1, Sector-8, Khanda Colony,  
New Panvel - 410 206.

## Minutes of IQAC Meeting held on: 9th August 2025

The meeting commenced under the chairmanship of the Principal, Dr. Sally Enos.

### 1. Confirmation of Minutes

The minutes of the previous IQAC meeting were read and confirmed unanimously by all present members.

### 2. Grant of Autonomous Status

Dr. Sally Enos, Principal, informed the members that the college was granted Autonomous Status by the UGC on 5th August 2025. The members congratulated the Principal and the institution on achieving this milestone. It was further discussed that syllabus reframing and curriculum restructuring tasks would be initiated in accordance with autonomy guidelines. The responsibilities for syllabus revision and preparation of course frameworks will be distributed among faculty members. IQAC will monitor the process to ensure timely completion and adherence to academic standards.

### 3. Quality review of June–July Value Added Certificate Courses

The IQAC reviewed the Value-Added Certificate Courses conducted during June and July 2025. With regard to the VAAC on *Designing and Preparing Assessment Tools*, IQAC examined the training provided to student-teachers in preparing year plans, unit plans, achievement tests, and digital assessment tools. The Cell appreciated the emphasis on competency-based assessment practices included in the course. It was suggested that samples of student-prepared assessment tools be archived digitally for quality documentation and future reference. In reviewing the VAAC on *Instructional Strategies*, IQAC acknowledged that the course effectively promoted interactive and learner-centered pedagogy. Dr. Sally Enos stressed that systematic collection of feedback from participants and reflective reports to assess the practical applicability of the strategies during internship and practice teaching should be continued as done in the past.

### 4. Conference Planning

The IQAC deliberated upon the ongoing activities of the college & finalized the National Conferences to be scheduled for 14th October 2025 (Good Health and Well-being) and 16th October 2025 (Gender Equality in the Current Era). Dr. Jiji Sahaya & Mrs. Shruti Nair would be the conveners of the conference respectively. The IQAC emphasized active student research participation as a significant quality enhancement initiative. Student-teachers would be encouraged



and systematically mentored to prepare and present research papers, thereby strengthening their research aptitude, academic writing skills, and presentation competencies. Faculty members were advised to provide structured guidance to ensure meaningful and quality contributions to the conference proceedings. The conveners were instructed to allot mentors to the student-teachers who voluntarily register for the conference.

In order to ensure academic rigor and institutional excellence, the Cell established clear quality benchmarks for the conduct and documentation of both conferences. It was resolved that all conference papers would undergo a structured peer review process conducted by subject experts to maintain scholarly standards and uphold research integrity. Further, Dr. Bhavna Dave informed IQAC members that the conference proceedings would be published with an ISBN number to enhance academic credibility and provide formal recognition to contributors.

### **5. MKCL iLike Course Orientation and Student Enrollment Initiative**

The IQAC reviewed the orientation session conducted on the MKCL iLike Course aimed at enhancing the digital competencies and career readiness of student-teachers. The session provided an overview of the self-paced, technology-enabled learning platform and highlighted its relevance in developing essential 21st-century skills, including digital literacy, communication skills, and professional adaptability. The resource person, Mr. Vishwas Mate explained the structure of the course, its certification process, and its applicability in strengthening employability among future educators.

In line with the institution's commitment to quality enhancement and skill development, IQAC resolved to actively encourage student enrollment in the MKCL iLike Course. Faculty members were advised to motivate student-teachers to register for the course and integrate its learnings with their academic and internship experiences. The Cell emphasized that participation in such certified skill-based programmes would not only complement the B.Ed. and M.Ed. curriculum but also contribute to improved career prospects. Dr. Bhavna Dave told the committee members that she had already convinced the M.Ed. students and had ensured their enrollment. Mrs. Bhanu Yadav was made in charge to follow up with the B.Ed. students.

### **6. Planning for Community and Extension Activities**

IQAC deliberated on the systematic planning and strengthening of community and extension activities for the academic year 2025–26. The Cell emphasized that such initiatives should align with the institution's vision of social responsibility. It was resolved that community engagement



programmes, including teaching support for underprivileged students, awareness campaigns, and environmental sustainability drives would be implemented with clearly defined objectives.

Mrs. Bhanu Yadav informed the IQAC members about the activities planned for the Anti-ragging week from 10<sup>th</sup> to 18<sup>th</sup> August 2025. The members appreciated her efforts.

IQAC further recommended the preparation of activities, allocation of faculty members, maintenance of proper documentation, and collection of student reflection reports to assess impact. Dr. Bhavna Dave suggested that all extension activities should be linked with SDG-oriented practices not only to ensure meaningful community engagement and quality enhancement, but also enable us to participate in the APEX District Eco-SDG Championship 2025. Dr. Geeta Thakur was made in charge of planning, participation & execution of the activities for the same. All committee members agreed unanimously.

### **7. MoU with Sterlite EdIndia Foundation**

Dr. Bhavna Dave informed the committee members that a Memorandum of Understanding (MoU) was signed on 15th July 2025, between Pillai College of Education and Research, Panvel and Sterlite EdIndia Foundation formally signed by the Heads Dr. Sally Enos & Mr. Antony Nellissery respectively. This collaborative initiative aims to enhance the technological readiness and professional competencies of student-teachers through structured online sessions, learning circles, TET mock tests, webinars, faculty workshops, and state-level competitions scheduled from July 2025 to June 2026. Under this partnership, EdIndia will provide e-platform access, curated digital content, and capacity-building support aligned with the syllabus, while the college will facilitate implementation and academic coordination. With no financial liability on the institution, this collaboration reflects a shared commitment to improving teaching quality in alignment with contemporary educational needs.

### **9. Any other matter with permission of the Chair**

- College Newsletter 32 (January–June 2025) & the Annual College magazine SPARK which highlights various academic, co-curricular and extension activities of the college, were released in June.
- Ph.D. interviews were successfully conducted by the invited panelists on 2<sup>nd</sup> August 2025. Eleven out of fifteen applicants faced the interview for six vacant seats. The selected candidates were notified for taking admission for the doctorate programme.



- The college successfully conducted the University exams as a center for B.Ed. Sem -2 & 4 students.

Since there was no other matter to discuss, the meeting ended with the vote of thanks.

**The following members were present for the meeting:**

Dr. Sally Enos

Mr. Khalil Shaikh

Dr. Resmy Varghese

Ms. Pramila Shivkar

Dr. Geeta Thakur

Dr. Mohan Manmode

Dr. Jiji Sahaya

Ms. Ichha Mehrotra

Mrs. Manju Vinish

Ms. Ruchita Kadu

Mr. Jomon Mathew

Ms. Niyati Chavan

Dr. Bhavna Dave



Dr. Pillai Teacher Training & Research Centre,  
Plot no. 1, Sec.8, Khanda Colony, New Panvel  
(W)-410206  
Tel: 022-27480289, 27464161; 9082201094  
Email: pcer773@mes.ac.in  
Website: pcerpanvel.ac.in  
NAAC Accredited A+ CGPA 3.32 (2<sup>nd</sup> cycle)



**Mahatma Education Society's  
PILLAI COLLEGE OF  
EDUCATION &  
RESEARCH  
(AUTONOMOUS)**

**Date:** 3<sup>rd</sup> November 2025

### **IQAC Meeting Notice**

Dear Madam/ Sir,

Greetings to all of you!

A meeting of the IQAC has been scheduled as follows.

**Date:** Saturday, 8th November 2025

**Time:** 4:00 p.m.

**Venue:** Conference room, Second floor, PCER-Panvel

Kindly contemplate on the agenda of the meeting.

#### **Agenda:**

1. Successful Conduct of National Seminars
2. Declaration of Semester Results
3. Induction to B.Ed. & M.Ed. batch 2025-2027
4. SDG and Community Outreach Activities
5. Research Publication Initiatives
6. Any other matter with permission of the Chair

Your presence at the meeting will enable us to get valuable suggestions. Please make it possible to attend.

Thank You.

Yours truly,  
IQAC Coordinator  
Dr. Bhavna Dave

**Dr. (Ms.) Sally Enos**  
PRINCIPAL  
MAHATMA EDUCATION SOCIETY'S  
Pillai College of Education & Research  
(AUTONOMOUS)  
Plot No. 1, Sector-8, Khanda Colony,  
New Panvel - 410 206.

## **Minutes of IQAC Meeting held on: 8<sup>th</sup> November 2025**

The meeting commenced under the chairmanship of the Principal, Dr. Sally Enos. The minutes of the previous IQAC meeting were read and confirmed unanimously by all present members.

### **1. Successful Conduct of National Seminars**

The IQAC congratulated the conference conveners for the successful conduct of the National Seminars organized by the institution. It was informed that the seminars provided a meaningful academic platform for faculty members, research scholars, and student-teachers. Student participation in paper presentations was appreciable. Structured participant feedback was collected for quality review. The compilation of seminar proceedings is in progress and will be finalized after editorial scrutiny.

### **2. Declaration of Semester Results**

The IQAC took note of the Semester IV results of the B.Ed. and M.Ed. programmes that were declared in August 2025 and the Semester II results that were declared in September 2025. It was noted that the B.Ed. programme recorded a 100% pass result. The members appreciated the efforts of faculty and students and resolved to maintain consistent academic standards.

### **3. Induction to B.Ed. & M.Ed. batch 2025-2027**

Dr. Sally Enos announced the conduct of the Induction Programmes for the newly admitted Batch 2025–2027. The FYB.Ed. Orientation Programme was organized on 29<sup>th</sup> August 2025, followed by the FYM.Ed. Orientation Programme on 1<sup>st</sup> September 2025. The Principal and faculty members addressed the students & familiarized them with the institutional vision and mission, academic structure, code of conduct, internship requirements, examination system, and available support services. Dr. Bhavna Dave also declared that the entry test of the students was conducted.

### **4. SDG and Community Outreach Activities**

Dr. Jiji Sahaya conveyed to the IQAC that student-teachers provided free teaching support at designated community centres as a part of the community engagement programme including the “Education for All” initiative in September 2025 and the Community Service activity in collaboration with Bharat Vikas Parishad in October 2025. Additionally, student-teachers organized street plays to create public awareness on social issues such as gender equality, water conservation, and elder care. Dr. Geeta Thakur also informed the members that the college actively



participated in the District Eco-SDG Championship in August–September 2025, undertaking activities such as awareness quizzes, poster making, peer teaching on water conservation, plastic and e-waste collection drives, book donation initiatives, and survey-based studies on carbon footprint. The IQAC members emphasized proper documentation, impact assessment, and alignment of such activities with institutional social responsibility objectives.

## **5. Research Publication Initiatives**

The IQAC encouraged faculty members to publish research papers in peer-reviewed and reputed journals to strengthen the research profile of the institution. IQAC will monitor the number and quality of publications and maintain proper documentation for academic and accreditation purposes.

## **6. Any other matter with permission of the Chair**

- The AISHE and e-Samarth reports for 2024-25 were uploaded in September.

**The meeting ended with vote of thanks.**

**The following members were present for the meeting:**

Dr. Sally Enos

Mr. Khalil Shaikh

Dr. Resmy Varghese

Ms. Pramila Shivkar

Dr. Geeta Thakur

Dr. Mohan Manmode

Dr. Jiji Sahaya

Ms. Ichha Mehrotra

Mrs. Manju Vinish

Ms. Ruchita Kadu

Mr. Jomon Mathew

Ms. Niyati Chavan

Dr. Bhavna Dave



Dr. Pillai Teacher Training & Research Centre,  
Plot no. 1, Sec.8, Khanda Colony, New Panvel  
(W)-410206  
Tel: 022-27480289, 27464161; 9082201094  
Email: pcer773@mes.ac.in  
Website: pcerpanvel.ac.in  
NAAC Accredited A+ CGPA 3.32 (2<sup>nd</sup> cycle)



**Mahatma Education Society's  
PILLAI COLLEGE OF  
EDUCATION &  
RESEARCH  
(AUTONOMOUS)**

**Date:** 5th February 2026

### IQAC Meeting Notice

Dear Madam/ Sir,

Greetings to all of you!

A meeting of the IQAC has been scheduled as follows.

**Date:** Saturday, 14<sup>th</sup> February, 2026

**Time:** 4:00 p.m.

**Venue:** Conference room, Second floor, PCER-Panvel

Kindly contemplate on the agenda of the meeting.

#### **Agenda:**

1. Review of Academic and Institutional Activities
2. Review and Planning of Internship and VACC Activities
3. Promotion of Innovative Teaching-Learning Practices
4. Review of Extension and Community Engagement Activities
5. Quality Enhancement and Academic Planning
6. Any other matter with permission of the Chair

Your presence at the meeting will enable us to get valuable suggestions. Please make it possible to attend.

Thank You.

Yours truly,  
IQAC Coordinator  
Dr. Bhavna Dave

**Dr. (Mrs.) Sally Enos**  
PRINCIPAL  
MAHATMA EDUCATION SOCIETY'S  
Pillai College of Education & Research  
(AUTONOMOUS)  
Plot No. 1, Sector-8, Khanda Colony,  
New Panvel - 410 206.

## **Minutes of IQAC Meeting held on: 14<sup>th</sup> February 2026**

The meeting commenced under the chairmanship of the Principal, Dr. Sally Enos. The minutes of the previous IQAC meeting were read and confirmed unanimously by all present members.

### **1. Review of Academic and Institutional Activities**

The members reviewed the implementation of various academic and institutional activities conducted during Semester I from Newsletter 32. The members appreciated the successful organization of programmes such as Fusion Fiesta, Sangam, National Constitution Day, Investor Awareness Programme and Alumni Meet, which contributed towards student participation, institutional engagement and holistic development. The IQAC also reviewed the implementation of the Teaching Competency sessions conducted for student teachers. It was noted that orientation sessions and practice-based activities helped students strengthen essential teaching skills including lesson planning, questioning techniques, explanation skills, concept mapping and effective classroom management. The members appreciated the systematic execution of these activities for enhancing professional competencies among future teachers.

### **2. Review and Planning of Internship and VACC Activities**

The IQAC discussed the planning and implementation of Semester II internship activities for B.Ed. students. Orientation sessions regarding lesson observation, planned teaching, participation in school activities and maintenance of reflective journals were planned to ensure effective field engagement and experiential learning.

The Cell further discussed the implementation of various Value Added and Certificate Courses (VACC) aimed at promoting innovative teaching-learning practices. It was resolved to organise orientation sessions on Instructional Strategies, Art as Pedagogy and Communicative English to strengthen learner-centred teaching approaches, communication skills and creative classroom practices among student teachers.

### **3. Promotion of Innovative Teaching-Learning Practices**

The IQAC emphasised the need to promote collaborative and constructivist approaches in classroom teaching. The members discussed the implementation of innovative instructional strategies such as Think-Pair-Share, Jigsaw, Gallery Walk and Co-operative Learning Techniques through practical sessions. It was resolved that faculty members would guide students to make lesson plans for the same so that they could integrate these strategies during internship.

The Cell also reviewed the implementation of digital learning initiatives through the i-Like Course conducted in collaboration with MKCL. It was decided to invite the i-Like course in charge person Mr. Vishwas Mate to orient the students regarding the courses.

### **4. Review of Extension and Community Engagement Activities**

The IQAC reviewed the implementation of extension and community-oriented activities conducted by the institution. The members appreciated the active participation of students in the Voting Awareness Poster Making Activity organized under DLLE initiatives. The members also appreciated the participation of students in cultural and extension activities such as Uber Rang auditions and UDAAN Festival preparations, which provided opportunities for creative expression, confidence building and teamwork.



## 5. Quality Enhancement and Academic Planning

The IQAC discussed measures for strengthening quality assurance practices under the autonomous framework of the institution. The members emphasized the importance of proper documentation of academic activities, timely conduct of curricular and co-curricular programmes and continuous monitoring of teaching-learning practices.

The IQAC also reviewed the conduct of the Board of Studies meeting and appreciated the collaborative efforts undertaken for syllabus revision and curriculum enrichment. Suggestions received from subject experts and academic members were considered valuable for strengthening the academic framework of the institution. It was decided that the staff members teaching the various courses should take into consideration the suggestions of the BOS & finalize the syllabus.

## 6. Any other matter with permission of the Chair

**Regarding Annual Report:** Coordinator Dr. Bhavna Dave informed the members that the compilation, verification and timely upload of the Annual Report data on the University link was ensured on 9th November, 2025 in accordance with the guidelines prescribed. The report comprehensively documented the institution's academic activities, research initiatives, co-curricular and extension programmes, administrative developments and other significant achievements undertaken during the academic year.

**Regarding Admissions:** Ms. Pramila Mhatre informed everyone that the tentative CET examination dates are 27th to 29th March, 2026 for B.Ed. and 25th March, 2026 for M.Ed. Dr. Sally Enos added that Faculty members have visited various degree colleges after obtaining permission from the respective Heads of Institutions to guide and motivate students regarding admissions. Efforts have been made to attract and enroll more students by maintaining regular communication with prospective candidates.

As there was no other matter for discussion, the meeting concluded with a vote of thanks proposed by the IQAC Coordinator.

### The following members were present for the meeting:

Dr. Sally Enos

Mr. Khalil Shaikh

Dr. Resmy Varghese

Ms. Pramila Shivkar

Dr. Geeta Thakur

Dr. Mohan Manmode

Dr. Jiji Sahaya

Ms. Ichha Mehrotra

Mrs. Manju Vinish

Ms. Ruchita Kadu

Mr. Jomon Mathew

Ms. Niyati Chavan

Dr. Bhavna Dave



Dr. Pillai Teacher Training & Research Centre,  
Plot no. 1, Sec.8, Khanda Colony, New Panvel  
(W)-410206  
Tel: 022-27480289, 27464161; 9082201094  
Email: pcer773@mes.ac.in  
Website: pcerpanvel.ac.in  
NAAC Accredited A+ CGPA 3.32 (2<sup>nd</sup> cycle)



**Mahatma Education Society's  
PILLAI COLLEGE OF  
EDUCATION &  
RESEARCH  
(AUTONOMOUS)**

**Date:** 2<sup>nd</sup> May, 2026

### **IQAC Meeting Notice**

Dear Madam/ Sir,

Greetings to all of you!

A meeting of the IQAC has been scheduled as follows.

**Date:** Saturday, 9<sup>th</sup> May, 2026

**Time:** 4:00 p.m.

**Venue:** Conference room, Second floor, PCER-Panvel

Kindly contemplate on the agenda of the meeting.

#### **Agenda:**

1. Confirmation of the Previous Meeting Minutes
2. Review of Academic Activities and Internship Implementation
3. Review of Enrichment Activities
4. Institutional Planning under Autonomous Status
5. Regarding discussion on NAAC's Maturity-Based Grading Levels (MBGL)
6. Regarding Professional Development of Faculty
7. Regarding Exit Surveys for B.Ed. and M.Ed.
8. Regarding Updating the College Website
9. Any other matter with permission of the Chair

Your presence at the meeting will enable us to get valuable suggestions. Please make it possible to attend.

Thank You.

Yours truly,  
IQAC Coordinator  
Dr. Bhavna Dave

**Dr. (Ms.) Sally Enos**  
PRINCIPAL  
MAHATMA EDUCATION SOCIETY'S  
Pillai College of Education & Research  
(AUTONOMOUS)  
Plot No. 1, Sector-8, Khanda Colony,  
New Panvel - 410 206.

## **Minutes of the IQAC Meeting held on 9th May, 2026**

The meeting of the Internal Quality Assurance Cell (IQAC) for the academic year 2025–2026 was held on 9th May, 2026 at 4.00 p.m. in the Conference Hall of Pillai College of Education and Research, New Panvel.

### **1. Confirmation of the Previous Meeting Minutes**

The minutes of the previous IQAC meeting were read and confirmed by the members present.

### **2. Review of Academic Activities and Internship Implementation**

The IQAC reviewed the successful implementation of Semester II internship activities conducted for B.Ed. students from 23rd February to 13th March, 2026. The Internship In charge, Dr. Jiji Sahaya informed that students actively participated in all activities and successfully documented & submitted their internship files & reflective journals school-wise to their group leaders. The demo lessons conducted by senior student teachers for first-year students were recognized as an effective peer-learning initiative promoting confidence and pedagogical understanding.

### **3. Review of Enrichment Activities**

The IQAC reviewed the implementation of educational psychology-based activities such as the Multiple Intelligence Test and the Experiment on Transfer of Learning. The members noted that these experiential activities helped students understand psychological concepts through practical application and reflective learning experiences. The Cell also appreciated the conduct of the Ed-India workshop on innovative teaching strategies and the panel discussion on educational boards in India, which enhanced students' understanding of educational administration, curriculum practices and collaborative learning.

The Cell further appreciated the successful conduct of Community Service Day in association with Florin Bal Ashram, which fostered social responsibility, compassion and community engagement among students. Activities organised by the Global Citizenship Club and Literary Club, including the World Health Day awareness programme and the Ambedkar Jayanti activity, were also acknowledged for promoting social awareness and holistic student development.

### **4. Institutional Planning under Autonomous Status**

The IQAC reviewed institutional quality initiatives undertaken under autonomous status. The members appreciated the conduct of the Examination Committee meeting and the systematic planning of examination processes and academic regulations.

Dr. Bhavna Dave informed the IQAC that a detailed discussion on Program Educational Objectives (PEOs), Program Outcomes (POs), and Course Outcomes (COs) was held on 30<sup>th</sup> March 2026. During the meeting, the PEOs and POs for both the B.Ed. and M.Ed. programmes were thoroughly reviewed, refined and finalized by mutual consensus. As an outcome of the discussion, all faculty members undertook the revision of the syllabus for Semesters I to IV of both programmes. The revised syllabus has been prepared in alignment with the finalized PEOs and POs. Additionally, clear course objectives have been formulated for each paper to reflect the intended learning outcomes and to ensure consistency across the programmes.

### **5. Regarding Discussion on NAAC's Maturity-Based Grading Levels (MBGL)**

Dr. Bhavna Dave informed that a meeting was held on 17<sup>th</sup> April 2026, to discuss the framework of NAAC's Maturity-Based Grading Levels (MBGL). During the session, Dr. Sally Enos provided



all staff members with a detailed explanation of the ten attributes associated with MBGL. They were also guided on the significance of each attribute and instructed to initiate focused efforts in their respective areas to align with these requirements.

#### **6. Regarding Professional Development of Faculty**

Dr. Sally Enos conveyed that faculty members are being encouraged to actively participate in Faculty Development Programmes (FDPs). They have also been advised to publish research papers regularly, with a minimum expectation of at least two publications per year in national and international journals. Additionally, faculty members are encouraged to author and publish books in their respective areas of expertise.

#### **7. Regarding Exit Surveys for B.Ed. and M.Ed.**

Dr. Bhavna Dave informed the IQAC members that as per established practice, exit surveys of Semester IV students of B.Ed. and M.Ed. programmes were collected through a Google Form. The collected data will be systematically analyzed and appropriate measures or modifications will be implemented based on the findings wherever necessary.

#### **8. Regarding Updating the College Website**

The Cell also discussed the updating of the college website and maintenance of academic documentation to ensure transparency, accessibility and effective dissemination of institutional information. The teachers were instructed to submit the various cell, club & co-curricular activity reports along with their photographs at the earliest to Dr. Geeta Thakur so that the college website could be updated. It was resolved to continue strengthening documentation practices and quality assurance mechanisms during the forthcoming academic year.

#### **Conclusion**

As there was no other matter for discussion, the meeting concluded with a vote of thanks proposed by the IQAC Coordinator.

#### **The following members were present for the meeting:**

Dr. Sally Enos

Mr. Khalil Shaikh

Dr. Resmy Varghese

Ms. Pramila Shivkar

Dr. Geeta Thakur

Dr. Mohan Manmode

Dr. Jiji Sahaya

Ms. Ichha Mehrotra

Mrs. Manju Vinish

Ms. Ruchita Kadu

Mr. Jomon Mathew

Ms. Niyati Chavan

Dr. Bhavna Dave

