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150-151, SHER-E-PUNJAB SOCIETY, GURU GOBIND SINGH ROAD, ANDHERI (EAST), MUMBAI-400 093.

Tel. : (022) 6153 5455 Fax : (022) 6153 5456 E-mail : tcc@tolani.edu

Website: tcc.tolani.edu

I.Q.A.C Meeting No.: 1/2023-2024

Notice for the Internal Quality Assurance Cell (I.Q.A.C.) Meeting

The First Meeting of the Internal Quality Assurance Cell (I.Q.A.C.) for the Academic Year 2023-2024 will be held on Friday, September 8, 2023, from 10.30 a.m. onwards in a Hybrid mode. Kindly make it convenient to attend the meeting.

Agenda of the Meeting

Sr. No.	Particulars	Page No.
1)	To consider leave of absence of members, if any.	
2)	To adopt and pass a resolution acknowledging the contributions of Principal Dr. Vijaya Krishna towards the development of the College.	
3)	To seek inputs from student representatives.	
4)	To consider the enclosed – (a) Minutes of the Meeting No. 4 of 2022-2023 held on April 15, 2023 (b) Action taken/follow-up report thereon	
5)	To provide updates about: a) Implementation of the National Education Policy 2020 b) Library and Academic Audit c) Admissions to the First Year UG and PG Programmes for the A.Y. 2023-2024. d) MoU with Indian Institute of Gems and Jewellery (IIGJ) e) Submission of AQAR for A.Y. 2021-2022	
To present activities organized and achievements during the period from June 13 to September 7, 2023 as follows: a. Academic and Research Progress of Faculty Members and Students b. Academic, Co and Extra-curricular Activities organized c. Major Achievements during the said period		Shall be presented on the day of the Meeting
7)	To consider any other matter with the permission of the Chair.	(2)
8)	To fix the date and time for the next I.Q.A.C. meeting and propose a vote of thanks.	2

For Tolani College of Commerce (Autonomous)

Dr. Vasueev Iyer (I/c. Principal)





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Minutes of the 1st Meeting of the Internal Quality Assurance Cell (I.Q.A.C.) for the academic year 2023-2024 conducted on

Friday, September 8th, 2023, in a hybrid mode.

Name of the Institution:	Tolani College of Commerce (Autonomous), 150-151, Sher-E- Punjab Society, Guru Gobind Singh Road, Andheri (East), Mumbai- 400 093.
Date/Time:	Friday, September 8th, 2023, from 10.30 am onwards in a hybrid mode.
Purpose of the Meeting:	To review and discuss the performance of the Institution from April 14, 2023, to September 7, 2023.
Meeting number:	I.Q.A.C Meeting No.: 1/2023-2024
Chairperson of the Meeting:	I/c Principal, Dr. Vasudev lyer

Attendance of the Members

Sr. No.	Name of the Members	Designation of the Member	Present/ Absent
1)	Dr. Vasudev P. Iyer (I/c. Principal and Head, Department of Business Economics	Chairperson	Present Present
2)	Dr. G.S. Shahani (Secretary, Tolani Education Society)	Management Representative	
3)	Dr. Ansari Mehrunissa Hafiz Gulam Dastagir (Head, Department of Accountancy)	I.Q.A.C. Coordinator	Present
4)	Dr. Sadhana Venkatesh (Associate Professor and I/c, Vice Principal)	Faculty Member	Present
5)	Ms. Jyoti Ghosh (I/c Overall Coordinator)	Faculty Member	Present
6)	Dr. Hema Mehta (Associate Professor, Business Law)	Faculty Member Faculty Member	Present Present
7)	Ms. Bandita Singh [B.Sc. (IT) Programme Co- ordinator & Controller- Examination Committee]		
8)	Ms. Jayalakshmi R. Singh (Assistant Professor – Accountancy & Deputy Controller – Examination Committee)	Faculty Member	Present
9)	Dr. Ishtiyaq Chiplunkar (B.B.I. Programme Co- ordinator)	Faculty Member	Present
10)	Mr. Murugan Nadar (Assistant Professor, BAF and Teacher In-Charge, DLLE)	Faculty Member	Present
11)	Ms. Amrita Nambiar (Assistant Professor, Programme Coordinator, BBA Logistics)	Maguity Member	Present



Minutes of the 1st I.Q.A.C. Meeting for A.Y. 2023-2024

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12)	Mr. Omkar Kamthekar (Equity Analyst, Bonanza Portfolio Ltd.)	Nominee from Alumni	Absent
13)	Mr. Lucas D'Souza (Parent)	Nominee from Stakeholders	Absent
14)	Mr. Manoj Belgaonkar (Head, Regulations Standard & QM, Siemens Ltd., Mumbai)	Representative from Industry	Absent
15)	Mr. Sunil Wariar (Chief People Officer, Future Generali)	Representative from Industry	Absent
16)	Dr. Rasmita Mohanty (Librarian)	Librarian	Absent
17)	Mr. Magan Purabia (Head Clerk)	Representative of the College Administration Section.	Present
18)	Mr. Nitin Arya (Performance Controller in Siemens Real Estate)	Alumni -By Invitation	Absent
19)	Ms. Jaspreet Kaur Matta (Parent)	Stakeholder - By Invitation	Absent
20)	Ms. Giselle Dsouza, B. Com Programme	Student Representative	Present
21)	Mr. Nyle D'mello, BBA Logistics Programme	Student Representative	Present

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Agenda 1:	To Consider leave of absence of members, if any.

Leave of absence was granted to the following members:

1)	Mr. Omkar Kamthekar (Equity Analyst, Bonanza Portfolio Ltd.)	Nominee from Alumni
2)	Mr. Lucas D'Souza (Parent)	Nominee from Stakeholders
3)	Mr. Manoj Belgaonkar (Head, Regulations Standard & QM, Siemens Ltd., Mumbai)	Representative from Industry
4)	Mr. Sunil Wariar (Chief People Officer, Future Generali)	Representative from Industry
5)	Mr. Nitin Arya (Performance Controller in Siemens Real Estate)	Alumni -By Invitation
6)	Ms. Jaspreet Kaur Matta (Parent)	Stakeholder -By Invitation
7)	Dr. Rasmita Mohanty (Librarian)	Librarian









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Agenda 2:

To adopt and pass a resolution acknowledging the contributions of Principal Dr. Vijaya Krishna towards the development of the College.

The following resolution was proposed and unanimously passed to acknowledge the contributions of Principal Dr. Vijaya Krishna towards the development of the College:

"RESOLVED, that we, the members of the Internal Quality Assurance Committee (IQAC) of Tolani College of Commerce (Autonomous) express our gratitude and appreciation for the contributions made by Principal Dr. Vijaya Krishna during her tenure. Tolani College of Commerce (Autonomous) has experienced remarkable grawth and development under the leadership of Principal Dr. Vijaya Krishna.

We extend our best wishes to Principal Dr. Vijaya Krishna for continued success in her future endeavours, confident that her legacy will continue to inspire generations of teachers and

This resolution is unanimously adopted on this Friday of September 8th, 2023, by the members of the IOAC."

Interaction with student representatives. Agenda 3:

Ms. Giselle Dsouza of the B. Com Programme and Mr. Nyle D'mello of the BBA Logistics Programme provided their inputs. While they were happy with the overall functioning of the College, they made a request for a project room facility. The I/c Principal assured the student representatives that the College will try to provide this facility as soon as possible.

Agenda 4:	To consider the enclosed -
	 a) Minutes of the Meeting No. 4 of 2022-2023 held on April 15, 2023
	b) Action taken/follow-up report thereon

The minutes of the 4th I.Q.A.C. meeting held on 15-4-2023 for the academic year 2022-2023 and action taken report thereon were placed for consideration and were approved by the Members without any changes.

Agenda 5:	To bring members up to date with the developments in the College
	since April 21st, 2023.

a) Implementation of the New Education Policy (NEP), 2020

The I/c Principal highlighted the following important changes brought about by NEP 2020:

- Maharashtra Government Resolutions dated April 20, 2023, and May 16, 2023.
- NEP-2020 has been implemented in the Degree College wef A.Y. 2023-2024.



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- The College will be offering Four-Year Undergraduate Programmes at the UG level and to begin with will offer Two-Year Postgraduate Programmes (M.Com.) till the academic year 2026-2027.
- The College has decided to opt for Department Specific Core (DSC) for Major courses.
- 5. I credit will be equal to 15 hours of teaching.
- 6. The duration of each lecture will be of 60 minutes.
- The workload of an assistant professor will be 16 lectures per week.
- 8. | credit= 25 marks of evaluation.

The I/c Principal also highlighted the following important implications of the NEP-2020 and Autonomy:

- More UG and PG programmes to be introduced in near future.
- 2. Number of subjects have increased and will continue to increase in future.
- 3. Extra-curricular activities have been mainstreamed.
- 4. Multiple entry and multiple exit
- 5. Students have a greater choice in selecting subjects.
- 6. Basket of electives which are inter-disciplinary in nature.
- Emphasis on on-job training and research.
- 8. Students will be spending longer hours on the campus.
- More number of examinations.
- 10. The Degree College is now a mini university.

b) Library and Academic Audit

The recommendations made by experts as part of the Library Audit (for A.Y. 2021-2022 and A.Y. 2022-2023) and Academic Audit (for A.Y. 2022-2023) were placed before the Members. The recommendations and the actions to be taken were discussed.

Admissions to the First Year UG and PG Programmes for the A.Y. 2023-2024

The admissions to the First Year UG and PG Programmes for the A.Y. 2023-2024 have been almost completed. The I/c Principal informed the members that for the current academic year A.Y. 2023-2024, the College has decided not to offer M. Com in Business Management option to the learners due to less than adequate demand for this option. The I/c Principal further informed the Members that the College has already written about this to the University of Mumbai.

d) MoU with the Indian Institute of Gems and Jewellery (HGJ)

The College has signed an MoU with the Indian Institute of Gems of Jewellery on June 13, 2023, to provide skill based vocational courses to the students of TCC which in turn will provide the students a career opportunity in the gems and jewellery industry through capability enhancement. The tenure of the MoU is for 3 years.

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Minutes of the 1st I.Q.A.C. Meeting for A. 12823-2034 P



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e) Submission of AQAR for A.Y. 2021-2022

The Annual Quality Assurance Report (AQAR) for the academic year 2021-2022 was submitted to NAAC May 31st, 2023, well before the deadline of September 30, 2023.

Agenda 6:

To present activities organized and achievements during the period from June 13 to September 7, 2023.

a. Academic and Research Progress of Faculty Members and Students

The list of achievements of faculty members and students was presented. Kindly refer Annexure -L.

Academic, Co and Extra-Curricular Activities Organised.

The list of activities organized was presented. Kindly refer Annexure -II.

c. Other Major Achievements during the said period.

The list of other major achievements was presented. Kindly refer Annexure-III

Agenda 7:

To consider any other matter with the permission of the Chair.

There was no other matter for discussion.

Agenda 8:

To fix the date and time for the next I.Q.A.C. meeting and propose a vote of thanks.

The 2rd I.Q.A.C. meeting for the academic year 2023-2024 is scheduled for Saturday, December 2, 2023, in a hybrid mode from 10.30 am onwards.

The I.Q.A.C. coordinator proposed a vote of thanks and the meeting concluded.

Dr. Ansari Mehrunnisa Co-ordinator, I.Q.A.C.

Dr. Vasudev Iyer I/c. Principal & Chairperson, I.Q.A.C.



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Enclosure to Agenda No. 2

Action taken/follow-up report on discussion/decisions at the I.Q.A.C. Meeting held on September 8, 2023

Item no. in the minutes	Pg. No. of previous Minutes of 8/09/2023	Nature of decision/ discussion	Concerned official/ faculty	Action taken/progress since last meeting
3	4	Request of students' representatives for a project room	I/c Principal and the College Management	The formal request of the project room has been duly approved and subsequently elevated to the discretion of the College Management. After careful consideration of the request, the Management has decided to allot the project room on the 5th floor of the College building in a timely and systematic manner.
5-d	6	The College has signed an MoU with Indian Institute of Gems and Jewellery (IIGJ) to provide skill based vocational courses to learners.	I/c. Principal/ I/c. Vice Principal	Orientation session was conducted for learners to bring awareness on the skill based vocational courses offered. Learners participated in the Conference and Workshop organized by (IIGJ) at their campus.
5-e	6	The Annual Quality Assurance Report (AQAR) for A.Y. 2021-2022 was submitted to NAAC on May 31, 2023.	I/c. Principal/ I/c. Vice Principal	The AQAR report for A.Y. 2021- 2022 was received and acknowledged by NAAC on June 9, 2023.









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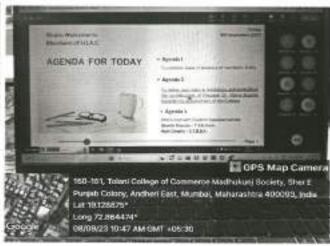
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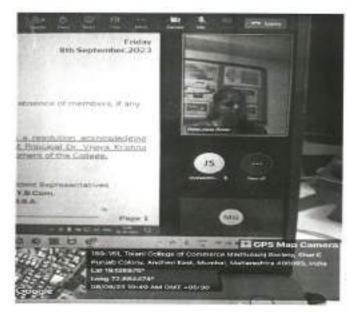
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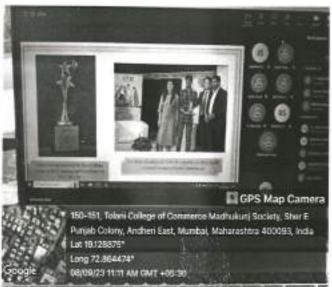
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Geotagged photographs of the 1st IQAC Meeting for A.Y. 2023-2024 held on September 8, 2023 in hybrid mode













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College NAAC Code No. MHCOGN10577

Website: tcc.tolani.edu

AISHE CODE NO. /ID:C-34233

I.Q.A.C Meeting No.: 2/2023-2024

Notice for the Internal Quality Assurance Cell (I.Q.A.C.) Meeting

November 7, 2023

The Second Meeting of the Internal Quality Assurance Cell (I.Q.A.C.) for the Academic Year 2023-2024 will be held on Saturday, December 2, 2023, from 10.30 a.m. onwards in a Hybrid mode. Kindly make it convenient to attend the meeting.

Agenda of the Meeting

Sr. No.	Particulars	Page No.
1)	To consider leave of absence of members, if any.	- age 110
2)	To welcome the new I.Q.A.C. Coordinator.	
3)	Interaction with student representatives.	
4)	To consider the enclosed – (a) Minutes of the Meeting No. 1 of 2023-2024 held on September 8, 2023 (b) Action taken/follow-up report thereon	
5)	To provide updates about: a) Implementation of the National Education Policy 2020 b) Administrative Audit for A.Y. 2022-2023 c) MoU with the VFX Institute d) In-house short-term courses introduced by the College. e) Career Advancement Scheme (CAS) of Dr. Rasmita Mohanty	
6)	To present activities organized and achievements during the period from September 8 to December 1, 2023, as follows: a. Academic and Research Progress of Faculty Members and Students b. Academic, Co and Extra-curricular Activities organized.	Shall be presented on the day of the Meeting
7)	To consider any other matter with the permission of the Chair.	- Triceting
8)	To fix the date and time for the next I.Q.A.C. meeting and propose a vote of thanks.	-

For Tolani College of Commerce (Autonomous)

Dr. Vasudev Iver (I/c. Principal)





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Minutes of the 2nd Meeting of the Internal Quality Assurance Cell (I.Q.A.C.) for the academic year 2023-2024 conducted on

Saturday, December 2nd, 2023, in a hybrid mode.

Name of the Institution:	Tolani College of Commerce (Autonomous), 150-151, Sher-E-Punjab Society, Guru Gobind Singh Road, Andheri (East), Mumbai- 400 093.	
Date/Time:	Saturday, December 2 nd , 2023, from 10.30 am onwards in a hybrid mode.	
Purpose of the Meeting:	To review and discuss the performance of the Institution from September 8, 2023, to December 1, 2023.	
Meeting number:	I.Q.A.C Meeting No.: 2/2023-2024	
Chairperson of the Meeting:	I/c Principal, Dr. Vasudev Iyer	

Attendance of the Members

Sr. N	Name of the Members	Designation of the Member	Present/ Absent
1)	Dr. Vasudev P. Iyer (I/c. Principal and Head, Department of Business Economics)	Chairperson	Present
2)	Dr. G.S. Shahani (Secretary, Tolani Education Society)	Management Representative	Present
3)	Ms. Amrita Nambiar (Assistant Professor, Programme Coordinator, BBA Logistics)	LQ.A.C. Coordinator	Present
4)	Dr. Sadhana Venkatesh (Associate Professor and I/c. Vice Principal)	Faculty Member	Present
5)	Ms. Jyoti Ghosh (I/c. Overall Coordinator)	Faculty Member	Absent
5)	Dr. Hema Mehta (Associate Professor, Business Law)	Faculty Member	Present
7)	Ms. Bandita Singh [B.Sc. (IT) Programme Co- ordinator & Controller- Examination Committee]	Faculty Member	Present
3)	Ms. Jayalakshmi R. Singh (Assistant Professor – Accountancy & Deputy Controller – Examination Committee)	Faculty Member	Present
2)	Dr. Ishtiyaq Chiplunkar (B.Com. in Banking and Insurance Programme Co-ordinator)	Faculty Member	Present



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10)	Mr. Murugan Nadar (Assistant Professor, B.Com. in Accountancy and Finance and Teacher In-Charge, DLLE)	Faculty Member	Absent
11)	Mr. Omkar Kamthekar (Equity Analyst, Bonanza Portfolio Ltd.)	Nominee from Alumni	Absent
12)	Mr. Lucas D'Souza (Parent)	Nominee from Stakeholders	Absent
13)	Mr. Manoj Belgaonkar (Head, Regulations Standard & QM, Siemens Ltd., Mumbai)	Representative from Industry	Absent
14)	Mr. Sunil Wariar (Chief People Officer, Future Generali)	Representative from Industry	Absent
15)	Dr. Rasmita Mohanty (Librarian)	Librarian	Present
16)	Mr. Magan Purabia (Head Clerk)	Representative of the College Administration Section.	Present
17)	Mr. Nitin Arya (Performance Controller in Siemens Real Estate)	Alumni -By Invitation	Absent
18)	Ms. Jaspreet Kaur Matta (Parent)	Stakeholder -By Invitation	Present
19)	Ms. Giselle Dsouza, B.Com. Programme	Student Representative	Present
20)	Mr. Nyle D'mello, BBA Logistics Programme	Student Representative	Absent

Agenda 1: To consider leave of absence of members, if any.

Leave of absence was granted to the following members:

1)	Mr. Omkar Kamthekar (Equity Analyst, Bonanza Portfolio Ltd.)	Nominee from Alumni
2)	Mr. Lucas D'Souza (Parent)	Nominee from Stakeholders
3)	Mr. Manoj Belgaonkar (Head, Regulations Standard & QM, Siemens Ltd., Mumbai)	Representative from Industry
4)	Mr. Sunil Wariar (Chief People Officer, Future Generali)	Representative from Industry
5)	Mr. Nitin Arya (Performance Controller in Siemens Real Estate)	Alumni -By Invitation
6)	Ms. Jyoti Ghosh (I/c. Overall Coordinator)	Faculty Member



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7)	Mr. Murugan Nadar, Assistant Professor, B.Com. in Accountancy and Finance and Teacher In-Charge, DLLE)	Faculty member
8)	Mr. Nyle D'mello, BBA Logistics Programme	Student Representative

Agenda 2: To welcome the new LQ.A.C. Coordinator.

Ms. Amrita Nambiar, Assistant Professor, Programme Coordinator, BBA Logistics, has been designated as the new I.Q.A.C. coordinator. The members welcomed her to the I.Q.A.C.

Agenda 3: To seek inputs from student representatives.

Ms. Giselle Dsouza of the B. Com Programme expressed her satisfaction with the overall functioning of the College, highlighting two areas that could benefit from attention and improvement. She mentioned the need for enhancements in the canteen services provided by the College. She also emphasized the necessity of a dedicated study or working area within the campus premises for students.

The I/c Principal assured the student representatives that the College will take steps to improve the canteen services. He also apprised the attendees of the progress in facilitating a dedicated study area for learners.

Agenda 4:	To consider the enclosed – a) Minutes of the Meeting No. 1 of 2023-2024 held on September 8th
	2023, b) Action taken/follow-up report based on the minutes.

The minutes of the 1st I.Q.A.C. Meeting held on 8-9-2023 for the Academic Year 2023-2024 and action taken report thereon were placed for consideration and were approved by the Members without any changes.

Agenda 5:	To bring members up to date with the developments in the College since September 9th, 2023.
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5. a Implementation of the National Education Policy (NEP), 2020

As mandated by the University of Mumbai and Government of Maharashtra, the College has implemented the National Education Policy, 2020 wef A.Y. 2023-2024 at the first year UG and PG programmes. The College has undertaken proactive measures to ensure that faculty members are well-versed with the puances of the new policy. In general, students have appreciated the emphasis on a multidisciplinary



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approach, flexibility in choosing subjects, and the incorporation of practical and vocational components. Recognizing the importance of offering a wide range of choices to students, the College is actively working towards expanding the array of elective courses across disciplines.

5. b Administrative Audit for A.Y. 2022-2023

The recommendations made by experts as part of the Administrative Audit (for A.Y. 2022-2023) was placed before the Members. The recommendations and the actions to be taken were discussed.

5. c MoU with the VFX Institute

The College has signed an MoU with the VFX Institute to provide skill based vocational courses to the students of TCC which in turn will provide career opportunities to the learners in the entrainment and other related industries. The tenure of the MoU is for 1 year, 11 students have enrolled for this course till now.

5. d In-house short-term courses introduced by the College.

In October 2023 the College introduced the following in-house short-term courses of 30 hours each for its students:

Name of the Course	Number of students enrolled	
Personal Financial Planning	141	
Presentation Skills	83	
Critical Thinking and Problem Solving	107	
Introduction to Research Methodology	84	

These courses are conducted by the in-house faculty members. Looking at the response for these courses, the College will be offering it to more students in December 2023.

5. e Career Advancement Scheme (CAS) of Dr. Rasmita Mohanty

The I/c Principal informed the Members that Dr. Rasmita Mohanty, Librarian of the College has been successfully promoted as Assistant Professor, Stage 3 under the career advancement scheme.



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AISHE CODE NO. /ID:C-34233

Agenda 6:

To present activities organized and achievements during the period

from September 8 to December 1, 2023,

6.1 Academic and Research Progress of Faculty Members and Students

The list of achievements of faculty members and students was presented. Kindly refer Annexure -I.

6,2 Academic, Co and Extra-Curricular Activities organized.

The list of activities organized was presented. Kindly refer Annexure -IL

Agenda 7:

To consider any other matter with the permission of the Chair.

There were no other matters for discussion.

Agenda 8:

To fix the date and time for the next I.Q.A.C. meeting and propose a

vote of thanks.

The 3rd I.Q.A.C. meeting for the academic year 2023-2024 is scheduled for Saturday, February 3, 2023, in a hybrid mode from 10.30 am onwards.

The I.Q.A.C. coordinator proposed a vote of thanks and the meeting concluded.

Ms. Amrita Nambiar Co-ordinator, I.Q.A.C.

Dr. Vasudev Iver

I/c. Principal & Chairperson, I.Q.A.C.



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Action Taken Report

To provide an update about the in-house short-term courses introduced by the College in October 2023

As shown in the table given below the College introduced 4 short-term courses of 30 hours each in October 2023. The number of students enrolled, and the number of successful students is also given in the table.

Name of the Course	Number of students enrolled	Successful Students
Personal Financial Planning	143	138
Presentation Skills	87	82
Critical Thinking and Problem Solving	106	104
Introduction to Research Methodology	69	67





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Geotagged Photographs of the 2nd I.Q.A.C. Meeting for A.Y. 2023-2024 held on December 2, 2023 in hybrid mode



Student Representative of the I.Q.A.C.



The I.Q.A.C. Co-ordinator steering the hybrid meeting.



Members attended the meeting in a hybrid mode.





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Notice for the Internal Quality Assurance Cell (I.Q.A.C.) Meeting

I.Q.A.C Meeting No.: 3/2023-2024

January 17, 2024

The Third Meeting of the Internal Quality Assurance Cell (I.Q.A.C.) for the Academic Year 2023-2024 will be held on Saturday, February 3, 2024, from 10.30 a.m. onwards in a Hybrid mode. Kindly make it convenient to attend the meeting.

Agenda of the Meeting

Agenda I	To consider leave of absence of members, if any.
Agenda 2	To interact with student representatives.
Agenda 3	To read and approve Minutes & ATR of the 2 nd Meeting of IQAC held on December 2, 2023.
Agenda 4	Interaction with the External Peer Team and present the IQAC Annual Report for the academic year 2022-2023.
Agenda 5	Update on AQAR submission for A.Y. 2022-2023
Agenda 6	Update on in-house short-term courses introduced by the College.
Agenda 7	Academic Performance of First Year learners of UG programme.
Agenda 8	To present activities organized and achievements during the period from December 2, to February 2, 2023, as follows: a. Academic and Research Progress of Faculty Members and Students b. Academic, Co and Extra-curricular Activities organized.
Agenda 9	To consider any other matter with the permission of the Chair.
Agenda 10	Decide the date and time for the next I.Q.A.C. meeting.
Agenda 11	To propose a vote of thanks.

For Tolani College of Commerce (Autonomous)

Dr. Vasudev Iver (I/c. Principal)





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College NAAC Code No. MHCOGN10577 AISHE CODE NO. /ID:C-34233

Minutes of the 3rd Meeting of the Internal Quality Assurance Cell (IQAC) for the academic year 2023-2024 conducted on

Saturday, February 3, 2024, in a hybrid mode.

Name of the Institution:	Tolani College of Commerce (Autonomous), 150-151, Sher-E-Punjab Society, Guru Gobind Singh Road, Andheri (East), Mumbai- 400 093.
Date/Time:	Saturday, February 3, 2024, from 10.30 am onwards in a hybrid mode.
Purpose of the Meeting:	To review and discuss the performance of the Institution from December 2, 2023, to February 2, 2024.
Meeting number:	I.Q.A.C Meeting No.: 3/2023-2024
Chairperson of the Meeting:	I/c Principal, Dr. Vasudev lyer

Attendance of the Members

Sr. No.	Name of the Members	Designation of the Member	Present Absent
1)	Dr. Vasudev P. Iyer (I/c. Principal and Head, Department of Business Economics)	Chairperson	Present
2)	Dr. G.S. Shahani (Secretary, Tolani Education Society)	Management Representative	Present
3)	Ms. Amrita Nambiar (Assistant Professor, Programme Coordinator, BBA Logistics)	I.Q.A.C. Coordinator	Present
4)	Dr. Sadhana Venkatesh (Associate Professor and I/c. Vice Principal)	Faculty Member	Present
5)	Ms. Jyoti Ghosh (I/c. Overall Coordinator)	Faculty Member	Present
6)	Dr. Hema Mehta (Associate Professor, Business Law)	Faculty Member	Present
7)	Ms. Bandita Singh [B.Sc. (IT) Programme Co-ordinator & Controller- Examination Committee]	Faculty Member	Present



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Sr. No.	Name of the Members	Designation of the Member	Present/ Absent
8)	Ms. Jayalakshmi R. Singh (Assistant Professor – Accountancy & Deputy Controller – Examination Committee)	Faculty Member	Present
9)	Dr. Ishtiyaq Chiplunkar (B.Com. in Banking and Insurance Programme Co- ordinator)	Faculty Member	Present
10)	Mr. Murugan Nadar (Assistant Professor, B.Com. in Accountancy and Finance and Teacher In-Charge, DLLE)	Faculty Member	Present
11)	Mr. Omkar Kamthekar (Equity Analyst, Bonanza Portfolio Ltd.)	Nominee from Alumni	Absent
12)	Mr. Lucas D'Souza (Parent)	Nominee from Stakeholders	Absent
13)	Mr. Manoj Belgaonkar (Head, Regulations Standard & QM, Siemens Ltd., Mumbai)	Representative from Industry	Absent
14)	Mr. Sunil Wariar (Chief People Officer, Future Generali)	Representative from Industry	Absent
15)	Dr. Rasmita Mohanty (Librarian)	Librarian	Absent
16)	Mr. Magan Purabia (Head Clerk)	Representative of the College Administration Section.	Present
17)	Mr. Nitin Arya (Performance Controller in Siemens Real Estate)	Alumni -By Invitation	Present (online)
18)	Ms. Jaspreet Kaur Matta (Parent)	Stakeholder -By Invitation	Absent
19)	Ms. Giselle Dsouza, B.Com. Programme	Student Representative	Present
	Mr. Nyle D'mello, BBA Logistics Programme	Student Representative	Present

Members of the External Peer Team

1)	Dr. (Prof) Kanchan S. Fulmali	I/c Principal, M.L. Dahanukar College	Present
2)	Dr. Himanshu G. Dawda	Principal Hindi Vidya Prachar Samiti's Ramniranjan Jhunjhunwala College of Arts, Science and Commerce (Autonomous)	Present (online)



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Agenda 1:

To consider leave of absence of members, if any.

Leave of absence was granted to the following members:

1)	Mr. Omkar Kamthekar (Equity Analyst, Bonanza Portfolio Ltd.)	Nominee from Alumni
2)	Mr. Lucas D'Souza (Parent)	Nominee from Stakeholders
3)	Mr. Manoj Belgaonkar (Head, Regulations Standard & QM, Siemens Ltd., Mumbai)	Representative from Industry
4)	Mr. Sunil Wariar (Chief People Officer, Future Generali)	Representative from Industry
5)	Ms. Jaspreet Kaur Matta (Parent)	Stakeholder -By Invitation
6)	Dr. Rasmita Mohanty (Librarian)	Librarian

Agenda 2:	To interact with students' representatives.	
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Mr. Nyle D'mello from the BBA Logistics Programme and Ms. Giselle Dsouza from the B. Com Programme conveyed their satisfaction with the overall functioning of the College. They commended the College for its efforts in introducing relevant short-term courses for the students. The students' representatives also expressed gratitude for the College's support of intradepartmental events.

While acknowledging the positive aspects, Mr. Nyle highlighted the need for improvement in the general upkeep of the campus, and Ms. Giselle expressed a desire for an upgrade in the audio systems in the classrooms.

In response, the In-charge Principal assured the students that efforts were underway to enhance human resources for the overall upkeep of the campus. Additionally, the Principal assured that the audio systems in the classrooms would be upgraded soon.





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Agenda 3:

To read and approve the Minutes & ATR of the 2nd meeting of IQAC held on December 2, 2023.

The minutes of the 2nd IQAC Meeting held on 02-12-2023 for the Academic Year 2023-2024 and action taken report thereon were placed for consideration and were approved by the Members without any changes.

Agenda 4: To

To interact with the External Peer Team and present the IQAC Annual Report for the Academic Year 2022-2023.

In the convened session, Dr. (Prof) Kanchun S. Fulmali, the In-charge Principal of M.L. Dahanukar College, and Dr. Himanshu G. Dawda, Principal of Hindi Vidya Prachar Samiti's Ramniranjan Jhunjhunwala College of Arts, Science, and Commerce (Autonomous), participated as the members of the External Peer Tram within the Institutional Quality Assurance Cell (IQAC). Engaging with fellow IQAC members, they collectively deliberated on the IQAC Annual Report for the Academic Year 2022-2023, which underwent comprehensive presentation, discussion, and subsequent approval by the assembled experts.

Moreover, Dr. Fulmali and Dr. Dawda also presented the External Peer Team Report, providing valuable insights and assessments to the College.

Agenda 5:

To provide an update on AQAR submission for A.Y. 2022-2023,

The IQAC coordinator shared with the members that the Annual Quality Assurance Report (AQAR) for the Academic Year 2022-2023 is prepared and will be submitted well in advance of the February 29, 2024, deadline set by NAAC.

Agenda 6:

To provide an update about the in-house short-term courses introduced by the College.

As informed to the members during the 2nd meeting of the IQAC held on December 2, 2023, in October 2023, the College introduced the following in-house short-term courses of 30 hours each for its students. These courses are conducted by the in-house faculty members. During this meeting the following updates were provided:



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Comparative Table Showing Enrolments for the In-House Short-term Courses

Name of the Course	Number of students enrolled in Batch 2 January-March 2024	Number of students enrolled in Batch 1 October-December 2023
Personal Financial Planning	113	143
Presentation Skills	73	87
Critical Thinking and Problem Solving	101	106
Introduction to Research Methodology	21*	69

^{*} Could not offer this course as the number of students were less than 60.

The members expressed their appreciation for the College's initiative in introducing relevant short-term courses for the students. Mr. Nitin Arya, a member of the alumni, raised concerns about the low enrolment numbers for the Research Methodology course, emphasizing its importance. Dr. Fulmali shared the perspective that the College should continue offering the course, even with enrolments less than 60. Both Mr. Arya and Dr. Fulmali believed that this course could serve as a stepping stone for the potential introduction of a course on Data Science.

The In-charge Principal expressed gratitude to Mr. Arya and Dr. Fulmali for their valuable insights. He outlined the College's efforts to promote all courses, including Research Methodology, through orientation programs for students. Additionally, he highlighted that, in accordance with the NEP-2020 framework, research methodology has been made a compulsory component.

The IQAC coordinator shared the feedback report received from students who were part of Batch 1 with the members (See Annexure I). Dr. Fulmali welcomed and praised the College for actively seeking and obtaining feedback from the students.

Minutes & ATR of the 3rd I.Q.A.C Meeting on 03-02-24, for A.Y. 2023-2024



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Agenda 7:

To discuss the academic performance of First-Year Learners of UG programmes.

The members were provided with an overview of the academic performance of first-year students in the UG programmes. It was highlighted that this batch of students underwent examinations based on the National Education Policy, 2020 curriculum framework for the first time. Although the overall results were satisfactory, the members expressed the belief that there is room for improvement as students become more accustomed to the new curriculum framework.

Agenda 8:

To present activities organised and achievements during the period from December 2, 2023 to February 2, 2024, as follows:

- a) Academic and Research Progress of Faculty Members and Students
- b) Academic, Co and Extra-curricular activities organised.

8.a) Academic and Research Progress of Faculty Members and Students

The list of achievements of faculty members and students was presented. Kindly refer to Annexure

8.b) Academic, Co and Extra-Curricular Activities organized.

The list of activities organized was presented. Kindly refer to Annexure -III.

Agenda 9: To consider any other matter with the permission of the Chair.

There were no other matters for discussion.

Agenda 10: To fix the date and time for the next IQAC meeting and propose a vote of thanks.

The 4th IQAC meeting for the academic year 2023-2024 is scheduled for Saturday, April 20, 2024, in a hybrid mode from 10.30 am onwards.

Agenda 11: To propose a vote of thanks.

The I.Q.A.C. coordinator proposed a vote of thanks and the meeting concluded.



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Action Taken Report on the 3rd Internal Quality Assurance Cell (IQAC) Meeting for the academic year 2023-2024 held on February 3, 2024.

Agenda Point No.	Nature of decision/discussion	Action taken
Agenda 2	Inputs from learners: requirement of a project room	A project room is under construction on the 5 th floor of the College.
Agenda 4	The Report of the External Peer Team of the IQAC for the academic year 2022-2023	The External Peer Team of the IQAC for the academic year 2022-2023 presented its report and expressed satisfaction on the functioning of the Autonomous College.
Agenda 6	With reference to Short-term course Introduction to Research Methodology	As recommended by the External Peer Team of IQAC it has been decided that the short-term course on Introduction to Research Methodology will be offered to all the learners even if a minimum number is not attained.

Ms. Amrita Nambiar Co-ordinator, IQAC

MUMBAI

Dr. Vasudev Iver I/c. Principal & Chairperson, IQAC



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ANNEXURE - III

Geotagged Photographs of the 3rd I.Q.A.C. Meeting for A.Y. 2023-2024 held on February 3, 2024



The Members of the College IQAC team along with Dr. Kanchan Fulmali.



The IQAC coordinator steering the hybrid meeting



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Members who attended the meeting in a hybrid mode.



Student Representative of the College IQAC Team



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The Members of the College LQ.A.C. team along with Dr. Himanshu G. Dawda present online for the meeting.



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I.Q.A.C. Meeting No.: 4/2023-2024

Date of Notice: 4-4-2024

Notice for the Internal Quality Assurance Cell (I.Q.A.C.) Meeting

The 4th Meeting of the Internal Quality Assurance Cell (I.Q.A.C.) for the Academic Year 2023-2024 will be held on Saturday, April 20, 2024, from 11 a.m. onwards in a Hybrid mode. Kindly make it convenient to attend the meeting.

Agenda of the Meeting

	То
Agenda 1	consider leave of absence of members, if any.
Agenda 2	interact with student representatives.
Agenda 3	read and approve Minutes & ATR of the 3rd meeting held on February 3, 2024.
Agenda 4	inform the members about the change in nomenclature of the Bachelor of Management Studies and Bachelor of Business Administration in Logistics degrees with effect from the academic year 2024-2025.
Agenda 5	inform the members about the revised Undergraduate & Postgraduate Programmes Curriculum Credit Frameworks under NEP-2020 to be implemented from the academic year 2024-2025.
Agenda 6	inform the members about the launch of a PG Diploma in Wealth Management.
Agenda 7	inform the members about the short-term courses to be offered in A.Y. 2024-2025.
Agenda 8	discuss the Plan of Action for the Academic Year 2024-2025.
Agenda 9	review the accomplishments of learners and faculty members from February 3 to April 19, 2024.
Agenda 10	consider any other matter with the permission of the Chair.
Agenda 11	fix the date for the next I.Q.A.C. meeting.
Agenda 12	propose a vote of thanks.

For Tolani College of Commerce (Autonomous)

Dr. Vasudev Iyer (I/c. Principal)



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Minutes of the 4th Meeting of the Internal Quality Assurance Cell (I.Q.A.C.) for the academic year 2023-2024 conducted on

Saturday, April 20, 2024, in a hybrid mode.

Name of the Institution:	Tolani College of Commerce (Autonomous), 150-151, Sher-E-Punjab Society, Guru Gobind Singh Road, Andheri (East), Mumbai- 400 093.
Date/Time:	Saturday, April 20, 2024, from 11:00 am onwards in a hybrid mode.
Purpose of the Meeting:	To review and discuss the performance of the Institution from February 3, 2024, to April 19, 2024.
Meeting number:	LQ.A.C. Meeting No.: 4/2023-2024
Chairperson of the Meeting:	I/c Principal, Dr. Vasudev Iyer

Attendance of the Members

Sr. No.	Name of the Members	Designation of the Member	Present Absent
1)	Dr. Vasudev P. Iyer (I/c. Principal and Head, Department of Business Economics)	Chairperson	Present
2)	Dr. G.S. Shahani (Secretary, Tolani Education Society)	Management Representative	Present
3)	Ms. Amrita Nambiar (Assistant Professor, Programme Coordinator, BBA Logistics)	I.Q.A.C. Coordinator	Present
4)	Dr. Sadhana Venkatesh (Associate Professor and I/c. Vice Principal)	Faculty Member	Present
5)	Ms. Jyoti Ghosh (I/c. Overall Coordinator)	Faculty Member	Present
6)	Dr. Hema Mehta (Associate Professor, Business Law)	Faculty Member	Absent





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150-151, SHER-E-PUNJAB SOCIETY, GURU GOBIND SINGH ROAD, ANDHERI (EAST), MUMBAI-400 093.

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College NAAC Code No. MHCOGN10577 AISHE CODE NO. /ID: C-34233

Sr. No.	Name of the Members	Designation of the Member	Present Absent
7)	Ms. Jayalakshmi R. Singh (Assistant Professor – Accountancy & Deputy Controller – Examination Committee)	Faculty Member	Present
8)	Dr. Ishtiyaq Chiplunkar (B.Com. in Banking and Insurance Programme Co-ordinator)	Faculty Member	Present
9)	Mr. Murugan Nadar (Assistant Professor, B.Com. in Accountancy and Finance and Teacher In-Charge, DLLE)	Faculty Member	Present
10)	Mr. Omkar Kamthekar (Equity Analyst, Bonanza Portfolio Ltd.)	Nominee from Alumni	Absent
11)	Mr. Lucas D'Souza (Parent)	Nominee from Stakeholders	Absent
12)	Mr. Manoj Belgaonkar (Head, Regulations Standard & QM, Siemens Ltd., Mumbai)	Representative from Industry	Absent
13)	Mr. Sunil Wariar (Chief People Officer, Future Generali)	Representative from Industry	Absent
14)	Dr. Rasmita Mohanty (Librarian)	Librarian	Presen
15)	Mr. Magan Purabia (Head Clerk)	Representative of the College Administration Section.	Absent
16)	Mr. Nitin Arya (Performance Controller in Siemens Real Estate)	Alumni -By Invitation	Absent
17)	Ms. Jaspreet Kaur Matta (Parent)	Stakeholder -By Invitation	Absent
18)	Ms. Giselle Dsouza, B.Com. Programme	Student Representative	Present
19)	Mr. Nyle D'mello, BBA Logistics Programme	Student Representative	Present

Agenda 1:	To consider leave of absence of members, if any.

Leave of absence was granted to the following Members.





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Sr. No.	Name of the Members	Designation of the Member	Present Absent
1)	Dr. Hema Mehta (Associate Professor, Business Law)	Faculty Member	Absent
2)	Mr. Omkar Kamthekar (Equity Analyst, Bonanza Portfolio Ltd.)	Nominee from Alumni	Absent
3)	Mr. Lucas D'Souza (Parent)	Nominee from Stakeholders	Absent
4)	Mr. Manoj Belgaonkar (Head, Regulations Standard & QM, Siemens Ltd., Mumbai)	Representative from Industry	Absent
5)	Mr. Sunil Wariar (Chief People Officer, Future Generali)	Representative from Industry	Absent
6)	Mr. Magan Purabia (Head Clerk)	Representative of the College Administration Section,	Absent
7)	Mr. Nitin Arya (Performance Controller in Siemens Real Estate)	Alumni -By Invitation	Absent
8)	Ms. Jaspreet Kaur Matta (Parent)	Stakeholder -By Invitation	Absent

The section	Change Section 1
Agenda 2:	To interact with student representatives

Ms. Giselle Dsouza of B.Com Programme and Mr. Nyle Dmello of BBA Logistic Programme shared their inputs.

Areas of appreciation:

- Reflecting on challenges encountered during previous fest proved instrumental in the successful organisation of recent intra-departmental fests.
- Successful placements of apprenticeships for third-year learners of the BBA Programme.
- A learners working area being developed by the College.
- Events organised by DLLE successfully created a platform for learners to showcase their talents.

Suggestions:

- Improvement is needed in the Canteen facilities provided, including hygiene aspects.
- Fans and regulators not working in classrooms need to be attended to.

The members took note of these inputs and assured the learners that improvement of canteen services would be looked into once the construction work is completed.



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A maintenance check for electrical points, fans and regulators will be carried out during the vacation period and ensure the upkeep of the facility.

read and approve the Minutes & ATR of the 3rd Meeting held on February 3, Agenda 3:

The minutes of the 3rd meeting held on 3-2-2024 for the academic year 2023-2024 and action taken report thereon were placed for consideration and were approved by the Members without any changes.

inform the members about the change in nomenclature of the Bachelor of Agenda 4: Management Studies and Bachelor of Business Administration in Logistics degrees with effect from the academic year 2024-2025.

The IQAC coordinator informed the members that, as discussed in the Governing Body Meeting the College will be retaining the nomenclature of the BMS Programme, and the approval process, with AICTE, is underway. Meanwhile, for Bachelor of Business Administration in Logistics, the nomenclature will be changed to Bachelor of Commerce (Logistics) w.e.f academic year 2024-2025.

inform the members about the revised Undergraduate & Postgraduate Programmes Curriculum Credit Frameworks under NEP-2020 to be Agenda 5: implemented from the academic year 2024-2025.

The IQAC coordinator informed the members that revised undergraduate and postgraduate programmes curriculum credit frameworks under NEP 2020 will be applicable to the first year and second year learners. A basket of minor courses and open electives will be offered to the learners from the academic year 2024-2025.

inform the members about the launch of a PG Diploma in Wealth Agenda 6: Management.

The members were informed about the launch of a PG Diploma in Wealth Management in collaboration with FinX. This PG Diploma programme is a one year course with nine months of classroom teaching and three months of internship. Finx will facilitate placement opportunities for enrolled learners.

inform the members about the short-term courses to be offered in A.Y. 2024-Agenda 7: 2025.

The IQAC coordinator briefed the members about the in-house short-term courses offered to the learners, each spanning 30 hours in duration.



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In-house short-term courses continued for this academic year are as follows:

Sr. No.	Name of the In-house Short-Term Course	Department
1.	Personal Financial Planning	Accountancy
2.	Presentation Skills	Business Communication
3.	Critical Thinking and Problem Solving	Mathematics and Statistics
4.	Introduction to Research Methodology	Commerce

New In-house Short-term courses to be offered in A.Y. 2024-2025:

Sr. No.	Name of the In-house Short-Term Course	Department
1)	Global Economic Order in the 21st Century: The Indian Perspective	Business Economics
2)	Cybersecurity	Information Technology
3)	Introduction to IPRs	Business Law
4)	Management of Family Business	Commerce
5)	Traditional Indian Knowledge on Environmental Conservation	EVS Environmental Science

Short-term courses of 30 hours or more duration to be offered in A.Y. 2024-2025 with External Industry Partners

Sr. No.	Name of the Short-term Courses	Offered by
1)	Relevant Short-term Courses	SWAYAM Platform
2)	Skill Enhancement Course Train, Earn, and Learn (TEL)	ICAI
3)	Mutual Fund, Stock Market Pathshala, Investment Banking etc.	FinX





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Sr. No.	Name of the Short-term Courses	Offered by
4)	Training-cum-Placement courses	Anudip Foundation
5)	Training-cum-Placement courses	Kotak Foundation
6)	Introduction to VFX	VFX Institute
7)	Courses related to Gems and Jewellery	The Institute of Gems and Jewellery

Agenda 8:	discuss the Plan of Action for the Academic Year 2024-2025.	
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The members were given highlights on the plan of Action for the academic year 2024-2025:

- Implement the revised NEP 2020 Curriculum Framework from A.Y. 2024–2025.
- 2. Strengthen learners mentoring opportunities.
- Help learners identify internships and apprenticeship opportunities.
- 4. Launch a new PG. Diploma in Wealth Management.
- 5. Offer new short-term courses to the learners.
- Benchmark against peer institutions and adopt best practices to improve institutional effectiveness and efficiency.
- Organise workshops, seminars, and training programs for faculty and staff on quality assurance practices, assessment methods, and the use of technology in education.

Agenda 9: review the accomplishments of learners and faculty members from I 3 to April 19, 2024.	ebruary
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Academic and Research Progress of Faculty Members and Students. Kindly refer to Annexure I

Academic, Co and Extra-curricular Activities organized. Kindly refer to Annexure II





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Agenda 10:

consider any other matter with the permission of the Chair.

There were no other matters for discussion.

Agenda 11:

fix the date for the next I.Q.A.C. meeting.

The next IQAC meeting for the academic year 2024-2025 is scheduled for Saturday, September 14, 2024, from 10:30 a.m. onwards.

Agenda 12:

To propose a vote of thanks.

The I.Q.A.C. coordinator proposed a vote of thanks and the meeting concluded.

Ms. Amrita Nambiar Co-ordinator, IQAC

Dr. Vasudev Iyer I/c. Principal & Chairperson, IQAC





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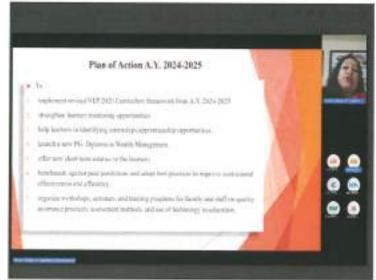
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Geotagged Photographs of the 4th I.Q.A.C. Meeting for A.Y. 2023-2024 held on April 20, 2024











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Action Taken Report

on the 4th Internal Quality Assurance Cell (I.Q.A.C.) Meeting for the academic year 2023-2024 held on April 20, 2024.

Agenda Point No.	Nature of decision/discussion	Action taken
Agenda 4	The members were informed that, as discussed in the Governing Body Meeting, the College will be retaining the nomenclature of the BMS Programme, and the approval process, with AICTE, is underway.	The College had initially registered the BMS programme under AICTE but later withdrew the registration following the University of Mumbai's announcement regarding the change in nomenclature of BMS to B.Com. (Management Studies), as Per circular no. AAMS_UGS/ICC/2024-25/02 dated May 24, 2024.
	Meanwhile, for Bachelor of Business Administration in Logistics, the nomenclature will be changed to Bachelor of Commerce (Logistics) w.e.f academic year 2024-2025.	A proposal to change the nomenclature of the BBA in Logistics programme to B.Com. (Logistics), effective from the academic year 2024-2025, was submitted to the University of Mumbai. The proposal was placed and approved during the Academic Council Meeting of the University of Mumbai on May 24, 2024, as confirmed by letter no. AAMS/ICD/2024-25/98 dated July 03, 2024.
Agenda 5	The revised undergraduate and postgraduate programmes curriculum credit frameworks under NEP 2020 will be applicable to the first year and second year learners. A basket of minor courses and open electives will be offered to the learners from the academic year 2024-2025.	The revised undergraduate and postgraduate curriculum credit frameworks under NEP 2020 was implemented from the academic year 2024-2025 to first year and second year learners.

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Action Taken Report

on the 4th Internal Quality Assurance Cell (I.Q.A.C.) Meeting for the academic year 2023-2024 held on April 20, 2024.

Agenda Point No.	Nature of decision/discussion	Action taken
Agenda 6	The launch of a PG Diploma in Wealth Management in collaboration with FinX a one year course offering nine months of classroom teaching and three months of internship.	Orientation for PG Diploma in Wealth Management was completed, however due to low enrolment the course has not commenced in this term.
Agenda 7	Short-term courses offered in academic year 2024- 2025	Orientations are underway and the Short-term courses will commence after the term end examination.

Ms. Amrita Nambiar Co-ordinator, IQAC

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MUMBAI

Dr. Sadhana Venkatesh

I/c. Principal & Chairperson, IOAC