

The South Indian Association's
The S.I.A. College of Higher Education
Affiliated to University of Mumbai
Accredited B+ by NAAC
P-88, MIDC Residential Area Dombivli Gymkhana Road,
Near Balaji Mandir, Dombivli (East), 421203.


Agenda

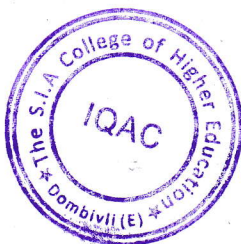
The following is the Agenda for the IQAC meeting to be held on 3rd November 2023 at 10.30 am:

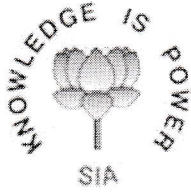
1. Presenting minutes of the previous meeting
2. Brief review of the IQAC activities done during June to October 2023
3. Proposed activities to be undertaken by IQAC between November to March 2024
4. Any other Matter with the permission of the chair


IQAC Coordinator
IQAC Co-ordinator
The S.I.A College of Higher Education
Dombivli (E)




Principal
PRINCIPAL
The S.I.A. College of Higher Education
DOMBIVLI (E)





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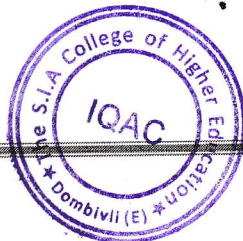
P-88, MIDC Residential Area Dombivli Gymkhana Road,
 Near Balaji Mandir, Dombivli (East), 421203.

Date : 3rd November 2023

Committee Name	IQAC	Date and Time of the Event	3 rd November 2023 10.30am
Event Name	IQAC - External Meeting	Venue	Board Room

Attendance

SNO	NAME OF THE MEMBER	DESIGNATION	Signature
1.	Dr Padmaja Arvind	Chairperson & Principal	<i>Padmaja</i>
2.	Mrs.Booma Halpeth	Convenor	<i>Booma</i>
3.	Mrs.Ranjana Mhalgi	Internal Member	<i>Ranjana</i>
4.	Mrs. Babita Nagdev	Internal Member	<i>Babita</i>
5.	Mrs.Saisree S	Internal Member	<i>S. Saisree</i>
6.	Mrs. Shilpa Nimbre	Internal Member	<i>Shilpa</i>
7.	Mrs. Rasika Shinde	Internal Member	<i>Rasika</i>
8.	Mrs. Deepika Iyer	Internal Member	<i>Deepika</i>
9.	Ms.Shweta G	Internal Member	<i>Shweta</i>
10.	Mr. Gopalakrishnan	Management Representative	<i>Gopalakrishnan</i>
11.	Mr. Jambunathan	Management Representative	<i>Jambunathan</i>
12.	Dr. Uma Shankar	Teaching Representative – External	<i>Uma Shankar</i> 31/11/23
13.	B. Seshadri	Teaching Representative – External	<i>B. Seshadri</i>
14.	Mrs. Savita Joshi	Office Representative	<i>Savita</i>
15..	Mr. Manoj Sathe	Industry Representative	Present - online
16.	Mr Mahendran	Stakeholder Representative	
17.	Mr. Sagar Chavan	Employer Representative	<i>Sagar</i>
18.	Mr. Shreyansh Mota	Student Representative	<i>SM</i>
19.	Mr. Pradeep Ganesan	Alumni Representative	<i>Pradeep</i>





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Email : office@thesiacollege.com Website : www.thesiacollege.com

Ref. No : _____

Date : _____

Minutes of the meeting

The following are the minutes for the IQAC meeting held on 3rd November 2023 at 10.30 am:

Agenda 1: Presenting minutes of the previous meeting

- Mrs. Booma Halpeth welcomed the members and presented the minutes of the previous meeting and the same were reviewed and approved by the chair.

Agenda 2: Brief review of the IQAC activities done during June to October 2023

- The Academic activities undertaken by IQAC in collaboration with the departments from June to October were reviewed.
- The IQAC standalone activities and activities done in collaboration during the above-mentioned period was discussed. Secretary Gopalakrishnan suggested to conduct workshops for non-teaching staff.

Agenda 3: Proposed activities to be undertaken by IQAC between November to March 2024

- The following activities were proposed to be undertaken by the IQAC:
 - Student Centric Activities –
 - **Certificate Courses**
 - Certificate course in Microsoft Excel – will be conducted by Placement cell
 - Certificate Course in collaboration with Garware Institute, University of Mumbai
 - Entrepreneurship – under EDC .





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- Financial Modelling – under Placement Cell
- Foreign Language Courses – German
 - Basic level course – in collaboration with ACME by placement Cell
- **Workshop**
 - Research workshop for TY students – by Research committee
 - Empowering minds mental well-being workshop – IQAC in Collaboration with Counselling hub

Agenda 4: Any other Matter with the permission of the chair

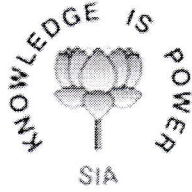
- The process of implementation of NEP in autonomous colleges and the challenges encountered during the implementation was shared by Dr Umashankar
- Dr Umashankar suggested to organise workshop for the faculty members to familiarise themselves with NEP process.
- The vote of thanks was proposed by Mrs. Booma Halpeth


IQAC Coordinator
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Agenda

The following is the agenda for the IQAC meeting to be held on 19th April 2024

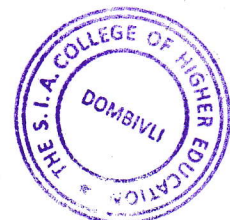
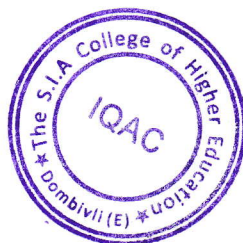
1. Review of minutes of previous meeting
2. Review of IQAC activities organized during November to April 2024
3. Proposed activities for the academic year 2024-25
 - Recommend activities to be organized by the committees for the academic year 2024-25.
 - Suggest quality initiatives to be undertaken by the departments.
 - Plan for the student support activities for employability.
 - Suggest measures for the eco-friendly environment.
4. Any other matter with the permission of the chair

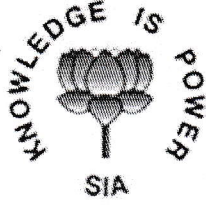
IQAC Co-Ordinator

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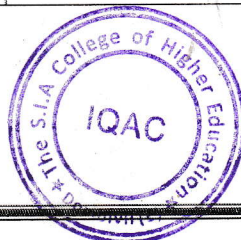
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Date :

Committee Name	IQAC	Date and Time of the Event	19th April 2024 10.30 am
Event Name	IQAC - External Meeting	Venue	Board Room

Attendance

SNO	NAME OF THE MEMBER	DESIGNATION	Signature
1.	Dr Padmaja Arvind	Chairperson & Principal	
2.	Mrs.Booma Halpeth	Convenor	
3.	Mrs.Ranjana Mhalgi	Internal Member	
4.	Mrs. Babita Nagdev	Internal Member	
5.	Mrs.Saisree S	Internal Member	
6.	Mrs. Shilpa Nimbre	Internal Member	
7.	Mrs. Rasika Shinde	Internal Member	
8.	Ms.Shweta G	Internal Member	
9.	Mr. Gopalakrishnan	Management Representative	
10.	Mr. Jambunathan	Management Representative	
11.	Dr. Uma Shankar	Teaching Representative - External	Present - online
12.	B. Seshadri	Teaching Representative - External	
13.	Mrs. Savita Joshi	Office Representative	
14.	Mr. Manoj Sathe	Industry Representative	Present - online
15.	Mr Mahendran	Stakeholder Representative	
16.	Mr. Sagar Chavan	Employer Representative	
17.	Mr. Shreyansh Mota	Student Representative	
18.	Mr. Pradeep Ganesan	Alumni Representative	





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Minutes of the Meeting

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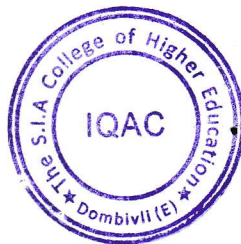
- Principal Dr Padmaja Arvind welcomed all the members present for the meeting both offline and online.
- Principal presented a brief review report of the college activities for the academic year 2023-24.

IQAC ACTIVITIES

- The IQAC coordinator placed before the committee minutes of previous meeting and the same was accepted.
- The IQAC coordinator placed before the committee the activities which were conducted between November to April 2024

Certificate Course

- It was placed before the committee the completion of 30 hours certificate course in Microsoft excel for BMS students.
- It was placed before the committee the completion of 30 hours certificate course in Entrepreneurship and new venture creation in collaboration with Garware Institute, University of Mumbai
- It was also discussed that the proposed courses in Financial Modelling and Foreign Language (German) could not be completed due to insufficient number of students opting for the same.





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Training and workshops

- It was placed before the committee the successful completion of the Research workshop that was proposed for the students of TYBMS, TYBAF and TYBBI programs. The Session was facilitated by Dr Keyur Nayak, Director, Garware Institute, University of Mumbai
- It was also placed before the committee that Empowering Minds, Mental wellbeing workshop was postponed to next academic year as workshop of similar kind was already completed in collaboration with Mindpower, Aditya Birla Foundation.

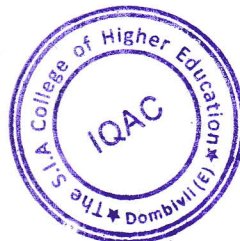
Proposed Activities for Academic Year 2024-25

The following activities were proposed to be conducted by IQAC for the academic year 2024-25:

- Workshop on NEP - Process and Implementation
- IKS workshop/seminar
- NAAC Revised framework workshop
- Workshop on PO/CO – mapping, assessment, and attainment
- Teaching and Assessment Methods and strategies
- Workshop for Non-Teaching Staff - Advanced Excel
-
- Activities to be organised under placement cell, research committee, counselling cell, extension activities and departments were discussed, and the following were placed before the committee:

✓ Placement Cell

- Increasing the number of industry-academic collaborations
- Aptitude training for TY students to crack the placement drive.





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✓ Research Committee

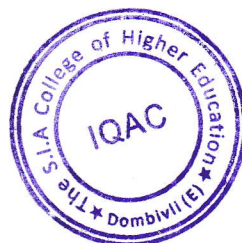
- Research conferences/ seminar will be undertaken jointly by research committee & IQAC
- Student research workshop for TY students of BMS, BBI and BAF will be conducted.
- Faculty research workshop on Data Analysis using statistical tools will be conducted.

✓ Counselling Cell

- Mental health workshop for FY, SY and TY students
- Counselling for all the classes
- Empowering minds – annual Mental well being workshop to be organized

✓ NSS & DLLE

- Increase community-centric activities in collaboration with industry partners and NGO's through NSS and DLLE
- It was suggested by Dr Uma Shankar that based on revised NAAC guideline and NEP workshop to be organised for teaching and non-teaching staff.
- Dr Uma Shankar suggested that Mental health workshop for both teaching and non-teaching to be conducted.
- Mr. Manoj Sathe suggested that a cyber awareness session for students should be organised.
- Mr. Manoj Sathe suggested to conduct Basics of stock market for SY and TY students.
- The Departments of various programs suggested to conduct at least one Certificate course for employability.





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- It was also specified that English Language and communication skills of the students need to be strengthened and a workshop for same to be organised.

Department Initiatives

- Various initiatives to enhance academic performance and overall development of the students for each of the programs were discussed.

Student Support Initiatives

Higher Education

- Sessions on various certificate and short-term skill development courses and career opportunities available
- Foreign education counselling and orientation session
- Orientation session for CET/CAT
- Sessions on various master's programme available for graduates

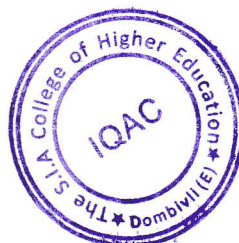
Employment

- Training for Aptitude test
- Orientation and training workshop to understand industry expectations and gaps at student level.
- Campus Interview
- Pre-interview training programmes

Environment Friendly initiatives

The following initiatives were proposed to main green environment.

- Sprucing up the garden and maintain the same.





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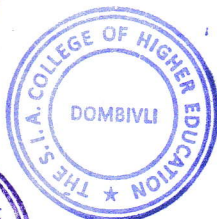
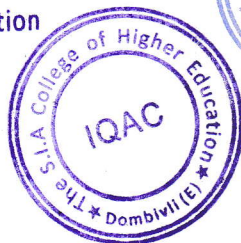
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- Environment audit
- Plastic reduction in the campus
- Dr Uma Shankar suggested Priority to focus on autonomy with NEP.
- Secretary Gopalakrishnan suggested to Introduce more certificate courses on foreign education, Professional training for non-teaching staff.
- Mr Manoj Sathe suggested that to improve the student enrolment in certificate courses tie-up with organisations are needed.
- Mr Manoj Sathe offered to conduct 30 hrs session on data analytics through his Organisation along with employment for 2 to 3 best performing students.
- He also suggested to offer Certificate courses through NISM.
- Mr. Manoj Sathe suggested to arrange session on Autonomy and NEP by Dr Uma Shankar
- Secretary also requested Mr. Manoj Sathe to support for the syllabus framework post autonomy.
- Secretary suggested that a committee for board of studies to be formed for autonomy and NEP.
- He also suggested that a Training for non-teaching for autonomy and NEP to be conducted.
- Secretary took Feedback on training programme on Personality development for non-teaching.
- Meeting and discussion with canteen owner and college representative to be arranged as suggested by the Secretary.
- The meeting ended with vote of thanks by IQAC member Mrs. Ranjana Mhalgi.

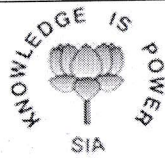
Booma

IQAC Coordinator
IQAC Co-ordinator
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Padmani

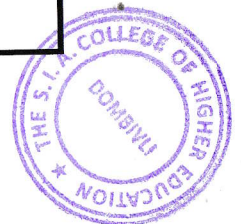
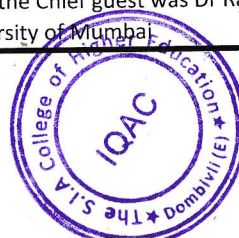
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ACTION TAKEN REPORT 2023-24

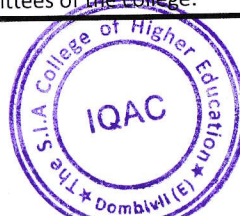
SNO	INITIATIVES	DATE	ACTIVITIES	REMARKS
A. FACULTY EMPOWERMENT WORKSHOPS				
1	IQAC: Meditation	21-06-2023	A meditation session to manage stress was organised for the faculty members. the foundation members discussed in detail the causes of stress and how to handle the same and practicing Samarpan meditation for general well being was done, Asso.with: Swami Shivkrupanada foundation.	25 Faculty members attended the session.
2	IQAC: Faculty training on Senseeye ICT PANEL	31-07-2023	A Faculty training was conducted on various features of Senseeye panel and its usefulness in conducting lectures, creating in class teaching material, online references access etc was covered	30 faculty members and one non teaching staff attended the training programme
3	IQAC: Faculty workshop	31-08-2023	A one day workshop titled connectivity and connectedness was conducted by IQAC for the faculty members of the college, Junior college and High School. the session covered strategies, problems and how to overcome the blocks during the classroom teaching as well as handling students with different needs in the classroom, Asso.with: , Resource Person: Dr Harish Shetty	31 faculty members from the degree college and 30 teachers from high school and junior college and 3 counsellors attended the workshop
4	IQAC: Faculty workshop	07-10-2023	To celebrate the Platinum Jubilee of the THE S.I. A Association, the IQAC of the college had organised a one day "EDUCONCLAVE titled NEP and its Implications & Implementation" and the Chief guest was Dr Ravindra Kulkarni, Vice Chancellor, University of Mumbai	A total of 42 colleges participated in the conclave with 17 principals, 6 vice principals, 13 IQAC coordinators and 29 Teacher representatives attended the conclave



	IQAC: Faculty workshop	26-06-2023 to 23-08-2023	A training workshop on Artificial Intelligence was organised in collaboration with STEPS software solutions (SSS) Chennai	A total of 13 faculty members attended the workshop
	B. STUDENT EMPOWERMENT WORKSHOPS			
	Personality Development			
1	IQAC: Personality development session	13-07-2023	A 6 days personality development session was conducted for FYBMS covering various topics that are important for current youth, Asso.with: Brahmakumari	A total of 111 students from FYBMS attended the workshop
2	IQAC: Personality development session	13-07-2023	A 6 days personality development session was conducted for FYBCOM covering various topics that are important for current youth, Asso.with: Brahmakumari	A total of 75 students from FYBCOM attended the workshop
	Psychological and Mind wellness workshop			
3	IQAC: Psychological and Mind wellness workshop - Career and You	24-08-2023	A session on Your Career and You was organised for TYBBI. Session was interactive and the resource person addressed the queries, Asso.with: Aditya Birla foundation, Resource Person: Ms Visaka.	43 students attended the workshop
4	IQAC: Psychological and Mind wellness workshop - Boosting your Self Confidence	24-08-2023	A session on Boosting your self confidence was organised for FYBBI and SYBBI. Session was interactive and the resource person addressed the queries, Asso.with: Aditya Birla foundation, Resource Person: Ms Visaka	71 students attended the session
5	IQAC: Psychological and Mind wellness workshop - Being the best You	24-08-2023	A session on Being the best You was organised for SYBMS A. Session was interactive and the resource person addressed the queries, Asso.with: Aditya Birla foundation, Resource Person: Ms Visaka	38 students attended the workshop



6	IQAC: Psychological and Mind wellness workshop - Career and You	25-08-2023	A session on Your Career and you was organised for TYBMS A. Session was interactive and the resource person addressed the queries, Asso.with: Aditya Birla foundation, Resource Person: Ms Visaka,	45 students attended the workshop
7	IQAC: Psychological and Mind wellness workshop - Boosting your Self Confidence	25-08-2023	A session on Boosting Your Self confidence was organised for SYBMS B. Session was interactive and the resource person addressed the queries, Asso.with: Aditya Birla foundation, Resource Person: Ms Visaka,	34 students attended the workshop
8	IQAC: Psychological and Mind wellness workshop - Boosting your Self Confidence	25-08-2023	A session on Boosting Your Self confidence was organised for FYBMS B. Session was interactive and the resource person addressed the queries, Asso.with: Aditya Birla foundation, Resource Person: Ms Visaka	78 students attended the workshop
9	IQAC: Psychological and Mind wellness workshop Boosting your self confidence	26-08-2023	A session on Boosting Your Self confidence was organised for SYBCOM and FYBCOM. Session was interactive and the resource person addressed the queries, Asso.with: Aditya Birla foundation, Resource Person: Ms Visaka	130 students attended the workshop from first and second year Bachelor of Commerce
10	IQAC: Psychological and Mind wellness workshop- Boosting your Self Confidence	26-08-2023	A session on Boosting Your Self confidence was organised for TYBMS A. Session was interactive and the resource person addressed the queries, Asso.with: Aditya Birla foundation, Resource Person: Ms Visaka,	43 students attended the workshop from Third year Bachelor of Management Studies
11	IQAC: Psychological and Mind wellness workshop - Career and You	28-08-2023	A session on Your Career and You was organised for TYBAF. Session was interactive and the resource person addressed the queries, Asso.with: Aditya Birla foundation, Resource Person: Ms Visaka	131 students attended the workshop from Third year Accounting and Finance
12	IQAC: Psychological and Mind wellness workshop - Being the best You	29-08-2023	A session on Being the Best You was organised for TYBCOM, TYBAF, TYBMS Session was interactive and the resource person addressed the queries, Asso.with: Aditya Birla foundation, Resource Person: Ms Visaka	51 students attended from Third year courses of BCOM, BAF, BMS
13	IQAC: Psychological and Mind wellness workshop- Being the Best You	29-08-2023	A session on Being the Best You was organised for FY, SY, TYBAMMC. Session was interactive and the resource person addressed the queries, Asso.with: Aditya Birla foundation, Resource Person: Ms Visaka	22 students attended from Multimedia and Mass communication programme
14	IQAC: Psychological and Mind wellness workshop- Boosting your Self Confidence	29-08-2023	A session on Boosting your self confidence was organised for TYBAF. Session was interactive and the resource person addressed the queries, Asso.with: Aditya Birla foundation, Resource Person: Ms Visaka	82 students from First Year Accounting & Finance programme attended the workshop
	IQAC Recommended Activities		The following activities were recommended by IQAC and was conducted by the committees of the college:	



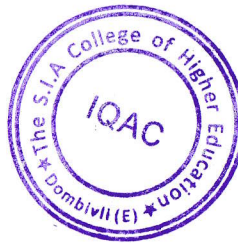
A		Placement and Short Term Courses Cell		
1	Diploma in Accounting	December to March 2023	A 250 hours Diploma course was offered in collaboration from Tech Mahindra foundation	A total of 60 students completed the Diploma program from the third year classes of Bachelor of Accounting & Finance and Management Studies programs
2	Certificate Course in commodities and Derivatives market	Mar-24	A 30 hours certificate course was offered in collaboration with NCDEX.	A total of 69 students completed the certification programme. The programme was offered in 2 batches for students of Second Year classes of Bachelor of Management Studies and Accounting & Finance programs.
3	Certificate Course in Entrepreneurship, innovation and venture creation	Oct-24	A 30 hours certificate course was offered inn collaboration with Garware institute University of Mumbai	A total of 26 students completed the course and participated in the exhibition Hustlers and presented their products
4	BFSI Certification	December to March 2023	A 150 hours certificate course was offered in collaboration with TNS foundation	A total of 30 students completed the certificate course from Third year classes of Bachelor of Management Studies, Commerce and Banking & Insurance Programs.
5	Certificate Course in Basic Computer Skills	September 2024	A 30 hours certificate course was offered by the department of Management Studies	A total of 89 students completed the certificate course
6	Certificate course in Excel	Nov-24	A 30 hours certificate course in Excel was offered by the department of Management studies	45 students completed the certificate course
7	Certificate course in Banking, Finance and Insurance	May-24	A 100 hours certificate course was offered in collaboration with Bajaj Finance	14 students completed the certificate course
8	Certificate course in graphic Design	Jun-23	A 30 hours certificate course was offered by the department of Information Technology	15 students completed the certificate course
B		Research Committee		
1	Research Workshop	23rd January 2024	Research workshop that was proposed for the students of TYBMS, TYBAF and TYBBI programs. The Session was facilitated by Dr Keyur Nayak, Director, Garware Institute, University of Mumbai	184 students from Third year classes of Bachelor Of Management Studies, Accounting & Finance and Banking and Insurance attended the workshop



2	Research Conference	17th February 2024	One day interdisciplinary national level conference in hybrid mode on " Environment & Sustainability: An inclusive approach for Resilient future" was organised in collaboration with The Bombay Geographical Association, C/o Department of Geography, University of Mumbai	A total of 64 attended the conference and 48 research papers were published
3	Research Workshop for Faculty m	14th August 2023	one day hands-on skill based workshop under faculty development program on developing response research proposals and writing for Scopus and web of Science	A total of 34 faculty members attended the workshop
C	Entrepreneurship Development Cell			
	EDC: Student workshop	27-01-2024	A one day workshop was organised by the EDC cell on the following topics Grass roots entrepreneurship and entrepreneurs in the city and the resource persons were Mrs Gayathri Boyan, Mr Shaikh Khadarvali, Mr Nandalal Kothari, Mr. Shritesh Dharan	A total of 225 students attended the workshop
D	Autonomy	Ongoing	IQAC recommended to initiate the process of autonomous and to follow the procedures for the same	The process was initiated and got 2F recognition
E	Regularisation of Faculty Members	Jun-23	IQAC recommended regularisation of faculty members	Interview for the same was conducted 5 members were considered for the process

V. Booma
IQAC Coordinator

IQAC Co-ordinator
The S.I.A College of Higher Education
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Padma
Principal

PRINCIPAL
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