



University of Mumbai

Minutes of the IQAC Meeting of the University of Mumbai held on **Wednesday, September 14, 2016 at 3.30 a.m.** in the Conference Room of the Department of Economics, Vidyanagari.

All committee members were present for the meeting except Dr. Anil Patil, Shivram Gajre, Madhavi Narsale & Smita Shukla. They were granted leave of absence.

The Co-ordinator welcomed all the members present for the meeting.

The first item on the agenda was TAQ, Dr. Vivek Belhekar requested to give the detailed presentation on the departmental TAQs in the next meeting.

2) Departmental IQAC :

It was **Resolved** that, each of the department should form departmental IQACs as per the recommendation of the NAAC and convey the names of the IQAC to the Dr. Neeraj Hatekar, Co-ordinator, IQAC by 30<sup>th</sup> September, 2016.

3) IQAC visit to Departments :

It was **Resolved** that, the IQAC will form Sub-Committees which will visit each department of the University to interact with various stakeholders in order to understand issues at the departmental level.

The IQAC visit will act as a bridge between departments and administration on quality issues.

It was also **Resolved** to request the Hon'ble Vice-Chancellor to issue a letter to all departments Head to this effect.

4) NIRF :

It was **Resolved** that, the NAAC Steering Committee meeting of all members will be held on 26<sup>th</sup> September, 2016 wherein the responsibility for connecting the data for NIRF for various departments will also be fixed. Dr. Ahire was requested to arrange the team from scopus to be present during the meeting.

5) Departmental AQAR :

Dr. Srivarmangai was requested to give details of the departmental AQAR in two days time to enable for.



Co-ordinator  
Internal Quality Assurance Cell  
University of Mumbai

6) Heads API :

Dr. Hatekar informed the meeting that the API's for Heads had been verified by the Co-ordinator, IQAC and awaiting signatures by the Registrar, University of Mumbai.

7) Any other matter with the permission of the Chair:

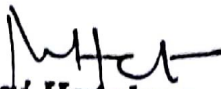
- (a) There is a lot of discussion about the formation of Committees for the departmental audit and CAS. It was **Resolved** that while the responsibility of making a list of Experts for the CAS was with the administration, the Heads of various departments would be asked to provide the names of 2 to 3 Subject Experts for undertaking departmental audit. It was also **Resolved** that the Heads should also asked to provide the list by 26<sup>th</sup> September, 2016, which will then be finalized by the Co-ordinator, IQAC.
- (b) Dr. Neeraj Hatekar informed that the UGC had asked various Universities to create a list of approved journals for calculating APIs. Dr. Hatekar also explained that established list of predatory journals could be used to rule out those journals which were known to be predatory journals by negation. The members requested Dr. Hatekar to share this list with them which he agreed to do.

The Committee constituting following members-

Dr. Anil Karnik (Chair)  
Dr. Sunit Magre (Convener)  
Dr. Uttara Sahastrabudhe  
Dr. Manjiri Kulkarni  
Dr. Vivek Belhekar

Committee was appointed to re-examine the VCD relating to the Ph.D. programme and supposed to submit their report by 28<sup>th</sup> September, 2016.

Meeting ended with a vote of thanks to the chair.

  
**Neeraj Hatekar**  
Co-ordinator, IQAC

Date : 14<sup>th</sup> September, 2016



Minutes of meeting for the IQAC of the University of Mumbai held on **Thursday, March 31, 2016 at 3.00 p.m.** in the Conference Room of the Department of Economics, Vidyanagari.

All committee members were present for the meeting except Dr. Sanjay Deshmukh, Dr. Anil Patil, Professor Manjiri Kamat, Professor Uttara Sahastrabudhe and Dr. Sunita Magre. They were granted leave of absence.

The Co-ordinator welcomed all the present members present for the meeting.

Minutes of the previous meeting held on 19<sup>th</sup> March, 2016 were confirmed by the members.

On issue of filing of IQAC Report, the new format for the IQAC report was discussed. It was decided that the Director, BCUD be requested to the appropriate information i.e. relevant to them in **Section B** for the pending years.

All the 43 items that are relevant were classified into those relevant to the Departments or University administration or both.

As far as **Q.14 of Section B** was concerned, it was decided to request the Director, BCUD to write all the Heads of the Departments asking them to create lists of Journals and other periodicals in their respective subject areas. In order to facilitate the creation of **H** index and **I** index for their faculty members., in consultation with some external members.

As far as **Q. 23 of Section B** was concerned, it was agreed that the CES be requested to expedite the exercise of Teaching Assessment Questioner (TAQ) that it has undertaken. Mr. Mujumdar has been interested with completing this exercise by 10<sup>th</sup> April, 2016.

As far as **Q. 37 of Section B** was concerned, it was decided to request the University to start on a formal Career Guidance and Counselling Centre by hiring the services of specialised Counsellors who would be available at specified items.

As far as **Q. 38 of Section B** was concerned, it was decided to request the University to employ an appropriately qualified person as a full time placement Officer who would work in co-ordination with placement cell of the appropriate Departments.

Meeting ended with a vote of thanks to the chair.

  
**Director**

Date : 31<sup>st</sup> March, 2016



Minutes of meeting for the IQAC of the University of Mumbai held on **Monday, April 11, 2016 at 11.00 a.m.** in the Conference Room of the Department of Economics, Vidyanagari.

All committee members were present for the meeting except Dr. Anil Patil, Professor Manjiri Kamat, Professor Professor Anil Karnik, Professor Shivram Gajre, Dr. Sunita Magre and Dr. Madhavi Narsale. They were granted leave of absence.

The Director welcomed all the present members present for the meeting.

Minutes of the previous meeting held on 11<sup>th</sup> April, 2016 were confirmed by the members.

On issue of AQAR form and online entry the new form was discussed in detail and the specific sources for obtaining data were identified. Dr. Srivarmangai demonstrated the form that the I.T. Department has created for online entry. The members thanked Dr. Srivarmangai for the efforts and it was suggested that the form be appropriately modified to reflect the new AQAR format. The requirement of the University for other types of data that is regularly required was also discussed

and it was decided that the common data format be developed which would serve the different needs of different agencies as far as data requirement are concern. It was pointed out that Dr. Kamatkar the team of the CCF had developed a programme to collect and update information pertaining to teachers. Dr. Belekar agreed to examine that software in order to avoid duplication of efforts.

It was **Resolved** to invite Dr. Kamatkar to the next meeting of the IQAC.

Dr. Belhekar explained the structure of CBCS of the new credit based seminar system to the members. The proposed draft of MA CNCS system was presented by him. The important points are as follows -

There will be the 3 kinds of courses ; (a) Core (b) Elective & (c ) Optional. The online and audit courses are also permitted. Two of the elective courses are project based. One skills based course is proposed It was Resolved to explore the possibility of partial autonomy to the University Departments for conducting examinations.

The detailed draft of CBCS was provided to all members.

Meeting ended with a vote of thanks to the chair.

  
**Director**

Date : 11<sup>th</sup> April, 2016



## University of Mumbai

Minutes of the IQAC Meeting of the University of Mumbai held on **Saturday, April 30, 2016 at 11.30 a.m.** in the Conference Room of the Department of Economics, Vidyanagari.

All committee members were present for the meeting except Dr. Anil Patil, Anil Sapkal, Shivram Garje & Smita Shgukla. They were granted leave of absence.

The Co-ordinator welcomed all the members present for the meeting.

Minutes of the previous meeting held on 11<sup>th</sup> April, 2016 were confirmed by the members.

On the issue of creating unified data base, Dr. Kamatkar from C.C.F. made a detailed presentation for creating records of the teaching faculty. Members suggested several modifications and additions to the data base generated by Dr. Kamatkar. Members expressed their appreciation of the work put in by Dr. Kamatkar in this regard.

Because of the shortage of time third item on the agenda "Choice based Credit System" could not be taken up for discussion.

Meeting ended with a vote of thanks to the chair.

  
Director  
IQAC

Date : 30<sup>th</sup> April, 2016





University of Mumbai

Minutes of the IQAC meeting of the University of Mumbai held on **Friday, June 10, 2016 at 3.00 p.m.** in the Conference Room of the Department of Economics, Vidyanagari.

All committee members were present for the meeting except Dr. Anil Patil, Uttara Sahastrabudhe, Shivram Garje, Srivarmangai, Smita Shukla & Madhavi Narsale.

The IQAC Director welcomed all the members present for the meeting.

Minutes of the previous meeting held on 30<sup>th</sup> April, 2016 were confirmed by the members.

There was a detailed discussion about the filling up the pending AQARs. It was **Resolved** that the meeting of all the Heads of the Departments should be called on 22<sup>nd</sup> June, 2016 at 3.00 p.m. in the Sir Pherozshah Mehta Bhavan in order to acquaint them with the digital format of filling AQAR, which has been developed by the students of IT Department. It was also **Resolved** that at the same time the Heads will be acquainted with the digital format (for teacher related) information that has been developed by Dr. Kamatkar.

It was **Resolved** that every Head of the Department be asked to nominate one faculty member of the Department as a one point person for providing Departmental level information. This person will have the responsibility of providing accurate Departmental information in the time bound fashion. It was **Resolved** that the pending AQAR be filled latest by 7<sup>th</sup> July, 2016. It was also **Resolved** that every Department should have its own Internal Quality Assurance Cell at the Departmental level.

In any other matter with the permission of the Chair, the report of the Alumni Association prepared by Dr. Manjiri Kamat and Dr. Smita Shukla was discussed in detailed. It was **Resolved** that the University level Alumni Cell should be formed and one-time fee of Rs.100/- should be charged to each of the Final Year students passing out from the various Post-Graduate Departments in the University Campus. This money should be used to appoint a suitable and responsible person for setting up the Alumni Cell and liaisoning with alumni and perspective employers from placement. The Committee expressed their appreciation of the work done by Dr. Manjiri Kamat and Dr. Smita Shukla.

A Committee of Dr. Manjiri Kamat (Convener) and Dr. Smita Shukla, Dr. Sunita Magre & Dr. Vivek Belekar was appointed to undertake the necessary formalities in this regard. It was **Resolved** that the formalities be completed by 7<sup>th</sup> of July, 2016.

Meeting ended with a vote of thanks to the chair.

Date 10<sup>th</sup> June, 2016

  
Director, IQAC



University of Mumbai

Minutes of the IQAC Meeting of the University of Mumbai held on **Wednesday, September 14, 2016 at 3.30 a.m.** in the Conference Room of the Department of Economics, Vidyanagari.

All committee members were present for the meeting except Dr. Anil Patil, Shivram Gajre, Madhavi Narsale & Smita Shukla. They were granted leave of absence.

The Co-ordinator welcomed all the members present for the meeting.

The first item on the agenda was TAQ. Dr. Vivek Belhekar requested to give the detailed presentation on the departmental TAQs in the next meeting.

2) Departmental IQAC :

It was **Resolved** that, each of the department should form departmental IQACs as per the recommendation of the NAAC and convey the names of the IQAC to the Dr. Neeraj Hatekar, Co-ordinator, IQAC by 31<sup>st</sup> September, 2016.

3) IQAC visit to Departments :

It was **Resolved** that, the IQAC will form Sub-Committees which will visit each department of the University to interact with various stakeholders in order to understand issues at the departmental level.

The IQAC visit will act as a bridge between departments and administration on quality issues.

It was also **Resolved** to request the Hon'ble Vice-Chancellor to issue a letter to all departments Head to this effect.

4) NIRF :

It was **Resolved** that, the NAAC Steering Committee meeting of all members will be held on 26<sup>th</sup> September, 2016 wherein the responsibility for connecting the data for NIRF for various departments will also be fixed. Dr. Ahire was requested to arrange the team from scopus to be present during the meeting.

5) Departmental AQAR :

Dr. Srivarmangai was requested to give details of the departmental AQAR in two days time to enable for.



6) Heads API :

Dr. Hatekar informed the meeting that the API's for Heads had been verified by the Co-ordinator, IQAC and awaiting signatures by the Registrar, University of Mumbai.

7) Any other matter with the permission of the Chair:

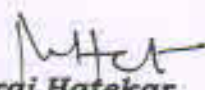
- (a) There is a lot of discussion about the formation of Committees for the departmental audit and CAS. It was **Resolved** that while the responsibility of making a list of Experts for the CAS was with the administration, the Heads of various departments would be asked to provide the names of 2 to 3 Subject Experts for undertaking departmental audit. It was also **Resolved** that the Heads should also be asked to provide the list by 26<sup>th</sup> September, 2016, which will then be finalized by the Co-ordinator, IQAC.
- (b) Dr. Neeraj Hatekar informed that the UGC had asked various Universities to create a list of approved journals for calculating APIs. Dr. Hatekar also explained that established list of predatory journals could be used to rule out those journals which were known to be predatory journals by negation. The members requested Dr. Hatekar to share this list with them which he agreed to do.

The Committee constituting following members-

Dr. Anil Karnik (Chair)  
Dr. Sunit Magre (Convener)  
Dr. Uttara Sahastrabudhe  
Dr. Manjiri Kulkarni  
Dr. Vivek Belhekar

Committee was appointed to re-examine the VCD relating to the Ph.D. programme and supposed to submit their report by 28<sup>th</sup> September, 2016.

Meeting ended with a vote of thanks to the chair.

  
**Neeraj Hatekar**  
Co-ordinator, IQAC

Date : 14<sup>th</sup> September, 2016