



Estd.: 1972
NAAC Reaccredited 'A' grade

MANIBEN NANAVATI WOMEN'S COLLEGE

BEST COLLEGE 2018-2019 Awarded by SNDT Women's University, Mumbai

(Affiliated to S.N.D.T. Women's University)

Conducted by : SHREE CHANDULAL NANAVATI WOMEN'S INSTITUTE & GIRLS' HIGH SCHOOL
Vallabhbai Road, Vile Parle (West), Mumbai-400 056.

Tel.: 2612 8840, Telefax : 91-22-2617 6196

E-mail : mnwcollege@hotmail.com • Website : www.mnwc-sndt.org

Chairman Mg. Committee
Smt. Himadri S. Nanavati

Principal
Dr. (Mrs.) Rajshree Trivedi

Ref. :

Date :

IQAC Minutes of the In House Meeting Held on

26th February 2019

Time: 12.00 pm onwards Venue: Principal's Office

The Agenda:

1. To discuss the feedback forms and formats for 2018-19
2. To discuss the Vocational Education/ Training/Career Readiness Programme
3. Any other matter with the permission of the Chair

Names of the Members present and their Signatures:

Dr. Rajshree Trivedi -Principal
Dr. Twinkle Sanghavi – IQAC Co-ordinator
Dr. Sunita Sharma
Dr. Rita Patil
Dr. Sejal Shah

Agenda No.1- To discuss the feedback forms and formats for 2018-2019:

The in house IQAC committee meeting was conducted to discuss the formats for **Feedback** of Students, Teachers, Alumni, PTA etc, as this is one of the important requirement of the institution to excel in imparting quality education to students. It was decided the Teachers' feedback on syllabi is forwarded by the concerned teachers to their respective Board of Studies of SNDT Women's University.

Principal Dr. Rajshree Trivedi suggested that the existing feedback formats need to be revised and restructured. She also suggested that as per the suggestion given by Dr. Venkatramani in one of the meetings, the feedback should be taken only from those students who are regular in their attendance keeping 60 to 70% attendance as cut off. Also feedback should be taken during the regular lectures and not during the exams which were the practice earlier followed.

Dr. Sunita Sharma suggested that no negative questions should be there and no personal questions on teacher should be asked.

It was decided that new formats will be made by the in house NAAC committee. Dr. Rajshree Trivedi suggested that infrastructure related feedback should be taken from first year. Dr. Rita Patil and Dr. Sejal Shah suggested that infrastructure related feedback should be taken in the end of second term from the first year students, even parents feedback should be taken from first year during the result. It was decided that IQAC members will personally go for feedback in the class.



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Agenda No.2- To discuss the Vocational Education/ Training/ Career Readiness Programme

Vocational Education and training is one of the important aspect in NAAC regarding training it was decided that next year in 2019 June along with bridge course vocational training can be started for third year students. It was decided that the IQAC would establish linkages with organizations that train students for employability skills, competitive exams and career readiness . Prof Sunita Sharma shared that Antarang is one such NGO that supports employability and career readiness programme.

Agenda No.3- Any other matter with the permission of the Chair:

There being no other matter, the Meeting ended with a note of thanks.

T. W. Sanghavi

Dr. Twinkle Sanghavi
IQAC Coordinator

IQAC Coordinator
MANIBEN NANAVATI WOMEN'S COLLEGE
Vallabhbai Road, Vile Parle (West),
MUMBAI - 400 056.

Dr. Rajshree Trivedi

Dr. Rajshree Trivedi
Principal

Dr. (Mrs.) Rajshree P. Trivedi
Principal
Maniben Nanavati Women's College,
Vile Parle (West), Mumbai - 400 056.

Minutes of the Meetings

26th February 2019

Agenda:

- 1) To discuss the feedback forms and formats for 2018-19
- 2) Vocational Education/ Training

Dr. Rajshree Trivedi

Dr. Twinkle Sanghavi – IQAC Co-ordinator

Dr. Sunita Sharma

Dr. Rita Patil

Dr. Sejal Shah

Sign

R. Trivedi

T. Sanghavi

S. Sharma

R. Patil

S. Shah