

Minutes of the IQAC Meeting held on 27th March 2025 at 2.30 p.m.

Members Present:

1. Dr. Lidwin Dias, Chairperson
2. Dr. Anita Machado, Coordinator, IQAC
3. Dr. Renu Shah, Assistant Professor
4. Dr. Ronald Yesudhas, Assistant Professor
5. Dr. Kalyani Talvelkar, Assistant Professor
6. Dr. Sonia Rodrigues, Associate Professor
7. Ms. Meghna Vesvikar, Assistant Professor
8. Dr. Helen Joseph, Alumni Representative
9. Mr. Cletus Z., Assistant Professor
10. Mr. Pravin K. Gavali, Secretary IQAC
11. Ms. Shweta Malvankar, Office Superintendent
12. Ms. Swati Karekar, Assistant Administrator
13. Ms. Sabeena Gonsalves, Member of the Management
14. Ms. Farida Lambay, Nominee from the Local Society
15. Ms. Amita Joji, Student Representative

Apologies

1. Mr. Santosh Shinde, Nominee from Stakeholders
2. Mr. Elvis Thomas, Nominee from Employers
3. Ms. Mabel Abraham, CSR Representative

Agenda of the Meeting:

1. Minutes of the previous meeting held on 18th November 2024
2. Minutes of the 13th January 2025 Internal faculty team of IQAC
3. Action taken report
4. Students Council Presentation
5. RUSA Updates and Programs
6. Saksham Project 2025-27
7. Reporting of green audit, exam audit, gender audit, Access audit
8. Any Other Business

Mr. Pravin read the minutes of the previous meeting held on 18th November 2024. Minutes were proposed by Dr. Vaijayanta Anand and seconded by Ms. Shweta Malvankar.

Action Taken Report:

International conference:

The College of Social Work Nirmala (Autonomous) Niketan organized an International Conference titled “*Practice Research in Social Work and Allied Social Sciences in a Global Context*” on 28th and 29th November 2024. Dr. Ronald Yesudhas was the Convenor of the International Conference along with Dr. Renu Shah and Dr. Saman guided by Dr. Lidwin Dias, Principal. The sub-themes of the conference were: Theory and Perspectives in Practice Research; Planning and Implementing Practice Research; Practice Research in Evidence Based Policymaking; Decolonising Practice Research; & Artificial Intelligence, Technology and Ethics in Practice Research. The conference was attended by 70 participants from Canada, UK, Switzerland, USA and India. Total 20 papers were presented.

Some of the key presentations were as follows:

- Dr. Rani H. Srivastava, Dean of Nursing, Thompson Rivers University, Kamloops, BC, Canada spoke on (Inter) Cultural and Global Competence in Practice Research for Care Professionals, illustrating the relationship between theory and practice research through the Culture Care Framework (CCF). She emphasized the importance of appraising and adapting theory for contextual fit, applying it to practice, and utilizing practice wisdom to inform theory development.
- Dr. Robin Gearing, Professor, University of Houston, USA presented a paper on Globalization of Research Informing Practice, emphasizing the benefits of international research collaborations. He highlighted how such collaborations foster communication, innovation, greater impact,

comprehensive knowledge, lower long-term costs, and the development of new programs that influence practice.

- Dr. T.V. Sekher, Professor, International Institute for Population Sciences, Mumbai discussed the Contributions of Social Sciences to Research and Evidence-Based Policymaking in India, showcasing empirical studies on equitable and sustainable development. He emphasized the importance of policy-oriented research and the collaboration between scholars and policymakers, evaluating the influence and efficacy of evidence-based policymaking in strategic institutional planning.
- Dr. Sui-Ting Kong, Associate Professor of Sociology, Durham University, UK spoke on Practitioner Research in Social Work: Theorising from and for practice. She highlighted the role of social work in driving systemic and cultural change, improving outcomes for disadvantaged communities. She emphasized the identification of innovative services and the collaboration with social workers and managers to optimize practices for service users.
- Dr. Saveetha Maganathan, Senior Scientist, Tata Institute for Genetics and Society (TIGS), Bengaluru presented on Ethics and Bioethics in Practice Research, exploring ethical issues in biological sciences and public health. She introduced the concept of "ethic dumping," highlighting the exploitation of people and resources in underprivileged regions and stressed the importance of fairness and conflict resolution in ethical decision-making.
- Dr. Sunil Santha, Dean (Academic Affairs), Tata Institute of Social Sciences, Mumbai discussed the Evolving Nature of Social Work Through a Posthumanist Lens, advocating for a shift beyond anthropocentric and Eurocentric frameworks. He illustrated these ideas with narratives from Kerala's fishing communities and emphasized co-designing sustainable livelihood adaptations through social innovation and collaboration with local communities.

UGC Care Listed Journal:

As per the new guidelines of the UGC, all journals listed in the care list of the UGC are discontinued. The peer-reviewed journals of the institutes will be valid and authentic. This avoids the malpractices of cloning and misleading the authors by some companies towards fake journals as authentic.

Hilton Foundation Course:

Under the grant of the Hilton Foundation all the short-term courses first batch of deserving students were given freeship and financial assistance to complete the course. The requirement of the Hilton Foundation is that the students who complete the course should be employed.

- **AQAR Report:**

Dr. Lidwin informed that all AQAR reports till 23-24 were submitted successfully and accepted by the NAAC. We are waiting for the final accreditation date which will happen after the launch of Maturity Based Graded Levels (MBGL) proposed by the National Education Policy (NEP) 2020 for higher education accreditation. It aims to move beyond a binary (accredited/not accredited) system to a tiered approach, with levels 1 through 5, where each level represents a higher degree of quality and excellence. This system encourages institutions to continuously improve and strive for higher levels, ultimately aiming for global excellence in multidisciplinary research and education. Once the manual is launched, we need to apply for the same within three months of the day of launch.

- **Validation of Field Work Hours:**

Dr. Lidwin informed that one of our alumni (Anil Parmar), who has applied for further education in Australia, told the college of the requirement for field work validation for 1000 hrs of field work. The Australian guidelines included the travel hours of students to be included in the total number of hours. Since Mr.

Anil Parmar was placed in Kashtakari Sanghatan, a rural placement, he had sufficient hours, and thus his application has been verified. In this connection, the decision was made to include the travel hours during fieldwork for the total hours completed by the student only, if the country's policy accepts the same.

- **NIRF Ranking:** NIRF had two categories, that is, college and overall. The decision was made to apply in the College Category instead of the Overall category.

Students' Council Presentation:

The Student Council & Extra-Curricular Committee report for 2024-2025 highlights various activities, student concerns addressed, and achievements presented by Ms. Amita Joji, Student Council Representative.

Student Council Activities:

- A session on "Understanding the Issues of Violence Against Women & Standing Against Rape Culture" was conducted with Adv. Abha Singh is providing insights into legal frameworks and social responsibility.
- An Inter-Collegiate Seminar was held to encourage discussions on social issues, public policy, and community interventions.
- The Annual General Body Meeting (AGBM) took place on February 13, 2025, from 2:10 P.M. to 4:45 P.M. Attendees included the principal, faculty, administration, non-teaching staff, and students.
- During the AGBM, 160 queries/suggestions were collected from students via suggestion boxes and categorized into themes such as Attendance & Scholarship Concerns, Teaching Methods, Examination Patterns, Field Work Placements, Internal Complaints Committee (ICC) Procedures, Library and Network Issues, and Soft Skills Training.

Extra-Curricular Committee Activities:

Events included International Yoga Day, an Orientation Program ("Young India Unchained" in collaboration with Prakruti Organization), Fresher's Party, Annual General Body Meeting, Independence Day Celebrations (with competitions in singing, elocution, and poetry), Teachers' Day Celebrations, a Suicide Prevention Awareness Program (highlighting mental health awareness by Dr. Avinash),

Christmas Celebration (with a Carol Singing Competition), and a Farewell Party on March 26, 2025.

Sports Activities:

- Indoor Sports Day was held on August 28, 2024, featuring chess, carrom, table tennis, and badminton.
- Annual Sports Day was on January 11, 2025, with track events (200m race, 400m relay, 50m sack race), field events (shot put, discus throw, javelin throw), and team sports (kabaddi, football, volleyball, tug of war).
- Students represented the institution in inter-collegiate university tournaments for kabaddi (boys' team) and table tennis (boys' team).

Cultural Activities:

- RIWAYAT 2025, a cultural event, took place on January 25, 2025, with Mr. Michael Thevar as the Chief Guest. Events included poetry, storytelling, documentary screenings, dance performances, creative art, debate, photography, street play, and music performances. The event saw participation from 25 colleges, with 138 registered participants, 15 on-spot entries, and 125 students from the host college.
- Annual Day was celebrated on February 22, 2025, with the theme "Bharat: Kal, Aaj, Kal" (India: Past, Present, Future), featuring performances by students, faculty, and non-teaching staff

Student Achievements (2024-2025):

- Mr. Sariput (BSW 1) and Mr. Swayam (BSW 1) won 3rd prize in the Inter-College Carrom Tournament (Men's Doubles). Mr. Sariput (BSW 1) also secured 3rd place in the Carrom Competition at Pillai College and 3rd place in a National Level Inter-Collegiate Competition.
- Ms. Laxmi (BSW 2) received 2nd prize in the Youth Competition for Indian Classical Dance.
- MA Social Innovation & Entrepreneurship Students won 3rd prize in the Street Play Competition at Anubhav Mumbai Festival.
- Ms. Angela Ann Saji (BSW 1) secured 1st prize in the Story Writing Competition at NN College of Home Science.

- Mr. Baliram Yadav (BSW 1) was selected as 'Cabinet Minister' and Mr. Dnyaneshwar Ishte (BSW 1) as 'Organization Officer' in the Youth Parliament.
- Ms. Arva Shikari (MSW 1) won 2nd prize in the Inter-Collegiate Slogan Writing Competition.

RUSA Updates and Programs:

Dr. Kalyani presented a brief report on activities conducted under the RUSA (Rashtriya Uchchatar Shiksha Abhiyan) grant for the College of Social Work (Autonomous), Nirmala Niketan, Mumbai. This report outlines the various initiatives planned and executed from June 2024 to February 2025, which included Seminars/Workshops, Training activities, Research activities, capacity-building activities, and E-Cell soft components.

The following important activities were executed:

Seminars & Workshops

From January to March 2025, the college hosted the Savitribai Phule Lecture Series (Jan 8, 2025) with a theatre performance, the inter-collegiate cultural event "Riwayat" (Jan 25, 2025), and a seminar on Women's Issues, "Reel to Real: Exploring Gender Through Cinema," in collaboration with MAVA (March 5, 2025).

Training Activities

Training initiatives from September 2024 to March 2025 included an Add-on Course on Media Skills, a Field Contacts and Instructors Seminar (Dec 20, 2024), and Fieldwork Seminars for students (Dec 21-23, 2024). Faculty underwent "Demystifying OBE" training (Dec 2024) and had a Field Exposure Visit (Jan 18-19, 2025). Students presented at the 9th NITTE National Conference on CSR (Jan 9, 2025).

Research Activities

From July 2024 to March 2025, faculty conducted minor research studies on various social issues, submitting reports for review. A major research project focused on 'Citizens' Satisfaction with Urban Public Services in Mumbai' (July-Nov 2024). An International Conference on 'Practice Research and Social Work Education in a Global Context' was held (Nov 28-29, 2024).

Capacity Building Activities

Remedial and support classes for students ran from October 2024 to March 2025. Rural Exposure Trips were organized for MA-SIE (Nov 10-17, 2024), BSW/MSW (Dec 2-7, 2024), and PG Diploma CSR students (Dec 15, 2024). Faculty Development Programs (FDPs) covered Outcome-Based Education automation (Nov 18, 2024), Learner-Based Education System and Ethical Foundation (Nov 21-22, 2024, with Christ University), and Leadership (Feb 27-March 1, 2025, with MSFDA).

CSWNN Exposure Visit to MPSM, Nashik (18–19 Jan 2025)

CSWNN staff recently visited **Maharashtra Prabodhan Seva Mandal (MPSM) in Nashik** for a two-day exposure program. MPSM, celebrating 60 years, focuses on tribal development via education, agriculture, and sustainable living, shifting from charity to a rights-based approach. The visit included orientations, interactions with tribal communities, and a tour of the Himai Farmer Producer Organization (FPO). Cultural visits to Pandav Leni Caves were also part of the experience. Participants emphasized continued academic-field collaboration through workshops and future visits.

MSFDA High places FDP for teaching and admin staff (27 Feb – 1 Mar 2025):

Twenty-one CSWNN faculty participated in a three-day, **RUSA-supported Leadership Development Program** at Garudmaachi, Pune. Facilitated by High Places, the program focused on outdoor experiential learning, including hiking, rappelling, and team building. Activities like "Island Rescue" and "Untying the Knots" fostered trust, communication, and strategic thinking. Participants gained personal insights, strengthened team bonds, and committed to applying learnings for workplace and personal growth. The event concluded with feedback and certificate distribution.

Saksham Project 2025-27:

Dr. Ronald reported that the College of Social Work (Autonomous), Nirmala Niketan (CSWNN), has partnered with the Tata Institute of Social Sciences (TISS) as a sub-sub recipient (SSR) for the **SAKSHAM project (2024-2027)**. This initiative, under the Ministry of Health, GOI (Principal Recipient), aims to combat AIDS and Tuberculosis in India through the RICE program.

CSWNN, with Dr. Lidwin Dias as Principal Investigator and Dr. Ronald Yesudhas as Co-Principal Investigator, will implement the project in the **West Zone (Goa, Karnataka, Maharashtra)**. Staff are onboarded, and NGO evaluations in these

states begin in May 2025. Mr. Anshit Bakshi will join as a faculty lead for SAKSHAM on April 16, 2025.

Audits are undertaken: Dr. Anita Machado, IQAC Coordinator, highlighted the different audits undertaken in the year 2024-25. These were a green audit, an exam audit, gender audit the suggestions of the same can be taken up for improvement. The access audit is yet to be held.

Any other Business:

Dr. Dias put forward the request of the PROUD organisation to support the Dharavi Development plan. Mrs. Lambay and the other members suggested not to commit to the same for varied reasons.

India today and NIRF ranking data have been submitted successfully. Dr. Sonia is the Nodal Officer for India Today, and Dr. Ronald Nodal Officer for NIRF.

Vocal Conference by the students of the Equal Opportunity Cell was organised by the students, where four students prepared papers

Mr. Cletus Zuzate is appointed as Professor of Practice as per the requirements of UGC under NEP 2020. He will also be the Director and take charge of all the short-term courses at Goregaon along with the team at the Extension Centre. Ms. Nilima will continue as the Associate Director of the Extension Centre for projects and short-term courses.

The Valedictory program will be held on 29th March 2025, and the Degree Distribution Program on 3rd April 2025.

Any Other Business:

Dr. Lidwin provided an update concerning the case lodged by alumnus Ravindra Nanavare, who sought a re-examination for an exam taken in 2018. The court has ruled that the college can hold re-examinations for all papers, citing the COVID-19 situation as the basis for this decision.

- Members of the PROUD organisation had approached the college to help them collect the data from the community residence in Dharavi related to the slum redevelopment project. The IQAC members gave their opinion that the college does not have the required manpower for such an extensive survey. The college, however, offered to train its staff for data collection if required.

- Dr. Lidwin thanked Dr. Sonia for successfully submitting the India Today ranking data.
- Dr. Lidwin announced that, effective this academic year, the MASIE course will be relocated to the Goregaon Extension Centre. Additionally, Dr. Lidwin stated that Mr. Cletus Zuzarte has been appointed Director of the MASIE course.
- Dr. Lidwin announced that the valedictory ceremony for BSW and MSW is scheduled for **March 29, 2025, at 3 p.m.** The Degree Distribution will follow on **April 3, 2025, at 10 a.m.**

The meeting ended with a Vote of Thanks to the Chairperson.

Minutes written by: Mr. Pravin K. Gavali, Secretary, IQAC

MINUTES OF THE IQAC meeting held on Friday 27th June 2025, 11.00 a.m.

Members Present

1. Dr Lidwin Dias
2. Dr Anitha Machado
3. Ms Meghna Vesvikar
4. Dr Ronald Yesudhas

Apologies Dr Renu Shah and Dr Kalyani Talvelkar

Agenda of the meeting

1. SWAYAM courses
2. Examination policy and other related policies to be approved
3. Any other documents that need to be uploaded on the website, preparing a yearly calendar for IQAC and other statutory committee meetings
4. ABC and NEP updates
5. Any other Business

Major decisions taken

1. SWAYAM courses

Prof Lidwin Dias informed the IQAC members that the University Grants Commission (UGC) has invited Expression of Interest (EOI) from eligible Faculty Members of Higher Educational Institutions (HEIs) for the development of Massive Open Online Courses (MOOCs) across various disciplines to be offered on the SWAYAM platform. The last date to submit EOI is 30th June 2025. The applicant faculty should be a PhD holder with 5 years of teaching experience.

It was decided that the College would apply for MOOC for the subject of Social Entrepreneurship in collaboration with the Extension Centre. Other courses would be considered gradually as we begin to understand the logistics, requirements and work associated in developing modules. Faculty Members who are eligible could be informed about the courses and Faculty Members interested may be engaged in the process.

2. Examination policy and other related policies to be approved

Dr Anitha Machado, Controller of Examinations, presented the suggestions by Prof Lidwin on the Examination Policy. It was suggested that each policy be presented separately. The changes were incorporated in the Revised Examination Policy that would be circulated to all.

3. Any other documents that need to be uploaded on the website, preparing a yearly calendar for IQAC and other statutory committee meetings

Dr Anitha Machado, Convenor, Internal Quality Assurance Cell, confirmed with Prof Lidwin that the Environmental/Energy, and Gender Audit reports must be uploaded on the College website. Ms Priyadarshan Naik will be contacted for the purpose.

Prof Lidwin shared that the Accessibility Audit would be completed in September. The Administrative Audit also is pending and may be completed this academic year. Dr Ronald Yesudhas was requested to guide in the process of the Administrative Audit.

The frequency of minimum number of meetings to be held by Statutory Committees was decided by the members present.

- Internal Quality Assurance Cell: Four meetings in a year, two meetings each semester
- College Development Committee: Two meetings in a year, one each semester
- Board of Studies: One meeting
- Academic Council: One meeting
- Governing Board: One meeting

The dates for the IQAC meeting were finalised for the academic year 2025-2026 as presented below. A calendar with the dates was subsequently prepared by Dr Anitha Machado and posted on the IQAC group [Annexure I]

Statutory Body	July	August	September	December	January	February	March	April
Internal Quality Assurance Cell:	26/7/25	-----	13/9/25	6/12/25			14/3/26	
College Development Committee		23/8/25				20/2/26		
Board of Studies:		18/8/25			10/1/26			
Academic Council							18/3/26	
Governing Board						26/27 th /2/26 [as per availability of Chairperson]		To be confirmed

4. ABC and NEP updates

Dr Ronald Yesudhas, Nodal Officer, NEP Cell presented the first NEP Implementation Status Report, June 2025 as per UTSaH (Undertaking Transformative Strategies and Holistic Approach) requirements. Some of the key highlights of the presentation are summarized further. Dr Ronald Yesudhas shared that the College has made notable strides in implementing the National Education Policy (NEP) 2020, aligning with the UTSaH (Undertaking Transformative Strategies and Holistic Approach) guidelines. Significant progress has been achieved in areas such as curriculum reform, student-centric learning frameworks, inclusion, and institutional governance. A key success has been the adoption of the National Credit Framework (NCrF) and the integration of the Academic Bank of Credits (ABC) and Multiple Entry-Exit Mechanism (MEME) into the undergraduate programs. The institution has also accepted MOOCs and SWAYAM courses, appointed a Professor of Practice to strengthen skill development, and established a Research Development Cell (RDC) along with mandatory internships for undergraduates. Teacher capacity-building initiatives have been initiated, and essential governance structures—such as the Institutional Development Plan, student grievance redressal mechanisms, and the Internal Complaints Committee—are in place. The College has shown strong commitment to equity and inclusion through the establishment of an Equal Opportunity Cell, Women’s Cell, and community engagement projects, while also promoting human values through Mulyapravah 2.0. Additionally, Indian Knowledge Systems (IKS) have been embedded into the curriculum, and instruction in local languages has been promoted at foundational levels.

Dr Ronald enumerated the areas that still required focused attention such as development of formal policies for inter-institutional credit transfers; the adoption of the NCrF at the postgraduate diploma level; and figuring out integration of vocational and general education pathways; need to establish a Digital Nodal Centre; notify off-campus centres/ satellite campuses (using University of Mumbai provisions; and enhance HEI-industry linkages. Faculty development through the Malaviya Mission Teacher Training Programme (MMTTP) needs to be scaled up, with a target of 75percent coverage. Accreditation efforts remain incomplete due to external factors. Student wellness infrastructure—such as a support centre for physical, emotional, and mental health—needs to be set up. With reference to internationalisation front, while MoUs have been signed with foreign universities, the college is yet to establish an International Affairs Office, an Alumni Connect Cell, or implement twinning, joint, or dual degree programs. A stronger global citizenship approach is also recommended. Key thrust must be on preparing a clear roadmap to transform Single Stream College into a multidisciplinary institution with a student strength of 3000 by 2030.

Dr Ronald Yesudhas, Nodal Officer, ABC also briefly shared the highlights of the first ABC Implementation Status Report, June 2025 as per UTSaH (Undertaking Transformative Strategies and Holistic Approach) requirements. He stated that A total of 1,572 mark-sheets have been successfully uploaded to the ABC system, that indicates the significant progress by the Institution in integrating academic credit data into the national digital repository. Four hundred and fifty unique APAAR (Automated Permanent Academic Account Registry) IDs have been seeded with credits. As of now, the institution has not issued any degrees, provisional degree certificates, or diplomas via ABC. This means that while credit data exists in the system, it is not yet being used to deliver or validate final academic qualifications in a digital format. Dr Ronald asserted that that from 2026 May, the Institution will have to be prepared for it as an Empowered Autonomous Institute. This step will be of great utility for students who may wish to leverage their credits for higher studies, lateral entry, or employment. In the near future, students will be provided information about credit transfer via ABC platform. This will help students to explore or take advantage of the flexible credit mobility options envisaged under the National Education Policy (NEP) 2020.

The future plan/recommendation were enumerate as follows:

- i. Awareness and Training: Conduct orientation sessions for students and staff to encourage ABC account creation and usage.
- ii. Issuance of Credentials: Start uploading digital degrees and diplomas by 2026 to enhance platform utility.
- iii. Integration with Academic Life-cycle: Ensure ABC is embedded into admission, progression, and exit processes for all programs- full time as well as short term.
- iv. Track Usage Metrics: Monitor and improve engagement, particularly in credit transfer and re-entry mechanisms.
- v. Align with NEP Goals: Use ABC effectively to support multiple entry-exit and academic flexibility under NEP 2020.

5. Any other business

- i. *Collaboration for Joint Degree Programme*: Prof. Lidwin informed the members that Fr Conrad Barnabe, Don Bosco Academy (DBA) Nerul and DBIMA (Don Bosco Institute of Media Arts), Paris, wished to introduce degree programs in partnership with autonomous and accredited institutions such as the college in Mumbai, leveraging its NAAC rating and university affiliation. The collaboration could be part of the dual, twinning/joint degree programmes. Don Bosco International Media Academy would anchor the logistics, management and finances of the programme. The meeting is scheduled on 3rd July 2025, 3 p.m., to discuss the partnership as per the NEP guidelines for the Joint Degree programme.
- ii. *Faculty Development Programme*: Three topics for the Faculty Development Programme were finalised: *How to develop digital content*, *Presentation tools*, and the *Use of Artificial Intelligence for teaching and learning Methods*. The Faculty Development Programme may be scheduled during the Faculty Meeting. The tentative date for the workshop on the Use of Presentation Tools was scheduled for Monday, 14th July 2025. Dr Anitha requested Prof Lidwin to form a core team that could work together to coordinate IQAC related tasks and responsibilities. Prof Lidwin confirmed that the IQAC Internal faculty team could be the core group. The internal members are Dr Renu Shah, Dr Kalyani Talvelkar, Dr Ronald Yesudhas, Sonia H Rodrigues.

- iii. *Stakeholders IQAC*: After a brief discussion, the names of Ms Dolly James [project consultant, Navjeevan] and Ms Binaifer Jesia [Founder-Director, Manav] were suggested as stakeholder representatives for the Internal Quality Assurance Cell. Prof Lidwin said she will decide based on their availability.
- iv. *AQAR*: Prof Lidwin informed the members that the preparation of the AQAR report of 2024-2025 may begin. The NAAC website is being consistently being checked for updates on the NAAC Accreditation process as per the new guidelines. The list of the core group formed for each of the seven criteria will be posted on the IQAC and Faculty Members group. There is a need to start their work related to each criterion from July. Templates for the same should be shared. Along with the report, each group will be asked to compile relevant evidences for their respective criteria. The final reports along with evidences should be submitted by the first week of September.
- v. *Annual Report*: Prof Lidwin reminded the team on the completion of the Annual Report 2024-2025 by the end of August. Dr Sonia Rodrigues informed that the Annual Report is being prepared by Dr Ronald Yesudhas, Dr Anjana Parmar and Dr Sonia Rodrigues. The component assigned to Dr Sonia will be completed by August end as instructed.
- vi. *Guidelines and Requirement under NEP*: Prof Lidwin expressed the need to be abreast of the development on the AEDP, MMTP [Malaviya Mission Teacher Programme], UTSAH [Undertaking Transformative Strategies and Actions in Higher Education] portals and guidelines of NEP Sarthis.
- vii. *Bachelor of Social Work programme fourth year*: The fourth year of the Bachelor of Social Work programmes needs to be aligned with the First Year of the Post Graduate programme. The Bachelor of Social Work fourth year grid needs to be reviewed. The Maharashtra GR for NEP must be considered in finalising the curriculum and grid.
- viii. *Open Electives*: Dr Ronald Yesudhas informed that no student has enrolled for any courses on the Swayam portal as an option for Open Electives offered in Semester II, III and IV of the Bachelor of Social Work Programme. The support of NEP Saarthi would be involved to encourage students and promote the implementation of NEP at

various levels. Dr Anitha Machado suggested students may continue to attend the courses as per the syllabus.

- ix. Others: Prof Lidwin Dias announced that the NEP Cell would work in coordination with the Examination Committee.

As a followup of the meeting

- Coordination with the Extension Center for the EoI regarding the development of Massive Open Online Courses (MOOCs)
- The calendar with the dates of meeting of the statutory bodies would be circulated to IQAC members
- Faculty Development Programme to be confirmed for the selected topics.
- Audit reports of the academic year 2024-2025 to be uploaded on the college website.
- Annual Report 2024-2025 to be completed by end of August
- Template for AQAR and list of Faculty Members incharge of each criterion to be circulated.

Prof Lidwin thanked the members for their attendance and participation in the meeting. The meeting ended at 12.30 p.m.

Minutes submitted by: Sonia H Rodrigues