



Dr. Santosh Kaul Kak
Principal

Marwadi Sammelan

B. M. RUIA GIRLS' COLLEGE

NAAC ACCREDITED B+ (3rd Cycle)

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Ref. No. :

Date :

INTERNAL QUALITY ASSURANCE CELL (IQAC)

(ACADEMIC YEAR 2021-22)

Action Taken Report of IQAC Meeting held on 14th July, 2021

The minutes and action taken report of the meeting held on May 4, 2021, were approved.

The departments and committees organised various programmes in online mode:

- National Webinar Series on "National Education Policy 2020: Prospects and Challenges in Higher Education". On June 17, 2021 - Webinar Day 11 - "A Roadmap for Transforming Higher Education" organized by Department of Commerce in association with Internal Quality Assurance Cell. Resource Person: Dr. Vijay Joshi, Chief Consultant, RUSA, Government of Maharashtra, Topic: 'NEP 2020 Implementation: Transformational Roadmap for Higher Education'. Resource Person: Dr. M.U.Kharat, Professor and Head, Computer Engineering Department, MET's Institute of Engineering, Maharashtra, Topic: 'NEP 2020 and Transformations in Accreditation.
- June 29, 2021- Webinar Day 12- "Leveraging Technology & Media for Educational Reforms". Resource Person: Dr. Anubhuti Yadav, Head, Department of New Media and Information Technology, Course Director, Advertising and Public Relations, Indian Institute of Mass Communication, New Delhi. Topic: 'Scope of Media Studies in NEP 2020'. Resource Person: Dr. Anita Chaware, Associate Professor, PG Department of Computer Science at SNDT Women's University, Juhu Campus, Mumbai. Topic: 'NEP 2020: Reimagining the Role of Technology'.
- August 3, 2021-Webinar Day 13- Concluding Webinar- National Webinar Series- National Education Policy 2020: Prospects and Challenges in Higher Education. Resource Person: Prof. Dr. Manikrao Salunkhe, Vice Chancellor, Bharati Vidyapeeth (Deemed to be University), Pune, Maharashtra, Topic: 'Challenges for Affiliated and Autonomous Colleges'. Resource Person: Prof. Dr. Vibhuti Patel, Eminent Economist, Former Professor, Tata Institute of Social Sciences and SNDT Women's University, Mumbai, Maharashtra. Topic: 'National Education Policy 2020 and Women Empowerment'



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- A webinar on "Waste Management and Environment Protection" and Poetry Recitation based on nature and environment was conducted on June 5, 2021 to commemorate World Environment Day.
- Student paper presentation on topics like soil pollution, tree plantation, and organic farming was held on June 19, 2021.
- ShivSwarajya Din Celebration with video screenings and discussions on Chhatrapati Shivaji Maharaj was organised on June 6-7, 2021.
- A 5-day online training program on Disaster Preparedness in collaboration with the Municipal Corporation of Greater Mumbai was conducted from June 7-11, 2021 for the students, faculty, non-teaching staff, alumni and family members.
- Health Awareness programmes were conducted. A Guest lecture on 'COVID-19 vaccine awareness programme' by Dr. Priyanka Gupta was organised online on July 3, 2021.
- Students and Staff participated in workshops such as "Yoga at Home and Yoga with Family" on International Yoga Day on June 21, 2021.
- Poetry Recitation Online Programme and discussion on the occasion of Poet Nagarjuna Jayanti
- Online "Workshop on Overview of Financial Markets" was organised from June 7-9, 2021. Online "Workshop on Trading Settlement Procedure in Share Market".

All faculty members submitted their academic lesson plans for the academic year 2021-22 in alignment with the prescribed syllabus. The lesson plans included detailed schedules of topics to be covered, teaching methodologies, evaluation strategies, and timelines for internal assessments. In addition, faculty incorporated plans for organizing subject-related webinars, assignments, student projects, and the use of digital tools such as LMS platforms, and online collaborative platforms to facilitate blended learning. The lesson plans were reviewed by the respective Heads of Departments and the IQAC to ensure academic coherence, outcome-based education,



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and student engagement. Periodic monitoring and feedback mechanisms have also been put in place to ensure the effective implementation of these plans throughout the academic year.

Academic and co-curricular activities for the academic year 2021-22 were organised – Department of Hindi conducted the following programmes:

- July 24-31, 2021: Online programme 'Premchand Saptah ' on the occasion of Munshi Premchand Jayanti.
- July 24, 2021: Guest Lecture & Discussion on "Guru Shishya Parampara aur Hindi Sahitya" by Shri Sailesh Singh and Dr. Santosh Kaul Kak.
- July 26, 2021: Guest Lecture by Dr. Champa Masiwal on "21 veen Sadi Mein Premchand Sahitya Kee Prasangikta".
- July 27, 2021: Katha- Kathan by Students, Teachers and Staff.
- July 28, 2021: Natyatmak Abhivyakti of Premchand's stories 'Shadi' and 'Miss Padma' by Smt. Vandna Sengupta.
- July 29, 2021: Guest Lecture by Mujeeb Khan on "Premchand ka vyaktitva evam Kritisva".
- July 30, 2021: B.M.Ruia Girls college Teaching Staff presented Radio Natya on Premchand's story 'Shadi'.
- July 31, 2021: International Web-Sangoshthi on "Premchand ka Rachna Sansar:Ek Punarpath".
- July 31, 2021: National webinar on "Premchand ka Sahitya aur Bhartiya Gaunv".
- July 31, 2021: Guest Lecture by Dr. Sadanand Sahi on the Topic 'Premchand Ko Kaise Padein'.
- August 14, 2021: Online International Kavi- Sammelan on the occasion of Bhartiya Swatantrata diwas ki Poorva Sandhya.



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- August 14, 2021: Online National lecture series started on the occasion of Tulsi Jayanti, Dr. Satyadev Tripathi give lecture on the topic "Tulsi ke Hiya Heri".
- August 28, 2021: Play Show (Nirmla, Poos ki Raat, Ek Aur Dronacharya etc.) on YouTube channel based on syllabus.
- September 7-14, 2021: Online 'Hindi Saptah' celebration on the occasion of 'Hindi Divas'. Bhashan Evam Ashu-Bhashan Pratiyogita, Inter - Collegiate Nibandh-Lekhan Pratiyogita on the Topic 'Nai Shiksha Niti aur Prantiya Bhashayen'.
- September 17, 2021: Online National lecture series, "Hindi ka Bhavishya Aur Bhavishya ki Hindi" by Professor Jitendra Shrivastava.
- September 23, 2021: National webinar on "Hindi Bhasha ka Samajik Pariprekshya".
- October 7, 2021: National level webinar on "Vision NEP-2020 Outlining Horizons for Equitable and Inclusive Education".
- October 12, 2021: Guest lecture on "Gandhiji's thoughts on empowerment of young women."
- Department of Sociology organised a Workshop on 'Attitude Management', in collaboration with Smt. Maniben M.P Shah Women's College of Arts and Commerce, Matunga, Mumbai on 15th & 16th June, 2021. The resource person was Mr. Jignesh Sanghvi. The objective of the workshop was "Importance of developing the right attitude for the younger generation". A total of 100 participants including students and teachers attended the webinar.
- Department of Sociology organized a Webinar on the occasion of World Population Day, in collaboration with Smt. Maniben M.P Shah Women's College of Arts and Commerce, Matunga, Mumbai on 9th July 2021 at 11.30 am onwards. The resource person was Dr. Archana Roy, Professor in Population Studies, Department of Migration and Urban Studies, International Institute for Population Science (IIPS), Mumbai. The Topic of the Webinar was "Impact of Covid 19 Pandemic on Migrants". A total of 150 participants including students and teachers attended the webinar.



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- Department of Commerce organised a Panel Discussion on 'Women and the Environment' on 20th August 2021, in collaboration with two other colleges of Mumbai. Swami Vivekanand Night College of Arts and Commerce, B.M. Ruia Girls' College and St. Arnold's Night Degree College of Arts and Commerce organised a Panel Discussion on the topic "Women and the Environment". The Moderator of the Panel Discussion was Dr. Vibhuti Patel, Former Professor, TISS & SNDTWU, Mumbai. The Panelist were Dr. Soma. K. Parthasarathy, Independent Policy Analyst, National Facilitator Team, MAKAM, Co – founder VIKALP SANGHAM, she spoke on "Women's Livelihoods and Environmental Concerns." Ms. Priya Pillai, Social Environmental Activist spoke on "Gender and Environment Issues." The third panel member was Dr. S.M. Michael, Director Institute of Indian Culture and he spoke on "Impact of culture on women and environment."
- National Level Student Symposium and Panel Discussion titled "Social Entrepreneurship Among Youth: A Step Towards Sustainable Development." (25th September, 2021) The Jury and the Panelist were – Prof. Samapti Guha – Prof. School of Management and Labour Studies, Tata Institute of Social Sciences, Mumbai. Dr. Manjula Jagatramka – Dean- Textiles, Institute of Heritage Textiles, J J T University, Ms Dipali Mehta, Social Entrepreneur and Prof. Vibhuti Patel, Former Prof. TISS & SNDT University, Mumbai.
- National Level Poster Making Cum Caption Writing Competition and Panel Discussion titled "Economic Independence and Gender Equality", on 9th October 2021. The Jury and Panelist were Prof. Savita Singh, Director and Professor at the School of Gender and Development Studies IGNOU, Dr. Anuja Jayaraman, Director, Research SNEHA, Adv. Lara Jesani, Advocate, Bombay High Court. 24 students presented posters and captions on the above theme.
- Online 'Poster Making cum Slogan Writing Competition' on 'Mahatma Gandhi: The Management Guru' and 'Economic Independence and Gender Equality'.



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A Panel discussion on “Women and the Environment” was organised on August 20, 2021, in collaboration by three colleges; B.M. Ruia Girls' College (affiliated to SNDT Women's University), St. Arnold's Night Degree College of Arts and Commerce (affiliated to University of Mumbai) and Swami Vivekanand Night College of Arts and Commerce (affiliated to University of Mumbai). The Moderator of the Panel Discussion was Dr. Vibhuti Patel, Former Professor, TISS & SNDTWU, Mumbai. The Panelists were Dr. Soma. K. Parthasarathy, Independent Policy Analyst, National Facilitator Team, MAKAAAM, Co – founder VIKALP SANGHAM, she spoke on “Women's Livelihoods and Environmental Concerns”; Ms. Priya Pillai, Social Environmental Activist spoke on “Gender and Environment Issues” and Dr. S.M. Michael, Director Institute of Indian Culture spoke on “Impact of culture on women and environment.” Around 120 participants joined on Zoom and on YouTube live from more than 15 States all over India, which included Maharashtra, Gujarat, Tamil Nadu, Bihar, Odisha, UP, MP, AP, Kerala, etc.

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

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Action Taken Report of IQAC Meeting held on 16th October, 2021

The minutes of the meeting held on 14th July, 2021, were approved.

The college initiated a phased reopening plan in adherence to government and university guidelines. Academic sessions continued in online mode for students as planned, ensuring uninterrupted teaching and learning. Simultaneously, the institution implemented comprehensive safety measures on campus, including regular sanitization of classrooms and common areas, availability of hand sanitizers, mandatory use of face masks, and rearrangement of seating in classrooms to maintain social distancing.

To ensure health and safety, the institution organized free COVID-19 vaccination drives for both staff and students, by Management and in collaboration with local health authorities and NGOs.

Awareness campaigns were conducted through digital platforms and notice boards to educate students and staff on COVID-19 safety protocols. IQAC closely monitored the implementation of these measures and facilitated coordination among departments and administrative units.

The feedback forms were reviewed and updated to incorporate aspects of online and blended learning modes, reflecting the post-pandemic academic environment. Revised feedback forms will be circulated among key stakeholders—students, faculty, alumni, and employers—through online Forms.

The updated forms focused on key areas such as curriculum design, teaching-learning processes, faculty performance, and the overall student experience.



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Two-days' Workshop on "Consumerism, How to Manage Money and be a Smart Investor" was organised by Department of Commerce and Department of Sociology in association with Consumer Guidance Society of India. The Key Speakers were Mr. T. R. Pandey (Project Manager - CGSI) – Consumerism, Mrs Madhumita Ghosh, Financial Advisor and Mrs Manya Hardwani, Financial Advisor, on December 10 and 11, 2021.

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

(ACADEMIC YEAR 2021-22)

Action Taken Report of IQAC Meeting held on 12th January, 2022

- The minutes of the meeting held on 16th October, 2021, were approved.
- Following the committee's review and discussion during the meeting, the suggestions provided by the members were incorporated into the Annual Quality Assurance Report (AQAR) for the academic year 2020-21. After necessary revisions and final validation, the AQAR was approved by the committee.
- Acting on the recommendation of Principal Dr. Kaul, the Management agreed to offer scholarships to deserving students, with a focus on supporting girl students from economically weaker sections. Fee concessions and instalment-based payment options were approved and implemented for students facing economic hardships, ensuring they could continue their education without disruption. Efforts were also initiated to approach banks, corporate organizations, and philanthropic institutions to seek support under Corporate Social Responsibility (CSR) initiatives for promoting girl education and women empowerment.

The IQAC and administrative office coordinated the implementation process, identified eligible beneficiaries, and ensured timely communication and support to the students.

- Several certificate and value-added courses were successfully introduced to enhance students' employability and professional skills. The Certificate Course in "Analytics with Advanced Excel and Power BI", conducted in association with DVOC Institute, commenced on 16th March 2022 with a duration of 30 hours. A total of 21 students



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enrolled and successfully completed the course. A formal MoU with DVOC Institute was signed on 10th March 2022.

The college submitted a Letter of Intent to IQAC Cluster India on 25th February 2022 for a National MoU to facilitate future short-term and certificate courses. Some of the courses proposed under this collaboration include *Gender Awareness*, *Water Management*, and *Study Skills*, which align with the quality benchmarks outlined by NAAC and UGC.

An Online Technical Training Program titled "Campus to Corporate Careers Program (C2C)" was conducted in collaboration with Technoserve, from 16th February 2022. The program was designed to bridge the gap between academic learning and industry expectations. Around 20 students successfully completed the training.

The course covered essential employability skills including interview techniques, effective communication, professional etiquette, resume building, workplace readiness, and time management. Students also received guidance on career planning, personal branding, and confidence building, which significantly enhanced their preparedness for job interviews and workplace challenges.

The training was interactive, with mock interviews, role-plays, and personalized feedback sessions. Students reported high satisfaction with the program, noting improvements in their soft skills, clarity in career goals, and overall job readiness. The training directly contributed to successful placements during subsequent recruitment drives. Off-campus recruitment drives were conducted on 27th May 2022 and 17th June 2022, where 6 students were selected and received job offer letters from companies such as Just Dial and Square Yards.

These programs received positive feedback from students, highlighting increased confidence, improved job readiness, and relevance to current industry needs.



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A Research paper presentation was organized by Alumni Committee & Department of Hindi on 26th July 2021. Alumni Dr. Champa Masiwal, working as assistant professor at M.D.Shah Mahila Mahavidyalay, Malad Mumbai, presented a Research paper. The program was attended by 50 Alumni. On 7th August 2021, an On-line orientation program was organized for 12th passed students and their parents to guide them about Admission process for various programs run in the college and also to give information about Departmental, Academic, Co-curricular, NSS, NCC, Sports & Cultural events organized in the college. College Alumni Ms. Anshu Yadav & Ms. Nirali Shukla from BA program spoke to the students and their parents through PPT presentation. 75 participants attended the program. "5 Days Online Training Programme on Disaster Preparedness" was organised from 7th to 11th June 2021, in which the Alumni and their family members also participated.

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

(ACADEMIC YEAR 2021-22)

Action Taken Report of IQAC Meeting held on 13th April, 2022

The minutes of the meeting held on 12th January, 2022, were approved.

The IQAC initiated the process of collecting proposals from all departments, cells, and functional committees for the formulation of the institutional Plan of Action for 2022–23. Departmental Calendars and Tentative Plan of programmes were submitted by committees. Key areas such as academic enrichment, research promotion, skill-based certificate courses, faculty development, and student support initiatives were also included to prepare a comprehensive Plan of Action. The tentative Academic Calendar of activities was uploaded on the website.

In accordance with the decision taken and dates given, all departments and committees submitted their Annual Reports for the academic year 2021–22. The reports provided a comprehensive overview of key academic and co-curricular activities, student participation, achievements, collaborations, and other quality enhancement measures undertaken during the year.

The IQAC reviewed and compiled the submitted reports, which were then utilized in the preparation of the Annual Quality Assurance Report (AQAR).



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The IQAC collected feedback from students, faculty, alumni, and employers for the academic year to gather insights for improvement. Student feedback for the second term, conducted in a hybrid mode, highlighted a preference for offline lectures due to better interaction. Challenges in online learning included network issues and distractions at home. In response, extra offline classes were arranged for subjects requiring practical problem-solving, such as Accounts, Statistics, Mathematics, etc. The feedback was analyzed to identify key areas for enhancement, and regular follow-up reviews were conducted to assess the effectiveness of the implemented changes.

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