



Dr. Santosh Kaul Kak  
Principal

Marwadi Sammelan

# B. M. RUIA GIRLS' COLLEGE

NAAC ACCREDITED B+ (3<sup>rd</sup> Cycle)

11, Krishna Kunj, Vachha Gandhi Road, Gamdevi, Mumbai - 400 007.

Tel. : 2380 8130 • Fax : 2380 8137

E-mail : principal1958@gmail.com / bmruia@yahoo.com

023.bmrgirlscollege@gmail.com

Website : www.bmrgirlscollege

Ref. No. :

Date :

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

### ACTION TAKEN REPORT

### (ACADEMIC YEAR 2023-24)

### Action Taken Report of IQAC Meeting held on 16<sup>th</sup> June, 2023

The minutes and action taken report of the meeting held on 26<sup>th</sup> April, 2023, were approved.

The consolidated Academic Activities Calendar for the academic year 2023–24 was prepared and submitted to the IQAC for review. The suggestions and feedback received from the IQAC were duly incorporated. Various academic, co-curricular, extracurricular, skill-building, cultural, and social outreach activities were successfully planned and conducted during June to September 2023:

- Workshops on Soft Skill Mentoring & Placement Opportunities (30th June), English Language Learning Strategies (22nd August), and Research Funding & Publication Opportunities (31st August).
- Guest lectures and webinars such as: Youth Population in India: Demographic Dividend and Challenges (11th July), Soil – Where Food Begins (7th July), Website Development and Management (20th July)
- NEP Awareness and Faculty Development: National Level Quiz on NEP 2020 (28th July), National Webinar on NEP 2020: Awareness for Stakeholders (29th July).
- National Level Faculty Development Program on Yoga for Well-being for teaching and non-teaching staff (19th–24th June).
- Student Orientation and Engagement: Comprehensive Orientation Sessions for FY students and all academic programs (1st July, 18th–21st July).
- Cultural and Talent Development: Guruvandana Program (3rd July), Talent Show – Abhivyakti (25th August), Workshops on Folk Dances of India (22nd August) and Theatre Activities (23rd August).
- National Celebrations and Social Awareness: Independence Day Celebration (15th August), Series of events under 'Meri Mati Mera Desh' from 9th to 14th August, including visits to historical sites, oath ceremonies, discussions, and awareness campaigns.
- Community Outreach and Environmental Initiatives: Participation in Free Medical Check-up Camp with Rotary Club (21st July), Tree Plantation Drive under "Sri Sathya Sai Seva Prema Tharu" (23rd July), Celebration of Raksha Bandhan with Gamdevi Police (29th August).



**Dr. Santosh Kaul Kak**  
Principal

Marwadi Sammelan

# B. M. RUIA GIRLS' COLLEGE

NAAC ACCREDITED B+ (3<sup>rd</sup> Cycle)

11, Krishna Kunj, Vachha Gandhi Road, Gamdevi, Mumbai - 400 007.

Tel. : 2380 8130 • Fax : 2380 8137

E-mail : [principal1958@gmail.com](mailto:principal1958@gmail.com) / [bmruia@yahoo.com](mailto:bmruia@yahoo.com)

[023.bmrgirlscollege@gmail.com](mailto:023.bmrgirlscollege@gmail.com)

Website : [www.bmrgirlscollege](http://www.bmrgirlscollege)

Ref. No. :

Date :

- Sports and Physical Well-being: National Workshop on Kho-Kho and Endurance Building (29th August) on the occasion of National Sports Day.
- Entrepreneurship and Business Acumen: Orientation Session on Ideathon (26th August), Online Workshop on Branding and Marketing Strategies (27th August).
- Student Achievements: Participation in Yuva Samvad at Smt. MMP Shah College (4th August) where a student secured the third prize.
- Parent-Teacher Engagement: Parents Teachers Association (PTA) Meeting held on 2nd September 2023 to strengthen institutional support and communication

The faculty members submitted their academic lesson plans for the academic year 2023–24 as per the given dates. The lesson plans were reviewed by the HOD to ensure alignment with the prescribed syllabus and learning outcomes. Lesson Plans were submitted to IQAC for documentation.

National Webinar on NEP 2020: Awareness for Stakeholders was organised on 29th July, 2023.

Seminars, Webinars, Guest lectures are scheduled to be conducted in the forthcoming months. Department of Hindi will be coordinating and publishing the volume of the ISBN book. Faculty members have been encouraged to contribute chapters, and the editorial process is in progress.

The application for the Maharshi Karve Best College Award was successfully submitted to the University. The college was honoured with 'Maharshi Karve Best College Award 2022-23' by SNDT Women's University, Mumbai, at the 108th Foundation Day (5th July 2023), held on 7<sup>th</sup> July, 2023. Photos of receiving the prestigious award was uploaded on the College Website.

National Education Policy in PG programmes was implemented from the academic year 2023-24, and for UG Programmes NEP will be implemented from next academic year 2024-25. The structure frameworks and syllabi are in process at University, other Bodies and Board of Studies.



**Dr. Santosh Kaul Kak**  
Principal

Marwadi Sammelan

# **B. M. RUIA GIRLS' COLLEGE**

NAAC ACCREDITED B+ (3<sup>rd</sup> Cycle)

11, Krishna Kunj, Vachha Gandhi Road, Gamdevi, Mumbai - 400 007.

Tel. : 2380 8130 • Fax : 2380 8137

E-mail : [principal1958@gmail.com](mailto:principal1958@gmail.com) / [bmruia@yahoo.com](mailto:bmruia@yahoo.com)

[023.bmrgirlscollege@gmail.com](mailto:023.bmrgirlscollege@gmail.com)

Website : [www.bmrgirlscollege](http://www.bmrgirlscollege)

Ref. No. :

Date :

College Connect Programme: To implement strategies aimed at enhancing admissions for undergraduate (UG) and postgraduate (PG) programs by increasing awareness and outreach efforts personalized counseling was provided to parents and prospective students to guide them in selecting suitable programmes and subjects. Faculty members addressed queries regarding career prospects, curriculum structure, and program benefits. The college website was updated with admission prospectus. Flyers and brochures were circulated on social media platforms. College Connect program was conducted. Faculty members visited multiple junior colleges to interact with students and teachers and provide insights into NEP 2020. They briefed the students about the college, SNDT Women's University and the programmes offered. Meetings were held with principals and staff to establish collaborations. Informative sessions were conducted to familiarize students with various career pathways available through the institution's UG and PG courses. Q&A sessions were organized to address admission-related inquiries. Increased engagement from prospective students and parents, lead to a higher number of inquiries and greater visibility of the college's UG and PG programs through digital and offline promotional activities.

**PRINCIPAL**  
B.M. Ruia Girls' College  
Grant Rd., MUMBAI-7.



Dr. Santosh Kaul Kak  
Principal

Marwadi Sammelan

# B. M. RUIA GIRLS' COLLEGE

NAAC ACCREDITED B+ (3<sup>rd</sup> Cycle)

11, Krishna Kunj, Vachha Gandhi Road, Gamdevi, Mumbai - 400 007.

Tel. : 2380 8130 • Fax : 2380 8137

E-mail : principal1958@gmail.com / bmruia@yahoo.com

023.bmrgirlscollege@gmail.com

Website : www.bmrgirlscollege

Ref. No. :

Date :

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

### ACTION TAKEN REPORT

### (ACADEMIC YEAR 2023-24)

#### Action Taken Report of IQAC Meeting held on 9th September, 2023

The minutes of the IQAC meeting held on 16<sup>th</sup> June, 2023, were approved.

IQAC Meetings for NAAC 4th Cycle of Assessment and Accreditation were conducted. Workshops on Research Methodology, Outcome based examination, Mapping POs, COs, applying Bloom's Taxonomy Level, Intellectual Property Rights, etc. are scheduled in the second term.

The Departments and Committees conducted various programs, workshops, competitions, visits in association with Internal Quality Assurance Cell (IQAC) in addition to the tentative programme list provided at the beginning of the academic year. Some of the programmes conducted were –

- National Lecture Series on 'Indian Knowledge System and National Education Policy 2020' held online on 17<sup>th</sup> November, 2023. Prof. Ujwala Chakradeo Madam Hon'ble Vice Chancellor, SNDT Women's University, Mumbai, was the Eminent Resource Person.
- One day National Level Seminar on 'Bhartiya Gyaan Parampara, Bhakti, Sahitya Aur Tulsidas Ka Ramcharitmanas' was organised in collaboration with Maharashtra Rajya Hindi Sahitya Akadami, on 19<sup>th</sup> December, 2023.
- National Webinar on "NEP 2020: Awareness for Stakeholders" was organised on 29<sup>th</sup> July, 2023, during NEP 2020 Week; and various other programmes were organised.

The Circulars received from the Government, UGC and SNDT Women's University regarding implementation of NEP 2020 are regularly communicated to all the Staff. All the Faculty



**Dr. Santosh Kaul Kak**  
Principal

Marwadi Sammelan

# **B. M. RUIA GIRLS' COLLEGE**

NAAC ACCREDITED B+ (3<sup>rd</sup> Cycle)

11, Krishna Kunj, Vachha Gandhi Road, Gamdevi, Mumbai - 400 007.

Tel. : 2380 8130 • Fax : 2380 8137

E-mail : [principal1958@gmail.com](mailto:principal1958@gmail.com) / [bmruia@yahoo.com](mailto:bmruia@yahoo.com)

[023.bmrgirlscollege@gmail.com](mailto:023.bmrgirlscollege@gmail.com)

Website : [www.bmrgirlscollege](http://www.bmrgirlscollege)

Ref. No. :

Date :

members are encouraged to participate in the Malaviya Mission Teacher Training Programme (MM-TTP), for the Orientation and Sensitization of the Faculty members on core NEP 2020 themes. Faculty members were requested to enrol for the training programme through online mode to complete the Training. Some Teachers have registered and participated in NEP 2020 Faculty Development Programmes conducted by HRDC and MMTTC.

The Government Skill Development Courses are conducted at B.M. Ruia Girls' College under MOU with Saraswati Seva Pratishthan. During the academic year 2022-23, Three Courses were conducted under Government of Maharashtra, Skill Employment, Entrepreneurship and Innovation Department, Maharashtra State Board of Skill, Vocational Education and Training, viz. Customer Relationship Management (CRM) Domestic Voice, Data Entry Operator, Street Food Vendor. The Exam for Street Food Vendor was conducted on 10th October, 2023 and Customer Relationship Management (CRM) Domestic Voice, Data Entry Operator was held on 18th October, 2023. The Certificates were distributed on 12th January, 2024.

The following courses were sent to SNTD Women's University to be included in Chetna Pool of Courses: viz. Food Entrepreneur, Basics of GST, Data Base Management, Customer Service Administration. The University approval for the courses is awaited. Regular follow-up regarding the status is done with the university.

A budgetary allocation has been made for research-related activities in the departmental annual budget. Orders for the recommended library books and journals have been placed, and procurement is in progress.

Upon enquiry with SNTD Women's University regarding the process for the College to seek recognition as a Research Centre, it was conveyed that institutions intending to offer Ph.D. programmes must meet specific eligibility criteria. These include having at least two faculty members recognised as Ph.D. Guides in the relevant subject and the availability of a Postgraduate programme in the subject for which recognition is sought.



**Dr. Santosh Kaul Kak**  
Principal

Marwadi Sammelan

# **B. M. RUIA GIRLS' COLLEGE**

NAAC ACCREDITED B+ (3<sup>rd</sup> Cycle)

11, Krishna Kunj, Vachha Gandhi Road, Gamdevi, Mumbai - 400 007.

Tel. : 2380 8130 • Fax : 2380 8137

E-mail : [principal1958@gmail.com](mailto:principal1958@gmail.com) / [bmruia@yahoo.com](mailto:bmruia@yahoo.com)

[023.bmrgirlscollege@gmail.com](mailto:023.bmrgirlscollege@gmail.com)

Website : [www.bmrgirlscollege](http://www.bmrgirlscollege)

Ref. No. :

Date :

In view of this, the College submitted proposals for recognition of the following faculty members as Ph.D. Guides: Dr. Nooruzia Qazi (Commerce); Dr. Hemlata Masiwal (Sociology); Dr. Usha Kiran Tiwari (Sociology); Dr. Anita Jacob (Commerce); Dr. Sumita Guha (Economics); Dr. Kavita Patil (English)

Approval has been received for Dr. Kavita Patil (English), while approvals for the other faculty members are awaited. Once the requisite recognitions are received, the College will proceed with the application for recognition as a Research Centre. Principal Dr. Santosh Kaul Kak (Hindi) and Dr. Beenu Singh (Economics) have already been recognised as Ph.D. Guides by the University and have been allotted Ph.D. scholars.

MOU with Shri. M.D Shah Mahila College of Arts and Commerce, Malad, with Department of Economics was signed recently. Seminar on 'The Indian Capital Market', and 'Issues in Indian Economy' under Faculty Exchange Programme were organised.

MOU with Internal Quality Assurance Cell (IQAC) of Shri. M.D Shah Mahila College of Arts and Commerce, Malad, for conducting Student and Staff Development Programmes, Research Methodology Workshop, Inter-Collegiate Research Competition were discussed. The MOU will be signed in February, 2024.

MOU with Bhavan's College is under discussion and may be signed in February, 2024, by the Principal and IQAC of both the institutions

The matter of conducting an Environmental Audit was discussed in the IQAC meeting. Preliminary discussions regarding the same are currently in progress.

A lawyer was contacted for the procedure of Alumni Registration. The Alumni Committee is pursuing the matter. The Form was shared with In-charge of Alumni Committee Dr. Sunita Mishra, to do the needful.



**Dr. Santosh Kaul Kak**  
Principal

Marwadi Sammelan

# **B. M. RUIA GIRLS' COLLEGE**

NAAC ACCREDITED B+ (3<sup>rd</sup> Cycle)

11, Krishna Kunj, Vachha Gandhi Road, Gamdevi, Mumbai - 400 007.

Tel. : 2380 8130 • Fax : 2380 8137

E-mail : [principal1958@gmail.com](mailto:principal1958@gmail.com) / [bmruiya@yahoo.com](mailto:bmruiya@yahoo.com)

[023.bmrgirlscollege@gmail.com](mailto:023.bmrgirlscollege@gmail.com)

Website : [www.bmrgirlscollege](http://www.bmrgirlscollege)

Ref. No. :

Date :

To enhance career guidance initiatives and strengthen the Placement Cell informative sessions and industry interactions were organised to provide students with insights into career opportunities and recruitment processes. On 11th January 2024, the Department of Commerce and Placement Cell, in association with the Internal Quality Assurance Cell (IQAC), organized a seminar on "Career Prospects in the Banking Sector" for students across BA, BCOM, BMS, and PG programmes. The session was conducted by two officers from the Mumbai Regional Office, Reserve Bank of India (RBI), who provided valuable insights into the evolving job landscape in the banking industry, particularly in light of digitalization.

The officers explained the different job roles available in the banking sector and the qualifications required for various positions. Special emphasis was given to the process of applying for Grade B Officer positions in the RBI, including details about eligibility criteria, application procedures, and required documents. Additionally, the speakers addressed queries from students, making the session highly interactive and informative. The seminar provided students with a clear understanding of career pathways in banking, helping them make informed decisions about their professional future.

Career Guidance, Placement Committee and Skill Development Centre in association with Internal Quality Assurance Cell (IQAC) and District Skill Development, Employment and Entrepreneurship Guidance Centre organised Pandit Deen Dayal Upadhyay Mega Job Fair for students across BA, BCOM, BMS, BAMB, BCA and PG department on 30th January, 2024. Students took active part in the Job Fair and two students of TYBMS namely Ms. Arti Jadhav and Ms. Asmi Gawade got the Job opportunity with BTW Financial and Services Private Limited.

**PRINCIPAL**

B.M. Ruia Girls' College

Grant Rd., MUMBAI-7.



Dr. Santosh Kaul Kak  
Principal

Marwadi Sammelan

# B. M. RUIA GIRLS' COLLEGE

NAAC ACCREDITED B+ (3<sup>rd</sup> Cycle)

11, Krishna Kunj, Vachha Gandhi Road, Gamdevi, Mumbai - 400 007.

Tel. : 2380 8130 • Fax : 2380 8137

E-mail : principal1958@gmail.com / bmruiya@yahoo.com

023.bmrgirlscollege@gmail.com

Website : www.bmrgirlscollege

Ref. No. :

Date :

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

(ACADEMIC YEAR 2023-24)

### Action Taken Report of IQAC Meeting held on 27<sup>th</sup> January, 2024

The minutes and Action Taken Report of the IQAC meeting held on 9<sup>th</sup> September, 2023, were approved.

Smt. Sumita Shrikant Dalmia Intercollegiate Competition- 'NIRJHAR' was organised on 2<sup>nd</sup> and 3<sup>rd</sup> February, 2024, coordinated by Dr. Anita Jacob. The competitions were based on the theme '*Vasudhaiva Kutumbakam*' and included Quiz, Group Dance, Solo Song, Carrom, Essay Writing, Best out of Waste, Poster Painting, Debate, Fashion Show, Group Song, Card Making, Nail Art, Rangoli, and Chess. The Chief Guest of the ceremony was Smt. Joshna Rasam, Assistant Commissioner of Police, Pydhonie Division Office, L.T Marg Police Station, Mumbai. Around 363 participants from 31 colleges from Mumbai participated. 94 participants won prizes and 3 rotating trophies were awarded.

'Nirjhar Trophy-Maximum Participants' was awarded to B. M. Ruia Girls' College, however since it was the host college, the next college with maximum participants was awarded the Trophy, which was won by K.C. Law College, Mumbai.

'Trophy for Women Empowerment' was awarded to B. M. Ruia Girls' College, however since it was the host college, the next college with maximum girl participants was awarded the Trophy, which was won by Shri M.D. Shah Mahila College, Mumbai.

'Nirjhar Trophy- Maximum Winners' was bagged by B. M. Ruia Girls' College.

Shri Ramprasad Poddar Intercollegiate Bhajan Competition was organised on 9<sup>th</sup> February, 2024. Around 32 contestants from 15 Colleges participated. The Judges were Mrs. Shuchita Shirish Athlekar, Mrs. Dipali Thekedutt and Mr. Faraz Khan.





**Dr. Santosh Kaul Kak**  
Principal

Marwadi Sammelan

# **B. M. RUIA GIRLS' COLLEGE**

NAAC ACCREDITED B+ (3<sup>rd</sup> Cycle)

11, Krishna Kunj, Vachha Gandhi Road, Gamdevi, Mumbai - 400 007.

Tel. : 2380 8130 • Fax : 2380 8137

E-mail : [principal1958@gmail.com](mailto:principal1958@gmail.com) / [bmruia@yahoo.com](mailto:bmruia@yahoo.com)

[023.bmrgirlscollege@gmail.com](mailto:023.bmrgirlscollege@gmail.com)

Website : [www.bmrgirlscollege](http://www.bmrgirlscollege)

Ref. No. :

Date :

Intercollegiate Swarachit Kavya-Path Pratiyogita, was organised on 10th February, 2024. Around 30 students participated from Mumbai colleges. The Chief Guest was Shri. Vijaykumar Guptaji and the Judges were Shri. Kailash Chavan and Mrs. Sadhana Kamble.

NSS Special Camp was held between 16<sup>th</sup> to 22<sup>nd</sup> December, 2023 at the adopted village, Umroli, in Palghar District. The NSS Unit is exploring villages and areas to be adopted to conduct community service and extension activities. The NSS POs spoke to a couple of people regarding the adoption of village. The adopted area will be finalised after visiting the villages.

As per Government of Maharashtra and SNDT Women's University Circulars received from time to time, regarding implementation of NEP 2020 from the next academic year for UG Programs, all the Departments prepared the courses to be offered as per the revised credit structure and Government Circulars. The staff was motivated to do the needful.

The Principal and Staff members attended workshops, webinars, seminars, organised by the University, Faculty Development Programmes, Short Term Courses on NEP 2020 Orientation and Sensitization Training Programs conducted under UGC-MMTTC, etc.

Most of the Faculties contributed in preparing the syllabi, as members of Board of Studies at SNDT Women's University and other Autonomous Colleges in Mumbai. The Teachers from the Board of Studies for the subjects Hindi, English, Commerce, Accounts, Sociology, Economics, Interdisciplinary provided valuable inputs and designed the curriculum and syllabi. There are still changes in the NEP Credit structure, provided by the University, so once the final structure is received, the needful will be done.



**Dr. Santosh Kaul Kak**  
Principal

Marwadi Sammelan

# **B. M. RUIA GIRLS' COLLEGE**

NAAC ACCREDITED B+ (3<sup>rd</sup> Cycle)

11, Krishna Kunj, Vachha Gandhi Road, Gamdevi, Mumbai - 400 007.

Tel. : 2380 8130 • Fax : 2380 8137

E-mail : [principal1958@gmail.com](mailto:principal1958@gmail.com) / [bmruia@yahoo.com](mailto:bmruia@yahoo.com)

[023.bmrgirlscollege@gmail.com](mailto:023.bmrgirlscollege@gmail.com)

Website : [www.bmrgirlscollege](http://www.bmrgirlscollege)

Ref. No. :

Date :

The workshops on Outcome-based education, Mapping of P.O.s, C.O.s, applying Bloom's Taxonomy Level, Intellectual Property Rights, etc. are proposed to be organised in the coming academic year.

A mail was sent to all the faculty members attached with university letter inviting Minor Research Projects from Staff of affiliated Colleges. The Staff was conveyed to submit the Minor Research Proposals by 27<sup>th</sup> January, 2024.

The Scholarship Name list of 38 financially needy students from UG and PG Programs were sent to the Management. A sum of Rs 2,000/- each was approved for the academic year.

Under MOU with, the Internal Quality Assurance Cell of Marwadi Sammelan's B. M. Ruia Girls' College, in collaboration with Janseva Samiti Sanchalit Shri. M. D. Shah Mahila College of Arts and Commerce, a Research Workshop 'Anviksha' was organised on 1<sup>st</sup> March, 2024. National Seminar on "Redefining the Role of IQAC in the Changing Scenario of Quality in Higher Education", was organised on March 28, 2024, by IQAC of B. M. Ruia Girls' College and Shri M. D. Shah Mahila College of Arts and Commerce. In the Inaugural Session, Dr. Rajan Welukar, Hon'ble Vice Chancellor, Atlas Skilltech University delivered the Keynote address on 'Quality and Technology in Higher Education Changing Context' and Prof. Ujwala Chakradeo, Hon'ble Vice Chancellor, S.N.D.T. Women's University Mumbai, gave the Presidential address.



Dr. Santosh Kaul Kak  
Principal

Marwadi Sammelan

# B. M. RUIA GIRLS' COLLEGE

NAAC ACCREDITED B+ (3<sup>rd</sup> Cycle)

11, Krishna Kunj, Vachha Gandhi Road, Gamdevi, Mumbai - 400 007.

Tel. : 2380 8130 • Fax : 2380 8137

E-mail : principal1958@gmail.com / bmruiya@yahoo.com

023.bmrgirlscollege@gmail.com

Website : www.bmrgirlscollege

Ref. No. :

Date :

To promote research culture and interdisciplinary learning, the Internal Quality Assurance Cell (IQAC), Research Cell, and P.G. Department of Marwadi Sammelan's B.M. Ruia Girls' College, in collaboration with Janseva Samiti Sanchalit's Shri M.D. Shah Mahila College of Arts and Commerce, organized a Multidisciplinary Research Paper Presentation Competition titled "*Empowering Tomorrow: Unveiling Solutions through Sustainable Development Goals (SDGs)*" on 23rd March 2024.

The event featured 33 research paper presentations from undergraduate and postgraduate students across nine colleges and ten departments. The research topics covered a range of critical themes, including child-centric AI, gender equality, sustainable development, financial inclusion, and digital literacy among unorganized labourers. Papers were based on primary and secondary data, with detailed analysis and interpretations.

The competition was judged by Dr. Mamtha D'Souza (Assistant Professor, Don Bosco College, Kurla, Mumbai) and Dr. Akhilesh Tiwari (Senior Journalist, Dainik Bhaskar), who commended the participants for their research contributions. Principal Dr. Santosh Kaul Kak encouraged students to pursue further research and appreciated their active participation.

This initiative successfully promoted academic research, critical thinking, and interdisciplinary collaboration, reinforcing the institution's commitment to research excellence and sustainable development

PRINCIPAL

B.M. Ruia Girls' College  
Grant Rd., MUMBAI-7.



Dr. Santosh Kaul Kak  
Principal

Marwadi Sammelan

# B. M. RUIA GIRLS' COLLEGE

NAAC ACCREDITED B+ (3<sup>rd</sup> Cycle)

11, Krishna Kunj, Vachha Gandhi Road, Gamdevi, Mumbai - 400 007.

Tel. : 2380 8130 • Fax : 2380 8137

E-mail : principal1958@gmail.com / bmruia@yahoo.com

023.bmrgirlscollege@gmail.com

Website : www.bmrgirlscollege

Ref. No. :

Date :

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

### ACTION TAKEN REPORT

### (ACADEMIC YEAR 2023-24)

### Action Taken Report of IQAC Meeting held on 27<sup>th</sup> April, 2024

The minutes and Action Taken Report of the IQAC meeting held on 27<sup>th</sup> January, 2024, were approved.

Inputs and suggestions were collected from all departments regarding proposed academic, co-curricular, extracurricular, and administrative activities for the academic year 2024–25. Based on these contributions, the IQAC prepared a consolidated Plan of Action, ensuring alignment with institutional objectives and NAAC parameters. The final Plan of Action was incorporated into the college's annual academic calendar. Add-on Courses, Chetna Courses and Government Skill Courses were conducted during the academic year 2023-24.

SNDTWU-CHETNA Courses of 3 months duration conducted in the AY 2023-24 were - Database Management (4 Credits), Basics of GST (4 Credits), Food Entrepreneur (4 Credits), Customer Service Administration (4 Credits). Online exam was conducted by the University. Government Skill Courses – Domestic Data Entry, Street Food Vendor-Stand Alone and Customer Relationship Management (CRM) Domestic Non-voice, were conducted in the AY 2023-24. The Exams are scheduled shortly. The Courses offered under MOU with Sarasvati Sewa Pratishthan under CSR were, Micro-Finance, Social Media Executive and GST. The Courses were successfully completed. The Exams are scheduled shortly. Add-on Courses - 'Saral Hindi' Micro Finance Executive, Social Media Marketing, Master the Mind; Be a Mastermind; Chetna Courses - Social Media Marketing; Fundamentals of GST were offered and completed during the year. These courses will be offered to the students even in the next academic year.



**Dr. Santosh Kaul Kak**  
Principal

Marwadi Sammelan

# **B. M. RUIA GIRLS' COLLEGE**

NAAC ACCREDITED B+ (3<sup>rd</sup> Cycle)

11, Krishna Kunj, Vachha Gandhi Road, Gamdevi, Mumbai - 400 007.

Tel. : 2380 8130 • Fax : 2380 8137

E-mail : [principal1958@gmail.com](mailto:principal1958@gmail.com) / [bmruia@yahoo.com](mailto:bmruia@yahoo.com)

[023.bmrgirlscollege@gmail.com](mailto:023.bmrgirlscollege@gmail.com)

Website : [www.bmrgirlscollege](http://www.bmrgirlscollege)

Ref. No. :

Date :

Tally Gold Prime was purchased. Training for efficient and optimum use of Tally will be provided to the Office Staff shortly.

The Internal Quality Assurance Cell (IQAC) conducted Staff Development Programme on “Enhancing Professional Skills” for Non-Teaching Staff. The 30 hours Training Programme commenced from June 11, 2024. Sessions on Personality Development was conducted by Smt. Shruti Ranade, and Communicative English was conducted by Dr. Kavita Patil. The training programme will be continued later in the academic term/year.

Faculty members were informed to complete and submit their API (Academic Performance Indicator) files for the academic year 2023–24. Most faculty members have submitted their API files by June 30, 2024.

Feedback was collected from students, alumni, faculty, and employers through structured forms and online surveys. The IQAC reviewed and analyzed the responses to identify key areas for improvement. Based on the suggestions received, measures such as enhancing ICT usage in teaching, organizing soft skills and career guidance sessions, job fairs, and strengthening alumni engagement were proposed and conducted.

Few staff members visited the schools and junior colleges under School Connect Programme to orient staff and students on the new NEP 2020 structure and to raise awareness about SNDT Women's University, and the courses offered by the University and our college. The presentation was shared with all the Staff members, which should be used for orienting and creating awareness on implementation of NEP 2020. It is proposed to plan and visit schools



**Dr. Santosh Kaul Kak**  
Principal

Marwadi Sammelan

# **B. M. RUIA GIRLS' COLLEGE**

NAAC ACCREDITED B+ (3<sup>rd</sup> Cycle)

11, Krishna Kunj, Vachha Gandhi Road, Gamdevi, Mumbai - 400 007.

Tel. : 2380 8130 • Fax : 2380 8137

E-mail : [principal1958@gmail.com](mailto:principal1958@gmail.com) / [bmruia@yahoo.com](mailto:bmruia@yahoo.com)

[023.bmrgirlscollege@gmail.com](mailto:023.bmrgirlscollege@gmail.com)

Website : [www.bmrgirlscollege](http://www.bmrgirlscollege)

Ref. No. :

Date :

and junior colleges from October-November, 2024, for wider publicity and to involve all the faculty members.

The change in nomenclature for the Bachelor of Management Studies (BMS) Programme to B.Com (Management Studies) was received on August 20, 2024, as per University letter no. Affi-Gen1/BMR-04/2024-25/1461 dt. August 03, 2024, the Grant Affiliation vide. Vice Chancellor Order No. Affi.Gen.1/V.C.order/2024-25 dt. 09 July, 2024, to run the Programme B.Com (Management Studies) from Academic Year 2024-25. The admission to First Year Bachelor of Management Studies (BMS) Programme was discontinued from the academic year 2024-25, as per Government and University Circulars and Guidelines as the BMS Programme was taken under AICTE (All India Council for Technical Education). Now the Programme will be called as B.Com (Management Studies), as per new nomenclature received from the University.

The proposals of teachers for recognition as PhD Guides which was sent to the university, was approved. Recognition as PhD Guide was received for the following teachers in May 2024, Dr. Nooruzia Qazi (Commerce), Dr. Hemlata Masiwal (Sociology), Dr. Usha Kiran Tiwari (Sociology), Dr. Anita Jacob (Commerce), Dr. Sumita Guha (Economics). The PhD Guide approval for Dr. Sunita Mishra (Hindi) and Dr. Ganatra Kashyap (Accounts) was sent and is awaited.



**Dr. Santosh Kaul Kak**  
Principal

Marwadi Sammelan

# **B. M. RUIA GIRLS' COLLEGE**

NAAC ACCREDITED B+ (3<sup>rd</sup> Cycle)

11, Krishna Kunj, Vachha Gandhi Road, Gamdevi, Mumbai - 400 007.

Tel. : 2380 8130 • Fax : 2380 8137

E-mail : [principal1958@gmail.com](mailto:principal1958@gmail.com) / [bmruia@yahoo.com](mailto:bmruia@yahoo.com)

[023.bmrgirlscollege@gmail.com](mailto:023.bmrgirlscollege@gmail.com)

Website : [www.bmrgirlscollege](http://www.bmrgirlscollege)

Ref. No. :

Date :

IQAC conducted regular meetings with Criterion In-charges and faculty members to facilitate the preparation of the Self-Study Report (SSR) for the NAAC 4th Cycle of Assessment and Accreditation. Departments were guided on data compilation, systematic documentation, and maintaining all reports and related files in alignment with the Standard Operating Procedures (SOP) provided by NAAC. The SOP guidelines were explained and shared with all stakeholders to ensure clarity and compliance. A standardized documentation format was introduced to maintain uniformity and completeness across all departments. Faculty members actively participated in capacity-building workshops focused on NAAC quality benchmarks, covering key aspects such as best practices in documentation, assessment parameters, and continuous quality improvement strategies.

**PRINCIPAL**  
B.M. Ruia Girls' College  
Grant Rd., MUMBAI-7.