



Thakur Educational Trust's (Regd.)

**THAKUR RAMNARAYAN
COLLEGE OF ARTS & COMMERCE**

NAAC Accredited & ISO 21001:2018 Certified



Thakur Ramnarayan Educational Campus, S.V. Road, Dahisar (East), Mumbai - 400 068
Tel: 022 2828 1200 | Fax: 022 2828 1300 | www.trcac.org.in

IQAC QUALITY INITIATIVES (2024-25)

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FACULTY INDUCTION



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TRCAC/DC/IQAC/0001/2024-25

Date: 29/05/2024

**NOTICE
(DC)**

Faculty Induction Program

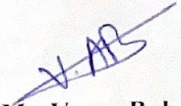
All faculty members of TRCAC are hereby informed that an **Faculty Induction Program** has been organized by IQAC.

The details are as follows:

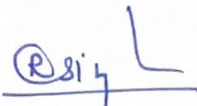
Session Timings: 7:30 a.m. to 9:30 a.m.

Venue: Seminar Hall

Day & Date	Particulars	Person In-charge
Saturday, June 1, 2024	Know Your College	IQAC Team
Monday, June 3, 2024	Art Therapy	Ms. Tejasvini Prabhakar
Tuesday, June 4, 2024	Motivation & Leadership	Ms. Sandhya Bhide
Wednesday, June 5, 2024	Teaching with Influence	Ms. Priya Singh
Thursday, June 6, 2024	Meditation & Yoga	Ms. Jignasha Garde


Mr. Vaqar Bubere
IQAC Coordinator




Dr. Ravish R. Singh
Principal



TRCAC/IP/06/FRM/07

Revision: A

REPORT ON Faculty Induction Program

Organised By: IQAC

Date: 1st June 2024 to 6th June 2024

Time: 7:30 a.m to 9:30 a.m

Venue: Seminar Hall, 1st Floor

BACKGROUND

- Reason/Objective- The main objective was induction of new as well as old faculties of the college
- Conducted under- The event was conducted by Internal Quality Assurance Cell (IQAC).
- Usefulness- The event was conducted to introduce the faculty about the college and also to enhance their physical and mental well-being in the beginning of the new academic year.
- Expected Outcome- The expected outcome of the event was smooth running of the institution and integrating new faculty members smoothly into the academic institution, ensuring they understand the culture, policies, procedures, and expectations.

BRIEF INTRODUCTION

The IQAC Department of Thakur Ramnarayan College of Arts and Commerce had organized a Faculty Induction Program from Saturday, i.e 1st June, 2024 to Thursday 6th of June, 2024. The resource persons for the sessions were Ms Tejasvini Prabhakar, Ms Sandhya Bhide, Ms Priya Singh and Ms Jignasha Garde. In the sessions, the speakers delivered speeches and activities which involved an In-depth Introduction of the College, Art Therapy session, An expert talk on Motivation and Leadership, Teaching with Influence and it concluded with a session on Meditation and Yoga on the last day. A total of 39 teachers were present for the session.

OBJECTIVES OF EVENT

The main objectives behind the induction held was

- To Introduce new faculty to the institution's culture, values, mission, and vision, helping them understand the organization's identity and priorities.
- To promote the mental, emotional, and physical health of educators, recognizing the crucial role they play in the educational system.

DETAILS OF PARTICIPANTS

Number of faculty members present	39
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CONDUCT OF THE ACTIVITY

Notice No.: No. TRCAC/DC/IQAC/0001/2024-25 was circulated among faculties on 29/05/2024 through Whatsapp.

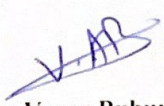
BEST LIKED PART OF THE PROGRAM

- Active involvement from the faculties of all the departments.

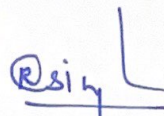
OUTCOME

After the event, faculties were able to:

- Have a detailed knowledge about the working of the college and various committees.
- This can lead to increased engagement, collaboration, and commitment among faculty members.
- By prioritizing self-care and stress management, educators can maintain resilience, job satisfaction, and effectiveness in their roles, ultimately benefiting both themselves and their students.


Mr. Vaqar Bubure
IQAC Coordinator




Dr. Ravish R. Singh
Principal

NEP-2020
SENSITIZATION
SESSION



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TRCAC/DC/IQAC/002/2024-25

Date: 08/06/2024

NOTICE
(DC)

NEP-2020 Sensitization Session

All faculty members of TRCAC are hereby informed that an “NEP-2020 Sensitization Session” has been organized by IQAC. Attendance of all the faculty members are mandatory.

The details are as follows:

Speaker: (1) Ms. Sumathi Ralkumar

(2) Mr. Vaqar Bubere

Day & Date: Monday, 10th June, 2024

Session Timings: 8:00 a.m. to 9:00 a.m.

Venue: Seminar Hall

Mr. Vaqar Bubere
IQAC Coordinator



Dr. Ravish R. Singh
Principal



TRCAC/IP/06/FRM/07

Revision: A

REPORT ON Session on NEP-2020 Sensitization

Organised By: IQAC
Date: 10th June 2024
Time: 8:00 a.m to 9:00 a.m
Venue: Seminar Hall, 1st Floor

BACKGROUND

- Reason/Objective- The main objective of a National Education Policy is to provide a comprehensive framework for the development and improvement of the education system, with the ultimate goal of fostering individual growth, societal progress, and national prosperity.
- Conducted under- The event was conducted by Internal Quality Assurance Cell (IQAC).
- Usefulness- The session was conducted to introduce to all faculty about the New Education Policy and how it will be implemented in the new academic year.
- Expected Outcome- the expected outcome of an NEP session is to foster a comprehensive and inclusive approach to education policy-making that addresses the diverse needs of learners and contributes to national development goals.

BRIEF INTRODUCTION

The IQAC Department of Thakur Ramnarayan College of Arts and Commerce had organized a session on New Education Policy 2020 on 10th June 2024. The resource persons for the sessions were Ms. Sumathi Rajkumar and Mr. Vaqar Bubere. In the sessions, the speakers delivered speeches and how the new NEP will work in an institution. A total of 41 teachers were present for the session.

OBJECTIVES OF SESSION

The main objectives behind the session held was

- To focus on developing detailed implementation plans and strategies to operationalize the new education policy..
- To involve identifying key actions, timelines, responsibilities, and resource requirements necessary to translate policy objectives into concrete outcomes on the ground.

DETAILS OF PARTICIPANTS

Number of faculty members present	41
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CONDUCT OF THE ACTIVITY

Notice No.: No. TRCAC/DC/IQAC/0001/2024-25 was circulated among faculties on 09/06/2024 through Whatsapp.


BEST LIKED PART OF THE PROGRAM

- Active involvement from the faculties of all the departments.

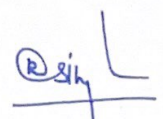
OUTCOME

After the event, faculties were able to:

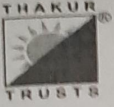
- Have a detailed knowledge about the working of the New Education Policy 2020.
- The outcome of the session on the new education policy is expected to be a synthesized understanding of perspectives and concerns, resulting in a revised policy framework that addresses diverse needs and priorities.
- This outcome sets the stage for effective policy implementation, fostering and enhancing the likelihood of achieving desired educational outcomes and objectives.


Mr. Vaqar Bubure
IQAC Coordinator




Dr. Ravish R. Singh
Principal

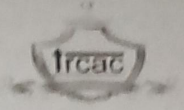
**COMMON
STRATEGY
FOR
NET/SET
PAPER I & II**



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TRCAC/DC/IQAC/003/2024-25

Date: 30/08/2024

**NOTICE
(DC)**

All faculty members of TRCAC who are preparing to appear for their NET/SET exam are hereby informed that a seminar has been organized by IQAC on **Common Strategy for NET/SET Paper I & II**. Attendance is mandatory.

The details are as follows:

Speaker: Mr. Ajay Gupta

Day & Date: Friday, 06th September, 2024

Session Timings: 12:00 p.m. to 02:00 p.m.

Venue: Lab no.503

Mr. Vaqar Bubere
IQAC Coordinator



Dr. Sumathi Rajkumar
Vice Principal

TRCAC/IP/06/FRM/07

Revision: A

Internal Quality Assurance Cell (IQAC)
Common Strategy for NET/SET Paper I & II

Brief Introduction

The IQAC Department of Thakur Ramnarayan College of Arts and Commerce had organized a **Common Strategy for NET/SET Paper I & II** on Friday, 6th September, 2024. The resource persons for the seminar were **Mr. Ajay Gupta**. In the sessions, the speakers delivered speeches and activities which involved an In-depth Knowledge of how to clear the NET/ SET exam. A total of 20 teachers were present for the session.

Objectives Of Event

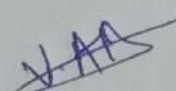
- To Understanding the Exam Pattern, Time Management, Revision , Reference Books & Study Materials.
- To Ensure comprehensive coverage of the syllabus,
- To Enhance analytical and reasoning skills
- To Achieve subject-specific mastery

Details of the Participants: 20 faculty members

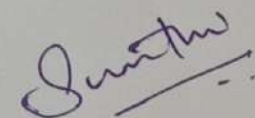
Outcome

- Have a detailed knowledge about preparing for exams.
- Enhanced Subject Knowledge and Skills of the faculty members.




Mr. Vaqar Bubere
IQAC Coordinator




Dr. Sumathi Rajkumar
Vice Principal

**How to Frame
First Year
Question
Paper based
on CO's &
Bloom's
Taxonomy**



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TRCAC/DC/IQAC/004/2024-25

Date: 08/10/2024

NOTICE
(DC)

All faculty members of TRCAC are hereby informed that a session is planned on **How to frame a First Year Question Paper based on CO's & Bloom's Taxonomy**. Attendance for all Faculty Members is mandatory.

The details are as follows:

Date: Wednesday, 9th October, 2024

Speaker: Mr. Vaqar Athar Bubere

Session Timings: 11:30 a.m. to 12:30 p.m.

Venue: Seminar Hall

Mr. Vaqar Bubere
IQAC Coordinator

Dr. Sumathi Rajkumar
Principal



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TRCAC/IP/06/FRM/07

Revision: A

REPORT ON

How to frame a First Year Question Paper based on CO's & Bloom's Taxonomy

Organised By: IQAC

Date: 09th October, 2024 at 11:30 a.m to 12:30 a.m

Venue: Seminar Hall

Brief Introduction

The IQAC department has organized "How to frame a First Year Question Paper based on CO's & Bloom's Taxonomy" as per the instruction given by the University of Mumbai.

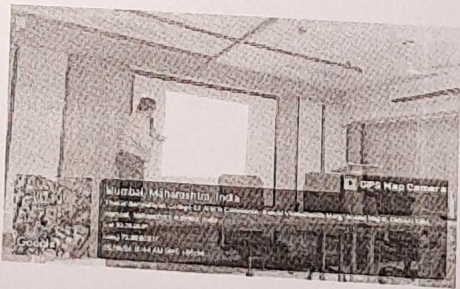
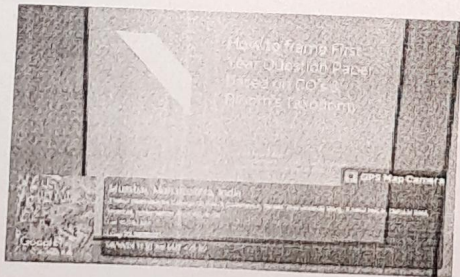
Objectives Of Event

- To Understanding Course Objectives of the subject and to link the same with Bloom's Taxonomy

Details Of Participants: 38 faculty members

Outcome

- Faculty got knowledge about Bloom's Taxonomy
- Faculty will be able to map CO's with Bloom's Taxonomy



Mr. Vaqar Bubure
IQAC Coordinator

Dr. Sumathi Rajkumar
Principal

INDIVIDUAL REVIEW MEETING



TRCAC/DC/IQAC/005/2024-25

Date: 16/10/2024

NOTICE
(DC)

Individual Review Meeting

All the Program Coordinators are hereby informed that the **Individual Review Meeting** for Term-I will be conducted department-wise by the Principal, the Vice-Principal & the IQAC Coordinator. The schedule for the same is given below:

Timing	21 October, 2024	22 October, 2024
10:00 am to 11:00 am	B.A.	B.Com (A&F)
11:00 am to 12:00 pm	B.Com (Management Studies)	B.A.M.M.C.
12:00 pm to 01:00 pm	B.Com	I.T. & C.S.

Venue is room no. 201. Attendance for all faculty members is mandatory.

Mr. Vaqar Bubere
IQAC Coordinator



Dr. Sumathi Rajkumar
Principal



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INDIVIDUAL REVIEW MEETING TERM-I (2024-25)

MINUTES OF THE MEETING

VENUE: Room No. 201

DATE: 24/10/2024

TIME: 10:00 am to 01:00 pm

The Individual Review Meeting for Term - I was conducted by the Principal, the Vice-Principal and the IQAC Coordinator. The main intention for the conduct of this meeting was to discuss the Academic, Research and Extra Curricular & Co-curricular work undertaken by the individual faculty members & by the department as a whole. Attendance for the same is attached with the minutes of the meeting.

The meeting is conducted in two separate sessions on two days.

Day1: Monday, 21 October, 2024.

Day2: Tuesday, 22 October, 2024.

Common points that were discussions with all departments:

1. Status of answer paper assessment of Semester-III.
2. Syllabus completion of Semester-I.
3. Preparation of University Examination that was to begin from 23 October, 2024.
4. Any persisting problems that the coordinators face in the department.
5. Any problems that the faculty members face with the coordinator of the department.
6. Attendance of the students in the classroom.
7. Discussions were also conducted on students who missed out the internal exams.
8. Importance was given to completion of work within the stipulated deadlines.
9. Principal also insisted on writing a quality research paper & publishing it in UGC Carelist
10. Further it was stressed that one FDP must be completed every year by each faculty.
11. The Principal proposed a vote of thanks.



Dr. Sumathi Rajkumar
Principal

TERM-I END MEETING



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TRCAC/DC/IQAC/006/2024-25

Date: 23/10/2024

**NOTICE
(DC)**

Term-I End Meeting (2024-25)

All Faculty Members are hereby informed that the **Term-I End Meeting (2024-25)** will be conducted by the Principal. Attendance for all faculty members is mandatory. The details for the same is given below:

Date: Saturday, 26 October, 2024

Timing: 10:30 am onwards

Venue: Seminar Hall

**Mr. Vaqar Bubere
IQAC Coordinator**



**Dr. Sumathi Rajkumar
Principal**



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TERM-I END MEETING (2024-25)

MINUTES OF THE MEETING

VENUE: Seminar room

DATE: 26/10/2024

TIME: 10:30 am to 11:30 am

The Term - I End Meeting was conducted by the Principal. The main intention for the conduct of this meeting was to discuss the Academic, Research and Extra Curricular & Co-curricular work undertaken by the Degree College section as a whole. Attendance for the same is attached with the minutes of the meeting.

Points that were discussed during the meeting:

1. The concerning lack of Research Paper Publications was brought to the notice of the faculty members and strategies to overcome the same were discussed.
2. Faculties were informed about the requirement to complete at least one recognised Faculty Development Program within an academic year. Resources for the same were also shared.
3. The last working date for Term I will be 29/11/2024, and the first working day of Term II will be 11/11/2024.
4. Semester I examinations will be conducted once the college reopens for Term II.
5. Semester IV lectures will commence from 14/11/2024.
6. Internal ISO Audit will be conducted in the month of November.
7. Academic and Administrative Audit will be conducted in the first week of February.
8. AQAR for the AY 2023-24 has to be submitted within the given deadlines.
9. The Principal also advised faculty on how to improve time management skills and meeting deadlines while managing stress.
10. Faculties were reminded regarding the institute policy for the issuance of warning letters and memos.



Dr. Sumathi Rajkumar
Principal

FACULTY ORIENTATION



TRCAC/DC/IQAC/007/2024-25


Date: 06/11/2024

NOTICE
(DC)

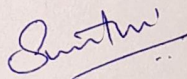
Faculty Orientation

All Faculty Members are hereby informed that the **Faculty Orientation** is scheduled for two days. Attendance for all faculty members is mandatory. The details for the same is given below:

Day 1: Monday, 11 November, 2024 (Venue: Seminal Hall)	
09:30 am to 12:00 pm	Understanding & mapping of PO, PSO & CO. -By Dr. Sumathi Rajkumar
12:30 pm to 01:30 pm	How to write Faculty Diary & IR Form -By Mr. Vaqar Bubere
Day 2: Tuesday, 12 November, 2024 (Venue: Seminal Hall)	
09:30 am to 11:30 am	Research Paper Writing (Session - I) -By Dr. Neha Goel
12:00 pm to 02:00 pm	Research Paper Writing (Session - II) -By Dr. Neha Goel


Mr. Vaqar Bubere
IQAC Coordinator




Dr. Sumathi Rajkumar
Principal

TRCAC/IP/06/FRM/07

Revision: A

REPORT ON

Faculty Orientation

Organized By: IQAC

Date: 11th November, 2024 from 09:30 a.m to 12:30 p.m.

16th November, 2024 from 01:30 p.m. to 02:30 p.m.

Venue: Seminar Hall, Computer Lab 503

Brief Introduction

The IQAC department has organized a series of sessions on the following topics for the benefit of the faculty members of Degree College

1. Filling of Faculty Diary by Mr. Vaqar Bubere
2. Research Paper Writing by Dr. Neha Goel
3. Understanding and Mapping of POs, COs, and PSOs by Dr. Sumathi Rajkumar

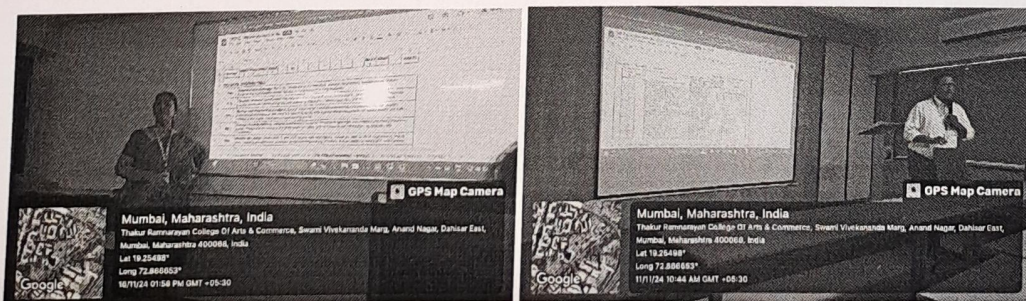
Objectives Of Event

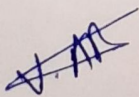
- To orient the faculty members about the processes and functions of the faculty diary.
- To enable them to write quality research papers.
- To understand the concept of Program Outcomes, Course Outcomes, Program Specific Outcomes.

Details Of Participants: 39 faculty members

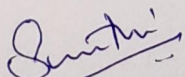
Outcome

- Faculty got knowledge about filling of Faculty Diary
- Faculty will be able to map POs, COs, and PSOs




Mr. Vaqar Bubere
IQAC Coordinator




Dr. Sumathi Rajkumar
Principal