



St. John College of Humanities and Sciences

ALDEL EDUCATION TRUST'S
AUTONOMOUS
(A Christian Religious Minority Institution)
Affiliated to University of Mumbai



NAAC Accredited with Grade 'B++'

Minutes of the Third IQAC Meeting for the Academic Year 2025–26

Date: 13 February 2026

Time: 11:00 a.m.

Venue: Conference Room, SJCEM

Meeting Type: Third Meeting of the Internal Quality Assurance Cell (IQAC)

The Third Meeting of the Internal Quality Assurance Cell (IQAC) for the Academic Year 2025–26 was held on Friday, 13 February 2026 at 11:00 a.m. in the Conference Room of SJCEM under the Chairpersonship of Dr. Muktha Manoj Jacob, Principal.

The IQAC Coordinator, Dr. Priya Dilip Chaurasiya, welcomed all the members and special invitees and briefed the house on the agenda items.

Members Present

All members as per the notice were present/leave of absence was granted to those unable to attend.

Agenda Item No. 1

To confirm the Minutes of the Second IQAC Meeting of the Academic Year 2025–26 held on 26 November 2025.

The minutes of the Second IQAC Meeting were circulated among the members prior to the meeting. The members reviewed the proceedings and confirmed the minutes without modification.

Resolution No. 1:

Resolved that the minutes of the Second IQAC Meeting held on 26 November 2025 be confirmed.

Agenda Item No. 2

To note the Action Taken Report of the Second IQAC Meeting held on 26 November 2025.





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The IQAC Coordinator presented the Action Taken Report on decisions taken in the previous meeting. Members noted progress on academic quality initiatives, student support mechanisms, and preparatory work under autonomy.

Particular emphasis was placed on:

- Progress on implementation of student-centric academic support initiatives.
- Follow-up actions related to strengthening examination reforms and mentoring.
- Preparatory work initiated towards institutional quality benchmarks.

The members appreciated the progress made and noted the report.

Resolution No. 2:

Resolved that the Action Taken Report of the Second IQAC Meeting be noted and approved.

Agenda Item No. 3

To review and analyze the academic performance of students in Semester I, III and V Examinations for the Academic Year 2025–26.

Detailed result analysis was presented and discussed. The committee reviewed programme-wise performance, pass percentages and areas requiring academic intervention.

After deliberations, the following suggestions were made:

a) Academic Enhancements and NPTEL Integration

- Members suggested encouraging faculty participation in NPTEL courses to strengthen academic delivery and mentoring support.
- It was proposed to increase student enrollment in NPTEL and other value-added certification courses.
- Until formal university guidelines for NPTEL credit integration are finalized, such courses may be treated as extra credits.

b) Student Engagement and Attendance Management

- Members discussed concerns regarding student absenteeism and resolved that attendance monitoring should be a shared responsibility of mentors, faculty and committees.
- Departments were advised to identify causes for low attendance and implement corrective measures.





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- Suggestions were made to improve student engagement through practical-oriented inputs and innovative teaching strategies.

c) Result Analysis and Remedial Measures

- Based on performance gaps identified, bridge and remedial courses in key subjects such as Mathematics and Statistics were proposed.
- Faculty were encouraged to strengthen foundation-level teaching for first year learners.
- It was suggested that future result analysis include both percentages and actual student numbers for clarity.

Resolution No. 3:

Resolved that the result analysis be approved and departments initiate remedial measures and enrichment initiatives as discussed.

Agenda Item No. 4

To deliberate on the introduction of new courses/subjects under autonomy in alignment with NEP 2020 and industry requirements.

The members deliberated on curriculum innovation and introduction of new courses under the autonomous framework aligned with NEP 2020.

The following proposals were discussed:

a) Introduction of New Courses / Open Electives

- Introduction of skill-oriented and interdisciplinary Open Electives was proposed.
- Courses such as Web Designing and other industry-relevant electives for non-technical learners were suggested.
- Value-added and certificate courses aligned with employability and emerging trends were encouraged.

b) Collaborations and Institutional Visits

- Members discussed strengthening collaborations through MoUs with reputed institutions.
- Benchmarking visits and faculty exchange initiatives were proposed for sharing best practices.





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c) Faculty Resource and Expert Support

- Resource sharing across departments and institutions was suggested for specialized subjects.
- Invitation of visiting experts/faculty for difficult or emerging subject areas was recommended.

d) Quality and Institutional Initiatives

The following additional institutional initiatives were proposed:

- Initiation of the institution's first NIRF submission through constitution of a Core Committee.
- Strengthening field visit protocols through risk assessment mechanisms.
- Enhanced student participation in quality assurance processes, including representation in IQAC discussions where appropriate.

Resolution No. 4:

Resolved that the proposals related to introduction of new courses and related quality enhancement initiatives be approved in principle and placed before relevant statutory bodies for further action.

Agenda Item No. 5

To consider any other matter with the permission of the Chair.

With permission of the Chair, the following points were discussed:

- Need to strengthen industry-academia linkage through internships, guest lectures and collaborative activities.
- Greater focus on research culture, innovation and participation in quality rankings.
- Continued review of academic and administrative processes under autonomy for continuous improvement.

The Chair appreciated the suggestions made by all members and emphasized timely implementation of the decisions.

Resolution No. 5:

Resolved that the suggestions made under any other matter be taken up for implementation through concerned committees and departments.





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Conclusion

There being no other business to transact, the meeting concluded with a vote of thanks to the Chair.

Meeting Adjourned at: 1:00 p.m.

Prepared by

Dr. Priya Dilip Chaurasiya
IQAC Coordinator



Approved by

Dr. Muktha Manoj Jacob
Principal & Chairperson, IQAC