

# H L COLLEGE OF COMMERCE (AUTONOMOUS)

H. L. Campus, S.V. Desai Marg, Vasant Vihar, Navrangpura, Ahmedabad-380009

## MINUTES OF THE MEETING OF THE IQAC OF H L COLLEGE OF COMMERCE (AUTONOMOUS) HELD ON 31<sup>ST</sup> JANUARY 2025, AT 11:00 AM, AT THE CONFERENCE ROOM, HLCC CAMPUS, AHMEDABAD.

The following members were present for the online meeting:

Sr. No.	Name	Particulars	Attendance
1.	Dr. Shriram Nerlekar	Academic Director, AES, Management Representative	Present
2.	Dr. Mona Kelshikar	Principal & Chairperson, IQAC	Present
3.	Dr. Parag Shah	Coordinator, IQAC	Present
4.	Dr. Manisha Bhavsar	Coordinator, IQAC	Present
5.	Prof. Pravin Parmar	Head, Department of Statistics	
6.	Dr. Nisha Bhavsar	Head, Department of Accountancy & PG Program In-charge	Present
7.	Dr. Sandip Parmar	Head, Department of Management	Present
8.	Dr. Radha Tiwari	Department of Economics	Present
9.	Prof. Yogendra Shastri	Placement Officer	Present
10.	Dr. Payal Shastri	Faculty Co-ordinator, B Com (BFS)	Present
11.	CS Komal Kewalramani	Faculty Co-ordinator, B S (Fintech)	Online
12.	CFA Pruthvi Kalal	Faculty Co-ordinator, B S (IF)	Present
13.	Mr. Dharmesh Shah	Administrative Office	Present
14.	Mr. Shapath Shah	President, H L College Alumni Association	Present
15.	Mr. Jainil Shah	Entrepreneur	Absent
16.	Mr. Vipinchandra Sadhansive	Founder, VIIT India (Employer)	Present
17.	Ms. Ekta Kikani	Parent	Online
18.	Ms. Charmi Parvadiya	General Secretary, Student Council	Present

The Principal welcomed all to the 1<sup>st</sup> IQAC meeting of 2025 of HLCCA,

### Chairperson of the Meeting:

Dr. Mona Kelshikar, Principal & Chairperson, also welcomed all members and emphasized the significance of the meeting, being the first IQAC meeting of 2025.

Thus, thereafter the discussions began with respect to the agenda items which was circulated well in advance with the invitation of the IQAC Meeting.

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## 1. Updates on Autonomous Status, Programs, and Courses:

Dr. Mona Kelshikar provided an update on the college's autonomous status, which was granted last year, following recommendations from NAAC. She thanked Dr. Shriram Nerlekar for his contributions to the process. She informed the members that since gaining autonomy, the college has introduced three new self-financed programs. Additionally, the curriculum for these programs and other courses, including B. Com and M. Com, has been revamped to align with the New Education Policy (NEP). The revamp aims to provide better scope for future prospects and make the courses more relevant to current needs.

## 2. Discussion of the New Evaluation System, use of Bloom's Taxonomy and OBE:

Dr. Mona Kelshikar invited Dr. Parag Shah to present the updates on the new evaluation system. Dr. Parag Shah explained that, until now, the assessment system mainly focused on the "remembering" level of Bloom's Taxonomy. However, with autonomy and the NEP, the college has shifted to a more comprehensive evaluation model. The new system focuses on different cognitive levels such as remembering, understanding, applying, analyzing, and evaluating. The evaluation system has been divided into Continuous Comprehensive Evaluation (CCE) and Semester-End Examination (SEE), with weighted assessments for both 4-credit and 2-credit courses. The system is designed to make learning more holistic, and faculty members have been trained to incorporate these levels of assessment into their teaching. Dr. Mona Kelshikar thanked Dr. Shiram Nerlekar for his efforts in helping faculty adapt to the new evaluation system.

## 3. Updates on ERP and Website Development

Dr. Parag Shah introduced the agenda regarding the ERP system and website development, and requested Dr. Manisha Bhavsar take the discussion forward. Dr. Manisha Bhavsar shared that the college has implemented Mastersoft ERP, which covers all modules, including academic, administration, and finance. This system has significantly streamlined processes, from attendance and admissions to test management and result generation. She mentioned that faculty members are now getting comfortable using the ERP system, even though the transition was initially challenging.

Dr. Mona Kelshikar shared that while the ERP system has made it easier to create question banks and conduct tests smoothly, there were some initial glitches and challenges. Although the system is still not fully perfect, the dedication and adaptability shown by the faculty have been impressive. With continued effort, it's expected that the process will become even more successful in the future.

Dr. Shriram Nerlekar emphasized that HL College's adoption of ERP is more progressive compared to other institutions. He noted that the ERP transition is a step forward despite initial challenges, and he is confident that the process will continue to improve.

Thereafter,

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Dr. Manisha Bhavsar provided an update on the college website, mentioning that it will provide easy access to key information, such as course details and other information taking care of all the regulatory requirements. To which, Dr. Shriram Nerlekar, added and shared update for the website, emphasizing that the website is made simple yet informative, with all the necessary information well-organized and easily accessible ranging from course information, course details, faculty profiles, and all the procedural aspects as required to be hosted on the website. He instructed the faculties to keep updating ERP system since the faculty information on public display will be sourced from the ERP database. Continuing, he highlighted the importance of having a well-functioning website, as authorities like UGC closely monitor it, and it is also a critical requirement for NAAC accreditation.

#### 4. Infrastructure Development, Renovation, and Computer Lab

With reference to the Infrastructure Development following updates were discussed:

##### **Solar Panel Installation:**

Dr. Manisha Bhavsar began the discussion by providing an update on the installation of a 60 KW solar power system on the college rooftop, as part of the college's ongoing green initiative. She highlighted how this installation has significantly reduced electricity expenses, marking a positive step toward sustainability. Dr. Mona Kelshikar added that the solar installation has already led to noticeable savings on electricity costs, furthering the college's progress in its green efforts.

Dr. Shriram Nerlekar then shared his thoughts, emphasizing that such initiatives are not just about cost savings but are also a civic responsibility. He noted that green efforts like these not only improve the college's image but are also beneficial in the long run, contributing positively to the environment and society.

##### **Computer Lab Renovation:**

Dr. Manisha Bhavsar provided an update on the development of the new computer lab, which is nearing completion and will soon be operational. The lab is equipped with 48 upgraded computers, designed to support online quizzes, exams, and value-added courses. This initiative aims to enhance skill development for both current and new students, further integrating technology into the learning process.

Dr. Shriram Nerlekar emphasized the importance of maximizing the utilization of the lab, suggesting that it should primarily be used for conducting online tests, especially for multiple-choice question (MCQ)-based exams. He noted that the lab's dedicated setup would help resolve issues related to the compatibility of the ERP software with iOS systems, ensuring a standardized testing environment for all students. Dr. Nerlekar proposed that all self-financed coordinators to mandatorily conduct their online tests in this lab. He recommended organizing students into slots to ensure efficient management of space and resources within the lab.

Further, Dr. Nerlekar raised the idea of renting out the lab to external institutions, particularly for test administration on weekends. He highlighted that several organizations are seeking

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well-equipped centres for conducting exams, and this lab could serve as a valuable resource. Renting the lab out could also generate additional revenue for the college and increase its visibility in the academic community. Dr. Vipinchandra Sadhansive supported this suggestion, pointing out that there are few centres with such facilities, and the lab could play a crucial role in meeting the demand for exam spaces. This would not only benefit external organizations but also strengthen the college's collaborations and enhance its reputation.

Finally, Dr. Nerlekar recommended appointing a dedicated lab coordinator to oversee the daily operations and management of the lab, ensuring it is used effectively and that all logistical aspects are handled smoothly.

## **Smart Board Installations and Infrastructure Renovations**

Dr. Parag Shah then updated the members on the installation of smartboards in classrooms, a step aimed at enhancing the teaching and learning experience. He mentioned that these smartboards will facilitate the delivery of multimedia content, making lessons more interactive and engaging for students. Dr. Manisha Bhavsar added that at present the classes at the college are well equipped with smart board as well as interactive projectors. Dr. Mona Kelshikar added here that the plan is to add more smartboards over the next year, gradually, upgrading classrooms to modernize teaching infrastructure.

Dr. Shriram Nerlekar emphasized the importance of ensuring that these infrastructure upgrades, in form of installation of more smartboards be factored into the budget for the next financial year. This would ensure a seamless continuation of the plans and adequate financial support to complete the initiative.

Lastly, Dr. Manisha Bhavsar provided an update on infrastructure improvements aimed at enhancing the college's facilities. These include the renovation and construction of a new self-finance staff room, the development of a state-of-the-art examination centre equipped with CCTV monitoring to ensure secure and technology-driven assessments, and a comprehensive renovation of the administrative block. All these upgrades of administrative block renovation and the installation of the latest electrical fittings to modernize the infrastructure are part of the college's continuous efforts to improve working conditions for faculty and provide a better, more secure environment for students.

## **5. Soliciting Feedback from Stakeholders**

Dr. Mona Kelshikar took the agenda forward and emphasized the importance of gathering feedback from all key stakeholders, including students, alumni, parents, and industry experts, to continuously improve the institution.

Dr. Parag Shah highlighted that the feedback system would offer a comprehensive view of the college's performance, covering aspects such as faculty, curriculum, facilities, academic programs, and special courses. He explained that the 360-degree feedback approach would help identify areas for improvement while ensuring a positive and constructive process.

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Dr. Shriram Nerlekar suggested including industry-specific experts in the feedback process, especially to bridge the gap between academia and industry. Dr. Parag Shah confirmed that industry experts are always part of the Board of Studies, to which Dr. Nerlekar recommended involving experts relevant to specific verticals to better align academic programs with industry needs.

Additionally, Dr. Shriram informed that a dedicated tab for feedback collection would be added to the college website, making it easier for stakeholders to provide input on the curriculum and other aspects, ensuring that the college receives accurate and valuable insights for continuous enhancement.

## 6. Updates on Reports (AQAR, GSIRF, NIRF, AISHE)

Dr. Mona Kelshikar requested Dr. Manisha Bhavsar to begin the agenda discussion. Dr. Bhavsar confirmed that all required reports, including AQAR, GSIRF, NIRF, and AISHE, have been submitted on time with no delays from the college's side, although she mentioned a potential delay from AISHE's end which resulted in slightly delayed submission.

Dr. Shriram Nerlekar highlighted that HL College is currently not ranked among the top 100 in the NIRF rankings, which is an area of concern. He referenced the significant improvement in LMCP's ranking, which rose from 58 to 52, as a testament to the power of collective efforts and focused improvement strategies. Dr. Nerlekar suggested that HL College adopt a similar approach, emphasizing the importance of analyzing and addressing the specific parameters that contribute to the rankings. He encouraged the IQAC members to work collaboratively, carefully reviewing these parameters to identify key areas for enhancement. Additionally, he stressed the importance of faculty members actively seeking support from the management to overcome any existing shortcomings and improve the college's performance. Dr. Nerlekar also underscored the rich legacy of the college, motivating the team to come together with a shared sense of purpose and determination. He called for a comprehensive, collective effort to thoroughly analyze ranking factors and develop a robust plan to boost the college's standing in future rankings, ultimately enhancing the institution's reputation and future prospects.

## 7. Nomination of External Peer Team Members on IQAC

Dr. Mona Kelshikar took for discussion this agenda item and informed the members that, starting this year, it is essential to have external peers guide the college from an external perspective. She proposed two names for the external peer review team, vis-a-viz: Dr. R D Modi, Principal, C P Patel & F H Shah Commerce College, Anand and Dr. Ajay Gor, Director of SVKM Kadi Campus, Gandhinagar & Principal, Pramukh Swami Science & H. D. Patel Arts College, noting that these experts have experience in improving rankings and scores, making them well-suited as external peer team members on IQAC.

Dr. Shriram Nerlekar confirmed that, as per UGC/NAAC guidelines, it is mandatory to have two external peer reviewers. He expressed his agreement with the proposed names and

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approved their involvement, highlighting their role in providing valuable guidance for the college's future improvements.

### 8. Any Other Matter with the Permission of the Chair

Dr. Shriram Nerlekar suggested several points for discussion before the next IQAC meeting:

- All faculty members should critically evaluate their performance to improve the NIRF ranking.
- A formal resolution on Course Outcome (CO) attainment levels should be implemented to align with Outcome-Based Education (OBE) and better capture performance. Dr. Nerlekar recommended orientation session for the faculties focused on the COs and POs attainment and measurement.
- The roles and responsibilities of IQAC, as outlined by NAAC, including conducting academic and administrative audits, should be further implemented. Dr. Nerlekar suggested the members to have a specific document in a questionnaire format for the audits, and he proposed to share brief to some IQAC members in a phased manner for the implementation of the same. He stressed on developing 'Quality Policy' and establishing benchmarks for attainment. This will help to evaluate and assure progressive Quality improvement at the college. He reiterated that HL College should live up to its quality policy by strengthening internal quality assessment processes, defining quality standards, and setting benchmarks, including but not limited to improving administrative functions such as: standards and timelines for issuance of bonafide and transfer certificates etc.
- The Internal Quality Assurance Cell should continue playing a pivotal role in these efforts.

Dr. Vipinchandra Sadhansive here apprised the members that HL has always served quality in terms of academia as well as administration and praised the quality of students at HL College, noting the significant difference he observed compared to other colleges. He expressed his gratitude to the professors for shaping the students' futures.

Dr. Parag Shah highlighted the important role of Prof. Yogendra Shastri's placement training in preparing students for interviews, making them more job-ready. Dr. Mona Kelshikar informed that a 100-hour course has been designed to further prepare students for interviews. Dr. Shriram Nerlekar congratulated the team for the efforts and expressed his satisfaction towards the process and journey towards excellence.

There being no other agenda to discuss, it was decided to conclude the meeting.

### Vote of Thanks:

The meeting was thus adjourned at 12:20 P.M. with a vote of thanks to the Chairperson.

Place: Ahmedabad  
Date: 31<sup>st</sup> January 2025

Dr. Mona Kelshikar  
Chairperson