



An Institution of
the Society for the Higher Education
of Women in India

Office of the Principal

Sophia College (Autonomous)

Bhulabhai Desai Road

Mumbai – 400026

Ph: 022-23512642 / 23523304

sophiacollegemumbai.com

Dated: 10.05.2023

Action taken report for the IQAC meeting held on 12th April 2023

Agenda proposed	Action taken
To complete the college calendar for the next academic year in May 2023	Work is in progress
To submit all the remaining AQARs by the end of May 2023	Work is in progress. 2019-2020 AQAR has been submitted. Data is been collated for 2020-2021 and 2021-2022
To implement the suggestions given by the auditor during the green audit for the next audit	Discussions are yet to be done
To put an effective mechanism in place to attract students to SCESA	Discussions are on-going
To conduct Admin Audit in June 2023	Not yet done
To individually approach staff members to collect data/documentary evidence for NAAC	Yes
To form a group of teacher's alumni who have recently retired. This group can help College in person or in online mode	Discussion on this is yet to be done
To appoint an office assistant for SCESA – Sophia College Ex-students association	Not yet done, this will be done in the next academic year
To continue the work on NEP	Meetings are regularly held, time-table, credits and syllabi are been worked upon. Lectures will be of 1 hour duration and there will be a one-time 30-minute break. A person to handle NEP work will be assigned in the admin office.
College Union Committee (CUC) from the next academic year will be expanded and include student representatives from PG and QA. However, there will be reservation for women for being part on the CUC for PG students.	This will be done from the academic year 2023-2024.
The College will initiate a new club from next year onwards who will be involved with the Marathi cultural activities.	Yes, initiated. This was announced on the Maharashtra day. Ms. Shiny Gilbert and Ms. Wilma Monteiro will be the staff In-charge members.
To ask the departments to share the details of the events, departmental activities, and any social media related data/pictures with the Public Relations (PR) team of the College	This will be done from the academic year 2023-2024

A separate classroom for PG will be in place in the Science building.	This is likely to be in effect from 2023-2024 onwards
More routers will be added in the college.	In the next academic year (i.e., 2023-2024)
Appeal letters will be sent to parents and alumni for active involvement, and corpus fund formation etc.	An attempt will be done to do this as soon as possible. Alternatively, this will be a long-term plan.



Dr. T.C. Roy

IQAC Coordinator



Dr. Anagha Tendulkar Patil

Principal, Sophia College Autonomous