



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

Office of the Principal

Sophia College (Autonomous)

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### Action taken report for the IQAC meeting held on 15<sup>th</sup> January 2020

Agenda proposed	Action taken
To share agenda of the IQAC meetings along with the minutes of the previous meeting with the committee members via email	Yes
To guide CAS applicants in preparing their CAS files	Yes
TAQ forms will be modified	Yes
To administer TAQs online and to make the comments available to the concerned lecturers	Yes
To finalize the method of administering Student Satisfaction survey	Yes
To obtain the data regarding the placement i.e. where the ex-students are placed	Yes
To formulate the five-item questionnaire to obtain feedback from parents	Yes

#### Details of some more activities organized by IQAC in 2019-2020

1. On 26th July 2019, 400 students of Sophia College (Autonomous) were escorted to movie theatres in South Mumbai, to watch the movie URI- The Surgical Strike. Students were at Central Cinema, Maratha Mandir, Dreamland Cinema and Roxy Cinema. Reporting time was 9.30 am and the show time was 10 am to 12.15 pm
2. IQAC mentored Byramjee Jeejeebhoy College of Commerce to help them fill up their AQAR.
3. A session was conducted on 13th September 2019 for the College Admin staff by Mr. Ravi Shukla to solve the queries of the admin staff regarding the MIS Software. Training was facilitated to use MIS Software in day-to-day work. Topics like fee collection, generating consolidated reports, attendance module was explained.
4. A session was conducted on 4th October, 2019 on Evaluations Reforms by Ms. Swarupa Kamat and Ms. Sandra Mendes.
5. An Induction session for new teaching staff was conducted by Dr. (Sr.) Ananda Amritmahal on 4th October 2019.
6. A workshop on Understanding Assessment and Evaluation, Learning Objectives and Learning Outcomes was conducted by Dr. Andrea Coutinho and Dr. Ivan John on 5th October 2019.

7. A training workshop on Excel and MIS was conducted for Admin Office Staff by Mr. Vilas Rodrigues on 10th October 2019.
8. A workshop cum session on Cyber security was organized for the In-house students (FYBA, SYBA, SYBSc) by Mr Sachin Dedhia on 19<sup>th</sup> November 2019. Two sessions were held – morning and afternoon.
9. Seven students from Sophia College (Autonomous) participated as delegates in the CASI Maha Model United Nations 2019 organized at the University of Mumbai on 6th and 7th December 2019. This event was organised by CASI Global in collaboration with the Government of Maharashtra - Public Works Department, Environment Department, Pollution Control Board, Maharashtra Motor Vehicle Department, Forest Department, Tribal Development Department, and CSR Diary
10. Sophia College in association with Jadavpur University Alumni Association, Mumbai (JUAAM) organised a one-day symposium on “Frontiers in Science” on 14 December, 2019. This was organized by the Department of Physics in collaboration with the IQAC.
11. IQAC Coordinator Dr. Anagha Tendulkar initiated a Flag Day collection drive in the college. The ‘Armed Forces Flag Day’ was observed on the 6th December, 2019 throughout the Country. Kendriya Sainik Board, Ministry of Defence has requested for raising funds through distribution of Token flags, booklets and brochures and collection of contributions by volunteers from amongst the staff of the Ministry for the noble cause of support to the families of our martyrs, the disabled ex-servicemen, and their dependents.
12. FYBA students of Foundation Course celebrated Marathi Bhasha Diwas on 27th and 28th February 2020. The event started with a ten minutes talk on the importance of learning Marathi by Dr. T. C. Roy. A soft Poster on "Marathi Bhasha Diwas was prepared by a student of the class which was projected in the hall using LCD projector. Another student, Ms. Isha Sankhe gave a beautiful presentation on 'significance of Marathi language, and the contribution of Marathi literature to Indian culture. Marathi Language Promotion fortnight was celebrated in the library from 17th February 2020 to 29th February 2020 as part of Marathi Din which is celebrated in the College on 27th February 2020. NSS unit of Sophia College also celebrated Marathi Bhasha Divas.
13. Planning and Execution of Additional credits - Class wise all the students were briefed about the new Additional Credit System wherein they were explained the three types of credits which are as follows: (1) Extra-Curricular Credits (ECC) - which involved the cocurricular activities done by students like Kaleidoscope, sports, courses from Sophia Women Centre, dancing, singing etc. (2) Value-Added Course Credits (VACC) (3) Social Outreach Credits (SOC) – are received by the student when they have completed their thirty hours service in any NGO.
14. MoU with Red Dot foundation - Sophia College (Autonomous) was selected by the Red Dot Foundation to collaborate on a 3-day workshop for Youth Leaders. This was so that the students could better understand the policies and laws associated with respect to Sexual Harassment, which would thereby allow them to create and lead through better awareness within their campus. The workshop took place in One India Bulls Centre, in Lower Parel, and involved multiple sessions related to the POCSO (Prevention of Children from Sexual Offenses) Act, POSH (Prevention of Sexual

Harassment) Act and its legislature, use of technology on creating safe public spaces, awareness and precautions on cyber-crime, and techniques on basic self defense. The students were also introduced to the Safe City App. They were given a brief on how to file complaints and use the app to learn more about the safety of the area they were visiting. Based on what they learnt in the three-day workshop, students conducted smaller sessions within the college, to explain and create larger awareness on the issue. Sessions were conducted for students from various years, to educate them on the Acts and its measures, so that they could have greater civic sense and responsibility. At the end of these sessions, the audience was also shown how to use the Safe City App, and why it would be beneficial to use the same.

15. The Internal Quality Assurance Cell of the Sophia College Autonomous has organized the exhibition cum interaction programme of documentary film Nibhritochari on 14th February 2020, inviting the director of the said film Mr. Sourav Sarkar at the college. The film was based on active and positive ageing, reflecting the emerging aspects of gerontology in modern sociological studies.
16. Entry, exit feedback and alumni feedback was obtained.
17. A Staff enrichment programme on Optimal use of Google classroom was organized by IQAC on 09<sup>th</sup> May 2020 by Mr. Mahimal to help staff members in exploring online teaching and pedagogical tools with online teaching to be adapted for the next semester due to COVID crisis.
18. A webinar on “Cyber awareness and Security for Academicians in the New Normal” was organized by the IQAC on 19<sup>th</sup> May 2020 by Mr. Sachin Dedhia. 583 teacher participants registered from various Colleges including Sophia College.
19. An official YouTube channel titled ‘Sophia College Autonomous’ was launched to host the webinar and promote further such activities.
20. A webinar was organized by the NSS unit of Sophia College in collaboration with IQAC on 22<sup>nd</sup> May 2020 by Dr. Monali Chopade, Assistant Medical Officer MCGM, Frontline Covid 19 worker, Coordinator of all BMC COVID 19 hospitals, Stress management workshop trainer.
21. IQAC and CUC organized a session on “What Lies Ahead” by Ms. Payal Kapadia, Author and former journalist, bestselling Author, and former journalist with Outlook magazine on 25<sup>th</sup> May 2020.
22. IQAC and CUC organized a session on “What Lies Ahead” by Ms. Indrani Goswami, General Manager, Fortune 500 company and Certified trainer ISTD on 26<sup>th</sup> May 2020. The focus of the session was corporate life after college, changing streams and effects of the pandemic on the industry.



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**Dr. Anagha Tendulkar Patil**

IQAC Coordinator



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**Dr. (Sr) Ananda Amritmahal**

Principal, Sophia College Autonomous