

## R. J. COLLEGE of Arts, Science & Commerce (AUTONOMOUS)

(Hindi Vidya Prachar Samiti's RAMNIRANJAN JHUNJHUNWALA COLLEGE of Arts, Science & Commerce)
Opposite Ghatkopar Railway Station, Ghatkopar (West), Mumbai 400086, Maharashtra, INDIA.

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College is recognized under Section 2(f) & 12(B) of the UGC Act, 1956

Affiliated to UNIVERSITY OF MUMBAI II NAAC Re-Accredited 'A' Grade (CGPA: 3.50)

## 2018-2019 Academic Audit Report and Action Taken / Action Plan by IQAC

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The Academic and Administrative Audit of Hindi Vidya Prachar Samiti's Ramniranjan Jhunjhunwala College was held on 20<sup>th</sup> July 2019. The committee consisted of

Dr. Debjani Dasgupta Convenor – Director, School of Biotechnology and Bioinformatics Padmashree Dr. D Y Patil University, Navi Mumbai

Dr. Manali Londe - I/C Principal, S K Somaiya College, Vidyavihar

Keyaa Mukherjee - Office Superintendent, MNW College, Parle -West

The following suggestions were given by the committee for quality enhancement. Based on that the members of the IQAC held discussion and following action has been taken or planned to implement the same.

Sr No.	Suggestions	Action
1.	All documents and data should be reviewed	Obsolete documents have been
	and obsolete documents should be removed	removed from points of use and
	from points of use.	archived.
2.	Important records to be maintained digitally	Process has started. To be completed in
		one year.
3.	Digitalisation of Inward and Outward register	Done
4.	Maximum use of computerization for	Ongoing process. Most of the paper
	information and data	work has been reduced to digital.

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IQAC CO-ORDINATOR

Hindi Vidya Prachar Samiti's Ramniranjan Jhunjhunwala College of Arts, Science & Commerce (Autonomous) Ghatkopar (W), Mumbai-400086, Maharashtra, India



PRINCIPAL
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