Internal Quality Assurance Cell
Annual Report 2024-2025

Internal Quality Assurance Cell Core Committee

1. Dr. Anagha Tendulkar Patil, Principal (Chairperson, IQAC)
2. Dr. (Sr.) Ananda Amritmahal, Management Representative
3. Dr. Rashna Poncha, Vice-Principal (Arts)
4. Dr. Rajbinder Dehiya, Vice-Principal (Science)
5. Dr. Chinmoyee Vatsyayan, Consultant, IQAC
6. Dr. T.C. Roymon, Coordinator, IQAC (Expired on 01-09-2024)
7. Dr Roshan D'Souza, Coordinator, IQAC (from 04-09-2024)
8. Dr. Sangeeta Dubey, Coordinator, IQAC CAS Sub Committee
9. Ms. Tanaz Asha, Coordinator, IQAC Program Sub Committee
10. Mr. Vijay Vig, Coordinator, IQAC Documentation, and Feedback Sub Committee
11. Ms. Jihasa Vaccharajani, Senior Faculty member
12. Ms. Sandra Mendes, Senior Faculty member
13. Mrs. Boskey Martis, Representative of Office Staff
14. Mr. Chetan Lingayat, Representative of other Non-Teaching Staff
15. Ms. Rajni Desai, Ex-student
16. Ms. Roweena Kavadia, Ex-student
17. Dr. Medha Rajadhyaksha, Ex-Faculty
18. Ms. Aaditi Pandey, Student Body President
19. Ms. Tanisha Verma, Cultural secretary
20. Prof. Dr. Vijay Dabholkar, External Panel Expert
21. Dr. Andrea Coutinho, External Panel Expert

IQAC Program Sub Committee

1. Ms. Tanaz Asha, Coordinator
2. Dr. Elwin Susan John
3. Sr. Patricia D'Souza
4. Ms. Sukanya Menon

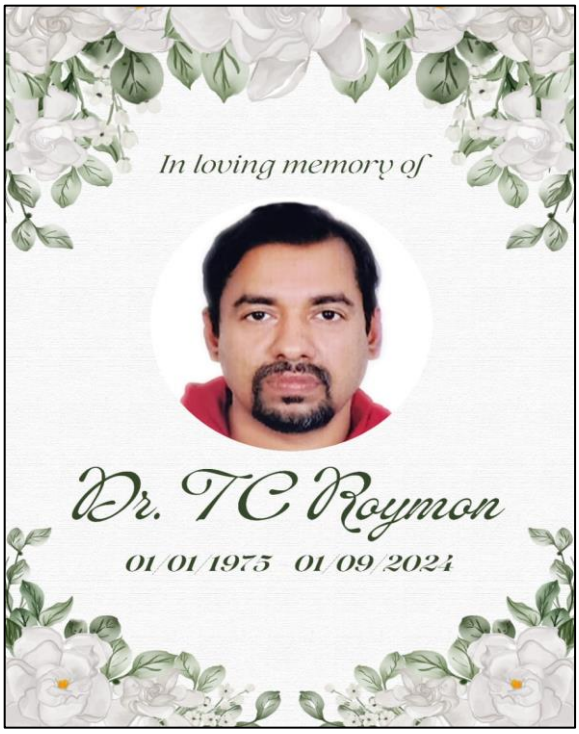
IQAC Documentation and Feedback Sub Committee

1. Mr. Vijay Vig, Coordinator
2. Mr. Gaurishankar Singh
3. Ms. Lynelle Jeysus
4. Ms. Sidranaaz Qazi
5. Ms. Nishtha Dev
6. Dr. Geetanjali Ganguly
7. Ms Teetash Singhal
8. Ms. Jaloo Bharucha

IQAC CAS Sub Committee

1. Dr. Sangeeta Dubey, Coordinator
2. Dr Samrita Sinha
3. Ms. Sandhya Kadiru
4. Ms. Shraddha Prabhu

At the outset of this annual report, IQAC regrets to mention the loss of IQAC Coordinator, Dr. T.C. Roymon. His valuable contribution to IQAC as well as to the College as an esteemed faculty will always be missed by each of the colleagues and the students of Sophia College for Women.



Faculty Development Programmes, Workshops, Conferences, Staff and student enrichment sessions

1. **Faculty Development MS-DEED Level 1 Blended Workshop** - Introduction to Innovative Pedagogies for College Teachers from 8th-13th July 2024.

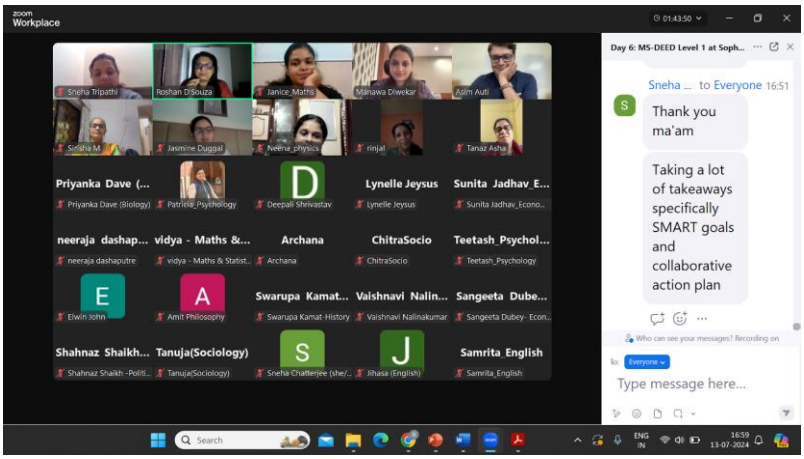
   A Faculty Development MS-DEED Level 1 Blended Workshop was held at Sophia College for Women from 8th-13th July 2024. The workshop was held in collaboration with the Maharashtra State Development of Educators and Enhancement in Delivery and IISER, Pune and IQAC, Sophia College and was supported by RUSA. Three days were online, whereas the other three days were in-person. Forty participants registered for and attended the workshop, from which 36 were in-house participants from ARTS and SCIENCE, and 4 were outside participants.

Feedback:- Faculty Development MS-DEED Level 1 Blended Workshop - https://docs.google.com/spreadsheets/d/1iyWZAqPqydefaNnPhdJ_qjFF-CrqJ9Vt/edit?usp=sharing&ouid=108027670453837061052&rtpof=true&sd=true

Brochure of the workshop

Hands-on session in Chemistry lab based on active learning

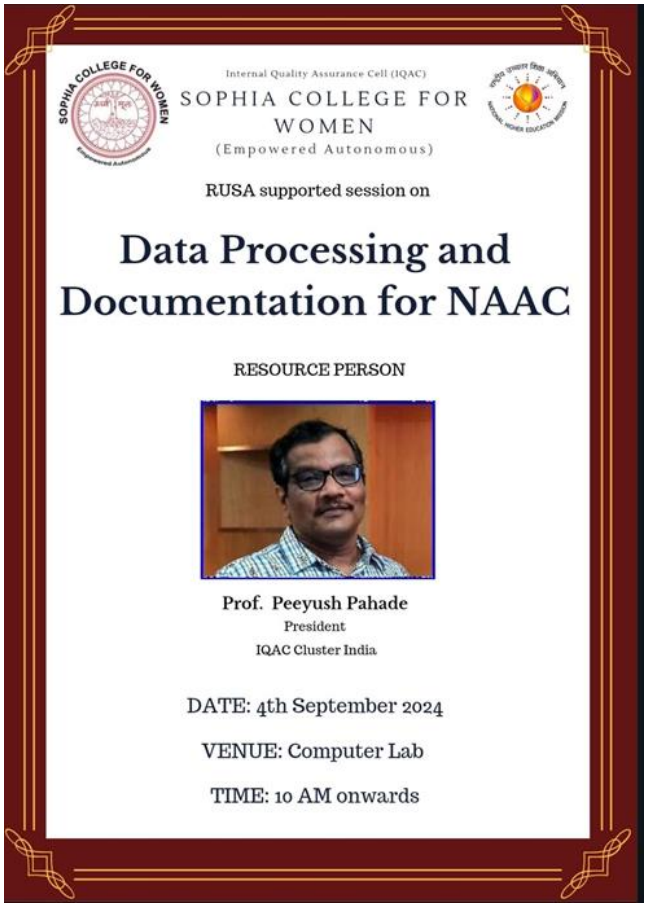
Plenary session on Assessment Strategies



Online session on SMART Targets and Action Planning

2. **Staff Enrichment Session on Data Processing and Documentation for NAAC**

RUSA supported staff enrichment session on data processing and documentation for NAAC was conducted by Prof. Peeyush Pahade on September 4, 2024. All the NAAC Criteria committees attended the session, and presented the documents prepared for SSR submission. Prof. Pahade gave his valuable inputs and necessary suggestions to be incorporated into the SSR in order to make the data more comprehensive



Feedback:- staff enrichment session on data processing and documentation for NAAC - https://docs.google.com/spreadsheets/d/1aeqfwcE32fEt-5Dah-GcWrk9aEYtjUzc/edit?usp=sharing&ouid=108027670453837061052&rtpof=true&sd=true

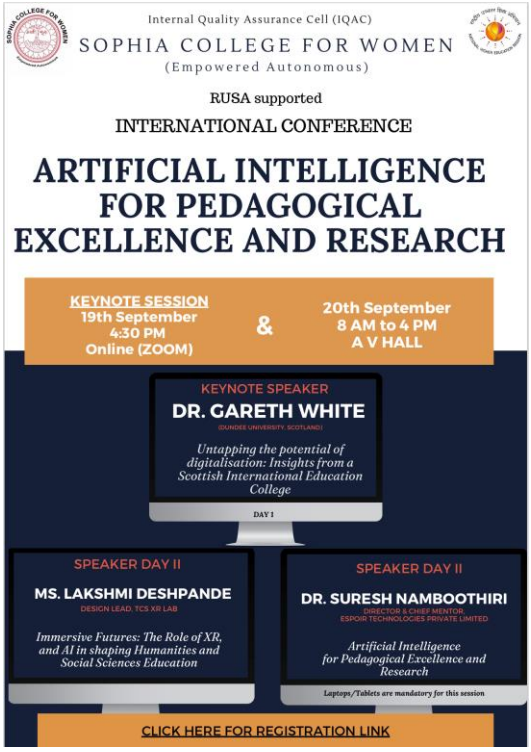
3. **RUSA Supported Annual IQAC International Conference on Artificial Intelligence for Pedagogical excellence & Research**

This was a two-day conference conducted in the blended mode on 19th and 20th September 2024
Objective: To help the staff understand the extent AI can be used in pedagogy and research.
Outcome: The staff are aware of the power of AI for pedagogy and the use of the software Vigyan for Research

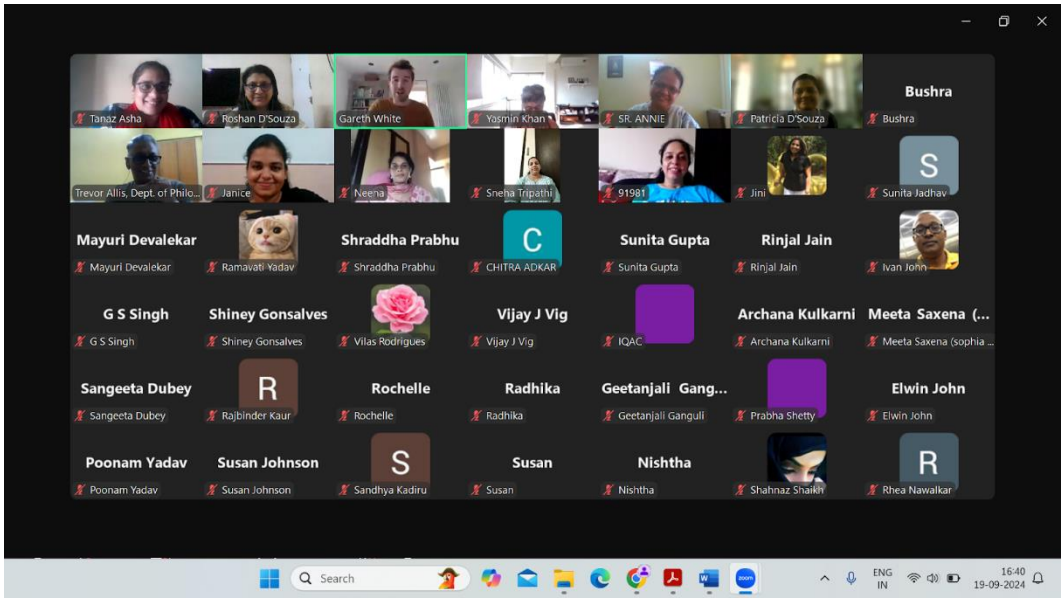
Day 1:19th August 2024 (Online Mode via Zoom platform, 4.30pm IST)
The inaugural address was given by the IQAC coordinator Dr Roshan D'Souza. The Keynote address was delivered by Dr Gareth White, University of Dundee, Scotland. His keynote address was titled "Untapping the potentials of digitalization: Insights from a Scottish International Education College." It was followed by a Question and Answer session. The keynote address was informative and gave the teaching faculty a

perspective of academics beyond the realms of Indian Education System. The session ended with a vote of thanks by Ms Tanaz Asha.

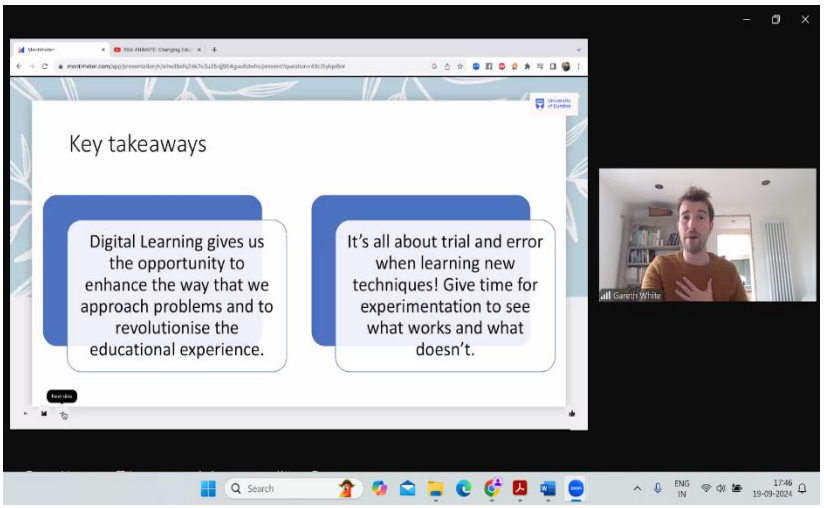
Day 2: 20th August 2024 (In person at Sophia College For Women Campus, 8:00 am to 4.00pm)
The day began with breakfast and registration of the participants. A total of **73 staff members** from the faculty of Humanities and science registered for the conference. The session began with lighting of the lamp followed by College Song.
Session 1:
"Immersive Future: The role of XR and AI in shaping Humanities and Social science education" by Ms Lakshmi Deshpande, Design Lead, TCS XR Lab, Mumbai. The session was divided into two parts. In the first half of the session Madam gave theoretical insights in the use of AR/VR/XR and in the second half a demo was done where the participants got a chance to experience a XR model designed by TCS lab, Mumbai. Ms Deshpande also answered the queries of the participants during the session.
Session 2:
The session was conducted on the main theme of the conference "Artificial Intelligence for Pedagogical Excellence and Research" by Dr Suresh Namboothiri, Director and Chief Mentor, Espoir Technologies Private Limited, Pune. The session was divided into three parts for enhanced and better quality of pedagogical resources. He also highlighted the use of AI in day to day classes for stimulating the teaching learning process. After the lunch break in the third part of the session, the use of the software Vigyan for enhanced research purposes was introduced to the participants. The entire session was filled with discussions and debates. The Conference ended with a Vote of thanks by the IQAC Coordinator followed by the National anthem. It was a very fruitful two day conference where the participants had a variety of interactive sessions which enriched everyone.



Screenshots of the online session conducted by Dr. Gareth White from Dundee University, Scotland on 19th September, 2024



Day 2 Sessions at Sophia College campus



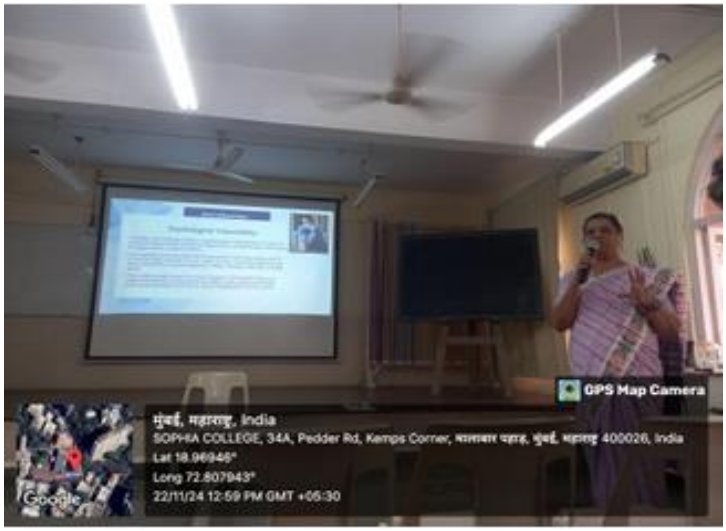
Feedback:- IQAC Annual International Conference on Artificial Intelligence for Pedagogical excellence & Research - https://docs.google.com/spreadsheets/d/1za8ITKqbB7-zu_AltyfmseRDoOacO2em/edit?usp=sharing&ouid=108027670453837061052&rtpof=true&sd=true

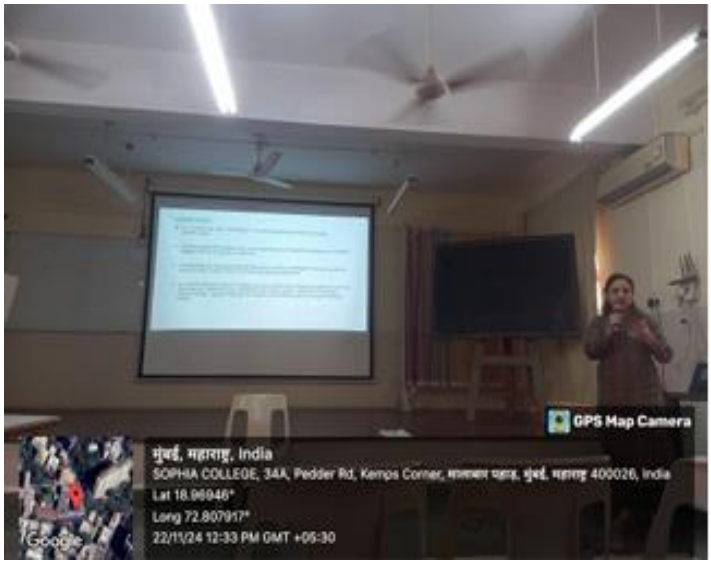
Research Colloquium 2024-25

The Research and Development Cell in association with IQAC, Sophia College organised A Research Colloquium (2024-2025) for the faculty members of the college. The recipients of the in-house research grant and the recent PhD awardees shared their works at the colloquium. The session was held on November 22, 2024.

The faculty members who presented their research are,

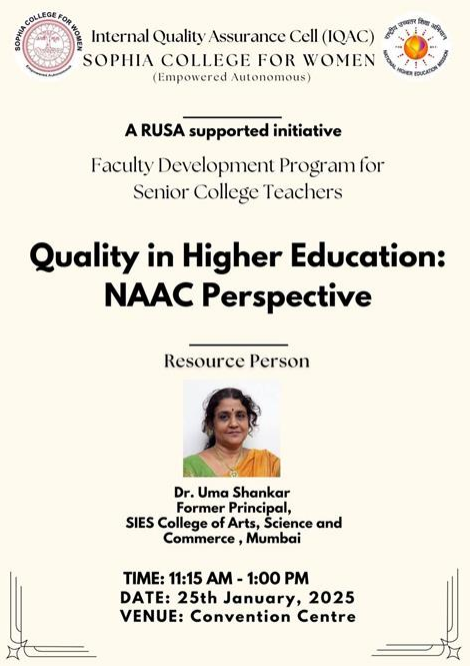
1. Ms Tanaz Asha
2. Dr Geetanjali Ganguli
3. Ms Shraddha Prabhu
4. Dr Samrita Sinha Sengupta
5. Dr Chitra Adkar
6. Dr (Sr.) Patricia D'Souza

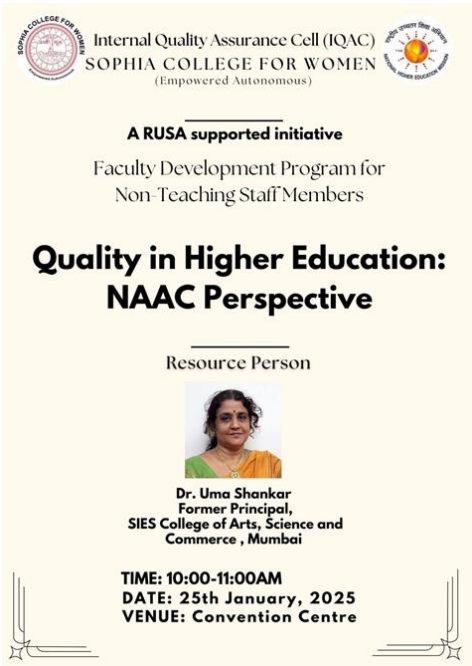




4. **RUSA Supported Faculty Development Program "Quality in higher Education: NAAC Perspective" for Teaching and Non-Teaching Staff**

RUSA supported Faculty Development Program for Teaching and Non-Teaching Staff was held on 25th January 2025. The resource person was Dr Uma Shankar, Former Principal, of SIES College of Arts, Science and Commerce, Mumbai. Dr Shankar gave her valuable suggestions on the upcoming NAAC Peer team visit.





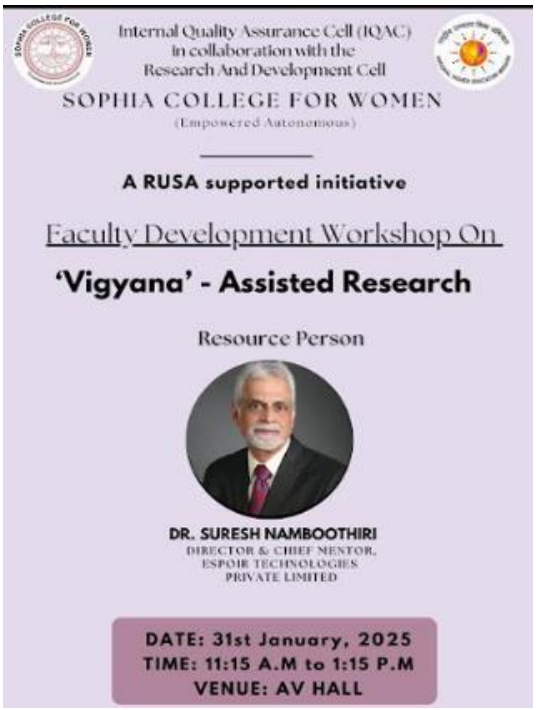
Session with the teaching staff

Session with the non-teaching staff

Feedback:- Faculty Development Program "Quality in higher Education: NAAC Perspective" for Teaching and Non-Teaching Staff - https://docs.google.com/spreadsheets/d/1u5lq-JZ5srLrNWGTyWvACzCQPoYUEDh0/edit?usp=sharing&ouid=108027670453837061052&rtpof=true&sd=true

5. **Faculty Development Program on Vigyana Assisted Research**

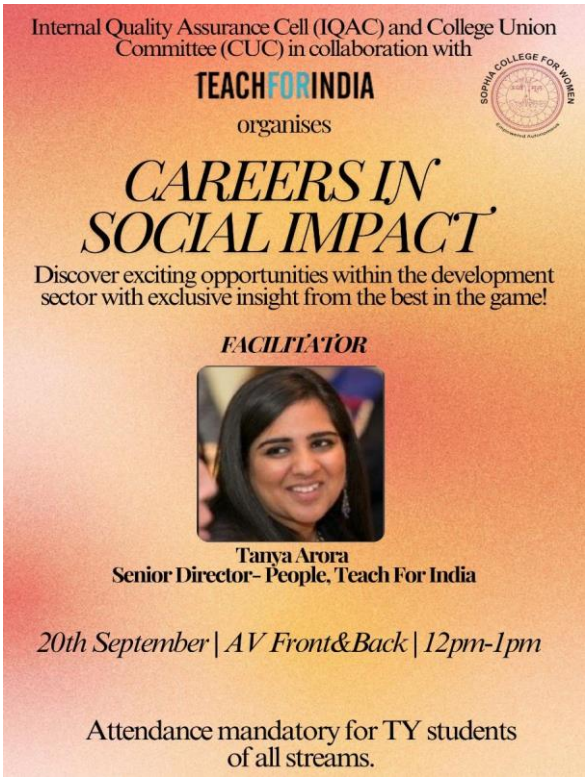
The Research and Development Cell in association with IQAC, Sophia College organised a RUSA supported faculty development workshop on Vigyana-Assisted Research. The resource person for the session was Dr Suresh Namboothiri (Espoir Technologies). The session was held on January 31, 2025.

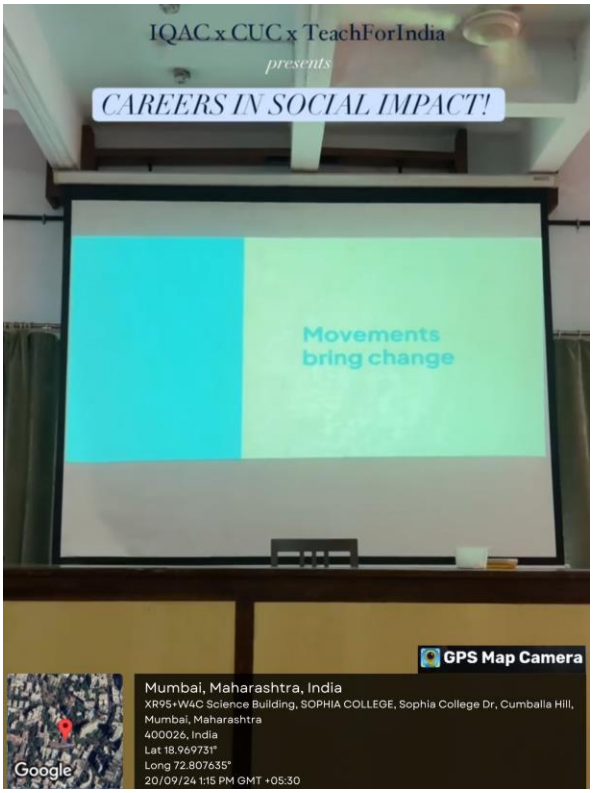


Feedback of the faculty development workshop on Vigyana-Assisted Research - https://docs.google.com/spreadsheets/d/1f-WFwcqsMjCZe4qABAcZk-M3Rab6Fg9a/edit?usp=sharing&ouid=108027670453837061052&rtpof=true&sd=true

6. **A session on "Careers in Social impact" for the students** on 20th September 2024

A session titled "Careers in Social Impact" was organized for in-house students by the Internal Quality Assurance Cell (IQAC) and the College Union Committee (CUC) in collaboration with Teach For India. Ms Tanya Arora, Senior Director at Teach For India, was the resource person for the event.




IQAC x CUC x TeachForIndia
presents
CAREERS IN SOCIAL IMPACT!
Movements
bring change
GPS Map Camera
Mumbai, Maharashtra, India
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400026, India
Lat 18.969731°
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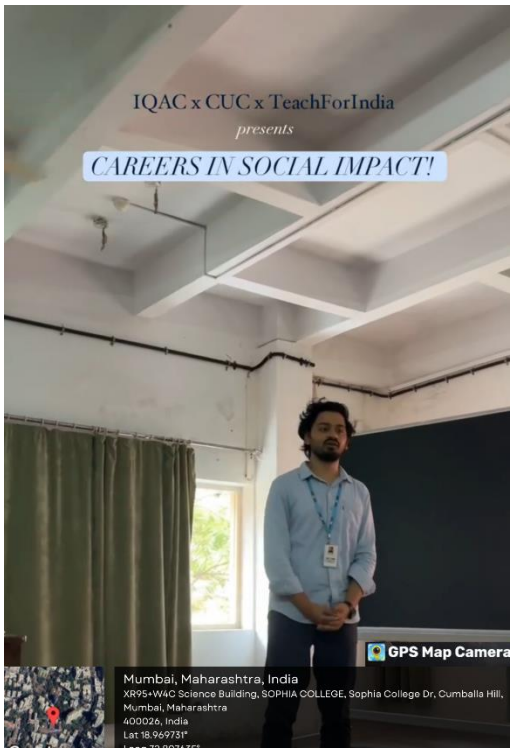
IQAC x CUC x TeachForIndia
presents
CAREERS IN SOCIAL IMPACT!
GPS Map Camera
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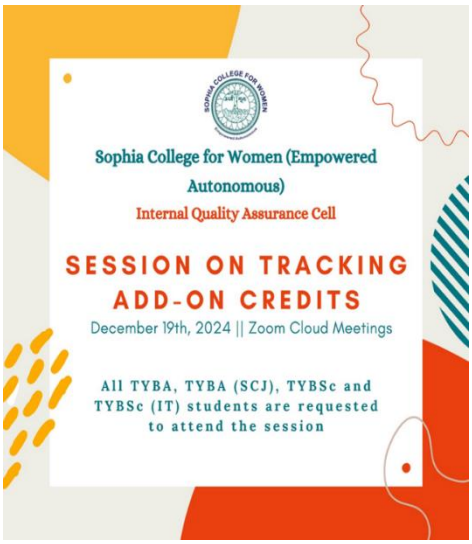
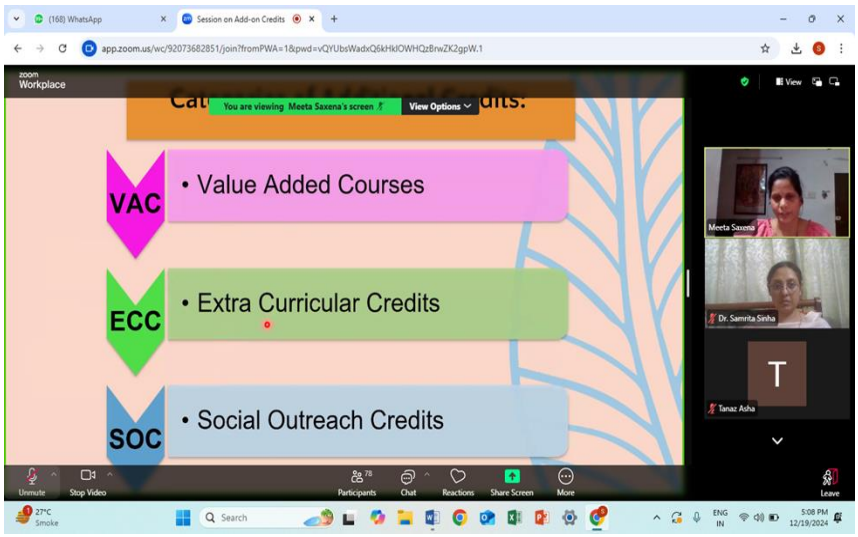
400026, India
Lat 18.969731°

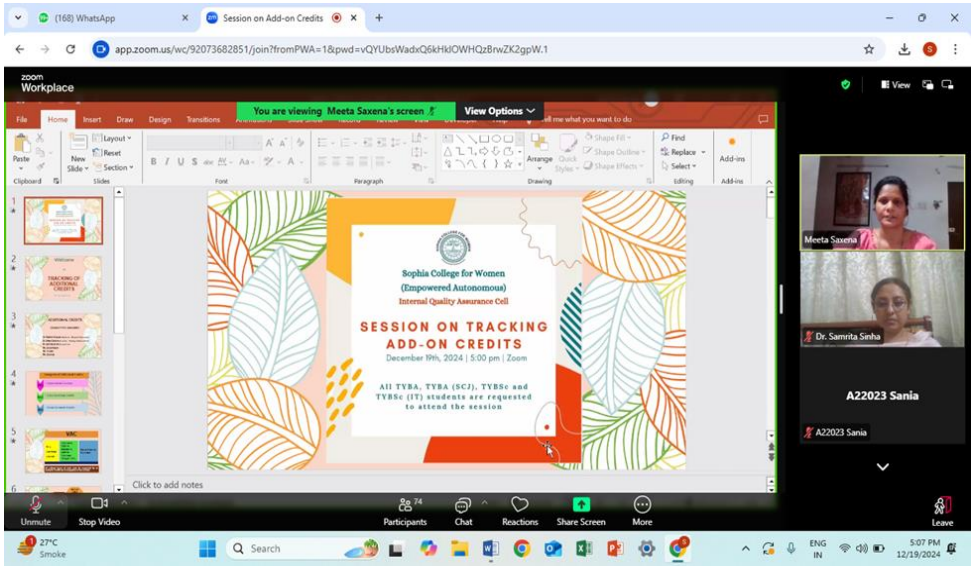
Reforming
India

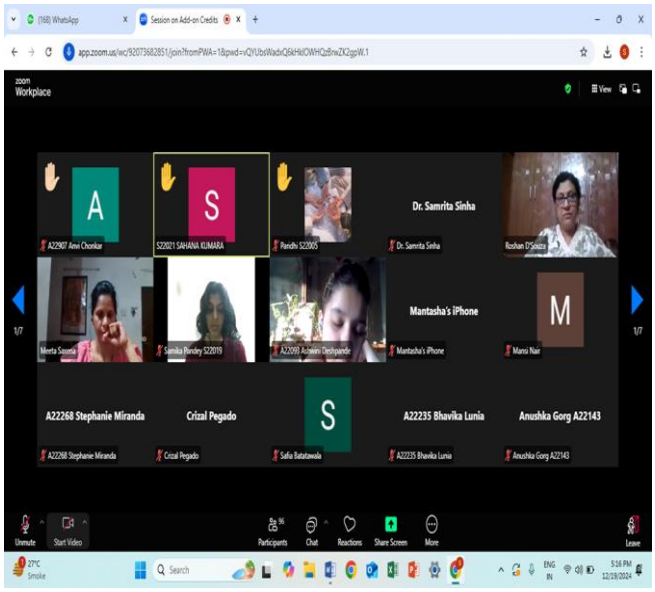
7. **A session on "Tracking Add-on credits" for the In-house students** on 19th December 2024

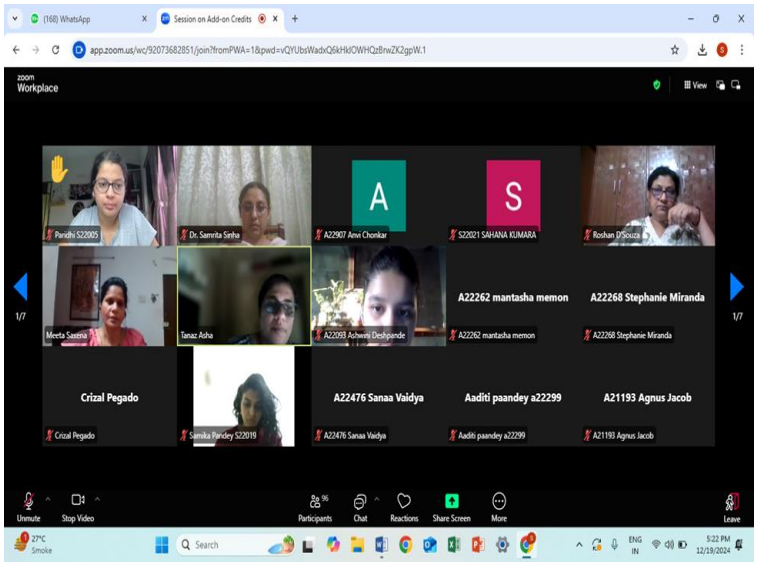
A session on "Tracking Add-on credits" was held for the in-house TY students on 19th December 2024. The session was held online.





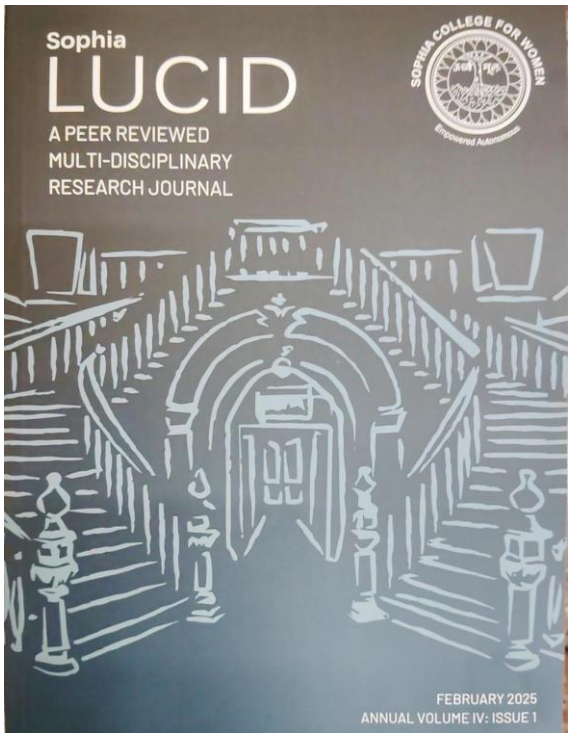


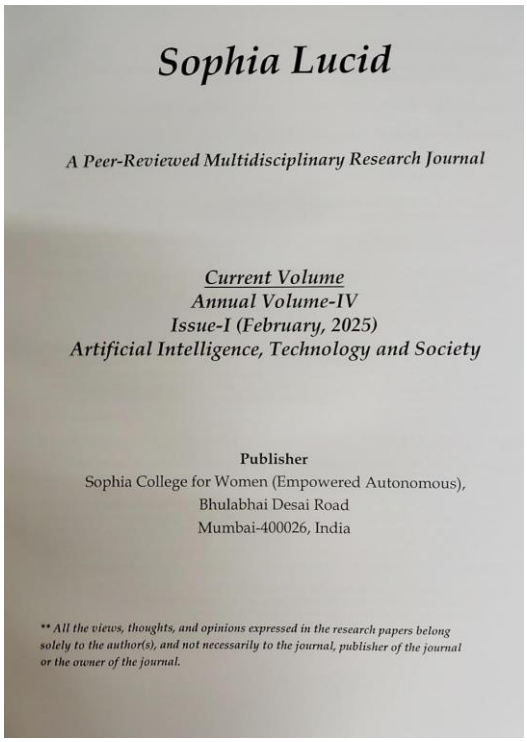


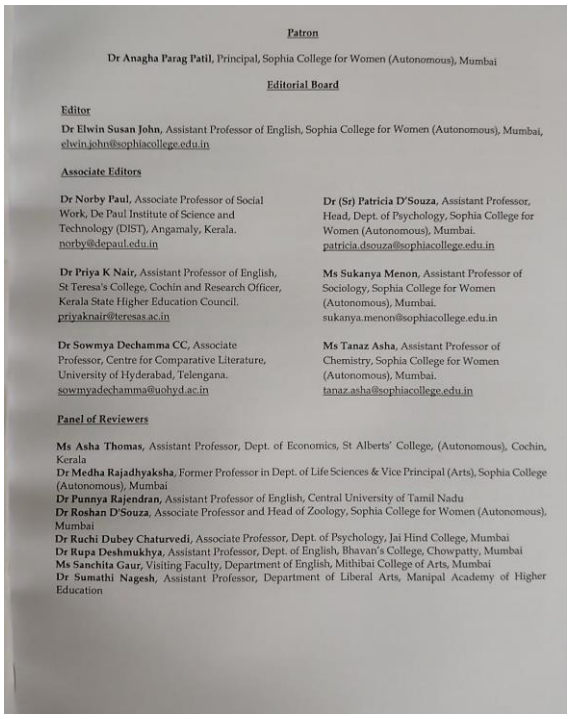


In-house Research Journal LUCID

The In-house Peer-reviewed Multidisciplinary research Journal LUCID Volume 4 was published in February 2025. The theme was Artificial Intelligence, Technology and Society







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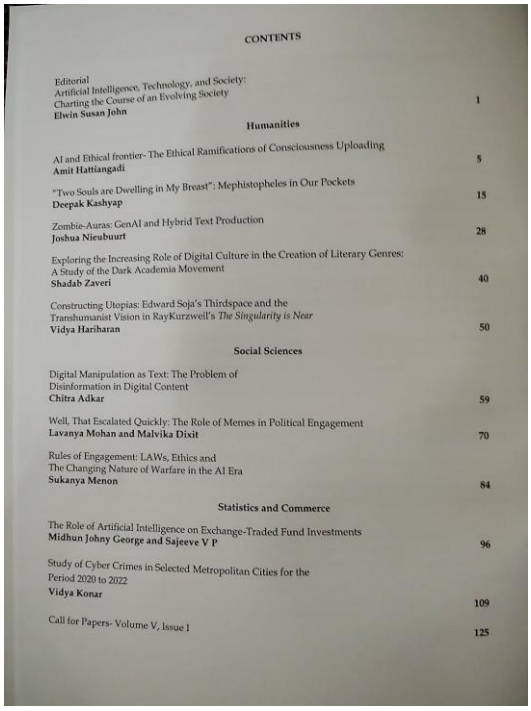

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Call for Papers- Volume V, Issue I — 125

The CFP for LUCID, Volume 5 has been floated. It is scheduled for publication in February 2026. The theme of the issue is "The Human Condition: Exploring the Intersections of Health, Wellness and Disease"

Sophia Lucid invites academic research papers from teachers and researchers across universities, colleges and research institutes in India. The fifth issue **(Volume V, Issue I) on "The Human Condition: Exploring the Intersections of Health, Wellness and Disease"**, invites scholars to rethink the existing paradigms, perspectives and compendium of knowledge on this broad area, through the disciplines of humanities, social sciences and natural sciences. An interdisciplinary discussion of ideas and concerns is highly recommended. Apart from research papers, you may also submit book reviews (published between 2023 and 2025) and interviews that are aligned with the theme of this issue. All submissions must be original, contemporary and relevant, in providing a quality contribution to the existing body of knowledge. A list of suggestive areas (but, not limited to) is given below.

Sub Themes

- Health, wellness and AI
- History of medical practices
- Colonial medicine
- Vernacular medicine
- Narrative medicine
- Health policies
- Landscape of changing healthcare
- Pharmaceutical companies and its prospects
- Medical tourism
- Public health
- Psychological well-being and counselling
- Social media and wellness
- Fake news and treatments

- Health economics
- Sociology of health and illness
- Nanotechnology and medicine
- Nutrition and therapeutic wellness
- Social media and mental health
- Impact of climate change on health
- Genetically modified foods
- Novel materials for remediation
- Computational science for human betterment
- Ethical wellness and mental health
- Philosophy of medicine
- Medicine and politics
- Cost effective health technologies
- Wearable technologies and posthumanism
- Biostatistics
- Gerontology
- Health journalism
- Digital technologies in health and wellness
- Medical zoology and public health
- Medical imaging physics

Important deadlines

Submission of abstract: July 5, 2025

Communication regarding the selected abstracts:

July 15, 2025

Submission of the final paper: September 15, 2025

Career Advancement Scheme

The IQAC CAS Sub-committee was instrumental in arranging the CAS interviews for the candidates.
The CAS interviews/meetings of the selection committee were held on 25th October and 25th November 2024 for the **stage 4 to stage 5 promotion.** The following were the candidates:

Sr. No	Name of the candidate	Department
1	Dr. Arjumanara Surti	Microbiology
2	Dr Roshan D'Souza	Zoology

The CAS interviews for **stage 3 to 4** and the scrutiny for the **stage 2 to 3** happened on 18th March 2025. Following were the candidates:

Stage 3 to 4

Sr. No	Name of the candidate	Department
1	Dr Meeta Saxena	Physics
2	Dr Sree R Nair	Life Sciences

Stage 2 to 3

Sr. No	Name of the candidate	Department
1	Dr Samrita Sinha (Sengupta)	English
2	Ms Nishtha Dev	English
3	Ms Tanaz Asha	Chemistry
4	Dr P. Sirisha Murthy	Chemistry

Documentation, NAAC and Feedback

1. The IQAC, QDC team, NAAC Criterion committees and all staff members worked together in the completion of the Self-study report which was submitted on 13th September 2024. DVV Clarifications were received from the NAAC body, various meetings were held with and among the criterion teams and the DVV clarifications were submitted on 29th October 2024.
2. The IQAC under the direction of the Principal held various meetings for all the staff members and the departments in December, January and February from 1:30 to 3:30 pm after the lectures to complete the documentation for the upcoming NAAC peer team visit. The IQAC also helped update the website information for all departments. Each member of the documentation sub-committee was assigned specific departments. They reviewed the website data for these departments, identified gaps, informed the departments and collaborated with the website committee to update the information. The progress has been updated in a Google Sheet. The syllabi for the NEP have been updated by the departments on the website according to the revised NEP template. A mock session was held where the heads of the departments presented the NAAC departmental presentation to the mentor Dr Badrunnisa Shaik on 5th February 2025. The Principal's presentation was also presented. Dr. Badrunnisa visited all the departments to evaluate the preparations for the Peer Team visit. A meeting was held for all the criterion teams on 11th April 2025 where Prof. Peeyush Pahade assessed the readiness of the institute and all the criterion teams for the online Peer Team Visit.
3. Collation of the 2023-2024 data- The IQAC documentation sub-committee collated the data received for the AY 2023-24.
4. Data was submitted for the NIRF rankings and India Today for the academic year 2023-24. The submission dates were January 17, 2025, for NIRF and March 20, 2025, for India Today.

5. Teacher's Assessment Questionnaires were administered for the AY 2024-25 for all the senior college teachers for all the classes (FY, SY, TY and PG)
6. Collection of the 2024-25 data- Reallocation for the criterion sheet/forms was done among the Documentation sub-committee members. The respective criteria and forms for the AY 2023-24 have been handled by the following committee members
    - ❖ Criterion I- Ms. Sidranaaz Qazi
    - ❖ Criterion II- Ms. Nishtha Dev
    - ❖ Criterion III- Ms. Lynelle Jeysus
    - ❖ Criterion V- Mr Gaurishankar Singh
    - ❖ D1 (conferences, workshops, symposia, FDPs etc) and D4 (department activities) - Ms Nisha Yadav

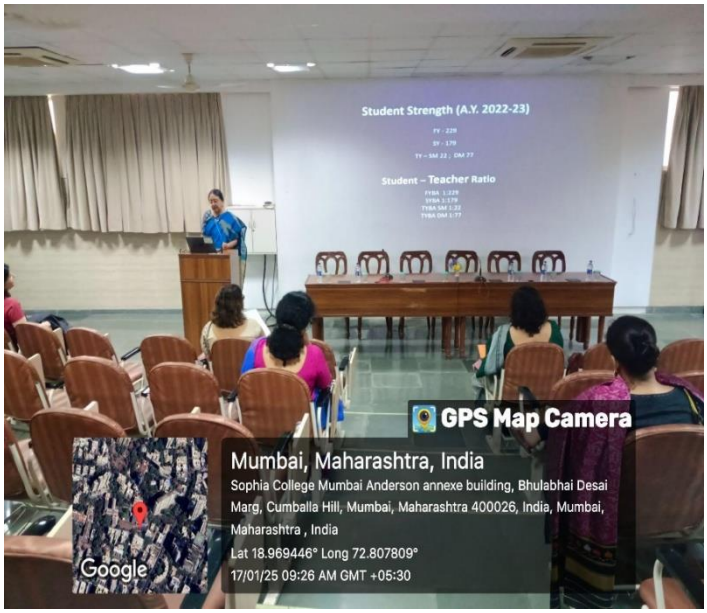
    The criteria were reallocated as follows for the 2024-25 data:
    - ❖ Criterion I- Ms. Teetash Singhal
    - ❖ Criterion II- Ms. Lynelle Jeysus
    - ❖ Criterion III- Dr. Geetanjali Ganguli
    - ❖ Criterion V- to be divided by all
    - ❖ D1 (conferences, workshops, symposia, FDPs etc)- Ms. Sidranaaz Qazi
    - ❖ D4 (department activities)- Ms. Nishtha Dev

    This reallocation was done to increase the overall efficiency of the process keeping in mind that some documentation subcommittee members are part of the respective NAAC criterion teams.
    The data for the AY 2024-25 will be collected from the HODs and staff members using Excel sheets, which will be sent via email. Staff members will download the file, fill in the details, and send the filled sheet to the IQAC documentation subcommittee in the same thread. The data for the AY 2024-25 will not be collected via the Google Classrooms.
    It was also decided that the D1 and D4 data will be collected in Excel files instead of the Google forms from the AY 2024-25 onwards. As per the new reallocation, Ms Sidranaaz Qazi and Ms Nishtha Dev will create the Excel file templates for D1 and D4 respectively. A separate sheet will be created for each category within a single Excel workbook, and department activities will be categorized as Academics, Outreach, Extension, etc. It was suggested that the hard copy of the evidence will be collected for D1 and D4 from this year onwards. Files will be kept in the IQAC Office for this. The department reports for the D4 will be signed by the activity coordinator and the Head of the Department. The subcommittee members will assess the completeness of the data received, check if the file links are available and active, and if the data is incomplete, obtain it from the relevant staff members or departments.

7. The IQAC Core Committee meeting was held on Thursday, 13th March 2025 at 1:30 pm online via Zoom platform. Meeting ID: 996 0358 5188

Audits

Academic audit, Administrative audit and Examination audit for the academic year 2023-24 and 2024-25 were conducted on 17th January 2025. The auditors were Dr. Sonali Pednekar, Dr. Karuna Gokarn, Dr. Harsha Badkar, Dr. Sucheta Joshi, and Maj. Pravin G. Nayak. Website audit was also conducted.



Dr. Roshan D'Souza
IQAC Coordinator

Dr. Anagha Tendulkar Patil
Principal, Sophia College for Women
Chairperson, IQAC

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