

Minutes of IQAC Committee: 2018-19

A meeting of the internal quality assurance cell was held on June 11th 2018 at 11.30 a.m. in the office of the Principal.

Following members were present and chairperson.

1. Dr. Mrs. S.V. Sant – Principal and Chairperson
2. Mr. P. K. Mishra – Co-ordinator
3. Dr. S. B. Karande – Member
4. Mr. Sachin Pawar – Member
5. Mr. Pravin Gadge – Member
6. Ms. Mini Rajan – Member
7. Mrs. Rupal Sheth – Member
8. – Students Representative
9. Mr. Rakesh Rohela – Alumini Representative

Following decisions were taken in the meeting.

1. The coordinator Mr. P. K. Mishra presented the academic and administrative calendar for the academic year 2017-18 for the approval of the members. After a thorough discussion the same was approved unanimously.
2. Principal Dr. Mrs. S. V. Sant wanted IQAC to revise the quality parameters to be followed for the academic year by 20th June 2018. The IQAC accepted here advise to revise the quality parameters.
3. IQAC discussed about the preparation of the AQAR for the academic year 2017-2018, small committees were formed for the preparation of AQAR.
4. IQAC wanted the teachers to submit their academic and extra curricular activities plan to the college authority as per the administrative calendar.

5. It wanted the college to introduce the E-commerce and retail management course for F.Y./S.Y. students immediately after the completion of the admission.
6. The coordinator informed the members that the 1st term feedback form all stake holders are to be taken after the completion of 21 days of teaching.

As there was no other matter the meeting ended with a vote of thanks to the chair.

Chairman

A meeting of the members of IQAC was held on 11th September 2018 in the office of the Principal at 12.00 noon.

Following staff members were present for the meeting.

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| 1. Dr. Mrs. S.V. Sant | – Principal and Chairperson |
| 2. Mr. P. K. Mishra | – Co-ordinator |
| 3. Dr. S. B. Karande | – Member |
| 4. Mr. Sachin Pawar | – Member |
| 5. Mr. Pravin Gadge | – Member |
| 6. Ms. Mini Rajan | – Member |
| 7. Mrs. Rupal Sheth | – Member |
| 8. Ms. Rutuja Salvi | – Students Representative |
| 9. Mr. Rakesh Rohela | – Alumini Representative |

The meeting transacted the following business.

1. The principal informed the member that the academic Audit by the University of Mumbai to be held on -----.
She wanted the IQAC to make necessary arrangement for the smooth conduct of the academic Audit.
2. The IQAC presented the request letter for promotion of Mr. Sachin Pawar, Nitin Sawant, Kalpana Gawade and Mini Rajan and informed the members that they are found eligible for promotion as per the guide line issued by the University of Mumbai and the Government of Maharashtra. The coordinator informed the member that the college has already invited the committee for assessment.
3. The IQAC coordinator presented the analysis of the feed back and action taken report there on for the information of the members.
4. The IQAC approved the departmental plans and teaching plan of the teachers for the academic year 2017-18.
5. The coordinator informed the members that the IQAC is going to hold a One-day workshop on the topic Intellectual property Right in Jan 2019.
6. The IQAC confronted the members of the organizing committee of the National Conference for Successful implementation of the conference along with women development commission on the topic.

As there was no other matter the meeting ended with a thanks to the chair.

Chair Person

A meeting of the members of IQAC was held on 28th November at 11.00 a.m. in the Office of the Principal.

Following members were present for the meeting.

1. Dr. Mrs. S.V. Sant – Principal and Chairperson
2. Mr. P. K. Mishra – Co-ordinator
3. Dr. S. B. Karande – Member
4. Mr. Sachin Pawar – Member
5. Mr. Pravin Gadge – Member
6. Ms. Mini Rajan – Member
7. Mrs. Rupal Sheth – Member
8. Ms. Rutuja Salvi – Students Representative
9. Mr. Rakesh Rohela – Alumini Representative

The meeting transacted the following business.

1. The Principal informed the members that the career Advancement committee approved the cases of Mr. Nitin Sawant from stage one to stage two, Mr. Sachin Pawar from stage one to stage two, Mrs. Kalpana Gawade from stage one to stage two and Ms. Mini Rajan from stage one to stage two.
2. The Principal informed the members that academic audit has been successfully conducted by the peer team and she congratulated all members for their cooperation.
3. The Principal suggested for the staff to require the loss of the teaching days, if any because of C. L. and D. L.
4. The IQAC discussed the academic progress of the 1st term and the result analysis. The Principal suggested for the immediate measure to be adopted by the college from the improvement of the result of the 2nd year

students and advised all departments to engage remedial lecture in the second team.

5. The coordinator requested the college administration to call the parents of the irregular students in the month of January to discuss with them about the academic progress of their child red. The Principal informed the member that college would send necessary letters to their parents and the Vice Principal would do the necessary arrangement to meet their parents.

As there was no other matter the meeting ended with a vote of thanks to the chair.

Chair Person

A meeting of the IQAC was held on 26th March, 2019 in the office of the Principal at 12.30 a.m.

Following members were present for the meeting.

1. Dr. Mrs. S.V. Sant – Principal and Chairperson
2. Mr. P. K. Mishra – Co-ordinator
3. Dr. S. B. Karande – Member
4. Mr. Sachin Pawar – Member
5. Mr. Pravin Gadge – Member
6. Ms. Mini Rajan – Member
7. Mrs. Rupal Sheth – Member
8. Ms. Rutuja Salvi – Students Representative
9. Mr. Rakesh Rohela – Alumini Representative

The meeting transacted the following busies

1. The coordinator presented the report the academic and administrative progress the year 2017-18 for the information of the member and asked the suggestion for the improvement of academic atmosphere of the college.
2. The coordinator presented the comparative view of the progress achived by the teachers from the first term and second term feedback.
3. The members requested the Principal for immediate Automation of office and Library for the development of management information system in the college.
4. The IQAC prepared a committee of the three members for the preparation of academic and administrative calendar for 2018-19.
5. Mr. Sachin Pawar presented the students satisfaction index data and analysis before the committee.

6. Principal advised the IQAC to develop linkage with industries in the vicinity for employments industrial visit and internship for the students.

Chair Person