Date- 20/06/2018

### NOTICE

All the members of IQAC are requested to attend the meeting in principal's cabin on Friday, 23th June, 2018 at 11.30am to discuss the following points.

## **AGENDA**

- 1. Review of minutes of previous meeting.
- 2. To take review from admission committee
- 3. To get department requirement and place before the purchase committee.
- 4. Result analysis of April-May 2018 and discussion on result improvement initiatives to be take.
- 5. To encourage faculties to go for workshop for revision in syllabus.
- 6. To discuss about organizing Tree plantation program.
- 7. To discuss and decide for organizing a Multi Disciplinary International Conference.
- 8. To discuss and decide about dates for various departmental and cultural inauguration programmers
- 9. To fix the dates for FY Orientation program.
- 10. Any other matter with the permission of chair.

You are requested to make it convenient to attend the same.

Thanking You,

With Regards,

Yours Sincerely,

## MINUTES

The IQAC meeting was conducted on Saturday 23th June, 2018 at 11.30 am in Principals Cabin. Ms. Annie Antony chaired the meeting.

- Chairperson Ms. Annie Antony welcomed all the criteria heads and others for the meeting.
- 2) Co-ordinator Ms. Kesar Lalchandani. displayed the Agenda and gave brief introduction of points in the Agenda. Initial discussion started with the minutes of previous meeting and action taken.
- 3) Meeting started with the review of Admission process. First time Online S.Y. and T.Y. admission were started the Academic year -2018-09.
- 4) All the departmental heads were asked to schedule their inaugural program in the month of July & August. They were asked to give their list of requirements to the Vice Principal Mr. Damodhar Morey.
- 5) April May 2018 (FY & SY) results were reviewed by IQAC members. It was observed that result is required to be improved. It was decided to arrange extra lectures for weak students.
- 6) It was decided to organize a massive Tree Plantation program on 1st August, 2018 and Mr. Jeevan Vichare (Head, NSS Unit) was given charge for that event.
- 7) Seeing the success of previous conference in the college, Chairperson Ms. Annie Antony proposed to organize an International Conference in the current Academic year also. She invited suggestion from the members for finalizing the theme of conference.
- 8) All the faculty members were asked to attend workshop for revision in syllabus.
- 9) It was decided to organize orientation /Induction program for all FY classes in the last week of July.
- 10) Meeting ended with the vote of thanks proposed by IQAC coordinator Ms. Kesar Lalchandani.

Ms. Kesar Lalchandani

Mr. Damodhar Morey

Ms. Anupriya Khobragade

Ms. Yogita Sanas

Ms. Sabina Ansari

Mr. Umashankar Tripathi

Mr. Sunil Kukreja

Mr. Vijaynarayan R. Pandit

Mr. Rahul Dhomse

Mr. Bootwala Burhanuddin

(Chairperson)

(Co-ordinator)

(Vice-Principal)

(Senior Teacher)

(Senior Teacher)

(Senior Teacher)

(Social Worker)

(Social Worker)

(Management Representative)

(Administrative Representative)

(Student Representative)

Date-20/08/2018

### NOTICE

All the members of IQAC are requested to attend the meeting in principal's cabin on  $26^{th}$  August, 2018 at 11.30am to discuss the following points.

## **AGENDA**

- 1) Review of the minutes of previous meeting
- 2) To discuss about the placement activities for students.
- 3) To discuss and decide about the place and dates for students Study tour/ Industrial Visit
- 4} To discuss about the purchase of new Printing Machine .
- 5) To upgrade and repair all the furniture wherever necessary before exam.
- 6) To discuss on Purchase of Incinetors.
- 7) To conduct guest lecture especially for TY students.
- 8) To try to get Publishing partners and Sponsors for International Conference.
- 9) Any other matter with the permission of chair.

You are requested to make it convenient to attend the same.

Thanking You,

With Regards,

Yours Sincerely,

## MEETING

The IQAC meeting was conducted on Saturday 26th August, 2018 at 11.30 am in Principal Cabin. Ms. Annie Antony chaired the meeting.

- 1. Chairperson Ms. Annie Antony welcomed all the criteria heads and others for the meeting.
- Co-coordinator Ms. Kesar Lalchandani displayed the Agenda and gave brief introduction of points in the Agenda. Initial discussion started with the minutes of previous meeting and action taken.
- 3. It is essential for every institution to give strong placement opportunities to the students for the Academic year 2018-19; it was decide to tie up with Techno serve ltd. For the training and placements of students. Techno serve will provide 40 hrs training on soft skills to the students before placement.
- It was resolved to purchase new printing machine to be kept in exam room for digital printing of question papers.
- It was decided to upgrade and repair the furniture whenever necessary before the exam. Administrative head Mr. Rahul Dhomse was given the responsibility of all repairing and maintenance work
- 6. It was resolved to purchase incinetors for Ladies common Room.
- 7. It was decided to conduct special revision lecture for TY Students before their University Exam. All the departmental head were inform about the same.
- 8. It was decide to organize International Conference in association with Centre for Education and Social Development (CESD) in the month of March –April.
- It was resolved to include all the departmental members in the planning committee for their respective departmental and Intercollegiate events.
- 10. Meeting ended with the vote of thanks proposed by IQAC coordinator Ms. Kesar Lalchandani.

Ms. Kesar Lalchandani

Mr. Damodhar Morey

Ms. Anupriya Khobragade

Ms. Yogita Sanas

Ms. Sabina Ansari

Mr. Umashankar Tripathi

Mr. Sunil Kukreja

Mr. Vijaynarayan R. Pandit

Mr. Rahul Dhomse

Mr. Bootwala Burhanuddin

(Chairperson)

(Co-ordinator)

(Vice-Principal)

pal) June

(Senior Teacher)

(Senior Teacher)

(Senior Teacher)

(Social Worker)

(Social Worker)

(Management Representative)

(Administrative Representative)

(Student Representative)

Date-03/12/2018

## NOTICE

All the members of IQAC are requested to attend the meeting in principal's cabin on 8th December, 2018 at 11.30am to discuss the following points.

## **AGENDA**

- 1. To Review of minutes of Previous Meeting
- 2. To make Organizing Committee for the International Conference
- 3. To discuss and decide about the various departmental programs to be conducted for second half of the year.
- 5. Result Analyses of Oct/Nov 2018 Examination and discussion on Result improvement initiatives to be taken.
- 6. To discuss and decide about the one day industrial visit for B.Com. Students.
- 7. To finalize the dates for intercollegiate events Sci-way, Karma & Phoenix.
- 8. To finalize the data for College Annual program.
- 9. Any other matter with the permission of chair.

You are requested to make it convenient to attend the same.

Thanking You,

With Regards,

Yours Sincerely,

## MINUTES

The IQAC meeting was conducted on Saturday 8th December, 2018 at 11.30 am in Principal Cabin. Ms. Annie Antony chaired the meeting.

- 1. Chairperson Ms. Annie Antony welcomed all the criteria heads and others for the meeting.
- 2. Co-ordinator Ms. Kesar Lalchandani gave brief introduction of points in the Agenda. Initial discussion started with the minutes of previous meeting and action taken.
- All departmental heads were asked to Plan for all departmental Programs to be conducted for Second Half of the year and report the same to Vice-Principal Mr. Damodhar Morey.
- 4. Various discussions were done regarding the Cultural Program and Annual Sports events.
- 5. It was decided to conduct culture and sports events simultaneously from 18<sup>th</sup> December to 24<sup>th</sup> December.
- 6. October-November Results were reviewed by IQAC members and it was decided to give extra coaching to students in the form of remedial lectures for its improvement.
- One Day Industrial Visit for Commerce Students to RBI and Aditya Infotech Ltd in the month of January/ February 2019 was decided.
- 8. Intercollegiate Events were decided to conduct in the month of January/ February. Respective heads were informed about the same.
- 9. Meeting ended with the vote of thanks proposed by IQAC coordinator Ms. Kesar Lalchandani.

Ms. Kesar Lalchandani

Mr. Damodhar Morey

Ms. Anupriya Khobragade

Ms. Yogita Sanas

Ms. Sabina Ansari

Mr. Umashankar Tripathi

Mr. Sunil Kukreja

Mr. Vijaynarayan R. Pandit

Mr. Rahul Dhomse

Mr. Bootwala Burhanuddin

(Chairperson)

(Co-ordinator)

(Vice-Principal)

(Senior Teacher)

(Senior Teacher)

(Senior Teacher)

(Social Worker)

(Social Worker) Sunil

(Management Representative)

(Administrative Representative)

(Student Representative)

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Samuel

John John

Date-12/3/2019

## NOTICE

All the members of IQAC are requested to attend the meeting in principal's cabin on Friday, 16/3/2019 at 12.30pm to discuss the following points.

### **AGENDA**

- 1. To Review of minutes of Previous Meeting
- 2. To take review from organizing Committee for the International Conference
- 3. To discuss and decide for the Academic Planner for Academic Year 2019-20.
- 4. To discuss and decide regarding the purchase of Water Cooler and Filter.
- 5. To make arrangements for repair of furniture and machinery wherever necessary before Semester end exam
- 6. To ask all the departmental heads and committee chairpersons to submit their Event/departmental report to IQAC
- 7. To discuss about the college Magazine for academic year 2018-19.
- 8. To discuss any other matter with the Permission of Chair.

You are requested to make it convenient to attend the same.

Thanking You,

With Regards,

Yours Sincerely,

### MINUTES

The IQAC meeting was conducted on Friday, 16th March 2019 at 12.30 pm in Principal Cabin. Ms. Annie Antony chaired the meeting.

- 1. Chairperson Ms. Annie Antony welcomed all the criteria heads and others for the meeting.
- 2. Co-ordinator Ms. Kesar Lalchandani gave brief introduction of points in the Agenda. Initial discussion started with the minutes of previous meeting and action taken.
- 3. The Work done by Conference organizing committee was reviewed. It was decided to do more and more Publicity for the Inter National Conference.
- 4. The Academic Planner for Academic Year 2019-20 was made with the help of all IQAC members. Responsibility of finalization of Academic Planner was given to IQAC coordinator Ms. Kesar Lalchandani
- 5. It was observed that there is need of Water Cooler and Filters separately on each and every floor. So, it was resolved to purchase new Water Cooler and Filter and repair the older one.
- 6. It was resolved to complete the entire repair and up gradation of machinery before semester and exam.
- All the departmental and committee heads were asked to submit their reports to Vice-Principal Mr. Damodhar Morey and Ms. Anupriya Khobragade for college Magazine.
- 8. Meeting ended with the vote of thanks proposed by IQAC coordinator Ms. Kesar Lalchandani.

Ms. Kesar Lalchandani

Mr. Damodhar Morey

Ms. Anupriya Khobragade

Ms. Yogita Sanas

Ms. Sabina Ansari

Mr. Umashankar Tripathi

Mr. Sunil Kukreja

Mr. Vijaynarayan R. Pandit

Mr. Rahul Dhomse

Mr. Bootwala Burhanuddin

(Co-ordinator)

(Vice-Principal)

(Senior Teacher)

(Senior Teacher)

(Senior Teacher)

(Social Worker)

(Social Worker)

(Management Representative) (t-

(Administrative Representative)

(Student Representative) Purha

(Chairperson)