

## Minutes of meeting of IQAC held on 26/06/2017

The First Meeting of IQAC for Academic year 2017-2018 was held on 26/06/2017 at 10.00 a.m. in the Learning centre of the college.

### Members Present:

Sr. No.	Name	Designation
1	Dr. Sujata Karmarkar	Principal
2	Prof. Bhavana Vaidya	Sr. Vice Principal
3	Dr. Jayant Apte	Vice Principal
4	Shri. Kailash Parasrampurua	Trustee, Management
5	Shri Vinay Saraf	Nominee from Industry
6	Mrs. Mangala Marathe	Nominee from Local Society
7	Ms. Usha Agarwal	Nominee from Alumni
8	Shri Jaywant Wagh	Office Superintendent
9	Shri. Bhalchandra Kerkar	Head Clerk
10	Mr. Ashish Prasad	Cultural Secretary
11	CA Ashwat Desai	Coordinator
12	Dr. Lipi Mukharjee	Teacher Representative-Self Finance Course
13	Dr. Anju Bohra	Teacher Representative-B.Com
14	Mrs. Neha Joshi	Librarian
15	Dr. Ameya Tanawade	Teacher Representative-B.Com

### Granted leave of Absence:

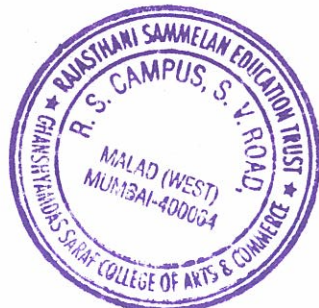
1. Shri Kailash Kejariwal
2. Dr. Jayant Apte

### The agenda of the meeting:

1. Academic performance for Academic Year 2016-17
2. Academic planner for 2017-18.
3. Formation of various committees to conduct various activities for 2017-18.
4. Any other matter with the permission of the chair.

The following points were put forth, discussed and accepted in the meeting:

**Agenda 1: Academic performance for Academic Year 2016-17:** Report on academic performance of B.Com and Self Finance students for academic year 2016-17 was placed on record by Prof. Gopal Sonar and Prof. CA Gurnathan Pillai – Exam –In charge of B.Com and Self Finance Coerces Respectively. The result analysis was discussed in detail. It was decided to conduct ‘Remedial Lectures’ for slow learners.



**Agenda 2: Academic planner for 2017-2018:** Discussed and approved the Academic planner prepared for 2017-2018 which was presented in the last meeting held on 27<sup>th</sup> April 2017.

### Academic Planner for the Year 2017-18

Month	Planner
May-2017	<ul style="list-style-type: none"> <li>• Printing prospectus.</li> <li>• Scrutiny of application and admission forms of S.Y.B.Com, T.Y.B.Com, BMS, BMM, BCBI &amp; BCAF.</li> <li>• Meeting with parents and students of junior college (XIIth Standard) for academic counselling.</li> <li>• Admission of the students.</li> <li>• Interviews and continuation of un-aided staff.</li> </ul>
June-2017	<ul style="list-style-type: none"> <li>• Admission of F.Y.B.Com, BMS, BMM, BCAF, BCBI, B.Sc(IT) by putting up three merit list and finalizing the admission list.</li> <li>• Time table preparation by Time Table Committee.</li> <li>• Meeting of Principal with Teaching and Non-Teaching Staff on the re-opening day.</li> <li>• Formation of various committees.</li> <li>• Meeting of the Principal with respective departments and committees.</li> <li>• Admission procedure for M.Com.</li> <li>• Commencement of F.Y, S.Y., T.Y. and M.Com Part-II lectures.</li> </ul>
July-2017	<ul style="list-style-type: none"> <li>• Planning examination schedule.</li> <li>• MKCL enrolments.</li> <li>• Students' enrolment for extension activities.</li> <li>• Address by Principal to F.Y. students.</li> <li>• Guru Pornima celebration by Marathi Literary Association.</li> <li>• Tree Plantation by NSS.</li> <li>• Activities by various Committees.</li> </ul>
August-2017	<ul style="list-style-type: none"> <li>• Preparation of F.Y. &amp; S.Y. ATKT examination.</li> <li>• Remedial lectures for ATKT students.</li> <li>• Formation of Students' Council.</li> <li>• Training programmes/orientation for students carrying out extension activities.</li> <li>• Independence Day Celebration.</li> <li>• Flag collection rally /08/2017.</li> <li>• Crowd Control during Ganapati Festival</li> </ul>
September-2017	<ul style="list-style-type: none"> <li>• Hindi Divas Celebration.</li> <li>• F.Y. and S.Y. (Sem-I &amp; Sem-III) examination.</li> <li>• Meeting parents of those students have less attendance.</li> <li>• .Activities by various Committees</li> </ul>
October-2017	<ul style="list-style-type: none"> <li>• Centralized Assessment of Sem- I &amp; III answer books.</li> <li>• Processing of results and collection of mark sheets.</li> <li>• Garba Ras by Students' Council during Navaratri Festival .</li> <li>• 7 Days Special Residential Camp by NSS .</li> <li>• Activities by various Committees</li> </ul>

