

Minutes of the meeting of IQAC held on 01/10/2016

The review meeting of IQAC for academic year 2016-17 was held on 01/10/2016 at 11:00 a.m. in the Conference Room of the college.

Members present:

Dr (Mrs) Shobana Vasudevan, Principal

Ms. Kavita Jajoo, Convener

Mr. S. Natarajan

Ms. Manjusha Sawant

Mr. Suryakant Pagare

Ms. Sudarshana Saikia

Mr. S. Patil

Ms. Geeta Pai

Ms. Geetanjali Kedia

Mr. Sanjay Shete

Mr. Ravi Kadam

Granted leave of Absence:

Dr. Vinita Pimpale

Ms. Jyoti Purandhare

Ms. Shagun Sharma

The agenda of the meeting:

1. Confirm the minutes of the last meeting.
2. Discuss the implementation of plans submitted by sub- committees
3. Review Programs and events conducted in the first term.
4. Any other matter with the permission of the chair.

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

Agenda 1: Confirm the minutes of the last meeting.

The minutes were read out and confirmed by the members present.

Agenda 2: Discuss the implementation of plans submitted by sub- committees

The Theme of IQAC for 2016-17- Optimising E-Resources

Review of implementation of plans:

Student information	Sub-Committee members submitted to IQAC the plans and processes for collecting information and the same has been implemented.
Monthly e-newsletter	Podar Canvas launched in August 2016.
Wellness Programme	Financial healthcare lecture proposed.
Green gym	IQAC member Mr. Sanjay Shetye to sponsor three exercise machines for the college campus
Library National Seminar	To be conducted in January 2017
“Swaccha Bharat Abhiyaan”- cleaning of Matunga station	Report submitted by Mr. Suryakant Pagare. A collaboration with an NGO for beautification of Dadar station scheduled on 2/10/2016. Mr. Suryakant Pagare and Mr. Sanjay Shetye to co-ordinate.
Soft skills training and Masters training software programme	To be discussed with Kisan Pagar and Ravi Kadam for conducting the sessions.
Roll of honours	Space for installation identified and boards to be ordered
Feedback from society	Variable for “Society” to be defined and feedback mechanism to be identified.
Parent Teacher Association	Modalities for a PTA feedback and formalization of PTA done.

Agenda 3: Review Programs and events conducted in the first term.

The Convener briefed the members about the programmes organised and conducted by the college during the first term.

1. E-time sheet training conducted by Mr. S. Patil and S.Pagare
2. Orientation programme conducted for FYBCom students by class mentors.
3. Induction programme conducted for Adhoc teachers.
4. Backward linkage strengthened through Mathematrix.
5. Inter-College programmes conducted-Enigma and FINACC
6. E-newsletter Podar Canvas released
7. Podar Ratna Awards function conducted on 20/8/2016.
8. Library conducted “Remembering Abdul Kalam” programme.
9. NAAC sponsored seminar on “Changing Role of Teachers in Changing Times” conducted on 3/9/2016.
10. Under the Wellness programme, lecture conducted for non-teaching staff on oral health and free dental check- up for staff.
11. Ganesh Utsav conducted through usage of ecofriendly materials.
12. API for career advancement submitted by Vrushali Kaneri and Sunita Rai.

Agenda 4: Any other matter with the permission of the chair

Mr. S.U. Patil suggested that feedback about the office infrastructure and services should be conducted.

Ms. Manjusha Sawant briefed the members about the NAAC preparation and suggested that efforts should be to be ready for a November 2016 visit by the peer team.

The Principal thanked the members present and appealed to the members to work together for the NAAC reaccreditation process.