

## **Minutes of the meeting of IQAC held on 24/11/2017**

Minutes of IQAC meeting held on Saturday, 24<sup>th</sup> November 2017 at 11:30 am in Conference room.

The Coordinator welcomed the members of the committee.

### **Members present:**

Principal Dr. Shobana Vasudevan- Chairperson

Mr. Suresh Deolee

Vice-Principal S.Natarajan

Mrs Manjusha Sawant

Dr. Pradeep Kamthekar

Mr S.U Patil

Mr Ravi Kadam

Mr. Kisan Pagar

Mr Sanjay Shetye

Mrs Jyothi Purandare

Ms. Geetanjali Kedia

Mr. Sumant More

Mrs Kavita Jajoo

The agenda for the meeting:

1. Confirm the minutes of last meeting.
2. Monitor progress of plans for 2017-18.
3. Any other matter with the permission of the chair.

The IQAC Convener greeted all after the winter break. The following points were discussed and accepted in the meeting:

1. Minutes of last meeting conducted on 9<sup>th</sup> September 2017 were read and confirmed and duly signed by the Chairperson.
2. Ms. Kavita Jajoo briefed all member about the event conducted from Aug-Nov. The successful conduct of the inter collegiate extracurricular activities event Enigma, was applauded.
3. An intensive Orientation for parent and Student were conducted by class mentors throughout the semester. The convener shared the feedback of the parents about the orientation program.
4. Workshop on Advanced Tally was conducted for the office clerks by Prof Dr. Pradeep Kamthekar.
5. Remedial and Buddy program continued with good response by the advanced learners.
6. The coordinator informed the committee about the workshop on “creating web page “to be conducted by Prof Asif Shaikh from the Mathematics and statistics and computer science department. There would be live demonstration of the same in the computer laboratory M3.
7. The coordinator Mrs Gita Pai, our well-wisher had organised a talk on “Holistic well being “for our non teaching staff in the month of December. Mrs Manjusha Sawant would be coordinating the program under the “ Wellness Program “

The Meeting ended with a vote of thanks to the Chairperson.