

MATRUSHRI KASHIBEN MOTILAL PATEL SENIOR COLLEGE OF COMMERCE & SCIENCE

INTERNAL QUALITY ASSURANCE CELL (IQAC)

MINUTES OF THE MEETING

DATE: 03/12/2018

DAY: MONDAY

TIME: 1:00 P.M. TO 2:00 P.M.

VENUE: VICE PRINCIPAL OFFICE

AGENDA:

- Review of minutes of 3rdIQAC Meeting
 - Action taken report on the decisions of the previous meeting
 - Conduction of faculty development programs
 - Workshops and courses for students
 - Activities by placement cell
 - Celebration of national mathematics day
 - Celebration of international women's day
 - Celebration of world AIDS day
 - Any other matter with permission of chair
- **Review of minutes of 3rdIQAC Meeting:** The 3rdIQAC meeting was held on 11/06/2018 at 1:00 p.m. The minutes of meeting were readout with a formal discussion with all IQAC members.
 - **Action taken report on the decisions of the previous meeting:**

Recommendation given by IQAC Committee	Action Taken for Implementation & Outcomes
clubs and committees to be formed	Fine art club, literary club, audio video club, IT club, photography club, etc were formed and various activities conducted.
programs to be arranged for staff	Work life balance workshop arranged
Base Line test for all the first year students to be conducted	Test conducted and results analysed and used as base for remedial
a session on legal awareness for girls	Legal literacy program for girls arranged
Meeting of alumus	Conducted on 15 th August, 2018 and invited suggestions for college growth

Discussion, Recommendations and Conclusions:

- For better and smooth execution of staff working, some FDPs to be arranged such as program on excel, etc.
- Skill enhancement courses such as soft skills, technical skills to be arranged to make students multi – talented.

- Placement cell should perform actively as helping students to get into the job market is indicator of students success. Various activities should be undertaken to make students job ready.
- Celebration to be done on the occasion of national mathematics day, international women's day and world AIDS day.
- There being no other point to discuss, the meeting ended with vote of thanks

Members Present:

- 1) Mrs. Madhuri Mangesh Nandanwar (Chairperson)
- 2) Prof. Raina chandika
- 3) Prof. Rupesh Patil
- 4) Prof. Kalpana Jadhav
- 5) Prof. Trupti Shah
- 6) Prof. Gauri Shirsat
- 7) Prof. Lata Ahuja
- 8) Prof. Shailendra Mishra
- 9) Prof. Rohini Patil
- 10) Prof. Sushma Jadhav
- 11) Prof. Smita Sonawane

Handwritten signature: Madhuri



Handwritten initials and signatures next to the list:
 2) Raina
 3) RP
 4) K. J.
 5) T. S.
 6) G. S.
 7) L. A.
 8) S. M.
 9) R. P.
 10) S. J.
 11) S. S.