

STES's  
Sinhgad College of Commerce,  
Kondhwa (Bk.)Pune

Minutes of Meeting					
<b>Subject</b>	IQAC Meeting				
<b>Topic</b>	Planning for Academic Term				
<b>Date</b>	14 <sup>th</sup> June 2018	<b>Time</b>	011.00 am to 1.30 pm	<b>Location</b>	Principal's Cabin
<b>Attendees</b>	IQAC Members				

**AGENDA OF THE MEETING**

- Planning Curricular, co-curricular and extra-curricular activities for the academic term
- Faculty empowerment

The agenda to be discussed was disclosed and all present agreed to go ahead with the same.  
The points discussed were as below:

1. Curricular

- To prepare Academic calendar in consultation with Teaching and Non-teaching staff
- All the Heads of the departments should complete the subject allocation in consultation with faculties.
- All the faculties should communicate Program outcomes, Program Specific outcomes to students to improve their attendance and must prepare necessary course of action for implementing the same.
- To finalize date and agenda for conducting Induction Programme.
- Analysis of the semester end results and to take corrective measures accordingly
- Enhancing use of ICT enabled teaching

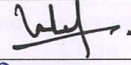
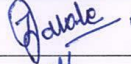


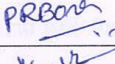
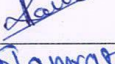




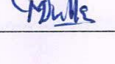

2. Student Development [Co-curricular & Extra-curricular]:

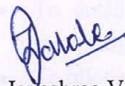
- To instruct STP coordinators of BBA,BBA(CA) and B.Com to prepare Student Training Program Activity Calendar for Cycle -1 and allocate responsibilities for the same
- Registration of Alumni Association to provide interactive platform to current students.
- To decide tentative topics for Guest lectures and seminars and to finalize speakers accordingly
- To allocate mentors for newly admitted students

## 3. Faculty Development:

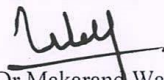
- To ensure maximum representation of faculty members on various SPPU committees.
- To motivate faculty members to do more research/enrollment/complete PhD/participate in FDP, Orientation and refresher courses

## List of Attendees:

Sr.No.	Name of the member	IQAC Designation	Signature
1	Dr.Makarand Wazal	Chairperson	
2	Asst.Prof.Jayashree Patole	Coordinator	
3	Dr.Vishwas Swami	Sr.Staff member	
4	Miss.Mamta Hatkar	Sr.Staff member	
5	Mr.Pramod Bora	Sr.Staff member	
6	Miss.Amreen Kaur	Alumni	
7	Miss.Namrata Mishra	Current Student	
8	Mr.Rajendra Dhayarkar	Administrative Staff	
9	Mr.Rakesh Deshmukh	Technical Staff	
10	Dr.A.V.Deshpande	Management Representative	
11	Dr.M.G.Mulla	External Expert	
12	Mr.Rohit Jindal	Industrialist	
13	Mrs.Swati Chitnis	Community Representative (Stakeholder)	



Mrs. Jayashree V. Patole  
**IQAC Coordinator**  
**Co-ordinator**  
**IQAC**  
**Sinhgad College of**  
**Commerce, Pune-48**



Dr.Makarand Wazal  
**Principal**  
**PRINCIPAL**  
**Sinhgad College of Commerce**  
**Kondhwa-Saswad Road,**  
**Kondhwa (BK), Pune-411048**

**STES's  
Sinhgad College of Commerce,  
Kondhwa (Bk.) Pune**

Minutes of Meeting					
<b>Subject</b>	IQAC Meeting				
<b>Topic</b>	Half yearly review of the Academic Term				
<b>Date</b>	1 <sup>st</sup> Nov. 2018	<b>Time</b>	02.00 to 03.30 pm	<b>Location</b>	Principal's Cabin
<b>Attendees</b>	IQAC Members				

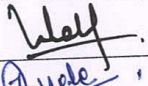
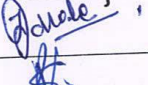

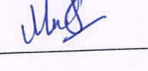
### AGENDA OF THE MEETING

- Half yearly review of the Academic Term

The agenda to be discussed was disclosed and all present agreed to go ahead with the same. The points discussed were as below:

- The students performances in various modules of Student Training Program and Internal examinations were reviewed
- It was decided to form concrete strategies to reduce absenteeism among students.
- It was decided to provide personal counselling by mentors to academically weak students

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1	Dr.Makarard Wazal	Chairperson	
2	Asst.Prof.Jayashree Patole	Coordinator	
3	Dr. Vishwas Swami	Sr. Staff member	
4	Miss.Mamta Hatkar	Sr. Staff member	

5	Mr.Pramod Bora	Sr.Staff member	<i>PRBora</i>
6	Miss.Amreen Kaur	Alumni	<i>Akaur</i>
7	Miss.Namrata Mishra	Current Student	<i>Namrata</i>
8	Mr.Rajendra Dhayarkar	Administrative Staff	<i>Rajendra</i>
9	Mr.Rakesh Deshmukh	Technical Staff	<i>Rakesh</i>
10	Dr.A.V.Deshpande	Management Representative	<i>AVD</i>
11	Dr.M.G.Mulla	External Expert	<i>Mulla</i>
12	Mr.Rohit Jindal	Industrialist	
13	Mrs.Swati Chitnis	Community Representative (Stakeholder)	<i>Swati</i>

*Patole*  
Mrs. Jayashree V.Patole  
IQAC Coordinator

Co-ordinator  
IQAC  
Sinhgad College of  
Commerce, Pune-48

*Wazal*  
Dr.Makarand Wazal  
Principal

PRINCIPAL  
Sinhgad College of Commerce  
Kondhwa-Saswad Road,  
Kondhwa (BK), Pune-411048

Sr.No.	Name of the member	IQAC designation	Signature
1	Dr.Makarand Wazal	Chairperson	<i>Wazal</i>
2	Asst.Principal Jayashree Patole	Coordinator	<i>Patole</i>
3	Dr. Vishwas Desai	Sr.Staff member	<i>Desai</i>
4	Mrs. Manisha Nalkar	Sr. Staff member	<i>Nalkar</i>

**STES's  
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Minutes of Meeting					
<b>Subject</b>	<b>IQAC Meeting</b>				
<b>Topic</b>	Planning for the Academic Term				
<b>Date</b>	4 <sup>th</sup> Dec.2018	<b>Time</b>	01.00 to 02.15 pm	<b>Location</b>	Principal's Cabin
<b>Attendees</b>	<b>IQAC Members</b>				

**AGENDA OF THE MEETING**

- Planning Curricular, co-curricular and extra-curricular activities for the academic term

The agenda to be discussed was disclosed and all present agreed to go ahead with the same.  
The points discussed were as below:


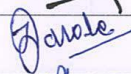


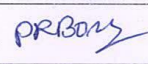
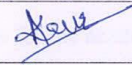
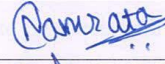
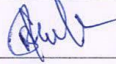



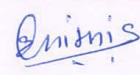
1. Curricular

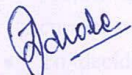
- It was decided to complete the semester-end result Analysis immediately after the announcement of the results
- All the Heads of the departments should complete the subject allocation in consultation with faculties.
- All the faculties should communicate Program outcomes, Program Specific outcomes to students to improve their attendance and must prepare necessary course of action for implementing the same.

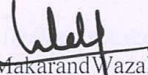
2. Student Development [Co-curricular & Extra-curricular]:

- To instruct STP coordinators of BBA,BBA(CA) and B.Com to prepare Student Training Program Activity Calendar for Cycle -2 and allocate responsibilities for the same
- Follow up for registration of Alumni Association to provide interactive platform to current students.
- To decide tentative topics for Guest lectures and seminars and to finalize speakers accordingly
- To allocate responsibilities for conduction of Sinhgad Karandak-Neon a Cultural and sports fest for students.

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2	Asst.Prof.Jayashree Patole	Coordinator	
3	Dr.Vishwas Swami	Sr.Staff member	
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STES's Sinhgad College of Commerce, Kondhwa (Bk.)Pune
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Minutes of Meeting					
Subject	IQAC Meeting				
Topic	Academic Term review meeting				
Date	26 <sup>th</sup> April 2019	Time	02.00 to 04.00 pm	Location	Principal's Cabin
Attendees	IQAC Members				

**AGENDA OF THE MEETING**

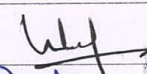
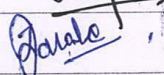
- To review the academic term
- Preparing for CBCs


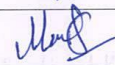
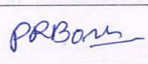

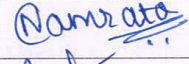
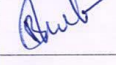

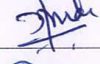

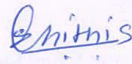
The agenda to be discussed was disclosed and all present agreed to go ahead with the same.

The points discussed were as below:

- The functioning of all college level committees were reviewed and it was decided to analyse and improve functioning of non-functional committees
- It was decided to accelerate the NAAC re-accreditation process and to communicate revised NAAC guidelines to all teaching and non-teaching faculties.
- The Choice based Credit system was discussed in detail and it was decided to conduct a workshop on "Choice based Credit system" at the beginning of A.Y.2019-20 for better understanding of the system.
- The tentative activities to be included in next year's academic calendar were discussed

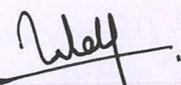
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