

21-22

**Kamala Education Society's
PRATIBHA COLLEGE OF COMMERCE AND COMPUTER STUDIES**
(Affiliated to Saviribai Phule Pune University)



Meeting No. 14

Date: 26/5/2021

Notice of IQAC Meeting

**All the members of IQAC are hereby informed that IQAC meeting is scheduled on
Thursday, 3rd June 2021 at 11:00 AM.**

Venue: G14 – Ground floor staff room


Agenda


1. To confirm previous meeting minutes.
2. To update prospectus of college
3. To set admission enquiry procedure.
4. To review syllabus completion of all courses.
5. To communicate internal marks to the students.
6. To encourage faculty members to write research paper.
7. To plan for online activities for the year 2021-22.
8. To set Audio-Visual room.
9. To appointment new staff as per requirement.
10. On the spot.
11. Vote of thanks

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| Sr. No | Name | Position |
|--------|------------------------|------------------------|
| 1 | Dr. Babasaheb Sangale | Chairperson |
| 2 | Dr. Kshitija Gandhi | Teacher |
| 3 | Mrs. Anamika Ghosh | Teacher |
| 4 | Dr. Rajeshree Nanaware | Teacher |
| 5 | Dr. Roopa Shah | Teacher |
| 6 | Mrs. Hemalata Chavan | Teacher |
| 7 | Mrs. Nilambari Kale | Teacher |
| 8 | Dr. Minal Bhandari | Teacher |
| 9 | Dr. Anand Lunkad | Teacher |
| 10 | Dr. Deepak Shah | Management |
| 11 | Dr. Shushil Muthiyan | Local Society |
| 12 | Mr. Deelip Parekh | Local Society |
| 13 | Dr. Rajendra Kankariya | Administrative Officer |
| 14 | Miss Stella Geveas | Student |
| 15 | Mr. Vishal Anilapurkar | Alumni |
| 16 | Mr. Rajesh Mhaske | Industrialist |
| 17 | Mrs. Rakhi Randand | Stakeholder |
| 18 | Dr. Jayashree Muley | IQAC Director |


Dr. Babasaheb Sangale
Chairperson/Principal


Dr. Jayashree Muley
Director of IQAC

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| Sr. No. | Agenda | Action taken | Remark |
|---------|--|---|--|
| 1. | To confirm previous meeting minutes. | Dr. Jayashree Muley welcome Dr. Deepak Shah, Dr. Babasaheb Sangale, Dr. Rajendra Kankariya and other members of IQAC. Dr. Jayashree Muley reviewed minutes of previous meeting | Confirmed |
| 2. | To update prospectus of college | Dr. Babasaheb Sangale suggested to update the prospectus of college as per faculty. | It was update and printed |
| 3. | To set admission enquiry procedure. | Dr. Minal Bhandari advised to set admission enquiry procedure for AY 2021-22. | It was set on the office floor. |
| 4. | To review syllabus completion of all courses. | Dr. Jayashree Muley recommended to review the syllabus completion of all courses. | It was reviewed in HoD meeting with Principal Sir. |
| 5. | To communicate internal marks to the students. | Dr. Rajeshree Naniware suggested to communicate internal marks to the students | It was communicated by respective course teacher. |
| 6. | To encourage faculty members to write research paper. | Dr. Roopa Shah encourage faculty members to write research paper. | It is in process. |
| 7 | To plan online activities for students for the year 2021-22. | Mrs. Hemalata Chavan suggested that every department must plan online activities for students for the year 2021-22. | It was conducted. |

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| 8 | To set Audio-Visual room. | Dr. Kshitija Gandhi madam recommended to set Audio-Visual room. | It was set in the basement. |
| 9 | To appointment new staff as per requirement | Mrs. Nilambari suggested to appoint new staff as per requirement of new courses | New staff had appointed. |
| 10 | On the spot | Dr. Anand Lunkad suggested to send students for intercollegiate competition. | It was decided to send students when organized by respective college after pandemic situation get normal. |
| 11 | Vote of Thanks | Dr. Jayashree Muley extended warm vote of thanks. | |


Dr. Babasaheb Sangle
Chairperson/Principal


Dr. Jayashree Muley
Director of IQAC