



“येथे बहुतांचे हित”

MARATHWADA MITRA MANDAL'S
COLLEGE OF COMMERCE

Affiliated to Savitribai Phule Pune University, Re-Accredited by NAAC with “A” Grade
ISO 9001:2008 Certified, Awarded as Best College by Savitribai Phule Pune University

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Meeting of Internal Quality Assurance Cell Members

Minutes of Meeting

Day & Date: Thursday, 25th March, 2021

Venue: Library, 3rd Floor, Commerce Building

The following members were present :-

1. Prin B G Jadhav
2. Dr. Devidas Golhar
3. Prof. S. M. Edke
4. Dr. N B Shaikh
5. Dr. S S Pokharna
6. Dr. Anpat S M
7. Dr. Ashwini Kulkarni
8. Prof. Santosh Shenai
9. Prof. N Satavlekar
10. Mrs. Harshala Wadkar
11. Mr. Manohar Gohane
12. Dr. Swapna S Kolhatkar

Criteria In charge / members were also present in addition to the above IQAC members

13. Dr. Shilpa Kabra
14. Dr. Kalpana Vaidya
15. Prof. Amol Chaudhari
16. Prof. Sushil Gangane
17. Prof. Swapnaja Marathe



Item No.	Minutes of Meeting
1.	<p>To read and confirm minutes of previous IQAC meeting and data submitted for AQAR 2019-20</p> <p>Minutes of the IQAC meeting held on 10th November 2020 were confirmed by the IQAC coordinator in the presence of the Chairman and other members.</p> <p>Brief about data compilation for AQAR 2019-20 was given. This included events organized, awards won, students' achievement, faculty achievement and financial data i.e. funds received from university for NSS, grants and scholarship, amount received for exams like SET, CA etc held in college for AY 2019-20. For AQAR 2019-20 all departments shared their information through departmental reports and faculties were shared with google forms for data gathering.</p> <p>IQAC coordinator also summarized the activities done for AY 2020-21 adhering to the pandemic and social distancing guidelines. She discussed the IQAC initiatives undertaken and the minutes updated on the website for AY 2020-21 and congratulated all for the successful first time submission to NIRF 2019-20.</p> <p>Chairman, Dr. Devidas Golhar suggested reviewing and revising best practices asked in AQAR and criteria 7 of NAAC till the end of April and accordingly updates be made. An interim meeting consisting of students, staff, colleagues, etc be called for discussing the same so that options could be identified precisely and strengthened.</p> <p>Dr. N B Shaikh suggested the creation of research infrastructure to motivate faculty for research and share their research interests for the current academic year. He suggested that the PGRC policy document be prepared and sanctioned in the next CDC meeting. Policy should include details like OD leave and Duty leave, research budget, rewards for research.</p>
2.	<p>To review workshops / webinars conducted till date and revision of various college committees.</p> <p>IQAC members confirmed the various events conducted at department and college level for students and teachers. The IQAC members discussed the limitations of conducting online student events along with the success in conducting varied events that involve all stakeholders like student, parent, teachers etc. The webinar on innovative online teaching methods was also discussed in relation to the use of online tools like break out rooms, wooclap, prezzi etc along with Google Meet. Such innovative tools would be an advantage for all online lectures.</p> <p>Prof. Amol Chaudhari, criteria member, mentioned the revision of college committees as few members had completed service. The revised committee list to be updated on the website too.</p> <p style="text-align: right;">Proposed By : Dr. Ashwini Kulkarni Seconded By : Prof. Nidhi Satavlekar</p>



To prepare plan of action for various activities:

a) Revision of student feedback form: Format is revised for online feedback from for student, employer and alumni.

b) Analysis of feedback report: Student satisfaction survey was closed on 24 th March 2021 and its analysis will be submitted by Criteria II incharge.

c) College magazine: Prof. Santosh Shenai confirmed that the departmental data has been received for AY 2019-20 and would be processed for an online copy of the college magazine. Prof. S M Edke discussed the publication frequency of college magazine for AY 2021-22.

d) Alumni meet: An online alumni meet for final year students of AY 2019-20 pass out batch to be organized. Invitations, flyers, registration forms, short video, social networking websites etc should be used for reaching out to all alumni members.

3. e) Strengthening student-teacher ratio: All agreed to calculate workload and adhere to STR as suggested by UGC and accordingly identify vacancy details.

f) MoU : Dr. Ashwini Kulkarni mentioned that process will be initiated for MoU with DeAsara Foundation.

g) Webinar on educational system changes: Additionally, Dr. Golhar suggested conducting more workshops / webinars on higher education by inviting the University Chancellor, UGC head and other prominent personalities in the field of education. Dr. Shilpa Kabra proposed to conduct a program on gender equality awareness.

h) Strengthening green initiatives through energy/green audit: Dr. Swapna Kolhatkar discussed a green audit for the next AY. Dr. Anpat S M discussed the bio gas plant to process the canteen and garden waste.

Proposed & Seconded By : IQAC members

To review and appraise members on number and name of departments as per previous SSR.

Dr. S S Pokharna and Dr. Nasir Shaikh confirmed and Dr. Devidas Golhar finalized that departments should continue to use the nomenclatures mentioned in the previous SSR.

4.

Names of department are as follows-

- i) Department of Commerce
- ii) Department of Computer Science
- iii) Department of Business Administration
- iv) Department of Communication & Journalism



In addition, all members discussed the sanctioned BVoC courses and their preparation related to course syllabus, so that courses could commence as soon as funds are received.

Proposed By : Dr. S S Pokharna
Seconded By : Dr. Nasir Shaikh

Other matters was put forth by members:

Dr. Shilpa Kabra discussed the increasing covid cases and the need to organize vaccination drive for staff below 45 year age in college along with routine sanitization of infrastructure.

Proposed By : Dr. Shilpa Kabra
Seconded By : Dr. Anpat S M

Prepared By / Verified By



Dr. Swapna S. Kolhatkar
IQAC Coordinator

Sign / Date: 25/03/2021



Approved By



Dr. Devidas Golhar
Principal

Sign / Date: 25/03/2021