

## **Minutes of the 1<sup>st</sup> IQAC Meeting Held on 30/06/2018**

**Place:** Conference Hall/ IQAC Room

**Time:** 12:00 p.m.

1. The minutes of the previous meeting of IQAC held on 28/03/2018 were read out by the Coordinator of IQAC and it was unanimously resolved to recommend the confirmation of the minutes of the previous meeting.
2. The IQAC Coordinator introduced the new members of the IQAC which have been appointed for the academic year 2018-19. The Chairman of the IQAC, Principal Dr. Sunita Adhav welcomed all the members of the IQAC.
3. Dr. Ananya Bibave informed the members about the requirement of the submission of AQAR before 30<sup>th</sup> September 2018 which needs to compile all the criteria wise data from all the criteria in-charge teachers as well as the administrative staff. It was unanimously resolved that the compilation process shall be conducted by Dr. Ananya Bibave who shall be supported by Ms. Mayura Borde in this task.
4. The Action taken report of all the complaints and suggestions from the suggestion box was read out by Mr. Abhijeet Dhere. It was resolved to recommend the consolidated action taken report to the College Development Committee.
5. The academic planning for the academic year 2018-19 was proposed by the IQAC Coordinator. There was a discussion of the incorporation of certain other activities like guest lectures, elocution and debate competitions for the students which were unanimously accepted by the members.
6. The Annual Report of the College which needs to be sent to Savitribai Phule Pune University and the Bar Council of India was read out by Ms. Shivanjali Bhoite and it was resolved to recommend the same to the College Development Committee.
7. For providing incentive to the students who have topped in some subject, unique concept of the subject teachers giving prize to the concerned subject topper began in the academic year 2016-17 and was well appreciated by the NAAC Peer Team. It was unanimously resolved to continue this activity for which the list of students topping in various subjects was prepared and it was resolved to finalize the students receiving the prize from the concerned subject teachers.
8. It was resolved to continue the students Aptitude Test format which has been prepared by Psychology department of Modern College of Arts, Science and Commerce, Shivajinagar.
9. As per the recommendations of the IQAC members in the previous academic year it was resolved to begin the online feedback mechanism with the help of 'google forms' as a pilot

project for the first semester to one class and then looking at its success and ease in administration it should be continued for all the classes.

10. As per the requirements of the changed syllabus there is a need to appoint four full-time non-law teachers, and at least 2 more full-time law teachers in addition to the existing 8 faculty members. It was resolved to recommend the same to the College Development Committee.
11. With reference to the topic for the National Seminar it was resolved to recommend confirming the National Seminar of “Changing Perspectives of Media: Challenges on Civilization” based upon the relevance of the topic to the students and researchers.
12. The IQAC Coordinator informed all the members the forming of ‘IQAC Cluster Maharashtra’ which was the initiative of one of the members of the IQAC of the academic year 2017-18 – Dr. Parag Shah. As per his discussion with Principal Dr. Adhav and Dr. Bibave it was suggested that there should be a faculty Development Programme for all the staff members, especially the new staff members who are completely unaware of the NAAC Revised accreditation Framework. Accordingly, it was proposed by the IQAC Coordinator to conduct a seven-day Faculty Development Programme in collaboration with IQAC Cluster Maharashtra from 30/07/2018 to 06/08/2018 Titled “Demystifying Seven Criteria of NAAC”. It was unanimously resolved to recommend the same to the college Development Committee.

The Coordinator of IQAC proposed the vote of thanks to all the members of IQAC and asked for their cooperation and guidance as and when required.

The Meeting concluded at 3:15 p.m.

**Adv. Dr. Chintamani Ghate**

Coordinator, MLC

**Dr. Ananya Bibave**

Coordinator, IQAC

**Dr. Sunita Adhav**

Principal