

**Brihan Maharashtra College of Commerce, Pune-04.**

**IQAC**

**Minutes of the Meeting**

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**Meeting Date:** 16.06.2017

**Meeting Time:** 11:00 am

**Meeting held at:** IQAC Room

**Minutes of the meeting of the IQAC on 16th June 2017**

**A meeting of the IQAC in-house members was conducted on 16<sup>th</sup>, June Friday 2017 at 11:00 am in the NAAC office to discuss and prepare an action plan for Academic Year 2017-18.**

The following members attended the meeting:

1. Dr. J.R.Lanjekar
2. Dr. S. V. Waghmare
3. Dr. Ashish Puranik
4. Dr. G. K. Bengale
5. Dr. P. V. Sathe
6. Bharati Upadhye
7. Vinaya Hasamnis
8. Dr. Varsha Deshpande
9. Dr. Rajashri Gokhale
10. Dr. Deepak Powdel
11. Dr. R. P. Kuchekar
12. Manjusha Gokhale
13. Preeti Rajguru
14. Dr. S. H. Nirmale
15. Dr. Kishor Bhosale
16. Vijay Salunkhe
17. Shri. S. G. Gosavi

The following was discussed/suggested by the members:

- 1) It was decided that the training for ERP systems be arranged for all faculty members.
- 2) The Implementation of autonomy for the first year was discussed and accordingly it was affirmed that the appointment of teachers, the preparation of time tables to be completed on a priority basis. It was also discussed that the delivery of the approved curriculum to be done accordingly
- 3) It was decided that the Board of Studies (BOS) Meetings to discuss and update the syllabus of Second Year courses be conducted in the month of October, 2017.
- 4) It was decided to introduce 'Online MCQ Examinations' as a part of internal evaluation.
- 5) To promote the use of ICT in 'Teaching-Learning' process it was decided that Internet Facility be provided to all the classrooms. Similarly computers with Internet Access were given to all the Departments on the Campus.

- 6) Credit Courses through the Language Lab under the autonomous status for e.g. BEC, German, Spanish, French etc. were introduced.
- 7) It was decided that the Library Exhibition be held in the month of September,2017 and the details regarding the same were to be finalised in the subsequent Library Committee Meetings.
- 8) The schedules for various flagship activities like 'ASTITVA', 'EMERGE', Film-Screenings, A.D. Shroff Memorial Elocution Competition, 'KIOSK', Sarpotdar Karandak etc. was finalised.
- 9) The programme for Yoga-Day was finalised.
- 10)The schedules of various curricular and co-curricular activities were finalised.
- 11)The Academic calendar for the year 2017-18 was prepared and approved.
- 12)The tentative schedule of the Semester End exams was prepared.

The Meeting concluded with a formal vote of thanks to the Chair.

Dr.Varsha Deshpande

IQAC Coordinator

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Sr No	Activity	Action Taken
1	Students' Induction Programme	Conducted on 2 <sup>nd</sup> July, 2018
2	Implementation of autonomy related process	Completed by July, 2018
3	Registration for Add-on courses for credits	Completed by August 2018
4	Additional courses for credits	Proposals to be placed in the BOS Meeting
5	BOS Meetings for syllabus finalisation for third year courses	Conducted by the respective Boards in September,2018
6	Computer lab utilisation for Online MCQ Exams	Online MCQ exams successfully conducted in the lab in the month of October, 2018
7	'Library Exhibition'	Conducted in the month of September, 2018
8	'Research Methodology' workshop	Conducted in 4 sessions starting from 1/11/2018
9	Use of ICT in 'Teaching-Learning' process	Successfully implemented by few teachers
10	Proposal from Mr. Krishna Patil	Under consideration
11	Yoga-Day Programme	Conducted on 21 <sup>st</sup> June, 2018
12	Curricular & Co-curricular activities	Conducted as per the schedule
13	Academic Calender (18-19)	Subsequently updated and activities carried out as per the schedule
14	Semester End Examinations	Conducted as per the schedule prepared by the Examinations Department